

STAYTON PLANNING COMMISSION AGENDA

7:00 pm

Tuesday, May 28, 2024

HYBRID MEETING

The Stayton Planning Commission will be holding a hybrid meeting utilizing Zoom video conferencing software. The meeting will be in-person but can also be "attended" virtually. If you would like to virtually participate in the meeting, please contact the Planning and Development Department at wcudd@staytonoregon.gov to receive an invitation to the online meeting.

- 1. CALL TO ORDER** **Chair McKinley**
- 2. MEETING MINUTES – Approval of March 25, 2024, Minutes**
- 3. LAND USE FILE #4-02/24 –PUBLIC HEARING – Application for Site Plan Review and Variance for a 6,005 square foot addition to an existing animal clinic, Michael Reynolds, Dark Horse Enterprises LLC, 1308 N 1st Avenue.**
 - a. Commencement of Public Hearing**
 - b. Staff Introduction and Report**
 - c. Applicant Presentation**
 - d. Questions from the Commission**
 - e. Questions and Testimony from the Public**
 - f. Applicant Summary**
 - g. Staff Summary**
 - h. Close of Hearing**
 - i. Commission Deliberation**
 - j. Commission Decision**
- 4. OTHER BUSINESS**
- 5. ADJOURN**

DATE OF NEXT MEETING: Monday, June 24, 2024

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members

FROM: Jennifer Siciliano, Director of Community and Economic Development

DATE: May 23, 2024

SUBJECT: Site Plan Review and Variance Application of Michael Reynolds, Dark Horse Enterprises LLC for 1308 N 1st Avenue

120 DAYS ENDS: (Deemed Complete May 3, 2024) September 3, 2024.

ISSUE

The issue before the Planning Commission is a public hearing on an application for a Site Plan Review to add a 6,005 square foot addition to an existing 5,701 square foot animal clinic with a variance application to lessen bike parking and narrow the landscape buffer requirements for this new addition.



BACKGROUND

Previously, the Stayton Planning Commission approved the application for a Site Plan Review and Variance to build an animal clinic at 181 E Hollister Street (LU #4-02/16) on February 29, 2016. The Site Plan Review was approved to develop a 5,701 square foot animal clinic and approving a variance along the E Pine Street frontage to reduce the required buffer from 10-feet to 5-feet wide.

The applicant, Michael Reynolds of Dark Horse Enterprises, submitted another application (LU #5-06/23) to vacate the alley between 190 E Pine Street, 1308 N 1st Avenue, 1328 N 1st Avenue, and 1336 N 1st Avenue which was approved on August 11, 2023.

City of Stayton

The applicant has now proposed a Site Plan Review to increase the existing animal clinic from 5,701 square feet by 6,005 square feet of additional area creating an animal clinic which is 11,488 square feet. There will be a reworking of the parking lot to supply 45 parking spaces. The proposal includes a variance to reduce the required 10-foot-wide landscape buffer to a 5-foot-wide one along the East Pine Street property frontage. The proposed development would include 190 E Pine St (tax lot 091W10AC02800), 1308 N 1st Ave (tax lots 091W10AC02700 and 091W10AC02600), 1328 N 1st Ave (tax lot 091W10AC02500), and 1336 N 1st Ave (tax lot 091W10AC02400) and the vacated alleyway. The application for the Site Plan Review and variance was deemed complete on May 3, 2024.

The Stayton Land Use and Development Code Title 17 does not have a process for merging parcel boundaries. See 17.24.030 Classifications of Land Divisions "... Lot line adjustments which do not create a new parcel of land and which bring about parcels still in compliance with zoning district minimum area requirements are not considered to be land divisions. ..." I spoke to the previous Planning Director, and he confirmed that there was not a process for land mergers within Stayton. The applicant will need to work with Marion County to proceed in merging the lots.

ANALYSIS

This report and the draft order presents the Planning Staffs summary and analysis concerning this application. It was developed with the input of other City departments and agencies.

Attached is an application for site plan review and variance approval from Michael Reynolds, Dark Horse Enterprises LLC. The application consists of the application forms and narrative, architectural, landscape, lighting plans, exterior finishes, a preliminary stormwater report, a preliminary site improvement plan, a transportation assessment letter, a fixture count sizer, and required fire flow. The complete application submission has been posted on the City's website.

The attached draft order provides findings and analysis of each approval criteria for Site Plan Review and Variances.

RECOMMENDATION

The staff recommends option one to approve the draft order as presented.

OPTIONS AND SUGGESTED MOTIONS

Staff has provided the Planning Commission with a number of options, each with an appropriate motion. The Planning Department recommends the fourth option until additional information is provided by city staff.

1. Approve the application, adopting the draft order as presented.

I move the Stayton Planning Commission approve the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC, (Land Use File #4-02/24) and adopt the draft order presented by Staff.

2. Approve the application, adopting modifications to the draft order.

I move the Stayton Planning Commission approve the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) and adopt the draft order with the following changes...

3. Deny the application, directing staff to modify the draft order.

I move the Stayton Planning Commission deny the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) and

City of Stayton

direct staff to modify the draft order to reflect the Planning Commission's discussion and bring a revised draft order for Planning Commission approval at the June 24, 2024, meeting.

4. Continue the hearing until June 10, 2024.

I move the Stayton Planning Commission continue the public hearing on the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) until June 10, 2024.

5. Continue the hearing until June 24, 2024.

I move the Stayton Planning Commission continue the public hearing on the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) until June 24, 2024.

6. Close the hearing but keep the record open for submission of written testimony.

I move the Stayton Planning Commission close the hearing on the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) but maintain the record open to submissions by the applicant until June 3, allowing 7 days for review and rebuttal and then an additional 7 days for the applicant to reply, with final closure of the record on June 24, 2024.

7. Close the hearing and record, and continue the deliberation to the next meeting.

I move the Stayton Planning Commission continue the deliberation on the application for a Site Plan Review and Variance of Michael Reynolds, Dark Horse Enterprises LLC (Land Use File #4-02/24) until June 24, 2024.

BEFORE THE STAYTON PLANNING DEPARTMENT

In the matter of) Site Plan Review and Variance
The application of) File # 4-2/24
Michael Reynolds, Dark Horse Enterprises, LLC, Applicant)

ORDER OF CONDITIONAL APPROVAL

I. NATURE OF APPLICATION

The application is for site plan review and variance approval to increase an animal clinic to 11,488 square feet with a variance to decrease the required landscaped buffer from 10-feet to 5-feet and lessen the bike parking requirements.

II. FINDINGS OF FACT

A. GENERAL FINDINGS

1. The owner and applicant are Michael Reynolds, Dark Horse Enterprises, LLC.
2. The properties can be described on Marion County Assessors Map as 190 E Pine St (tax lot 091W10AC02800), 1308 N 1st Ave (tax lots 091W10AC02700 and 091W10AC02600), 1328 N 1st Ave (tax lot 091W10AC02500), and 1336 N 1st Ave (tax lot 091W10AC02400).
3. The properties have approximately the following frontage: 200 feet along N 1st Ave, 200 feet along N 2nd Ave, 215 feet along E Pine Street, and 215 feet along E Hollister. The properties together contain approximately .98 acres.
4. The property is zoned Commercial General (CG).
5. The neighboring properties to the north across Pine Street are a mix of CG and Medium Density Residential (MD) zoned parcels. To the east across N 2nd Avenue, the properties are zoned MD. To the south across E Hollister, the parcels are zoned CG and MD. The properties to the west across N 1st Avenue are zoned CG.

B. EXISTING CONDITIONS

The subject property is currently developed as a veterinary hospital with associated parking. The parcels to the north were residential uses that have recently been demolished.

C. PROPOSAL

The proposal is to expand the veterinary hospital from 5,701 square feet to 11,488 square feet and add necessary parking with requested variances for a landscape buffer and bike parking reduction.

D. AGENCY COMMENTS

The following agencies were notified of the proposal: City of Stayton Public Works, Marion County Public Works, WAVE Broadband, Stayton Cooperative Telephone Company, Pacific Power, Northwest Natural Gas, Santiam Water Control District, Stayton Fire District, Stayton Police Department, Salem Development Services, and Santiam Hospital.

Responses were received from Stayton Public Works, City of Stayton’s Transportation Consultant, whose comments are reflected in the findings below.

E. ANALYSIS

Site plan review applications are required to satisfy approval criteria contained within Stayton Municipal Code (SMC) Title 17, Section 17.12.220 and Section 17.12.200.

F. APPROVAL CRITERIA

Pursuant to SMC 17.12.220.5 the following criteria must be demonstrated as being satisfied by the application:

- a. *The existence of, or ability to obtain, adequate utility systems (including water, sewer, surface water drainage, power, and communications), and connections, including easements, to properly serve development in accordance with City's Master Plans and Standard Specifications.*

Finding: The applicant provided a utility layout showing water and sanitary sewer services. The City Engineer states that according to the City's Water Master Plan, a 8" CLCI waterline is needed along the frontage of N 2nd Ave and the E Pine Street. There is an existing fire hydrant at the intersection of N 1st Ave and E Pine Street that is connected to a 4" water main within E Pine Street and does not meet current Public Work Design Standards. The developer will need to coordinate with the Fire Code Official to ensure compliance as layout in conditions for approval.

Regarding sanitary sewer, there is an existing 8" sanitary sewer main in N 1st Avenue, E Hollister St, and N 2nd Avenue. Since stormwater from any development must be infiltrated onsite, a potential stormwater infiltration area is proposed on the south side near E Hollister St.

- b. *Provisions for safe and efficient internal traffic circulation, including both pedestrian and motor vehicle traffic, and for safe access to the property from those public streets and roads which serve the property in accordance with the City's Transportation System Plan and Standard Specifications.*

Finding: The development site has seven existing access areas to the parcels. Three are on E Pine Street and two on N 1st Avenue, and one on N 2nd Avenue. The site development proposes to consolidate these access points down to two. One access point will be on E Pine Street and the other on N 2nd Avenue. The parking lot shall minimize congestion and comply with standard engineering practice. There are pedestrian connections to the site. Public Works Development Standards require that driveway spacing be 260' on a Major Arterial and 50' on a Neighborhood Collector Road.

- c. *Provision of all necessary improvements to local streets and roads, including the dedication of additional right-of-way to the City and/or the actual improvement of traffic facilities to accommodate the additional traffic load generated by the proposed development of the site.*

Finding: This development is bound by four public right-of-ways: E Hollister Street, N 2nd Avenue, E Pine Street, and N 1st Avenue. The City Engineer provided information about the necessary right-of-ways, and street improvements on the four roads.

E Hollister Street is a Neighborhood Collector Street with an existing 60' right-of-way. Providing a 10' public utility easement is recommended. It is considered to be developed along the frontage with asphalt pavement, curb and gutters, and sidewalks.

N 2nd Avenue is a Local Street and needs an additional 5' right-of-way unless waived by the Public Works Director and a standard 10' public utility easement. The area in front of 190 E Pine Street is sub-standard and most likely past its designed life. If the section is found to be sub-

standard, the existing pavement will need to be removed and replaced per Public Works Development Standards. Five-foot-wide sidewalks and intersection curb ramps shall be provided in accordance with Public Works Development Standards.

E Pine Street is a Neighborhood Collector Street and does not need an additional right-of-way. Providing a 10' public utility easement is recommended. The street pavement may be sub-standard and will need core testing. If the pavement is found to be sub-standard, the existing pavement section will need to be removed and replaced per Public Works Development Standards. The pavement Five-foot-wide sidewalks and intersection curb ramps shall be provided in accordance with Public Works Development Standards.

N 1st Avenue is a Major Arterial under Marion County jurisdiction. An additional 5' right-of-way is needed unless waived by both the Public Works Director and Marion County. Providing a 10' public utility easement is recommended. The existing sidewalks do not comply with current Public Works Standards. As such, the removal and replacement of any existing sub-standard sidewalks and existing sub-standard intersection curb ramps will be required along the frontage, unless otherwise approved by the Public Works Director and Marion County Public Works. The street improvements will need to comply with the City and Marion County Public Works approved engineering design at the time of development.

A Transportation Assessment Letter was submitted providing an analysis of projected trip generation, driveway access, and intersection sight distances.

- d. *Provision has been made for parking and loading facilities as required by Section 17.20.060.*

Finding: All proposed off-street parking is located on the development. According to Table 17.20.060.7.b Commercial and Industrial Parking Requirements, the Professional Technical Services use requires 3.5 parking spaces per 1,000 square feet, which would require 41 parking spaces. The site plan exceeds this requirement with 45 parking spaces. Two handicap spaces are required and are shown on the submitted site plans. No loading facilities are required since the building is under 25,000 square feet. There is a requirement to have 12 bike parking spots. The development proposes having 7 bike spots. The applicant has submitted a variance for the change in the requirement. See finding of facts under variance criteria for approval.

- e. *Open storage areas or outdoor storage yards shall meet the standards of Section 17.20.070*

Finding: The only proposed storage area will be a trash enclosure near the N 2nd Avenue driveway, and it will be appropriately screened. It meets the requirements of 17.20.070. It does not occupy a designated parking area and is properly located on the proposed site.

- f. *Site design shall minimize off site impacts of noise, odors, fumes or impacts.*

Finding: There will be no off-site noise, odors or fumes from the proposed development project.

- g. *The proposed improvements shall meet all applicable criteria of Section 17.20.200 Commercial Design Standards*

Finding: Regarding site design standards and architectural standards, the proposed building is two stories and it is approximately 90 feet from the neighboring residential building to the north. The primary building entrance has a 5-foot sidewalk connection to the front entrance on E Hollister St. The submitted architecture plans show an overhang over the entrance providing required weather protection. The architectural drawings show multi-story buildings with an overall height

of 29'-7" and wall planes less than 50 feet in length. Design features include pitched roofs, regularly evenly spaced ground floor windows, ground floor and second story offsets, and variations in wall finishes and trim. These meet the city's commercial site design and architectural standards.

h. *(Repealed Ord. 913, September 2, 2009)*

i. *(Repealed Ord. 913, September 2, 2009)*

j. *Landscaping of the site shall prevent unnecessary destruction of major vegetation, preserve unique or unusual natural or historical features, provide for vegetative ground cover and dust control, present an attractive interface with adjacent land uses and be consistent with the requirements for landscaping and screening in Section 17.20.090.*

Finding: The proposed development shows 10,129 square feet of landscaped area, which is 23.8% of the lot. This exceeds the 15% requirement in the Commercial General (CG) zone. The landscaping plan states that irrigation is to be automatic and underground. Before a Site Development Permit, the applicant should submit an irrigation plan that the source of water and show the materials, size and location of all components, including back flow or anti-siphon devices, valves, and irrigation heads to be approved by Public Works. The required street tree planting are denoted on the landscape plans along N 1st Avenue. There is a suitable mixture of trees and shrubs throughout the proposed development shown on the landscape plan. A landscape buffer is required along N 1st Avenue (a major arterial) and E Pine Street (a local street). A variance for the width of the buffer is being requested. See finding of facts under variance criteria for approval.

k. *The design of any visual, sound, or physical barriers around the property such as fences, walls, vegetative screening, or hedges, shall allow them to perform their intended function without undue adverse impact on existing land uses.*

Finding: No barriers are proposed. The development takes up a full city block.

l. *The lighting plan satisfies the requirements of Section 17.20.170.*

Finding: The provided Lighting Plan satisfies the requirement of 17.20.170.4 Non-Residential Lighting Standards. C. Lighting for Parking Areas. All 3 additional pole light proposed within the parking lot will be full-cut off. The Illumination levels were supplied on the plans and conform to the standard, but the height of the lights were not stated. They should be a maximum of 20 feet. Any additional security lights to the development should conform to 17.20.170.4 Non-Residential Lighting Standards. D. Security Lighting.

m. *The applicant has established continuing provisions for maintenance and upkeep of all improvements and facilities.*

Finding: The property owner will be responsible for upkeep and maintenance of the animal hospital and all parts of the development. As part of a Site Development Permit, the applicant will be required to submit a stormwater operations and maintenance (O&M) plan to be approved by the Public Works Department.

n. *When any portion of an application is within 100 feet of the North Santiam River or Mill Creek or within 25 feet of Salem Ditch, the proposed project will not have an adverse impact on fish habitat.*

Findings: The proposed development site is not within 100 feet of the North Santiam River or Mill Creek or within 25 feet of the Salem Ditch. This criterion is not applicable.

- o. Notwithstanding the above requirements the decision authority may approve a site plan for a property on the National Register of Historic Places that does not meet all of the development and improvement standards of Chapter 17.20 and the access spacing standards of Chapter 17.26 provided the decision authority finds that improvements proposed are in conformance with Secretary of the Interior's Standards for Treatment of Historic Properties, the site will provide safe ingress and egress to the public street system, and that adequate stormwater management will be provided.*

Finding: This criterion is not applicable since no building on the property is listed on the National Register of Historic Places.

Pursuant to SMC 17.12.200.6 the following criteria must be demonstrated as being satisfied by an application for a variance:

a. General Criteria Applicable to All Requests.

1. The granting of the variance would not be materially detrimental to the public health, safety, or welfare or the overall public interest of the citizens of the City as expressed within this title and the adopted Comprehensive Plan.

Finding: Granting the variances to reduce the required 10-foot-wide landscape buffer to a 5-foot-wide landscape buffer along E Pine Street and reduce bicycle parking spots from 12 to 7 will not materially be detrimental to the public health, safety or welfare of the City. It will provide necessary automobile parking at the same time will provide a buffer between parking and the roadway and create bike parking spaces.

2. The granting of the application complies with the applicable specific approval criteria as follows:

b. Specific Variance Criteria

1. Variance to Land Use Regulations

a) The property is subject to exceptional or extraordinary circumstances such as lot size, shape, topography, or other similar circumstances over which the property owner has no control and which do not generally apply to other properties in the same zoning district and/or vicinity.

Finding: The property for infill development is unusual because it is bounded on all sides by public roads. Other properties in the same zoning district generally do not have this limitation.

b.) The variance is necessary for the reasonable preservation of a property right of the applicant which is the same as that enjoyed by other landowners in the zoning district.

Finding: The variance for reduced landscape buffer and bicycle parking spaces is reasonable to provide additional needed parking spaces. Other infill developments in the Commercial General (CG) zone may

have similar issues in regard to fulfilling necessary requirements in parcels that are bounded by public roads on all sides.

c.) The variance would conform to the purposes of the applicable zoning regulations and would not generate a significant adverse impact on the other property in the same zoning district or vicinity.

Finding: The purpose of the landscape buffer is to improve the aesthetics of the city and minimize impacts of parking areas on neighboring residential properties. A 5-foot-wide landscape buffer will still provide a physical separation between the sidewalks and the parking area. The purpose of bicycle parking spaces is to allow for alternative modes of transportation. The seven bicycle parking spaces are enough to accommodate this need.

d.) Approval of the variance would not create an identifiable conflict with the provisions of the Comprehensive Plan or achieve the same conditions and a comprehensive plan amendment or zone change for the property.

Finding: There are no policies in the comprehensive plan that address landscape buffer widths, number of vehicle parking spaces, or number of bicycle parking spaces.

e.) The variance being requested is the minimum relief available to alleviate the difficulty giving rise to the application.

Finding: The reduction in the landscape buffer width from 10-feet to 5-feet along Pine Street and reduction in bike spaces from 12 to 7 are least amount that is needed to create enough parking spaces for the development.

f.) The variance would not have the effect of granting a special privilege not generally shared by other property in the same zoning district.

Finding: The site is bounded by public roads on all sides. The development fully builds out the parcel and lacks undeveloped area to meet all development code landscaping standards and additional bike parking. This variance would not grant any special privileges.

g.) The request for the variance is not the result of an action taken by the applicant or a prior owner.

Finding: The request for variances is needed to meet commercial design and dimensional development standards for an infill redevelopment site surrounded by all sides by public roads.

III. CONCLUSION

Based on the facts above, the Planning Commission concludes that the application meets the requirements for Sections 17.12.200 Variances, 17.12.220 Site Plan Review, 17.20.060 Off-Street Parking and Loading, 17.20.090 Landscaping Requirements, 17.20.170 Outdoor Lighting, and 17.20.200 Commercial Design Review, except for the following.

1. 17.12.220.5.c. This section requires that provisions be made for all necessary improvements to local street, including dedication of additional right of way. N 2nd Avenue is a Local Street and

needs an additional 5' right-of-way unless waived by the Public Works Director. This standard can be met with a waiver from the Public Works Director or an adjustment to the right-of-way area knowing that there is an existing building within the right-of-way area.

2. 17.20.090.4 This section requires landscaped areas to have a permanent underground or drip irrigation. No irrigation plan was submitted. This standard can be met if an irrigation plan is submitted.
3. Table 17.20.170.4.c.3. This section requires that any light in a Commercial Zone have a maximum mounting height of 20 feet. This standard can be met if a lighting plan was resubmitted denoted light heights and if they are 20 feet or shorter.

IV. ORDER

Based on the conclusions above, the Planning Commission approves the application for variances to allow a reduction of the required landscape buffer along E Pine Street from 10 to 5 feet and to allow a reduction of required bike parking spaces from 12 to 7 spaces. Further the Planning Commission approves the application for site plan review as shown on sheets A0.2, A1.01, A1.1.1, A1.1.2, A1.1.3, and A2.1 dated April 8, 2024 prepared by MD Architects from Kirkland, WA, and sheets C100, C102 (Existing Conditions), C102 (Preliminary Site Plan), C200, and C400 dated April 2, 2024 prepared by Udell Engineering and Land Surveying, LLC, Lebanon, OR, and sheet L1.1 dated April 8, 2024 prepared by Laurus Designs, Silverton, OR, and Lighting Plan dated March 25, 2024 prepared by Pure Energy Group and the accompanying materials that comprising the complete application subject to the attached standard conditions of approval and the following specific conditions for approval:

1. Prior to the submittal for Site Development Permit, the applicant shall submit an irrigation plan that meets the requirements of Section 17.20.090.4.
2. Prior to the submittal for Site Development Permit, the applicant shall submit revised light plans that show the height of the pole parking lights to meet Table 17.20.170.4.c.3.
3. Engineered plans and supporting documentation shall be submitted to the City for review and approval prior to issuance of a Site Development Permit:
 - a) Site and street improvement plans conforming to the SMC and Public Works Standards.
 - b) Water system plans conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official and Fire Code Official. The Developer shall provide written documentation that the Fire Code Official has reviewed and approved all required private fire access, protection devices, and system modifications, unless otherwise deferred in writing by the Fire Code Official.
 - c) Sanitary sewer system plans conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official. It is recommended that in order to verify the applicant's compliance with SMC 17.12.220.5.a for the sewer system, the Developer shall submit with the Site Development Permit application, sewer calculations to the City documenting the expected occupancy of the building (number of people and days/hours of occupancy), the number and type of plumbing fixtures, and the expected sewage generation for the project. The City will then incorporate the expected sewage generation from the project into the City's Wastewater Master Plan model to review the impacts to the

downstream sewer mains. The Public Works Director will then verify, based on the sewer modeling results, that there is adequate capacity for the expected sewage generation from the project.

- d) A stormwater analysis and report conforming to Public Works Standards. Careful review and consideration of the area's seasonal high groundwater impacts, including the necessary vertical separation requirements, will need to be included in the analysis.
- e) Stormwater conveyance, quality, and quantity facility plans conforming to Public Works Standards and meeting the requirements of the Building Official. It shall be the responsibility of the Developer to provide an acceptable point of discharge for stormwater from the development which will not harm or inconvenience any adjacent or downstream properties and that conforms to Public Works Standards. An acceptable point of discharge is to be designed by the Design Engineer and approved by the City.
- f) An erosion and sediment control plan for the site grading and earth disturbing activities conforming to Public Works Standards. A 1200-C permit will need to be obtained by the Developer from DEQ for any site disturbance of one or more acres through clearing, grading, excavating, or stockpiling of fill material.
- g) An erosion and sediment control plan for the site grading and earth disturbing activities conforming to Public Works Standards. A 1200-C permit will need to be obtained by the Developer from DEQ for any site disturbance of one or more acres through clearing, grading, excavating, or stockpiling of fill material.

V. OTHER PERMITS AND RESTRICTIONS

The applicant is herein advised that the use of the property involved in this application may require additional permits from the City or other local, State or Federal agencies.

The City of Stayton Land Use review and approval process does not take the place of, or relieve the Applicant of responsibility for acquiring such other permits, or satisfy any restrictions or conditions there on. The land use permit approval herein does not remove, alter, or impair in any way the covenants or restrictions imposed on this property by deed or other instrument.

In accordance with Section 17.12.120.7, the land use approval granted by this decision shall be effective only when the exercise of the rights granted herein is commenced within 1 year of the effective date of the decision. In case such right has not been exercised or extension obtained, the approval shall be void. A written request for an extension of time may be filed with the City Planner at least 30 days prior to the expiration date of the approval.

VI. APPEAL DATES

The City Planner's action may be appealed to the Stayton Planning Commission pursuant to Stayton Municipal Code Section 17.12.110 APPEALS.

Jennifer Siciliano

Jennifer Siciliano,
Director of Community and Economic Development

May 28, 2024
Date

Standard Conditions of Approval for Land Use Applications

1. Minor variations to the approved plan shall be permitted provided the development substantially conforms to the submitted plans, conditions of approval, and all applicable standards contained in the Stayton Land Use and Development Code.
2. **Permit Approval:** The applicant shall obtain all necessary permits and approvals from the City of Stayton prior to construction of the project.
3. **Change in Use** - Any change in the use of the premises from that identified in the application shall require the City Planner to determine that the proposed use is an allowed use and that adequate parking is provided on the parcel.
4. **Landscaping** - The applicant shall remain in substantial conformance to the approved landscaping plan and follow the criteria established in SMC 17.20.090 for maintenance and irrigation. Dead plants shall be replaced within six months with a specimen of the same species and similar size class.
5. **Utilities** - Utility companies shall be notified early in the design process and in advance of construction to coordinate all parties impacted by the construction.
6. **Agency Approval** - The Developer shall be responsible for all costs relating to the required public improvements identified in the approved plan and the specific conditions of approval and within the City Ordinances and Standard Specifications. The developer is also responsible for securing design approval from all City, State and Federal agencies having jurisdiction over the work proposed. This includes, but is not limited to, the City of Stayton, the Fire District, Marion County, DEQ, ODHS (water design), DSL, 1200C (state excavation permit), etc
7. **Construction Bonding** - Bonding shall be required if there are any public improvements. Prior to start of construction of any public improvement, the developer shall provide a construction bond in the amount of 100% of the total project costs, plus added City costs associated with public construction. The bond shall be in a form acceptable to the Director of Public Works.
8. **Inspection** - At least five days prior to commencing construction of any public improvements, the Developer shall notify the Director of Public Works in writing of the date when (s)he proposes to commence construction of the improvements, so that the City can arrange for inspection. The written notification shall include the name and phone number of the contracting company and the responsible contact person. City inspection will not relieve the developer or his engineer of providing sufficient inspection to enforce the approved plans and specifications.
9. **Public Works Standards** - Where public improvements are required, all public and private public works facilities within the development will be designed to the City of Stayton, Standard Specifications, Design Standards & Drawings (PW Standards) plus the requirements of the Stayton Municipal Code (SMC). (SMC 12.08.310.1)
10. **Engineered Plans** - Where public improvements are required, the applicant's engineer shall submit design plans for approval of all public improvements identified on the approved plan or as specified in conditions of approval. All design plans must meet the Stayton PW Standards. Engineered construction plans and specifications shall be reviewed by the City

Engineer and signed approved by the City Engineer, or Stayton Public Works Department, prior to construction.

11. **Street Acceptance** - Where public improvements are required, acceptance of completed public street improvements associated with the project shall be in accordance with SMC 12.04.210.
12. **Construction Approval** - All public improvements and public utilities shall be fully constructed and a letter of substantial completion provided by the City Engineer prior to any building permit applications being accepted or issued unless the required improvements are deferred under a non-remonstrance or other agreement approved and signed by the City. Construction items must be completed within a specified period of time provided in the approval letter or the approval of any additional building permits will be withdrawn by the City.
13. **Maintenance Bond** - After completion and acceptance of a public improvement by the City, the developer shall provide a 1-year maintenance bond in the amount of 30% of the construction bond amount. The bond shall be in a form acceptable to the Director of Public Works.
14. **As-Builts** - Where public improvements are required, the developer shall submit to the City, reproducible as-built drawings and an electronic file of all public improvements constructed during and in conjunction with this project. Field changes made during construction shall be drafted to the drawings in the same manner as the original plans with clear indication of all modifications (strike out old with new added beside). As-built drawings shall be submitted prior to final acceptance of the construction, initiating the one-year maintenance period.
15. **Drainage Permit** – A 1200C permit will be secured by the developer if required under the rules of the Oregon State DEQ.
16. **SDC** - Systems Development Charges are applied to the project at the time of issuance of a building permit.

Application Review – 1308 N. 1st Avenue Vet Hospital City of Stayton – Land Use File No. 4-02/24

TO: Jennifer Siciliano/*City Planning and Development Director*

FROM: John Ashley, P.E./*City Engineer*

COPIES: Lance Ludwick, P.E./*Public Works Director*

PROJECT: **Application Review – 1308 N. 1st Avenue Veterinary Hospital
Addition and Site Improvements, 091W10AC-TL02700**

DATE: May 23, 2024

Background

I received a copy of the application provided by Owner/Developer Dark Horse Enterprises, LLC, with site plans and preliminary stormwater report provided by Udell Engineering and Land Surveying, LLC, with a request by the City of Stayton to review and respond. The application is regarding a proposed new addition to the existing veterinary hospital located at 1308 N. 1st Avenue, along with associated site and utility improvements. In addition, the application indicates that all the existing parcels that are located within the existing block are proposed to be combined into one lot, and it is understood that the existing alley way that runs through the block has already been vacated.

The following land use application review concentrates on the public works aspects and implications of the application, including anticipated impacts to existing public utilities and recommended public improvements. The review findings and public works recommendations are based on a review of the applicable public works portions of the City of Stayton Municipal Code (SMC) and Public Works Design Standards (PWDS), and does not include a review of any other agency's requirements, or any building or other specialty code requirements covered under such building, plumbing, mechanical, electrical, fire, or any other applicable codes and regulations that may be required for the project.

The Developer will be required to obtain any and all required reviews, approvals, and permits required by the Planning Conditions of Approval, SMC, PWDS, Marion County, DEQ, OHA-DWS, Fire Code Official, Building Official, and/or any other agencies having jurisdiction over the work. As such, the Developer shall coordinate with Public Works, Fire Code Official, Building Official, and other appropriate agencies as necessary. The City of Stayton Municipal Code and Public Works Standards are available online at <http://www.staytonoregon.gov>, under the document center and the public works department menus.

It is recommended that City Staff review this memorandum in conjunction with their application review.

Project Overview

Project Site and Access

The application and City GIS mapping show the location of the proposed development to be within Township 9 South, Range 1 West, Section 10AC, Tax Lot 02700. The other tax lots that are within the block are TL 02400, TL 02500, TL 02600, and TL 02800. Proposed vehicular access to the new parking lot is from a new driveway approach shown along E. Pine Street and a new driveway approach shown along N. 2nd Avenue.

Existing Site Topography and Utilities

Existing site topography and utilities were provided with the application. City GIS mapping indicates that there are existing public water mains, storm drainage, and sanitary sewer systems within N. 1st Avenue and E. Hollister Street, along with a smaller 2" domestic water service within N. 2nd Avenue, and a 4" water main within E. Pine Street. It should be noted that the existing fire hydrant located at the intersection of N. 1st Avenue and E. Pine Street is shown in the City GIS mapping to be served by the existing 4" water main within E. Pine Street.

Construction Phasing

The application site plans did not indicate if the proposed development will be constructed in multiple construction phases. In accordance with PWDS 103.01.B, if a development that has been approved by the City to be constructed in multiple phases, the construction plans for each phase of the development shall be substantially and functionally self-contained and self-sustaining with regard to access, utilities, open spaces, and similar physical features, and shall be capable of substantial occupancy, operation, and maintenance should the subsequent phases of the development not be developed. City approval of the construction plans and the time by which construction must begin of one construction phase, shall be independent of City approval for all other construction phases of the development.

Horizontal and Vertical Datum

The application site plans indicate the vertical datum currently being used for the project is NAVD88. In accordance with PWDS 102.03, all elevations on design plans and record drawings shall be based on the NAVD88 Datum, and the horizontal datum shall be based on the Stayton local datum or Oregon State Plain Coordinate System (NAD83).

Findings

Transportation

- **TIA/TAL** – A Transportation Assessment Letter was submitted with the application for the City Traffic Engineer’s (Kittelson & Associates) review. N. 1st Avenue is under Marion County jurisdiction, so the Developer should also coordinate with Marion County Public Works.
- **Right of Way (R/W)** – Right-of-ways shall comply with the SMC and PWDS 312, Geometric Design Requirements by Street Functional Classification. Right-of-way dedication at intersections shall be sufficient to at minimum provide 1’ clearance behind sidewalks and curb ramps in accordance with PWDS 302.05.C. The standard 10’ wide public utility easement shall be provided along the frontage in accordance with PWDS 102.08, unless otherwise approved by the Public Works Director.
 - **N. 1st Avenue** – N. 1st Avenue is designated in the City’s Transportation System Plan as a Major Arterial under Marion County jurisdiction. PWDS 312 requires an 80’ R/W along N. 1st Avenue from Regis Street to Washington Street. However, PWDS 312 footnote 1, indicates that in lieu of the full 80’ R/W, the City can accept 60’ R/W plus a 10’ wide PUE/SW easement where approved. From the assessor’s map, it appears that 5’ of additional R/W is needed along the frontage in order to meet the minimum half-width R/W requirement in the PWDS, along with a 10’ wide public utility easement/sidewalk easement in accordance with the PWDS, unless otherwise approved by the Public Works Director and Marion County. Since the frontage is under Marion County jurisdiction, any additional R/W requirements will be as determined by them.
 - **N. 2nd Avenue** – N. 2nd Avenue is designated in the City’s Transportation System Plan as a Local Street under City jurisdiction. PWDS 312 requires a minimum of 60’ of R/W for Local Streets. From the assessor’s map, it appears that 5’ of additional R/W is needed along the frontage in order to meet the half-width R/W requirement in the PWDS, unless otherwise approved by the Public Works Director. The standard 10’ wide public utility easement is recommended to be provided along the frontage in accordance with the PWDS, unless otherwise approved by the Public Works Director.
 - **E. Pine Street** – E. Pine Street is designated in the City’s Transportation System Plan as a Local Street under City jurisdiction. PWDS 312 requires a minimum of 60’ of R/W for Local Streets. From the assessor’s map, it appears that additional R/W is not needed along the frontage. The standard 10’ wide public utility easement is recommended to be provided along the frontage in accordance with the PWDS.
 - **E. Hollister Street** – E. Hollister Street is designated in the City’s Transportation System Plan as a Neighborhood Collector Street under City jurisdiction. PWDS 312 requires a minimum of 60’ of R/W for Neighborhood Collector Streets. From the assessor’s map, it appears that additional R/W is not needed along the frontage.

- The standard 10' wide public utility easement is recommended to be provided along the frontage in accordance with the PWDS.
- **Street Improvements** – Street sections shall comply with PWDS 312, Geometric Design Requirements by Street Functional Classification. In accordance with PWDS 302.01.D, it shall be the responsibility of the Developer to preserve and protect the current pavement condition index rating and the structural integrity of the existing roadways from construction traffic to the satisfaction of the Public Works Director throughout all phases of development. Failure to preserve and protect the roadways may result in the Owner/Developer being responsible for replacing and reconstructing the damaged roadways at the Owner/Developer's expense. It should also be noted that final asphalt concrete pavement and sidewalk sawcut lines for all street improvements will be established by the City Inspector with the Design Engineer and Contractor during construction in accordance with the PWDS.
 - **N. 1st Avenue** – N. 1st Avenue is considered to be developed along the frontage with asphalt pavement, curb and gutters, and curb line sidewalks, but the existing sidewalks do not comply with current PWDS. PWDS 312 requires a 46' wide curb to curb street section with 8' wide curb line sidewalks. As such, the removal and replacement of any existing sub-standard sidewalks and existing sub-standard intersection curb ramps will be required along the frontage, unless otherwise approved by the Public Works Director and Marion County Public Works. The street improvements will need to comply with the City and Marion County Public Works approved engineering design at the time of development.
 - **N. 2nd Avenue** – N. 2nd Avenue is considered to be developed along the frontage of TL 02700 with asphalt pavement, curb and gutters, and sidewalks, but the street section along the frontage of TL 02800 is sub-standard and most likely past its design life. Unless approved otherwise by the Public Works Director at the time of Site Development Permit process, pavement core test results will need to be provided to the City showing that the existing half-street pavement section along the frontage complies with PWDS requirements. If the existing half-street asphalt pavement section is found to be sub-standard along the frontage, the existing pavement section will need to be removed and replaced per PWDS 303.02 and PWDS 305.04. If the existing pavement base is determined to be structurally sound, an overlay of the pavement may be approved per PWDS 305.04.D. Standard 5' wide property line sidewalks and intersection curb ramps shall be provided in accordance with PWDS requirements.
 - **E. Pine Street** – E. Pine Street is considered to be partially developed along the frontage with asphalt pavement, curbs, and sidewalks, but the street section is sub-standard and most likely past its design life. Unless approved otherwise by the Public Works Director at the time of Site Development Permit process, pavement core test results will need to be provided to the City showing that the existing half-street pavement section along the frontage complies with PWDS requirements. If

- the existing half-street asphalt pavement section is found to be sub-standard along the frontage, the existing pavement section will need to be removed and replaced per PWDS 303.02 and PWDS 305.04. If the existing pavement base is determined to be structurally sound, an overlay of the pavement may be approved per PWDS 305.04.D. Standard 5' wide property line sidewalks and intersection curb ramps shall be provided in accordance with PWDS requirements.
- **E. Hollister Street** – E. Hollister Street is considered to be developed along the frontage with asphalt pavement, curb and gutters, and sidewalks.
 - **Parking Lot** –
 - Parking lot design shall minimize congestion and take into account both vehicle traffic and pedestrian traffic and shall comply with standard engineering practice, the Stayton Municipal Code, Public Works Standards, and Fire Code Official.
 - All driveway approaches and traffic circulation patterns shall be designed to accommodate emergency vehicles as necessary.
 - The proper number and type of ADA parking stalls shall be provided.
 - Parking lot lighting shall be in accordance with SMC 17.20.170.4.c. The type, spacing, and location of parking lot lighting shall be as approved by the City.
 - Finish grades shall be such that stormwater runoff will be directed towards an appropriate stormwater system. New parking lot catch basins shall be designed to support H-20 loading and at minimum shall be equipped with sediment and stormwater pollution control traps.
 - **Sight Distance and Clearance Areas** – Adequate sight distance and clearance areas shall be provided in accordance with PWDS 303.06. Landscaping shall be located and designed to prevent obstruction of the sight distances and clear vision areas.
 - **Driveway Spacing** – PWDS 303.11.D requires the driveway spacing to be 260' on Major Arterials, and 50' on Neighborhood Collector and Local Streets from another driveway or from a nearby street intersection. As such, the driveway access spacing and distances will need to be reviewed by the Developer's Traffic Engineer as part of the TIA/TAL and reviewed by the City's Traffic Engineer.
 - **Street Lighting** – The location of existing street lights shall be reviewed and any additional street lighting shall be provided as necessary to comply with PWDS 308, unless otherwise approved by City and Marion County Public Works.
 - **Streetscape Appurtenances** – All public and private franchise utility items that currently exist or will be placed in the right-of-way that will impact the sidewalk and/or the landscape strip shall be coordinated and shown on the plans as necessary. Franchise utility poles and other utility structures shall be coordinated with rightful utility owners and located in accordance with PWDS requirements. Street trees shall be provided in accordance with PWDS 309.05; however, they shall be located and designed to prevent obstruction of the sight distances and clear vision areas.
 - **Transportation System Plan** – It does not appear that there are any motor vehicle transportation system improvements identified in Figure 10 of the Transportation

System Plan that are needed along the frontage of the proposed development site. However, Figure 3 of the Transportation System Plan does identify some pedestrian improvements that are needed along the frontage of the proposed development site. The applicant will need to review and comply with the most current recommendations of the Transportation System Plan at the time of development.

- **Parks Master Plan** – The development shall comply with the Parks Master Plan, including appropriate open space, trails, and landscaping.
- **Engineered Plans** – The Developer shall submit to the City and to Marion County Public Works (as applicable) for review and approval engineered site and street improvement plans conforming to Public Works Standards.

Water

- **Domestic Water Service and Backflow Prevention** – A utility layout showing water service necessary to serve the site was provided with the application site plans. Appropriate backflow prevention devices will be required to be installed in accordance with the PWDS. Modifications to the existing water system shall comply with the SMC, Public Works Standards, and applicable building/specialty codes. All private utilities will need to be adequately sized and designed by the Design Engineer in accordance with applicable building/specialty codes, and reviewed and approved by the Building Official.
 - Any existing water services proposed to be reused shall be located and inspected prior to reuse. If the existing water service is found by Public Works to be unacceptable for reuse, then a new water service and/or water meter assembly shall be provided.
 - All backflow prevention details will need to be reviewed and approved by the City, Building Official, and the Fire Code Official, as applicable. Only Oregon Health Authority – Drinking Water Services (OHA-DWS) approved backflow devices shall be used.
- **Fire Protection** – Generally, fire hydrant(s) are required to be installed within 250’ of any new structure, unless otherwise approved by the Fire Code Official. It should be noted that the existing fire hydrant located at the intersection of N. 1st Avenue and E. Pine Street is shown in the City GIS mapping to be served by the existing 4” water main within E. Pine Street, which does not meet current PWDS requirements. As such, new fire hydrant(s) and water main improvements may be required in order to serve the fire protection needs of the development. The Developer shall review and coordinate with the Fire Code Official to ensure compliance with applicable fire codes and regulations. Any necessary water system improvements shall comply with the Public Works Standards and be shown on the engineered plans. The Developer shall provide the necessary fire access, protection devices, and system modifications and meet all other fire protection requirements of the Fire Code Official.
- **Fire Code Official Approval** – Prior to Site Development Permit final plan approval, the Developer shall provide written documentation that the Fire Code Official has reviewed

and approved all required fire access, protection devices, and system modifications, unless otherwise approved to be deferred in writing by the Fire Code Official.

- **Water Master Plan** – Figure 4 of the Water Master Plan shows that an 8” CLDI waterline is needed along the frontage of N. 2nd Avenue and along the frontage of E. Pine Street. As such, it is recommended that the City work with the Developer during the Site Development Permit process for the installation of the needed 8” CLDI waterlines and any necessary fire hydrants.
- **Engineered Plans** – Prior to Site Development Permit issuance, the Developer shall submit to the City for review and approval an engineered water system plan conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official and Fire Code Official. A utility easement in accordance with PWDS 102.08 shall be provided if a public water main and/or public fire hydrant is extended outside the public right-of-way.

Sanitary Sewer

- **Sanitary Sewer System** – A utility layout showing sanitary sewer service necessary to serve the site was provided with the application site plans. Modifications to the existing sanitary sewer system shall comply with the SMC, Public Works Standards, and comply with applicable building/specialty codes. Per PWDS 506.01.E, any existing sewer service proposed to be reused shall be located, televised and inspected prior to reuse. If the existing service is found by Public Works to be unacceptable for reuse, then a new sewer service shall be provided. In accordance with PWDS 506.01.B, multi-family dwellings or commercial buildings shall have 6” sanitary sewer laterals. A two-way property line cleanout shall also be provided if one does not currently exist at the existing connection. All private utilities will need to be adequately sized and designed by the Design Engineer in accordance with applicable building/specialty codes, and reviewed and approved by the Building Official. All public sanitary sewer main extension plans will need to be reviewed and approved by DEQ.
- **Wastewater Master Plan** – Figure 12b of the Wastewater Master Plan identifies sanitary sewer main capacity issues from existing sanitary sewer flows within W. Ida Street, N. Evergreen Avenue, N. Douglas Avenue, W. Locust Street, and other areas as indicated in the figure. Until the downstream replacement projects shown in Figure 15 of the Wastewater Master Plan are completed, any additional sewer flow to this system can only exacerbate the existing capacity issues in the sewer mains. The existence of, or ability to obtain, an adequate sanitary sewer system to properly serve the development in accordance with the City’s Master Plan and Public Works Design Standards, may depend on the amount of the sanitary sewer flow being added by the development and the corresponding Wastewater Master Plan sewer modeling results, the timing of the development, or on the City’s ability to resolve the existing capacity issues. As such, it is recommended that in order to verify the applicant’s compliance with SMC 17.12.220.5.a for the sewer system, the Developer shall submit with the Site Development Permit

application, sewer calculations to the City documenting the expected occupancy of the building (number of people and days/hours of occupancy), the number and type of plumbing fixtures for the building, and the expected sewage generation from the project. The City will then incorporate the expected sewage generation from the project into the City's Wastewater Master Plan sewer model to review the impacts to the downstream sewer mains. The Public Works Director will then verify, based on the sewer modeling results, that there is adequate capacity for the expected sewage generation from the project.

- **Engineered Plans** – Prior to Site Development Permit issuance, the Developer shall submit to the City and Building Official for review and approval an engineered sanitary sewer plan conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official. A utility easement in accordance with PWDS 102.08 shall be provided if a public sanitary sewer main is extended outside the public right-of-way.

Stormwater

- **Site Excavation and Grading** – The design, excavation, and grading of the site shall comply with SMC 15.10, and any necessary engineering reports for the design, excavation, and grading of the site shall be provided in accordance with SMC 15.10.090. Excavation and grading setbacks shall comply with SMC 15.10.140. Inspection during construction of the excavation and grading work shall be in accordance with 15.10.170. Upon completion, final asbuilts, reports, and written certification shall be provided to the City in accordance with 15.10.180.
- **Storm Drainage System** – The storm drainage system for the development shall be designed in accordance with PWDS requirements and design calculations shall be submitted for review. All private utilities will need to be adequately sized and designed by the Design Engineer in accordance with the PWDS and applicable building/specialty codes, and also reviewed and approved by the Building Official.
- **Stormwater Analysis and Report** – A stormwater analysis, drainage report and supporting documentation will be required in accordance with PWDS 603.01. Existing site topography, off-site contributing areas, and the high seasonal groundwater elevation will need to be considered and included in the stormwater design. All developed open water surface areas will need to be included in the stormwater calculations, and the required stormwater facility setback distances shall be shown on the plans. The City is known to have high seasonal groundwater issues, so the potential impacts to the stormwater drainage system and stormwater facilities will need to be considered in the design. It should be noted that the site's actual infiltration rates and seasonal high groundwater elevation will need to be determined and those may have an impact on the final site layout and stormwater facility design.
- **Stormwater Quality and Quantity** – In accordance with PWDS 602.01.N, stormwater quality and quantity provisions shall be included as part of the design considerations.

The City's thresholds for proposals that are subject to the stormwater quality and quantity requirements are as indicated in PWDS 602.01.N. Unless otherwise specifically approved by the City Engineer, proposals meeting these thresholds must comply with the stormwater quality (pollution reduction) requirements specified in PWDS 607, the stormwater quantity (flow control) requirements specified in PWDS 608, and the stormwater infiltration requirements specified in PWDS 609. All projects shall comply with the City's stormwater operations and maintenance (O&M) plan and agreement requirements and source control requirements.

- In accordance with PWDS 602.01.N, stormwater shall be surface infiltrated onsite to the maximum extent feasible, before discharging any flows offsite. As previously noted, the City is known to have high seasonal groundwater issues, so if infiltration is proposed, the site's actual infiltration rates (to be determined during wet-weather months) and the seasonal high groundwater elevation for this area will need to be determined and the potential impacts to the stormwater drainage system and stormwater facilities (including the vertical separation requirements) will need to be considered in the design. Per PWDS Table 602.05.C, a 5' minimum vertical separation from the high seasonal groundwater shall be provided, unless otherwise approved. See PWDS 609 for stormwater infiltration requirements.
- Stormwater quality facilities meeting the requirements of PWDS 607 will be required. Stormwater facilities will need to properly function during periods of high seasonal groundwater and the water quality of the groundwater needs to be adequately protected. Best management practices shall be used to minimize any degradation of stormwater quality caused by the development. A stormwater quality manhole shall be provided upstream of vegetated stormwater facilities per PWDS 607.03, unless otherwise approved.
- Stormwater quantity facilities meeting the requirements of PWDS 608 will be required. If retention is proposed, then the stormwater retention facility shall be designed to retain a 100-year storm event per PWDS 602.05.C. If detention is proposed, stormwater quantity facilities will be required to detain post-developed peak runoff rates from the 2-year, 5-year, 10-year, 50-year, and 100-year 24-hour storm events to the respective pre-developed peak runoff rates, and the post-developed peak runoff rate for the 25-year storm event will be required to be detained to the 10-year pre-developed peak runoff rate per PWDS 602.05.C. A downstream capacity analysis may also be required per PWDS 603.01.B.
- Provisions for an adequate and approved emergency overflow system are required to convey the post-developed 100-year storm event flows to an acceptable point of discharge, and an emergency escape route shall be provided in accordance with SWMM requirements. Per SWMM 2.4.2.3, emergency escape routes from stormwater facilities are not the same as a piped overflow and cannot be directly piped to public storm sewer systems. Recommended emergency escape routes

- include safe overland flow routes to parking lots, streets, landscaped areas, or drainage ways.
- Appropriate setbacks from the edge of the stormwater facility's maximum water surface to the building foundations and property lines shall be provided, unless an easement with adjacent property owners is provided in accordance with the SWMM requirements.
 - The amount of impervious surface area that has been included in the stormwater calculations shall be shown in the stormwater drainage report narrative and noted on the stormwater plans, including what the impervious surface area calculation includes (e.g., pavements, sidewalks, driveways, driveway approaches, roofs, etc.). The maximum amount of impervious surface area shall be shown for the building to be constructed that has been accounted for in the stormwater facility design. The stormwater facility open water surface area shall be included in the calculations as an impervious open water surface area.
 - Source control measures shall be implemented for the development in accordance with PWDS 602.01.N. The SWMM Source Control Manual defines the source control characteristics and uses and identifies structural source controls that must be implemented to manage the pollutants at their source.
 - **Acceptable Point of Discharge** – It shall be the responsibility of the Developer to provide a suitable discharge location for stormwater from the development which will not harm or inconvenience any adjacent or downstream properties and that conforms to Public Works Standards and applicable jurisdictional agency's requirements. An acceptable point of discharge is to be designed by the Design Engineer and approved by the City and applicable jurisdictional agency.
 - **Stormwater Operation and Maintenance Plan and Agreement** – Stormwater operation and maintenance of any private stormwater facilities will be the obligation of the property owner. As such, a stormwater operation and maintenance plan and agreement (as approved by the City) will be required to ensure future operation and maintenance of private stormwater facilities. See the Public Works Standard forms.
 - **Stormwater Master Plan** – Figure 11 of the Stormwater Master Plan shows that a parallel 36" storm drainage system is needed along the frontage within E. Hollister Street, and a parallel 42" storm drainage system is needed along the frontage within N. 1st Avenue. However, these large diameter master planned stormwater improvements would not be applicable to the proposed development.
 - **Engineered Plans** – Prior to Site Development Permit issuance, the Developer shall submit to the City for review and approval engineered stormwater conveyance, quality, and quantity plans, stormwater analysis and report, and an O&M plan and agreement conforming to Public Works Standards, and meeting the requirements of the Building Official. A utility easement in accordance with PWDS 102.08 shall be provided if a public storm drainage main is extended outside the public right-of-way.

Erosion and Sediment Control

- **Erosion and Sediment Control Plan** – The Developer shall submit to the City for review and approval an erosion and sediment control plan conforming to Public Works Standards and meeting the requirements of DEQ (as applicable). Erosion and sediment control measures shall be in accordance with PWDS Division 7. A 1200-C permit will need to be obtained by the Developer from DEQ for any site disturbance of one or more acres through clearing, grading, excavating, or stockpiling of fill material.

Franchise Utilities

- **Franchise Utility Improvements** – All franchise utility improvements, including but not limited to, telephone, electrical power, gas and cable TV shall meet the current standards of the appropriate agency as well as Public Works Standards. All franchise utilities shall be located with the 10' PUE and utility plans shall be submitted to the City for review and approval.

Recommended Public Works Conditions of Approval

1. The City of Stayton Standard Conditions of Approval shall apply. All required easements, agreements, and other documentation required by the Planning Conditions of Approval, SMC, PWDS and other agencies having jurisdiction over the work shall be provided to the City for review and approval prior to issuance of a Site Development Permit.
2. The following engineered plans and supporting documentation shall be submitted to the City for review and approval prior to issuance of a Site Development Permit.
 - a. Site and street improvement plans conforming to the SMC and Public Works Standards.
 - b. Water system plans conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official and Fire Code Official. The Developer shall provide written documentation that the Fire Code Official has reviewed and approved all required private fire access, protection devices, and system modifications, unless otherwise deferred in writing by the Fire Code Official.
 - c. Sanitary sewer system plans conforming to the SMC, Public Works Standards, and meeting the requirements of the Building Official. It is recommended that in order to verify the applicant's compliance with SMC 17.12.220.5.a for the sewer system, the Developer shall submit with the Site Development Permit application, sewer calculations to the City documenting the expected occupancy of the building (number of people and days/hours of occupancy), the number and type of plumbing fixtures, and the expected sewage generation for the project. The City will then incorporate the expected sewage generation from the project into the City's Wastewater Master Plan model to review the impacts to the downstream sewer mains. The Public Works Director will then verify, based

- on the sewer modeling results, that there is adequate capacity for the expected sewage generation from the project.
- d. A stormwater analysis and report conforming to Public Works Standards. Careful review and consideration of the area's seasonal high groundwater impacts, including the necessary vertical separation requirements, will need to be included in the analysis.
 - e. Stormwater conveyance, quality, and quantity facility plans conforming to Public Works Standards and meeting the requirements of the Building Official. It shall be the responsibility of the Developer to provide an acceptable point of discharge for stormwater from the development which will not harm or inconvenience any adjacent or downstream properties and that conforms to Public Works Standards. An acceptable point of discharge is to be designed by the Design Engineer and approved by the City.
 - f. A stormwater operation and maintenance plan and agreement (as approved by the City) to ensure future operation and maintenance of the stormwater quality and quantity facilities.
 - g. An erosion and sediment control plan for the site grading and earth disturbing activities conforming to Public Works Standards. A 1200-C permit will need to be obtained by the Developer from DEQ for any site disturbance of one or more acres through clearing, grading, excavating, or stockpiling of fill material.



CITY OF STAYTON APPLICATION FOR SITE PLAN REVIEW

APPLICATION AND DECISION MAKING PROCEDURES

1. PRE-APPLICATION MEETING

Prior to submittal of an application, a pre-application meeting with City Staff is required. A completed pre-application form and sketch plan drawing need to be submitted at least two weeks in advance of the meeting. Meetings are held on Tuesday afternoons and there is a \$300 fee for the first required pre-application meeting. The fee will be applied towards the Site Plan Review Application fee if the application is filed within one year.

2. APPLICATION FEE

Submission of a completed application form, with a plan and narrative statement required by page 2 of the application form, and payment of the application fees are required before the review process begins. The application and fees shall be submitted to the Planning Department during regular business hours. **The fee for this application is \$1,050.** If the cost to the City does not reach the amount of the fee paid, the excess fee will be refunded to the applicant after the file is closed. If during the processing of the application, the costs to the City exceed 75% of the fee paid, the applicant will be required to pay an additional 50% of the fee amount, to assure that there are adequate funds to continue to process the application.

3. REVIEW FOR COMPLETENESS AND SCHEDULING A HEARING

The Community and Economic Development Director will review the submitted application for completeness and, within 30 days from the date of submittal, determine if the applicant has provided all required information. If the application is incomplete, the Community and Economic Development Director will notify the applicant of the items which need to be submitted. Once the application is deemed complete, the Director will schedule a hearing before the Stayton Planning Commission. Planning Commission meetings are regularly scheduled for the last Monday of the month.

4. STAFF REPORT

Once a hearing date is set, the Community and Economic Development Director will prepare a staff report and draft order summarizing the applicant's proposal, the decision criteria, comments from other agencies or the public, and address whether the application complies with code requirements or suggest conditions to meet those requirements. A copy of the staff report and draft order will be provided to the applicant no less than 7 days prior to the public hearing.

5. PUBLIC HEARING BEFORE THE STAYTON PLANNING COMMISSION

Prior to the public hearing, notice is required to be sent to all property owners within 300 feet of the property 20 days before the hearing, so the hearing will be scheduled at the first regular meeting following the notice period. The hearing is to give all interested parties an opportunity to comment on the application. The hearing is conducted by the Chairperson in accordance with the Stayton Public Hearing Rules of Procedure. These rules are available at City Hall.

At the conclusion of the hearing and deliberation, the Planning Commission will adopt an order stating the decision criteria, findings of fact, conclusions whether the application meets any applicable standards and the Commission's decision. The Commission may decide to deny, approve, or approve the application with conditions.

6. PUBLIC HEARING BEFORE THE STAYTON CITY COUNCIL

An application may be called up by, or appealed to the City Council. If called up, the Council will also conduct a public hearing. If appealed, the Council will decide whether to hear the appeal and hold a public hearing. A notice is required 10 days prior to the hearing which will be held at the regular Council meeting, which meets the first and third Mondays of every month. Staff reports, Planning Commission findings, and any new information will be presented to Council for consideration. The purpose of the hearing is to receive further public testimony, to review the application and consider the Planning Commission's decision and conditions. Generally, the Council will make a decision at the conclusion of the hearing process, but may delay the decision for further information or action by the applicant. The Council will then adopt an order either approving or denying the application.

Council actions may be appealed to the State Land Use Board of Appeals pursuant to ORS 197.805 through 197.855.

8. FOR MORE INFORMATION

Call or write to City of Stayton Planning and Development Dept., (mailing address) 362 N. Third Avenue, (building address) 311 N. Third Avenue, Stayton, Oregon 97383. (503) 769 2998; email: jsiciliano@staytonoregon.gov

APPLICATION CHECKLIST FOR SITE PLAN REVIEW

This checklist has been prepared to assist applicants in submitting an application that includes all the submission requirements in Sections 17.12.220 and 17.26.050. Please note that this checklist may paraphrase the requirements from the Code. It is the applicant's responsibility to read and understand the requirements of the Code. Review of an application will not begin until a complete application has been submitted. If you have questions, contact the Planning Department.

- Property Owner Authorization: If the applicant is not the owner of the property, the application must include written indication of the applicant's right to file the application. This may be a purchase and sale agreement, an option or other document that gives the applicant some legal interest in the property. If the applicant is to be represented by another individual (planning consultant, engineer, attorney) the application must be accompanied by a notarized statement certifying that the applicant's representative has the authorization of the applicant(s) to file the application.
- A plan showing the boundary lines of the property as certified by a professional land surveyor.
- Three copies of the site plan at a scale of 1 inch equals not more than 50 feet and 7 reduced copies of the plan sized 11 inches by 17 inches with the following information included or accompanying the plan.
 - North point, graphic scale, and date of preparation of the proposed site plan.
 - Names and addresses of the landowners, applicant, the engineer, surveyor, land planner, landscape architect, or any other person responsible for designing the proposed site plan.
 - An appropriate space on the face of the plan to indicate the action of the Planning Commission, including the date of decision.
 - Map number (township, range and section) and tax lot number of the parcel.
 - The area of the property in acres or square feet.
 - The location, widths, and names of existing or platted streets or other public ways (including easements) within or adjacent to the property.
 - Existing buildings and the addresses for the buildings.
 - Topography of the site with contour intervals of not more than 2 feet.
 - The location of existing sewerage systems for the property.
 - The location of water mains, culverts, drainage ways, or other underground utilities or structures within the property or immediately adjacent to the property.
 - Predominant natural features such as water courses (including direction of their flow), wetlands, rock outcroppings, and areas subject to flooding or other natural hazards.
 - A stormwater management plan.

If the proposal will create 500 square feet or more of new impervious surface, then the application shall include a preliminary drainage impact analysis. The analysis shall include a preliminary drainage map and narrative which identifies the impact the development will have on existing stormwater systems. The narrative shall at a minimum include and discuss:

- The anticipated pre-development and post-development stormwater runoff flow rates.
- The proposed method for handling the computed stormwater runoff, including the location and capacity of all natural or proposed drainage facilities.
- The method of discharging stormwater offsite at the naturally occurring location and any anticipated design provisions needed to control the velocity, volume, and direction of the discharge in order to minimize damage to other properties, stream banks, and overall stormwater quality.
- A proposed plan for means and location of sewage disposal and water supply systems in accordance with the City's Wastewater and Water Master Plans.
- A landscaping plan (See section 17.20.090.3 for details).
- The location of parking facilities for the site including any parking areas shared with adjacent uses by

reciprocal access agreement.

- The location of any proposed structures including the ground coverage, floor area and the proposed use.
 - The location and dimensions of open storage areas or outdoor storage yards.
 - The location of any free-standing signage.
 - The location of any proposed screening including fences, walls hedges and berms.
- Vicinity Map: The vicinity map may be drawn on the same map as the site plan. All properties, streets, and natural features within 300 feet of the perimeter of the parcel shall be shown on the vicinity map.
- Building elevations of all building façades drawn to a scale of ¼ inch = 1 foot or 1/8 inch = 1 foot with the following information.
- Siding materials listed.
 - Elevations include any accessory structures such as trash enclosures.
 - Outlines of existing surrounding buildings with building heights detailed.
- A lighting plan that includes:
- The location of all existing and proposed exterior lighting fixtures.
 - Specifications for all proposed lighting fixtures.
 - Proposed mounting height.
 - Analyses and illuminance level diagrams.
 - Relevant building elevations showing the fixtures, the portions of the walls to be illuminated, the illuminance levels of the walls, and the aiming points for any remote fixtures.
- Either a Transportation Assessment Letter or a Transportation Impact Analysis. A Transportation Impact Analysis is required if:
- 1) The development generates 25 or more peak-hour trips or 250 or more daily trips.
 - 2) An access spacing exception is required for the site access driveway(s) and the development generates 10 or more peak-hour trips or 100 or more daily trips.
 - 3) The development is expected to impact intersections that are currently operating at the upper limits of the acceptable range of level of service during the peak operating hour.
 - 4) The development is expected to significantly impact adjacent roadways and intersections that have previously been identified as high crash locations or areas that contain a high concentration of pedestrians or bicyclists such as a school.

The Transportation Impact Analysis shall be based on the standards and requirements in Section 17.26.050. If a Transportation Impact Analysis is not required, a Transportation Assessment Letter shall be submitted that meets the requirements of 17.26.050.2. The Public Works Director may waive the requirement for a transportation assessment letter if a clear finding can be made that the proposed land use action does not generate 25 or more peak-hour trips or 250 or more daily trips and the existing and or proposed driveway(s) meet the City's sight-distance requirements and access spacing standards.

Submission of all materials in an electronic format is encouraged.

BURDEN OF PROOF

This is a quasi-judicial application in which the applicant has the burden of proof. According to law, the applicant must present to the decision maker facts, evidence, analysis, and justification for each and every decisional criteria in order to carry out that burden of proof. It is important to remember that there is no assumption that the applicant is entitled to this approval. The burden of proof lies with the applicant to prove how the proposal complies with the land use ordinances, not with the City of Stayton.

Stayton Municipal Code Title 17, Land Use and Development, is available online at: www.staytonoregon.gov. Click on the Document Center tab and select Municipal Code.



**CITY OF STAYTON
APPLICATION FOR SITE PLAN REVIEW**

PROPERTY OWNER: Micheal Reynolds, Managing Member of Dark Horse Enterprises LLC

Address: 1308 N 1st Avenue

City/State/Zip: Stayton, OR 97383

Phone: (503) 769 - 7387 Email: mreynolds@staytonveterinary.com

APPLICANT: _____

Address: Same as property owner

City/State/Zip: _____

Phone: () _____ - _____ Email: _____

APPLICANT'S REPRESENTATIVE: Nicholas Reno; MD Architects

Address: 11416 98th Ave. NE, Suite 200

City/State/Zip: Kirkland, WA 98034

Phone: (541) 961 - 8961 Email: nicholasr@mdarchitects.com

CONSULTANTS: Please list below planning and engineering consultants.

PLANNING

ENGINEERING

Name: Laura LaRoque; Udell Eng. & Land Surveying, LLC

Name: Andrew Rappé; Udell Eng. & Land Surveying, LLC

Address: 63 E. Ash Street

Address: 63 E. Ash Street

City/State/Zip: Lebanon, OR 97355

City/State/Zip: Lebanon, OR 97355

Phone: (541) 990 - 8661

Phone: (541) 451 - 5125

Email: laura@udelleng.com

Email: andrew@udelleng.com

Select one of the above as the principal contact to whom correspondence from the Planning Department should be addressed:

- owner applicant applicant's representative planning consultant engineer

LOCATION:

Street Address: 1336, 1328, 1308 North First Avenue and 181 and 190 East Hollister Street Stayton

Assessor's Tax Lot Number and Tax Map Number: 9S-01W-10AC Tax Lots 2400, 2500, 2600, 2700 and 2800

Closest Intersecting Streets: East Pine Street, North Second Avenue, East Hollister Street, and North First Avenue

ZONE MAP DESIGNATION: Commercial General (CG)

SIGNATURE OF APPLICANT: *Michael Reynolds*
Michael Reynolds (Apr 8, 2024 07:26 PDT)

DO NOT WRITE BELOW THIS LINE

Application received by: _____ Date: _____ Fee Paid: \$ _____ Receipt No. _____

Land Use File# _____

QUESTIONS TO BE ADDRESSED IN NARRATIVE STATEMENT

The Stayton Planning Commission, with assistance from the Planning Department and the Public Works Department will use the information provided by the applicant to analyze the merits of this application. A decision to approve or deny the application is made based on how well the applicant presents information to show the application meets the standards and criteria set forth in the Stayton Land Use and Development Code 17.12.220.5. Please provide the following information in full and attaché to this application.

1. **ADEQUATE UTILITIES:** How will the development obtain or maintain adequate utility systems (including water, sewer, surface water drainage, power, and communications), and connections, including easements, to properly serve the subject property in accordance with accepted City standards?
 - a. How will the applicant assure there are adequate water, sewer, and storm drainage facilities available to serve the proposed development?
 - b. List public services currently available to the site:
 - Water Supply: _____ - inch line available in _____ Street.
 - Sanitary Sewer: _____ - inch line available in _____ Street.
 - Storm Sewer: _____ - inch line available in _____ Street.
 - Natural Gas: _____ - inch line available in _____ Street.
 - Telephone: is (or) is not available in _____ Street.
 - Cable TV: is (or) is not available in _____ Street.
 - Electrical: is (or) is not available in _____ Street.
 - c. Will existing City public services need to be replaced or upgraded to accommodate the demands created by the development?
2. **TRAFFIC CIRCULATION:** How will the development provide for safe and efficient internal traffic circulation, including both pedestrian and motor vehicle traffic, and provision for safe access to and from the property to those public streets and roads which serve the property?
3. **STREET IMPROVEMENTS:** How will the development provide for all necessary improvements to local streets and roads, including the dedication of additional right-of-way to the City and/or the actual improvement of traffic facilities to accommodate the additional traffic load generated by the proposed development?
4. **PARKING AND LOADING AREAS:** How will the development provide for parking areas and adequate loading/unloading facilities?
5. **OPEN STORAGE AREAS/OUTDOOR STORAGE YARDS:** Are there any open storage areas or outdoor storage yards included in the development? If yes, how will they meet development code standards?
6. **OFFSITE IMPACTS:** How will the development minimize off site impacts such as noise, odors, fumes, or other impacts?
7. **DESIGN STANDARDS:** How does the proposed development meet the applicable design standards for commercial or multi-family residential development?
8. **COMPATIBILITY WITH NEIGHBORING PROPERTIES:** How will the design and placement of buildings and other structural improvements provide compatibility in size, scale, and intensity of use between the development and neighboring properties?
9. **DESIGN WILL SERVE INTENDED USE:** How will the location, design, and size of the proposed improvements to the site fulfill the intended purpose of the intended use of the site and will properly serve anticipated customers or clients of the proposed improvements.
10. **LANDSCAPING:** How will the proposed landscaping prevent unnecessary destruction of major vegetation, preserve unique or unusual natural or historical features, provide for vegetative ground cover and dust control, and present an attractive interface with adjacent land use and development?

11. SCREENING: How will the design of any visual or physical barriers around the property (such as fences, walls, vegetative screening or hedges) allow them to perform their intended function while having no undue adverse impact on existing or contemplated land uses.
12. MAINTENANCE: What continuing provisions are there for maintenance and upkeep of the proposed development?



CITY OF STAYTON
APPLICATION FOR VARIANCE TO THE LAND USE AND DEVELOPMENT CODE
APPLICATION AND DECISION MAKING PROCEDURES

Prior to filing a variance application, you may wish to discuss your proposal with the City Planner. Staff will be happy to arrange an appointment when you can discuss your ideas and decide whether or not you wish to file an application. See contact information below.

1. APPLICATION FEE

Submission of an application form, fully completed and with attachments and payment of the application fee is required before the review process begins. The application and deposit must be brought to Stayton City Hall during regular office hours. **The fee for this application is \$1,300.** If the cost to the City does not reach the amount of the fee paid, the excess fee will be refunded to the applicant after the file is closed. If during the processing of the application, the costs to the City exceed 75% of the fee paid, the applicant will be required to pay an additional 50% of the fee amount, to assure that there are adequate funds to continue to process the application.

2. REVIEW FOR COMPLETENESS AND SCHEDULING A HEARING

The City Planner will review the submitted application for completeness and, within 30 days from the date of submittal determine if the applicant has provided all required information. If the application is incomplete, the City Planner will notify the applicant of the items which need to be submitted. Once the application is deemed complete, the Planner will schedule a hearing before the Stayton Planning Commission. Planning Commission meetings are regularly scheduled for the last Monday of the month.

3. STAFF REPORT

Once a hearing date is set, the City Planner will prepare a staff report summarizing the applicant's proposal, the decision criteria, comments from other agencies or the public, and address whether the application complies with code requirements or suggest conditions to meet those requirements. A copy of the staff report will be provided to the applicant 7 days prior to the public hearing.

4. PUBLIC HEARING BEFORE THE STAYTON PLANNING COMMISSION

Prior to the public hearing, notice is required to be sent to all property owners within 300 feet of the property 20 days before the hearing, so the hearing will be scheduled at the first regular meeting following the notice period. The hearing is to give all interested parties an opportunity to comment on the application. The hearing is conducted by the Chairperson in accordance with the Stayton Public Hearing Rules of Procedure. These rules are available at City Hall.

At the conclusion of the hearing and deliberation, the Planning Commission will adopt an order stating the decision criteria, findings of fact, conclusions whether the application meets any applicable standards and the Commission's decision. The Commission may decide to deny, approve, or approve the application with conditions.

5. PUBLIC HEARING BEFORE THE STAYTON CITY COUNCIL

An application may be called up by, or appealed to the City Council. If called up, the Council will also conduct a public hearing. If appealed, the Council will decide whether to hear the appeal and hold a public hearing. A notice is required 10 days prior to the hearing which will be held at the regular Council meeting, which meets the first and third Mondays of every month. Staff reports, Planning Commission findings, and any new information will be presented to Council for consideration. The purpose of the hearing is to receive further public testimony, to review the application and consider the Planning Commission's decision and conditions. Generally, the Council will make a decision at the conclusion of the hearing process, but may delay the decision for further information or action by the applicant. The Council will then adopt an order either approving or denying the application.

6. APPEALS

Council actions may be appealed to the State Land Use Board of Appeals pursuant to ORS 197.805 through 197.855.

7. FOR MORE INFORMATION

Call, write or stop in at City of Stayton, Planning Dept., (mailing address) 362 N. Third Avenue, (building address) 311 N. Third Avenue, Stayton, Oregon 97383. (503) 769 2998, email: jsiciliano@staytonoregon.gov

APPLICATION CHECKLIST FOR VARIANCE APPLICATIONS

A variance is an approved modification to, or relief from, a specific zoning or flood hazard regulation identified in the Stayton Municipal Code. An applicant may only seek a variance for the following items:

1. Land Use Requirements

- Lot area
- Lot width
- Percentage of lot coverage
- Height of structures
- Location of structures
- Setbacks
- Signs
- Parking and loading space
- Vision clearance
- Accessory uses
- Landscaping
- Expansion of non-conforming uses

2. Floodplain Hazard Requirements

This checklist has been prepared to assist applicants in submitting an application that includes all the submission requirements in Sections 17.12.200.4. Please note that this checklist may paraphrase the requirements from the Code. It is the applicant's responsibility to read and understand the requirements of the Code. Review of an application will not begin until a complete application has been submitted. If you have questions, contact the Planning Department.

- Property Owner Authorization: If the applicant is not the owner of the property, the application must include written indication of the applicant's right to file the application. This may be a purchase and sale agreement, an option or other document that gives the applicant some legal interest in the property. If the applicant is to be represented by another individual (planning consultant, engineer, attorney) the application must be accompanied by a notarized statement certifying that the applicant's representative has the authorization of the applicant(s) to file the application.
- Three copies of a site plan at a scale of 1 inch equals not more than 50 feet and 6 reduced copies of the plan sized 11 inches by 17 inches with the following information included or accompanying the plan.
 - The property for which the variance is requested and the surrounding properties.
 - Streets and roads around the property.
 - The existing use of the property and as appropriate, the condition to be varied.
 - North point, graphic scale, and date of preparation of the plan.
- Narrative Statement: A narrative statement which fully explains the request and addresses the criteria for approval of the variance.

Submission of all materials in an electronic version is encouraged.

BURDEN OF PROOF

This is a quasi-judicial application in which the applicant has the burden of proof. According to law, the applicant must present to the decision maker facts, evidence, analysis, and justification for each and every decisional criteria in order to carry out that burden of proof. It is important to remember that there is no assumption that the applicant is entitled to this approval. The burden of proof lies with the applicant to prove how the proposal complies with the land use ordinances, not with the City of Stayton.

Stayton Municipal Code Title 17, Land Use and Development, is available online at: www.staytonoregon.gov.
Click on the Document Center tab and select Municipal Code.



CITY OF STAYTON
APPLICATION FOR VARIANCE TO THE LAND USE AND DEVELOPMENT
CODE

PROPERTY OWNER: Micheal Reynolds, Managing Member of Dark Horse Enterprises LLC

Address: 1308 N 1st Avenue

City/State/Zip: Stayton, OR 97383

Phone: (541) 769 - 7387 Email: mreynolds@staytonveterinary.com

APPLICANT: _____

Address: same as property owner

City/State/Zip: _____

Phone: () - Email: _____

APPLICANT'S REPRESENTATIVE: Nicholas Reno; MD Architects

Address: 11416 98th Ave. NE, Suite 200

City/State/Zip: Kirkland, WA 98034

Phone: (541) 961 - 8961 Email: nicholasr@mdarchitects.com

CONSULTANTS: Please list below planning and engineering consultants, if any.

PLANNING

ENGINEERING

Name: Jaura LaRoque; Udell Eng. & Land Surveying, LLC

Name: Andrew Rappé; Udell Eng. & Land Surveying, LLC

Address: 63 E. Ash Street

Address: 63 E. Ash Street

City/State/Zip: Lebanon, OR 97355

City/State/Zip: Lebanon, OR 97355

Phone: (541) 990 - 8661

Phone: (541) 451 - 5125

Email: laura@udelleng.com

Email: andrew@udelleng.com

Select one of the above as the principal contact to whom correspondence from the Planning Department should be addressed:

owner applicant applicant's representative planning consultant engineer

LOCATION:

Street Address: 1336, 1328, 1308 North First Avenue and 181 and 190 East Hollister Street Stayton.

Assessor's Tax Lot Number and Tax Map Number: 9S-01W-10AC Tax Lots 2400, 2500, 2600, 2700 and 2800

Closest Intersecting Streets: East Pine Street, North Second Avenue, East Hollister Street, and North First Avenue

ZONE MAP AND COMPREHENSIVE PLAN DESIGNATION: Commercial General (CG)

LAND USE AND DEVELOPMENT CODE SECTION FROM WHICH A VARIANCE IS SOUGHT: SMC 17.20.090(11)(a)(1)

DESCRIBE THE PROPOSED VARIANCE REQUEST: _____

A variance to reduce the required 10-foot-wide landscape buffer to 5-foot-wide along the East Pine Street property frontage.

A variance to reduce the required 12 bicycle parking stalls from 12 spaces to seven.

SIGNATURE OF APPLICANT: Michael Reynolds
Michael Reynolds (Apr 8, 2014 13:10 PDT)

DO NOT WRITE BELOW THIS LINE

Application received by: _____ Date: _____ Fee Paid: \$ _____ Receipt No. _____

Land Use File# _____

QUESTIONS TO BE ADDRESSED IN NARRATIVE STATEMENT

The Stayton Planning Commission, with assistance from the Planning Department will use the information provided by the applicant to analyze the merits of this application. A decision to approve or deny the application is made based on how well the applicant presents information to show the application meets the standards and criteria set forth in the Stayton Land Use and Development Code 17.12.200.6. Please provide the following information in full and to this application.

1. How is the property for which the variance is requested subject to extraordinary or exceptional circumstances such as size, shape, topography or similar circumstances that do not generally apply to other properties in the same zoning district or in the vicinity?
2. How is the variance necessary for the reasonable preservation of a property right of the applicant which is the same as that enjoyed by other landowners in the zoning district?
3. How does the variance conform to the purposes of the zoning regulations and not create a significant adverse impact on other properties in the same zoning district or in the vicinity?
4. Does the requested variance create an identifiable conflict with the provisions of the Comprehensive Plan?
5. Why would granting the variance not have the same effect as a zone change on this property?
6. How is this variance the minimum relief available to alleviate the problem?
7. Why would granting this variance not have the effect of granting a special privilege not shared by other property in the same zoning district?
8. How is this request not a self-imposed condition as a result of an action taken by the applicant or a prior owner?







Stayton Vet Hospital - Applications for signature

Final Audit Report

2024-04-08

Created:	2024-04-08
By:	Laura Laroque (laura@udelleng.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAACseTcZGerWtme7PO6wMAACA7FRXoi5gl

"Stayton Vet Hospital - Applications for signature" History

-  Document created by Laura Laroque (laura@udelleng.com)
2024-04-08 - 5:41:16 PM GMT- IP address: 24.20.220.78
-  Document emailed to Mike Reynolds (mreynolds@staytonveterinary.com) for signature
2024-04-08 - 5:41:21 PM GMT
-  Email viewed by Mike Reynolds (mreynolds@staytonveterinary.com)
2024-04-08 - 8:08:42 PM GMT- IP address: 74.125.209.34
-  Signer Mike Reynolds (mreynolds@staytonveterinary.com) entered name at signing as Michael Reynolds
2024-04-08 - 8:10:14 PM GMT- IP address: 64.130.199.40
-  Document e-signed by Michael Reynolds (mreynolds@staytonveterinary.com)
Signature Date: 2024-04-08 - 8:10:16 PM GMT - Time Source: server- IP address: 64.130.199.40
-  Agreement completed.
2024-04-08 - 8:10:16 PM GMT



21370 SW Langer Farms Pkwy
Suite 142, Sherwood, OR 97140

April 9, 2024

Michael Reynolds, DVM & Jeff Brubaker, DVM
DBA Stayton Animal Hospital
1308 North First Street
Stayton, OR 97383

Subject: Stayton Veterinary Hospital – Transportation Assessment Letter (TAL)

Dear Michael and Jeff,

This Transportation Assessment Letter is written to provide information related to a proposed expansion of the existing Stayton Veterinary Hospital at 1308 N First Avenue in Stayton, Oregon. The analysis is intended to address the transportation impact analysis requirements of Stayton Municipal Code Section 17.26.050. In addition, this letter addresses parking supply and demand for the proposed facility.

SITE LOCATION AND PROJECT DESCRIPTION

The subject property is located on the east side of N First Avenue north of E Hollister Street in Stayton. The project site consists of a full city block made up of five tax lots, the southeasterly tax lot contains the existing veterinary hospital. The vacant lot immediately north of the existing building will accommodate the proposed expansion, and the three lots on the west side of the block will accommodate off-street parking and loading for the veterinary hospital. The existing facility has a gross floor area of 5,205 square feet and is proposed to be expanded to 11,706 square feet (an increase of 6,501 sf).

The site will take access via two driveways, with one located on E Pine Street, and the other located on N Second Avenue. The existing driveways that served the homes which previously occupied the now vacant parcels surrounding the animal hospital will be removed as part of the proposed development, and the existing alleyway which connects E Pine Street to E Hollister Street through the middle of the block will also be removed. Accordingly, the proposed site plan will result in removal of the existing driveways on E Hollister Street and N First Avenue as well as a net reduction of two driveways on E Pine Street. N Second Avenue will continue to have one driveway access at the north side of the veterinary hospital.

N First Avenue immediately west of the site is classified as a Major Arterial and operates under the jurisdiction of Marion County. It has a three-lane cross section with one through lane in each direction and a center two-way left-turn lane. Existing sidewalks are in place on both sides of the roadway. It has a posted speed limit of 30 mph. No on-street parking is available along N First Avenue.

E Hollister Street immediately south of the site is classified by the City of Stayton as a Neighborhood Collector. It is a two-lane roadway with one through lane in each direction and no centerline striping. Existing sidewalks and on-street parking are available on both sides of the roadway. It has a statutory residential speed limit of 25 mph.



Stayton Veterinary Hospital TAL

April 9, 2024

Page 2 of 8

N Second Avenue is classified as a Residential Local Street by the City of Stayton. It has one through lane in each direction with no centerline striping and is subject to a statutory residential speed limit of 25 mph. Existing sidewalks and on-street parking are available on both sides of the roadway.

E Pine Street is also classified as a Residential Local Street by the City of Stayton. It has one through lane in each direction with no centerline striping and is again subject to a statutory residential speed limit of 25 mph. Existing sidewalks and on-street parking are generally available on both sides of the roadway; however, there are currently no sidewalks on the south side of E Pine Street immediately east of N Second Avenue.

An aerial image showing the project site and the immediate vicinity is provided below.



Aerial view of project site (image from Google Earth)



TRIP GENERATION

The trip generation estimate for the proposed use was prepared using data from the *Trip Generation Manual, 11th Edition*, published by the Institute of Transportation Engineers. Trip generation was calculated using the published trip rates for ITE land use code 640, *Animal Hospital/Veterinary Clinic*. The calculations are based on the gross floor area of the building.

Based on the analysis, the proposed 6,501 square foot veterinary hospital expansion is projected to result in an increase of 24 trips during the morning peak hour, 23 trips during the evening peak hour, and 140 daily site trips.

A summary of the trip generation calculations is provided in the table on the following page. A detailed trip generation calculation worksheet is also included in the attached technical appendix.

	Morning Peak Hour			Evening Peak Hour			Daily
	In	Out	Total	In	Out	Total	Total
+6,501 sf Veterinary Hospital	16	8	24	9	14	23	140

Based on the trip generation analysis, the proposed veterinary hospital expansion will result in a net increase of fewer than 25 peak-hour trips during both peak hours, as well as a net increase of fewer than 250 daily trips. Accordingly, a Transportation Impact Analysis is not required per Stayton Municipal Code Section 17.26.050. Instead, *“the applicant’s traffic engineer shall submit a transportation assessment letter indicating the proposed land use action is exempt. This letter shall outline trip-generating characteristics of the proposed land use and verify that the site-access driveways or roadways meet City of Stayton sight-distance requirements and roadway design standards.”*

The trip generation analysis provided herein satisfies the requirement to provide an outline of trip generating characteristics and demonstrates that the proposed land use action is exempt from the requirement for a full transportation impact analysis.

It should also be noted that the lot on the northwest corner of the block was recently the subject of a zone change from “MD” Medium Density residential to “GC” General Commercial zoning. Approval of the requested zone change was subject to a trip cap of no more than 200 average daily trips for the lot. The above trip generation analysis also demonstrates that the proposed expansion falls within the limits of that trip cap.



Stayton Veterinary Hospital TAL

April 9, 2024

Page 4 of 8

DRIVEWAY ACCESS STANDARDS

The proposed development includes two site access driveways, with one on N Second Avenue and one on E Pine Street. Both driveways are located on local residential streets, and no access is proposed to the higher-classification roadways of N First Avenue and E Hollister Street.

It is necessary to provide two access driveways for the proposed use, since the site will accommodate trucks with trailers transporting horses and other large animals. These vehicles will need to be able to access the site, circulate to and from the truck bay for loading, and exit the site in the forward direction.

The City of Stayton requires that driveways on local streets be located a minimum of 50 feet from the intersecting property lines at corners; however, where this is impractical driveways may alternatively be located 5 feet from the intersecting property lines or as a joint use driveway at the property line.

For the proposed site access driveway on E Pine Street, the site access will be located more than 50 feet from the intersecting property lines for the corners in both directions.

For the proposed site access driveway on N Second Avenue, the site access will be located 29 feet from the intersecting property lines to the north, and more than 50 feet from the intersecting property lines to the south. The driveway cannot reasonably be moved 21 feet farther to the south since the resulting driveway would extend through the north end of the proposed building and would eliminate the truck bay for equine access to the building. Elimination of the loading bay would also likely result in obstructions to the flow of traffic within the site as drivers would nonetheless need to stop in an area adjacent to the equine access, resulting in degradation to the flow of on-site traffic and the potential for traffic queues/obstructions to spill onto adjacent roadways or for drivers to need to back out of driveways into the adjacent public streets. As such, it is appropriate to consider allowing this driveway with lesser access spacing.

In this instance, a detailed examination of sight lines and potential conflicts was undertaken as part of the intersection sight distance analysis in the following section of this report. Based on the analysis, the proposed site access location is capable of safely supporting the proposed use at the proposed driveway alignment. Additionally, given the classification of N Second Avenue as a local street, the primary function of the street is to provide access to destinations, even when such access may result in the need for through traffic to slow or stop, which is why vehicles are permitted to routinely back into the roadway from residential driveways onto streets with this classification. Based on the safety and operational analysis as well as the access, circulation and loading needs of the veterinary hospital, it is recommended that the City of Stayton permit the driveway at the proposed location.



Stayton Veterinary Hospital TAL

April 9, 2024

Page 5 of 8

Both proposed driveways have widths meeting the requirements of the City of Stayton, and the on-site parking lot (with its proposed access locations and loading facilities) is designed in a manner to prevent vehicles from backing into the flow of traffic on public streets or blocking on-site circulation.

INTERSECTION SIGHT DISTANCE

Intersection sight distance was measured at the proposed site access driveway locations to verify that they can operate safely and efficiently. Based on an assumed design speed of 30 mph (five mph in excess of the statutory residential speed limit of 25 mph on N Pine Street and E Second Avenue), a minimum of 300 feet of intersection sight distance is desired per Stayton Municipal Code Table 17.26.020.4.c.

In accordance with the methods described in *A Policy on Geometric Design of Highways and Streets, 7th Edition*, published by the American Association of State Highway and Transportation Officials (AASHTO), intersection sight distance was measured from a position 15 feet behind the edge of the roadway at an elevation 3.5 feet above the proposed driveway surface to an oncoming driver's eye position 3.5 feet above the surface of the oncoming driver's lane.

For the proposed site access on E Pine Street, the available intersection sight distance was measured to be 421 feet to the east and continuous to N First Avenue to the west. Accordingly, adequate intersection sight distance is available at the proposed access location. However, since vehicles can approach from beyond the end of the roadway, an additional safety analysis of expected approach speeds and stopping sight distances for vehicles approaching from other roadways is appropriate.

Vehicles exiting from the Wilco store west of N First Avenue must stop prior to crossing N First Avenue, and therefore have an effective design speed at the limits of sight distance of 0 mph. Accordingly, adequate stopping sight distance is available for vehicles approaching from this direction.

Vehicles making 90-degree left-turns from a three-lane cross-section onto a two-lane roadway have an expected design speed of 21 mph or less. This design speed requires a minimum stopping sight distance of 120 feet. In this instance, vehicles making southbound left-turns from N First Avenue onto E Pine Street have an available sight distance of 226 feet (as limited by the existing building in the northeast corner of the intersection of N First Avenue at E Pine Street). This is well in excess of what is needed for oncoming drivers to identify any potential conflict and come to a complete stop to avoid a collision. Accordingly, adequate sight lines are available for safe operation when vehicles approach from this direction.

Vehicles making 90-degree right-turns have an expected design speed of 15 mph or less. This design speed requires a minimum stopping sight distance of 80 feet. In this instance, vehicles making northbound right turn from N First Avenue onto E Pine Street have an available sight distance of 127 feet (as limited



Stayton Veterinary Hospital TAL

April 9, 2024

Page 6 of 8

by vehicles parked within the on-site parking lot). Again, this is well in excess of what is needed for oncoming drivers to identify any potential conflict and come to a complete stop to avoid a collision. Accordingly, adequate sight lines are also available for safe operation when vehicles approach from this direction.

Based on the detailed analysis of the potential approach paths, design speeds, and sight distances, adequate sight distance is available for safe and efficient operation of the proposed site access on E Pine Street.

For the proposed site access on N Second Avenue, the available intersection sight distance was measured to be continuous to E Hollister Street to the south and beyond E Pine Street to the north.

Vehicles approaching from the north must stop prior to crossing E Pine Street and therefore again have an effective design speed of 0 mph at the limits of sight distance. Accordingly, adequate stopping sight distance is available for vehicles approaching from this direction.

Vehicles making westbound left turns from E Pine Street onto N Second Avenue have an available sight distance of 198 feet (as limited by a tree within the property at the southeast corner of the intersection of N Second Avenue at E Pine Street). Again, a minimum of 120 feet of stopping sight distance is required for the design speed of the 90-degree left turn on this approach. Again, the available sight lines are well in excess of what is needed for oncoming drivers to identify any potential conflict and come to a complete stop to avoid a collision. Accordingly, adequate sight lines are available for safe operation when vehicles approach from this direction.

Vehicles making eastbound right turns from E Pine Street onto N Second Avenue are projected to have an available sight distance of 103 feet (as limited by the trash enclosure at the northeast corner of the on-site parking lot). Again, this is well in excess of the minimum stopping sight distance of 80 feet required for vehicles making a 90-degree right turn at the intersection. Accordingly, oncoming drivers will be able to identify any potential conflict and come to a complete stop to avoid a collision. Accordingly, adequate sight lines are also available for safe operation when vehicles approach from this direction.

Vehicles approaching from the south must turn from E Hollister Street onto N Second Avenue and again have design speeds of 21 mph or less, requiring a minimum stopping sight distance of 120 feet. Since the distance to E Hollister Street along which sight lines are continuous is approximately 175 feet, adequate sight lines are available to accommodate stopping sight distance for any potential vehicles approaching from the south.

Based on the detailed analysis of the potential approach paths, design speeds, and sight distances, adequate sight distance is also available for safe and efficient operation of the proposed site access on N Second Avenue.



Based on the detailed analysis of sight lines at both proposed site access driveway locations, adequate sight distance is available for safe and efficient operation of the proposed driveways.

PARKING ANALYSIS

During the recent zone change process, several neighbors surrounding the existing Stayton Veterinary Hospital site expressed concerns regarding the heavy use of on-street parking in the immediate site vicinity. As part of the proposed expansion, it is therefore appropriate to assess the anticipated parking demands and compare the demand to the available parking supply to ensure that the proposed expansion is compatible with the surrounding neighborhood.

The proposed development plan includes an off-street parking lot that contains 43 standard parking spaces plus two additional handicap-accessible spaces and one truck bay for the clinic's call truck. These can accommodate a total of 46 vehicles within the off-street parking area. Additionally, the subject site has on-street parking on its three frontages on E Pine Street, N Second Avenue, and E Hollister Street. Assuming that only the near side of the street is used, the combined frontages of these streets provide 330 lineal feet for parallel parking (after subtracting driveway aprons), which can accommodate up to 14 vehicles without parking demands spilling onto the opposite side of the street and thereby impacting other uses and residents in the site vicinity. This brings the total parking available to the site to 60 spaces including the two handicap accessible spaces and the truck bay.

Parking generation for the proposed facility was projected using data from the *Parking Generation Manual, 6th Edition*, published by the Institute of Transportation Engineers. Parking generation was calculated using the published parking demand rates for ITE land use code 640, *Animal Hospital/Veterinary Clinic*. The calculations are based on the gross floor area of the building.

Sine parking demands associated with the site are based on the total size of the proposed animal hospital rather than simply the increase in size currently proposed, the calculations were conducted for the full 11,706 square foot facility rather than the 6,501 square foot expansion.

Based on the analysis, an 11,706 square foot veterinary hospital would be projected to generate a peak parking demand of 36 vehicles. However, there is some variation in the parking demand rates between facilities. Often, it is better to use a high estimate of parking demand in lieu of the typical demand for a facility of equivalent size. Accordingly, an additional parking demand estimate was prepared based on the 85th percentile, meaning that it represents the peak at a facility that experiences higher parking demands than usual. This high estimate of parking demand for an 11,706 square foot veterinary hospital was 50 vehicles. These vehicles can adequately be accommodated by the 60 available parking spaces.



Stayton Veterinary Hospital TAL

April 9, 2024

Page 8 of 8

Since even the high estimate of peak parking demand is lower than the number of parking spaces available for site use, the proposed veterinary hospital would not be expected to negatively impact the availability of on-street parking beyond the actual frontage of the site.

CONCLUSIONS

The proposed 6,501 square foot expansion of the existing Stayton Veterinary Hospital is projected to generate a net increase of 24 new trips during the morning peak hour, 23 new trips during the evening peak hour, and 140 new daily trips. These trips are projected to travel in several directions, thereby reducing the already minimal impacts of the site trips on the surrounding transportation system. These traffic increases are below the threshold at which a full traffic impact study is required, and below the trip cap that was placed on the subject property.

The proposed site access driveway on E Pine Street fully meets the City of Stayton's requirements for sight distance and the relevant roadway design standards.

The proposed site access driveway on N Second Avenue has access spacing of less than the preferred 50 feet for local streets, but fully meets the City of Stayton's requirements for sight distance. Based on the safety and operational analysis as well as the access, circulation and loading needs of the veterinary hospital, it is recommended that the City of Stayton permit the driveway at the proposed location.

The detailed parking analysis undertaken for the expanded veterinary hospital demonstrated that the site plan provides adequate parking to accommodate the needs of the facility within the site and its own frontage. Accordingly, the proposed use is not projected to negatively impact the availability of on-street parking for other uses and residents in the immediate site vicinity.

If you have any further questions regarding transportation and access for the proposed development, please feel free to contact me at (503)537-8511 or by email at mike.ard@gmail.com.

Michael Ard, PE
Principal



RENEWS: 12/31/2025

Appendix

Trip Generation Calculation Worksheet



Land Use Description: Animal Hospital/Veterinary Clinic

ITE Land Use Code: 640

Independent Variable: Gross Floor Area

Quantity: 6.501 Thousand Square Feet

Summary of ITE Trip Generation Data

AM Peak Hour of Adjacent Street Traffic

Trip Rate: 3.64 trips per ksf

Directional Distribution: 67% Entering 33% Exiting

PM Peak Hour of Adjacent Street Traffic

Trip Rate: 3.53 trips per ksf

Directional Distribution: 40% Entering 60% Exiting

Total Weekday Traffic

Trip Rate: 21.50 trips per ksf

Directional Distribution: 50% Entering 50% Exiting

Site Trip Generation Calculations

6.501 ksf Animal Hospital/Veterinary Clinic

	Entering	Exiting	Total
AM Peak Hour	16	8	24
PM Peak Hour	9	14	23
Weekday	70	70	140

Parking Generation Calculations



Land Use Description: Animal Hospital/Veterinary Clinic
 ITE Land Use Code: 640
 Location: General Urban/Suburban
 Independent Variable: Thousand Square Feet Gross Floor Area
 Quantity: 11.706 Thousand Square Feet

Statistic	Peak Period Demand
Peak Period	4:00 PM - 5:00 PM
Number of Study Sites	7
Average Size of Study Sites	3,000
Average Peak Period Parking Demand	3.08 vehicles per ksf
Standard Deviation	0.83
Coefficient of Variation	27%
95% Confidence Interval	N/A
Range	2.14 - 4.33
85th Percentile	4.27 vehicles per ksf
33rd Percentile	2.61 vehicles per ksf

Site Parking Generation Calculations

11.706 Thousand Square Feet

Peak Parking Demand	36 vehicles
33rd Percentile Demand	31 vehicles
85th Percentile Demand	50 vehicles



City of Stayton

Department of Planning and Development
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 767-4539 • Fax (503) 769-2134
www.staytonoregon.gov

NOTICE OF VIOLATION AND ORDER OF ABATEMENT

May 28th, 2024

Case # 24-88

Fitspot LLC
463 SW Westwood DR
Dallas, OR 97338

Dear Residents,

This is the second attempt to have the vegetation mowed at the property located at **2015 W Washington St.**, as this is in violation of Stayton's Municipal Code.

Please note that per the Stayton Municipal Code:

Section 8.04.010 – defines noxious vegetation to include grass/weeds that is over 10 inches high...or weeds that have gone to seed.

Section 8.04.050 – prohibits the placement on any property of any substance that would create a fire hazard or detract from the cleanliness or safety of the property.

Section 12.04.260 - Each property owner is responsible for maintenance of the curb, sidewalk and landscape strip, including street trees, abutting the owner's property. The curb, sidewalk and landscape strip shall be kept clean and in good repair.

I am therefore now writing to ask that your property located at **2015 W Washington St.**, be brought into compliance with the Code by having the vegetation mowed at the property by **June 11th, 2024**. The Municipal Code allows the City to abate a declared nuisance and then charge the costs of abatement to the property owner or to issue a citation, whichever best suits the circumstances. Failure to adhere to the Code will result in the City taking action to bring the property into compliance.

Should it be necessary for the City to abate the violation, you will be billed for the City's costs plus an administrative fee of \$100 or 10% of those expenses, whichever is greater. Failure to pay the charges from the City will result in the placement of a lien on the property to cover those costs, with an accrued interest rate of 9%.

In accordance with Section 8.04.240, you may by **June 11th, 2024** protest this Order of Abatement by giving written notice to the City Manager if you believe no nuisance exists. If a written protest is filed, the matter will be placed before the City Council for a protest hearing at

THE CITY OF STAYTON IS AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER

POLICE
386 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-3423
FAX (503) 769-7497

**PLANNING AND
DEVELOPMENT**
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2998
FAX (503) 767-2134

PUBLIC WORKS
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2919
FAX (503) 767-2134

WASTEWATER
950 JETTERS WAY
STAYTON, OR 97383
(503) 769-2810
FAX (503) 769-7413

LIBRARY
515 N. FIRST AVENUE
STAYTON, OR 97383
(503) 769-3313
FAX (503) 769-3218



City of Stayton

Department of Planning and Development
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 767-4539 • Fax (503) 769-2134
www.staytonoregon.gov

their first meeting in June. You must appear at the protest hearing or be represented by counsel at the hearing.

The complete Stayton Municipal Code can be found on the City website at www.staytonoregon.gov. If you have any questions or concerns, please feel free to contact me by email kfurry@staytonoregon.gov or phone @ 503.767.4539.

Sincerely,

Kendra Furry
Code Enforcement

THE CITY OF STAYTON IS AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER

POLICE
386 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-3423
FAX (503) 769-7497

**PLANNING AND
DEVELOPMENT**
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2998
FAX (503) 767-2134

PUBLIC WORKS
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2919
FAX (503) 767-2134

WASTEWATER
950 JETTERS WAY
STAYTON, OR 97383
(503) 769-2810
FAX (503) 769-7413

LIBRARY
515 N. FIRST AVENUE
STAYTON, OR 97383
(503) 769-3313
FAX (503) 769-3218

Site Plan Review & Variance Applications

Submitted to: City of Stayton
Planning and Development Department
311 N. Third Avenue
Stayton, OR 97383
Jennifer Siciliano, Community Development Director
(503) 769-2998 / jsiciliano@staytonoregon.gov

Applicants/Property Owners: Dark Horse Enterprises LLC
1308 N 1st Avenue
Stayton, OR 97383
Dr. Micheal Reynolds, Managing Member
(503) 769-7387 / mreynolds@staytonveterinary.com

Applicant's Representative: Udell Engineering and Land Surveying, LLC
63 E. Ash Street
Lebanon, OR 97355
Laura LaRoque, Land Use Planner
(541) 990-8661 / laura@udelleng.com
Andrew Rappé, Professional Engineer
(541) 451-5125 / andrew@udelleng.com

Site Location: 1336, 1328, 1308 North First Avenue and 181 and 190 East Hollister Street, Stayton

Marion County Assessor's Map No.: 9S-01W-10AC Tax Lots 2400, 2500, 2600, 2700 and 2800

Site Size: 0.98 acres

Existing Land Use: Veterinary Hospital with associated site improvements.

Zone Designation: Commercial General (CG)

Comprehensive Plan Designation: Commercial

Surrounding Zoning: North: CG
South: CG and Medium Density Residential
East: Medium Density Residential
West: CG

Surrounding Uses: North: Parking Lot, Professional Office, Residential
South: Professional Office, Residential
East: Residential
West: Service Station, Retail



I. Executive Summary

Dr. Micheal Reynolds, Managing Member of Dark Horse Enterprises LLC (“Applicant”) request approval of a concurrent Site Plan Review and Variance applications for redevelopment of the Stayton Veterinary Hospital.

II. Findings of Fact

A. General Findings

1. The owners of the property are Dark Horse Enterprises LLC.
2. The applicants are the owners.
3. The property can be described as Township 9, Range 1 West of the Willamette Meridian, Section 10AC, Tax Lots 2400, 2500, 2600, 2700 and 2800. The five tax parcels have addresses assigned: 1308, 1328, 1336 North First Avenue and 181 and 190 East Hollister Street Stayton.
4. The property is inside the Stayton City Limits, zoned Commercial General (CG), and designated as Commercial by the Comprehensive Plan Map.
5. The property consists of an entire city block bounded to the north, east, south, and west by East Pine Street, North Second Avenue, East Hollister Street, and North First Avenue, respectively.
6. The property is approximately 0.98 acres in area with approximately 215 feet of frontage on East Pine Street and East Hollister Street and 200 feet of frontage on North First Avenue and North Second Avenue.
7. The site is bounded to the north, east, south, and west by a mix of commercial and residential developments.

III. Existing Conditions

8. The south portion of the property was substantially developed in 2017 as a veterinary hospital and associated parking lot. The north portion of the property was previously developed with residential uses, which have been demolished to allow for redevelopment of the site.

IV. Proposal

9. The proposal is to expand the existing Stayton Veterinary Hospital building to the southeast of the site and parking lot to the west and north of the subject property.

V. Analysis

10. Site plan review applications are required to satisfy approval criteria contained within Stayton Municipal Code (SMC) Title 17, Section 17.12.220 and applicable provisions of the

Development and Improvement Standards of SMC Title 17, Chapter 20. The applicable sections of Chapter 20 are 17.20.060 – Off Street Parking and Loading; 17.20.080 – Special Street and Riparian Setbacks; 17.20.090 Landscaping Requirements; 17.20.170 – Outdoor Lighting and 17.20.200 - Commercial Design Standards. In addition, the application must meet SMC Section 17.26.020 - Access Management Requirements and Standards. Variance applications are required to satisfy approval criteria contained in SMC Title 17, Section 17.12.200(6)(a)(b).

VI. Site Plan Review - Review Criteria

Pursuant to SMC 17.12.220(5) the following criteria must be demonstrated as being satisfied by the application:

- a. *The existence of, or ability to obtain, adequate utility systems (including water, sewer, surface water drainage, power, and communications) and connections, including easements, to properly serve development in accordance with the City's Master Plans and Public Works Design Standards. Where an adopted Master Plan calls for facilities larger than necessary for service to the proposed use, the developer shall install the size facilities called for in the Master Plan and shall be provided credit for the excess costs in accordance with SMC 13.12.245.*

Findings: There is an existing 12-inch water main on west side of North First Ave, a 10-inch water main on the south side of East Hollister Street, a 2-inch water main on the east side of North Second Avenue, and a 4-inch water main on the south side of East Pine Street. There is an existing fire hydrant across North First Avenue, one at the southeast corner of North First Avenue/East Pine Street, and one at the southeast corner of the North Second Avenue/East Pine Street intersection. The applicant intends to install additional public hydrants as needed to provide adequate fire flow to the proposed building expansion. Based on a preliminary water service fixture unit estimate, the existing 1" domestic meter at the north side of East Hollister Street is adequate to serve the proposed building expansion.

The City Engineer has recommended the applicant provide documentation that the Stayton Fire District has reviewed and approved any required fire protection devices and systems.

There is an existing 8-inch sanitary sewer main in North First Avenue, an 8-inch main in East Hollister Street and an 8-inch main in North Second Avenue. Use of the existing sewer lateral that serves 181 East Hollister Street is proposed. The Public Works Design Standards require a 6-inch lateral for commercial buildings and the existing sanitary sewer service is likely to be only a 4-inch lateral. However, based on a preliminary drainage fixture unit estimate, the existing 4-inch lateral is adequate to serve the proposed building expansion.

There is an existing 15-inch storm drain on the west side of N First Ave with a catch basin at the north end of the subject property and one at the corner with E Hollister. There is an existing 12-inch storm drain on the north side of East Hollister Street with a catch basin located at the former alley between North First Avenue and North Second Avenue and one about 50

feet west of the North Second Avenue intersection. The applicant intends to direct surface water runoff through a stormwater basin that will infiltrate surface water into the ground. Overflow runoff from the stormwater basin will enter a private storm line and connect to the existing public catch basin at the corner of North First Avenue and East Hollister St. A preliminary stormwater report, prepared by Andrew Rappé, PE was submitted with the application.

The site is currently provided with public water, sewer, and other private utility services. The proposed redevelopment will utilize existing laterals to adjacent public water service and sewer systems and reconnect with other adjacent private utility services. The application includes a preliminary stormwater management report. Therefore, this criterion is met.

- b. *Provisions have been made for safe and efficient internal traffic circulation, including both pedestrian and motor vehicle traffic, and for safe access to the property for vehicles, as well as bicycle and pedestrians, from those public streets which serve the property in accordance with the City's Transportation System Plan and Public Works Design Standards.*

Finding: The subject site has seven existing access encroachments: three to/from East Pine; two to/from North First Avenue; and one to/from North Second Avenue and East Hollister Street. Two encroachments: one to/from East Pine and one to/from North Second Avenue are proposed in association with site redevelopment. A public sidewalk runs along all adjacent public rights-of-way. Pedestrian connectivity to the site will be provided via internal sidewalk connections to the adjacent public sidewalk system.

- c. *Provision has been made for all necessary improvements to local streets and roads, including the dedication of additional right-of-way to the City and/or the actual improvement of traffic facilities to accommodate the additional traffic load generated by the proposed development of the site in accordance with Chapter 17.26, the City's Transportation System Plan, and Public Works Design Standards. Improvements required as a condition of approval shall be roughly proportional to the impact of the development on transportation facilities. Approval findings shall indicate how the required improvements are directly related to and are roughly proportional to the impact of development.*

Finding: North First Avenue is under Marion County jurisdiction and designated a Major Arterial Street in the Stayton Transportation System Plan. North First Ave is fully improved to a Major arterial street standard with 40 feet of pavement, curb, gutter, and sidewalk within a variable width right-of-way (i.e., 55-foot to 60-foot). A 5-foot right-of-way dedication will be required along the west property lines of Tax Lots 2400 and 2500 so that the entire street frontage conforms to the required 60-foot right-of-way Major Arterial Street standard.

All other abutting public streets are under the City of Stayton jurisdiction. East Hollister Street is designated a Neighborhood Collector with a 60-foot right of way. East Hollister Street is a fully improved local street with paved travel lanes, curb, gutter, and a 4-foot-wide sidewalk within a 60-foot wide right of way. Included in the proposal are improvements where the accessway will be removed.

East Pine Street is designated as a Local Street with 60-foot right-of-way. East Pine Street is a partially improved local street with a variable pavement width, curb but no gutter, 5-foot-wide landscape strip, and a 5-foot-wide sidewalk within a 60-foot right of way. The applicant has proposed construction of curb, gutter, sidewalk, and completion of the paving.

North Second Street is designated as a Local Street with 50-foot right-of-way. North Second Ave is a partially improved street local street with a variable pavement width, curb but no gutter, 3-foot-wide landscape strip, and a 4 to 5-foot-wide sidewalk within a 50-foot right of way. The applicant has proposed construction of curb, gutter, sidewalk, and completion of the paving.

According to Table 5 of the Stayton Transportation System Plan, the existing right-of-way widths of East Hollister, East Pine Street, and North Second Street conform to required widths based on roadway classification; therefore, no street dedications are required.

The applicable transportation requirements per Chapter 17.26 of the SMC are as follows:

- i. An access permit is required (SMC 17.26.020(1)(a)).

Finding: This standard can be met with a condition of approval requiring an access permit to be obtained in association with site development and/or building permit(s).

- ii. The number of non-residential access encroachments is based on the daily trip generation. One driveway shall be allowed for up to 2,500 daily trips generated with a maximum of two driveways (SMC 17.26.020(3)(c)).

Finding: Two driveway accessways, one to/from North Second Avenue and one to/from East Pine are proposed and sufficient as outlined in the transportation assessment letter.

- iii. Vehicle access locations must be a minimum of 50 feet from the intersection property lines and onto lowest function classification roadway (SMC 17.26.020(3)).

Finding: As shown on the site plan, proposed access locations are sufficient as outlined in the transportation assessment letter.

- iv. The minimum public intersection space on a commercial local street is 260 feet. The minimum space between driveways and/or streets along a commercial local street is 50 feet.

- i. Access spacing between two driveways on Neighborhood Collector and Local Streets (50 feet) shall be measured from the perpendicular near edge of the

driveway to the perpendicular near edge of the driveway. (See figure 303.11. b)

- ii. Access spacing between a driveway and an Arterial, Collector, or Local Street (50 feet) shall be measured from the perpendicular near edge of the driveway to the point of intersection for the intersecting street. See figure 303.11.

Finding: Two driveway accessways, one to/from North Second Avenue and one to/from East Pine are proposed and sufficient as outlined in the transportation assessment letter.

- v. According to the Public Works Standards, the minimum and maximum commercial driveway widths onto local street is 12-feet and 36-feet, respectively (See SPW 303.11.E).

Finding: As shown on the site plan, proposed driveway widths comply with these standards.

- vi. According to the Public Works Standards, for driveways along local access roads in urban and residential areas, the sight distance triangle is measured along the property lines of the street and along the driveway. The horizontal limits of the sight (vision) clearance area shall be a triangular area measuring 10 feet along the right-of-way or private access.

Finding: As shown on the site plan and stated in the transportation assessment letter Based on the detailed analysis of the potential approach paths, design speeds, and sight distances, adequate sight distance is available for safe and efficient operation of the proposed site access on East Pine Street and North Second Avenue.

d. Provision has been made for parking and loading facilities as required by Section 17.20.060.

Finding: The applicable parking and loading facilities per Section 17.20.060 are as follows:

- i. Off street vehicle parking and loading areas for any new, expanded, or change of use per 17.20.060(1).

Finding: Off-street vehicle parking and loading areas are included in the application proposal.

- ii. Off street parking and loading areas shall be provided on the same lot with the main building or use except that in any commercial, industrial, or public district, the parking area may be located within 500 feet of the main building per Section 17.20.060(5).

Finding: Proposed off-street parking will be located within 500 feet of the building.

- iii. According to 17.20.060(7)(b), offices for physicians, dentists, and other health professionals are required to have 3.5 vehicle parking spaces per 1,000 square feet of building area.

Finding: The square footage of the clinic consists of 5,701 square feet of existing area and 6,005 square feet additional area, requiring a minimum of 41 parking spaces.

As stated in the transportation assessment letter, Parking generation for the proposed facility was projected using data from the Parking Generation Manual, 5th Edition, published by the Institute of Transportation Engineers. Parking generation was calculated using the published parking demand rates for ITE land use code 640, Animal Hospital/Veterinary Clinic. The calculations are based on the gross floor area of the building. Based on the analysis, an 11,488 square foot veterinary hospital would be projected to generate a peak parking demand of 38 vehicles. This high estimate of parking demand for an 11,488 square foot veterinary hospital was 50 vehicles.

The site plan submitted provides for 45 parking spaces and there are 14 on-street parking spaces along the site street frontages. Therefore, there is sufficient on-site parking to meet peak parking demand and additional on-street parking sufficient for high estimate of parking demand.

- iv. Off Street parking Reductions are permitted for sites with more or more of the following features per Section 17.20.060(7)(g):
 - a. The site has an existing or planned bus stop located adjacent to it, and the site's frontage is improved with a bus stop shelter, consistent with the standards of the applicable transit service provider: Allow up to a 20 percent reduction to the required number of automobile parking spaces;
 - b. The site has one (1) or more dedicated parking spaces for carpool or vanpool vehicles: Allow up to a 10 percent reduction to the required number of automobile parking spaces;
 - c. The site has dedicated parking spaces for motorcycles, scooters, or electric carts: Allow reductions to the standard dimensions for these parking spaces;
 - d. The site has more than one and a half minimum number of required bicycle parking spaces: Allow up to a 5 percent reduction to the required number of automobile parking spaces.

Finding: The number of proposed parking spaces exceeds the minimum number of parking spaces required; therefore, no off-street parking reductions features are necessary. The parking analysis in the transportation assessment letter are also incorporated herein by reference.

- v. One off street loading space is required for office buildings with a gross floor area of 15,000 square feet per Section 17.20.060(9).

Finding: The proposed development is 11,706 square feet (i.e., 5,701 square feet of existing area and 6,005 square feet additional area); therefore, a loading space is not required.

- vi. Commercial office buildings are required to provide one bicycle parking space per 1,000 square feet. Each space is required to be at least 6 feet long by two feet wide (SMC 17.20.060(9-A)).

Finding: The square footage of the clinic consists of 5,701 square feet of existing area and 6,005 square feet additional area, requiring a minimum of 12 bicycle parking spaces. Due to the nature of the business, it is unlikely that patrons will use bike facilities. Therefore, a concurrent variance application has been submitted for approval to reduce the required bicycle parking from 12 to 7 spaces. As shown on the site plan, seven bicycle parking spaces are provided near the building entrance.

- e. *Open storage areas or outdoor storage yards shall meet the standards of Section 17.20.070.*

Finding: Open Storage Area is defined as an area on a lot where the main use stores or displays materials, equipment, finished product, or merchandise or provides long-term parking for vehicles in its fleet (SMC 17.04.100).

Outdoor Storage Area is defined as all the building support functions located outside of a building including, but not limited to loading docks and bays, trash containers and compactors, storage sheds and containers, heating, ventilation, and air conditioning (HVAC) facilities, and disk antennas (SMC 17.04.100).

Finding: A screened trash enclosure is proposed near the North Second Avenue driveway access outside of the required landscape buffer area; therefore, the standards of SMC 17.20.070 are met.

- f. *Site design shall minimize off site impacts of noise, odors, fumes, or impacts.*

Finding: No off-site impacts (i.e., noise, odors, or fumes) are anticipated because of the proposed use; therefore, this criterion is not applicable.

- g. *The proposed improvements shall meet all applicable criteria of either Section 17.20.190 Multi-family Residential Design Standards, Section 17.20.200 Commercial Design Standards, Section 17.20.220 Downtown Development Design Standards, or Section 17.20.230 Industrial Design Standards.*

Finding: The applicable commercial design standards of SMC 17.20.200 are outlined below.

- i. Height step downs between new multistory commercial buildings and existing adjacent single-story dwellings are required per SMC 17.20.200(3)(a).

Finding: The proposed building is two stories. It is approximately 90 feet from the neighboring residential building to the north.

- ii. New commercial developments must have buildings oriented to the street per SMC 17.20.200(3)(b):
 - a. In commercial districts, off street parking, driveways, and other vehicle areas shall not be placed between buildings and the street(s) to which they are oriented, except as provided under subsection 3 off street parking in the commercial districts shall be oriented internally to the site and divided by landscaped areas meeting the standards of Section 17.20.060.10.
 - b. In commercial districts, the building orientation standard may be met with vehicle areas allowed between the street right-of-way and a building's primary entrance when the decision authority finds that the following criteria are met:
 - i. Placing vehicle areas between the street right-of-way and the building's primary entrance will not adversely affect pedestrian safety and convenience based on the distance from the street sidewalk to the building entrance, projected vehicle traffic volumes, available pedestrian walkways, and Section 17.26, Title 12, Standard Specifications, and the adopted Transportation System Plan.
 - ii. The proposed vehicle areas are limited to one driveway meeting the requirements of 17.26, Title 12, Standard Specifications, and the adopted Transportation System Plan, with adjoining bays of not more than 8 consecutive parking spaces per bay (including ADA accessible spaces) on the side(s) of the drive aisle.
 - iii. The building's primary entrance is connected to an adjoining street by a pedestrian walkway that meets the standards of Section 17.26.020.5.

Finding: The primary building entrance is located mid-block near East Hollister Street right-of-way. The main entrance is directly accessible from the internal parking lot and located less than 20 feet from the adjacent public right-of-way with a 5-foot-wide private sidewalk connection it to the adjacent public sidewalk. As shown on the site plan, the building orientation standards are met.

- iii. All buildings on a site shall support a safe and attractive pedestrian environment per SMC 17.20.200(4)(a).
 - a. Primary building entrances shall open directly to the outside and, if not abutting a street, shall have walkways connecting them to the street sidewalk.

- b. Corner buildings shall have corner entrances or shall provide at least one entrance within 20 feet of the street corner or street plaza.
- c. Ground floor windows or window displays shall be provided along at least 45 percent of the building's ground floor street facing elevations(s); windows and display boxes shall be integral to the building design.
- d. Primary building entrance(s) are designed with weather protection such as awnings, canopies, overhangs, or similar features.

Finding: As shown on the site plan, the primary building entrance is located mid-block near East Hollister Street right-of-way. The main entrance is directly accessible from the internal parking lot and public right-of-way via a 5-foot-wide sidewalk connection. The main west entrance is less than 20 feet from East Hollister Street right-of-way. As shown in the building elevations, the ground floor window and primary building entrance weather protection features comply with standards of SMC 17.20.200(4)(a).

- iv. All buildings on a site shall be at a scale that is safe and inviting per SMC 17.20.200(4)(b).
 - a. Regularly spaced and similarly shaped windows are provided on all building stories.
 - b. On multi-story buildings, ground floors are defined and separated from upper stories by appropriate architectural features that visually identify the transition from ground floor to upper story. These features should be compatible with the surrounding architecture. Such features include, but are not limited to: cornices, trim, awnings, canopies, arbors, trellises, overhangs, string courses, or other design features.
 - c. For all buildings more than 50 feet long:
 - i. A pitched roof building shall have a break in the roof plane or wall plane, or articulation of the building face at least every 50 feet.
 - ii. A flat roof building shall have a horizontal or vertical change in the wall plane, or articulation of the building face at least every 50 feet.
 - d. Horizontal and vertical offsets required by this Section shall relate to the overall design and organization of the building, its entrances, and door and window treatments. Features shall be designed to emphasize building entrances.

- e. Offsets should be grouped and organized in a manner to provide variation in scale and massing rather than providing a series of identical repeating masses.
- f. Exceptions: For walls not visible from public view; An exception to the horizontal offset provisions for zero lot line setbacks on interior or side yards to enable a building to utilize the property fully; Exceptions to the horizontal offset provisions for buildings abutting the public sidewalk. When a building abuts a public sidewalk, the horizontal offset provisions may be reduced from a depth of 3 feet to 12 inches.
- g. Standards for massing.
 - i. Building(s) with a pitched/false pitched roof. No building shall have a sloping roof plane more than 50 feet in length measured at the eave line without a break in the roof plane between the ridge/peak and the eave line at least 3 feet in height and 12 feet wide. A combination of offsets and breaks in the roof plane may be used to satisfy this requirement. The total width of the offset combination shall not be less than 12 feet wide.
 - ii. Building(s) with a flat roof. No building shall have a wall plane more than 50 feet in length without a horizontal or vertical break in the cornice line at least 18 inches in height or 3 feet in depth and at least 12 feet wide. A combination of horizontal and vertical offsets may be used to satisfy this requirement. The total width of the offset combination shall not be less than 12 feet wide.
 - iii. Grouping, variation, and a combination of features is desirable to avoid repetition of offsets that are identical in size and shape.
- h. All new commercial development shall provide a lighting plan that meets the standards of Section 17.20.170.

Finding: As shown in the architectural drawings, the proposed structure is multi-story with an overall height of 29'-7" and wall planes less than 50 feet in length. Design features include pitched roofs, regularly evenly spaced ground floor windows, ground floor and second story offsets, and variations in wall finishes and trim; therefore, the building design features comply with standards of SMC 17.20.200(4)(b). Additionally, a lighting plan in conformance with SMC 17.20.170 is included with the application submittal.

- h. Landscaping of the site shall prevent unnecessary destruction of major vegetation, preserve unique or unusual natural or historic features, provide for vegetative ground*

cover and dust control, present an attractive interface with adjacent land uses and be consistent with the requirements for landscaping and screening in Section 17.20.090.

Finding: The subject site was previously developed, void of major vegetation, and lacks unusual natural or historic feature(s).

The applicable landscaping and screening standard of Section 17.20.090 are as follows:

- i. A minimum of 15 percent landscaping is required per lot in the CG zoning district.

Finding: the total area of the site is 42,568 square feet. A minimum of 6,385 square feet of landscaping is required. The application indicates that 10,129 square feet of landscaping will be provided.

- ii. Planting of trees is required along public street frontages, and along private drives more than 150 feet long. Trees with a medium canopy shall be spaced 20 feet on-center. Trees with a large canopy shall be spaced 25 feet on-center. (see SMC 17.20.090(5)).

Finding: As shown in the landscaping plan, existing and/or proposed street trees comply with these standards.

- iii. Street trees shall not be planted within 10 feet of fire hydrants and utility poles, unless approved otherwise by the City Engineer or under overhead power lines if tree height at mature age exceeds the height of the power line.

Finding: As shown in the landscaping plan, existing and/or proposed street trees comply with these standards except for along a portion of North Second Avenue (i.e., next to the proposed and existing building) where the planting of street trees would conflict with overhead powerlines (see SMC 17.20.090(6) tree planting restrictions).

- iv. A landscape (along parking lots with four or more parking spaces. The 10-foot-wide along arterial and collector streets and 15-foot-wide landscape buffer along local streets. (see SMC 17.20.090(11)(a)(1))

Finding: Parking is proposed along North First Avenue and East Pine Street. According to the Stayton Transportation Plan, First Avenue is classified as a Major Arterial, which requires a 10-foot-wide landscape buffer and East Pine Street is classified as Local Street, which requires a 15-foot-wide landscape. As shown in civil site plan and landscape plan, a 10-foot-wide landscape buffer consisting of 5-foot-wide of public right-of-way and 5-foot-wide private land is proposed along North First Avenue; and a 10-foot-wide landscape buffer is proposed along East Pine. A concurrent application for a variance has been submitted to allow landscape buffer areas narrower than required by this section. In 2016, Stayton Planning File no. 4-02/16 was approved, which included variance for reduce landscape buffers to 8-feet between parking areas and North First Avenue and East Hollister Street.

- v. Screening of refuse containers is required per SMC 17.20.090(2)(c)(8).

Finding: As shown on the site plan the refuse contain complies with required setbacks, clear vision areas, and screening requirements.

- vi. Parking area landscaping can be counted towards the overall landscaping requirements of SMC 17.20.090. (SMC 17.20.060(11)).

Finding: As shown in the landscape plan, parking area landscaping is included in the overall landscaping area calculations.

- vii. All parking areas shall be landscaped along the property boundaries as required by 17.20.090(11).

Finding: As shown in the landscape plan, landscaping is proposed along all property boundaries per 17.20.090(11).

- viii. Interior landscaping of parking areas with 20 or more parking spaces shall meet the following standards.

- a. One landscaped island shall be required for every 10 parking spaces in a row. The interior islands shall be a minimum of 6 feet in width (as measured from the inside of the curb to the inside of the curb) and shall include a minimum of one tree per island.
- b. Divider medians between rows of parking spaces, that are a minimum of 6 feet in width (as measured from the inside of the curb to the inside of the curb) may be substituted for interior islands, provided that one tree is planted for every 40 feet and shall be landscaped in accordance with Section 17.20.090(8). Where divider medians are parallel with the buildings, there shall be designated pedestrian crossings to preserve plant materials.
- c. A row of parking spaces shall be terminated on each end by a terminal island that is a minimum of six feet in width (from the inside of the curb to the inside of the curb). The terminal island shall have one tree planted and shall be landscaped in accordance with Section 17.20.090(8).
- d. At the sole discretion of the decision authority, the requirement for landscaped islands or medians may be met through the design of additional parking area landscaping if the configuration of the site makes the use of islands or medians impractical.

Finding: As shown in the landscape plan, the application submittal conforms with the parking lot area landscaping requirements.

- ix. Off street parking areas shall be required to meet the following pedestrian access standards:
 - a. The off-street parking and loading plan shall identify the location of safe, direct, well lighted, and convenient pedestrian walkways connecting the parking area and the buildings.

- b. All pedestrian walkways constructed within parking lots areas be raised to standard sidewalk height.
- c. Pedestrian walkways shall be attractive and include landscaping and trees.

Finding: As shown on the site plan, pedestrian access standards are met.

- i. *The design of any visual, sound, or physical barriers around the property such as fences, walls, vegetative screening, or hedges, shall allow them to perform their intended function and comply with the requirements in Sections 17.20.050 and 17.20.090.*

Finding: No barriers are proposed; therefore, this criterion is not applicable.

- j. *The lighting plan satisfies the requirements of Section 17.20.170.*

SMC 17.20.170(3) states that when an application for land use approval contains outdoor lighting installation or replacement, the decision authority shall review and approve the lighting installation as part of the application.

The following standards per SMC 17.20.170(4)(c)(d) are applicable to this application:

- i. Parking area lighting shall provide the minimum lighting necessary to ensure adequate vision and comfort in parking areas, and to not cause glare or direct illumination onto adjacent properties or streets. All lighting fixtures serving parking areas shall be fully cut-off fixtures.
- ii. All security lighting fixtures shall be shielded and aimed so that illumination is directed only to the designated area and not cast on other areas. In no case shall lighting be directed above a horizontal plane through the top of the lighting fixture, and the fixture shall include shields that prevent the light source or lens from being visible from adjacent properties and roadways. The use of general floodlighting fixtures is discouraged unless the above standards can be met.
 - Security lighting may illuminate vertical surfaces (e.g. building facades and walls) up to a level 8 feet above grade or 8 feet above the bottoms of doorways or entries, whichever is greater.
 - Security lighting fixtures may be mounted on poles located no more than 10 feet from the perimeter of the designated secure area.
 - Security lights intended to illuminate a perimeter (such as a fence line) shall include motion sensors and be designed to be off unless triggered by an intruder located within 5 feet of the perimeter.
 - Security lighting shall meet the standards of the table below:

Feature	Commercial Zones
---------	------------------

Maximum Mounting Height	20 feet
Maximum Average Horizontal Illumination Level on Ground	1.0 foot-candle
Maximum Average Illumination Level on Vertical Surface	1.0 foot-candle
Minimum Color Rendering Index	65

- k. *The applicant has established continuing provisions for maintenance and upkeep of all improvements and facilities.*

Finding: The property owner will be responsible for upkeep and maintenance of the improvements.

- l. *When any portion of an application is within 100 feet of North Santiam River or Mill Creek or within 25 feet of Salem Ditch, the proposed project will not have an adverse impact on fish habitat.*

Finding: The subject site is not within 100 feet of the North Santiam River or Mill Creek or within 25 feet of the Salem Ditch; therefore, this criterion is not applicable.

- m. *Notwithstanding the above requirements the decision authority may approve a site plan for a property on the National Register of Historic Places that does not meet all of the development and improvement standards of Chapter 17.20 and the access spacing standards of Chapter 17.26 provided the decision authority finds that improvements proposed are in conformance with Secretary of the Interior’s Standards for Treatment of Historic Properties, the site will provide safe ingress and egress to the public street system, and that adequate stormwater management will be provided.*

Finding: Per SMC 17.20.080, there is a 50-foot building setback along First Avenue. Since this setback is only applicable to buildings, the proposed parking lot along First Avenue is only subject to the landscape buffer standards.

The subject site is not within a National Register Historic District or an individually listed historic resource; therefore, this criterion is not applicable.

VII. Variance - Review Criteria

Pursuant to SMC 17.12.200(6) the following criteria must be demonstrated as being satisfied by the application:

- A. General Criteria Applicable to All Requests.

1. The granting of the variance would not be materially detrimental to the public health, safety, or welfare or the overall public interest of the citizens of the city as expressed within this title and the adopted Comprehensive Plan.

Finding: The proposal includes two variance requests:

1. A variance request to reduce the required 10-foot-wide landscape buffer to 5-foot-wide along the East Pine Street property frontage. The requested variance will allow the placement of 12 parking stalls and an adjacent 24-foot-wide driveway along this frontage. Denial of the variance would result in a decrease of 12 parking stalls and noncompliance with the city's minimum parking standard.
 2. In 2016, Stayton Planning File no. 4-02/16 was approved, which included variance for reduce landscape buffers to 8-feet between parking areas and North First Avenue and East Hollister Street.
 3. A variance to reduce the required 12 bicycle parking stalls from 12 spaces to seven spaces since only a portion of employees and little to no patrons will be likely to utilize bicycle parking.
2. The granting of the application complies with the applicable specific approval criteria as follows.

B. Specific Variance Criteria.

1. Variance to Land Use Regulations.

- a) The property is subject to exceptional or extraordinary circumstances such as lot size, shape, topography, or other similar circumstances over which the property owner has no control, and which do not generally apply to other properties in the same zoning district and/or vicinity.

Finding: A proposed 5-foot-wide landscaping buffer is proposed along East Pine Street where none existed previously. Meeting the required 10-foot-wide landscape buffer would reduce the area available for parking and reduce the number of spaces. Most of the lots with N First Ave frontage in the area have at least 100 feet of lot width.

Additionally, due to the nature of the business bicycle parking will likely only be used by a portion of employees and little to no patrons.

- b) The variance is necessary for the reasonable preservation of a property right of the applicant which is the same as that enjoyed by other landowners in the zoning district.

Finding: There is a tradeoff in the number of parking spaces and the landscape buffer width. Reducing the buffer width allows the number of parking spaces.

A reduction to the required number of bicycles of parking spaces or basing the number of required bicycle parking space on the number of peak shift employee can be similarly applied to other uses in the CG zoning district that are not likely to generate patron-based bicycle ridership.

- c) The variance would conform to the purposes of the applicable zoning regulations and would not generate a significant adverse impact on other property in the same zoning district or vicinity.

Finding: The purpose of the landscape buffer is to improve the aesthetics of the city and minimize impacts of parking areas on neighboring residential properties. A 5-foot-wide landscape buffer will still provide a physical separation between the sidewalks and the parking area.

The purpose of bicycle parking spaces is to allow for alternative modes of transportation. As proposed, there will be seven bicycle parking spaces, which will accommodate up to 20 percent of employees (i.e., based on peak shift). According to 2013-2017 ACS 5-year estimates, only 0.4 percent of commuters outside of metro cities travel to work by bicycle. Therefore, proposed parking is expected to exceed demand.

- d) Approval of the variance would not create an identifiable conflict with the provisions of the Comprehensive Plan or achieve the same conditions as a comprehensive plan amendment or zone change for the property.

Finding: There are no policies in the comprehensive plan that address landscape buffer widths, number of vehicle parking spaces, or number of bicycle parking spaces.

- e) The variance being requested is the minimum relief available to alleviate the difficulty giving rise to the application.

Finding: The reduction in parking is to allow the maximum number of spaces as will fit on the property. The reduction in landscape buffer width is to the widest possible buffer that will permit the number of parking spaces provided.

The reduction in bicycle parking spaces is the minimum relief available. Any additional bicycle parking spaces would require a reduction in on-site landscaping or parking areas.

- f) The variance would not have the effect of granting a special privilege not generally shared by other property in the same zoning district.

Finding: The site consists of a city block and is bounded on all sides by public rights-of-way and the development proposal is for full-build out which lacks undeveloped areas that are not already utilized or set aside to meet development code open space/landscaping standards and additional bicycle parking. The proposed site design balances commercial design and numeric dimensional development standards and except for the two requested minor variances meets or exceeds city code requirements.

- g) The request for the variance is not the result of an action taken by the applicant or a prior owner.

Finding: The request for the variances is needed to comply with commercial design and numeric dimensional development standards on an infill, redevelopment site bounded on all sides by public rights-of-way.

VIII. Conclusion

Based on the above analysis, the submitted land use applications are consistent with the applicable provisions of the City of Stayton Municipal Code, Comprehensive Plan, and Public Works Design standards. Therefore, the applicant respectfully requests that the Stayton Planning Commission approve the submitted land use applications.

IX. Exhibits

- A. Architectural Plan Set, MD Architects
 - 1. Architectural Site Plan, Sheet A0.2
 - 2. First Floor Demolition Plan, Sheet A1.0.1
 - 3. First Floor Architecture Floor Plan, Sheet A1.1.1
 - 4. Second Floor Demolition Plan, Sheet A1.1.2
 - 5. Second Floor Architectural Floor Plan, Sheet A1.1.3
 - 6. Building Elevations, Sheet A2.1
- B. Civil Plan Set, Udell Engineering and Land Surveying, LLC
 - 1. Cover Sheet, Sheet C100
 - 2. Existing Conditions/Demolition Plan, Sheet C102
 - 3. Preliminary Site Plan, Sheet C102
 - 4. Preliminary Grading and Drainage Plan, Sheet C200
 - 5. Preliminary Utility Plan, Sheet C400
- C. Preliminary Landscaping Plan, Laurus Design, LLC, Sheet L1.1
- D. Lighting Plan, Pure Energy Group, Sheet 1 of 1

PROPERTY INFORMATION

APN / PARCEL ID: _____
 LEGAL DESCRIPTION: _____
 COUNTY: _____
 ZONING: _____
 FLOOD ZONE: _____
 LOT #: _____
 LOT SIZE: _____

SITE PLAN LEGEND

1SM DETAIL NUMBER
 SHARED PLAN OR DETAIL
 SECTION NUMBER
 SHEET NUMBER
 ELEVATION NUMBER
 SHEET NUMBER
 REVISION TAG
 COMPACT PARKING STALL
 PROPOSED BUILDING
 NEW LANDSCAPING
 NEW CONCRETE

STAYTON VETERINARY HOSPITAL

1308 N. FIRST AVE., STAYTON OR, 97383
 ARCHITECTURAL SITE PLAN

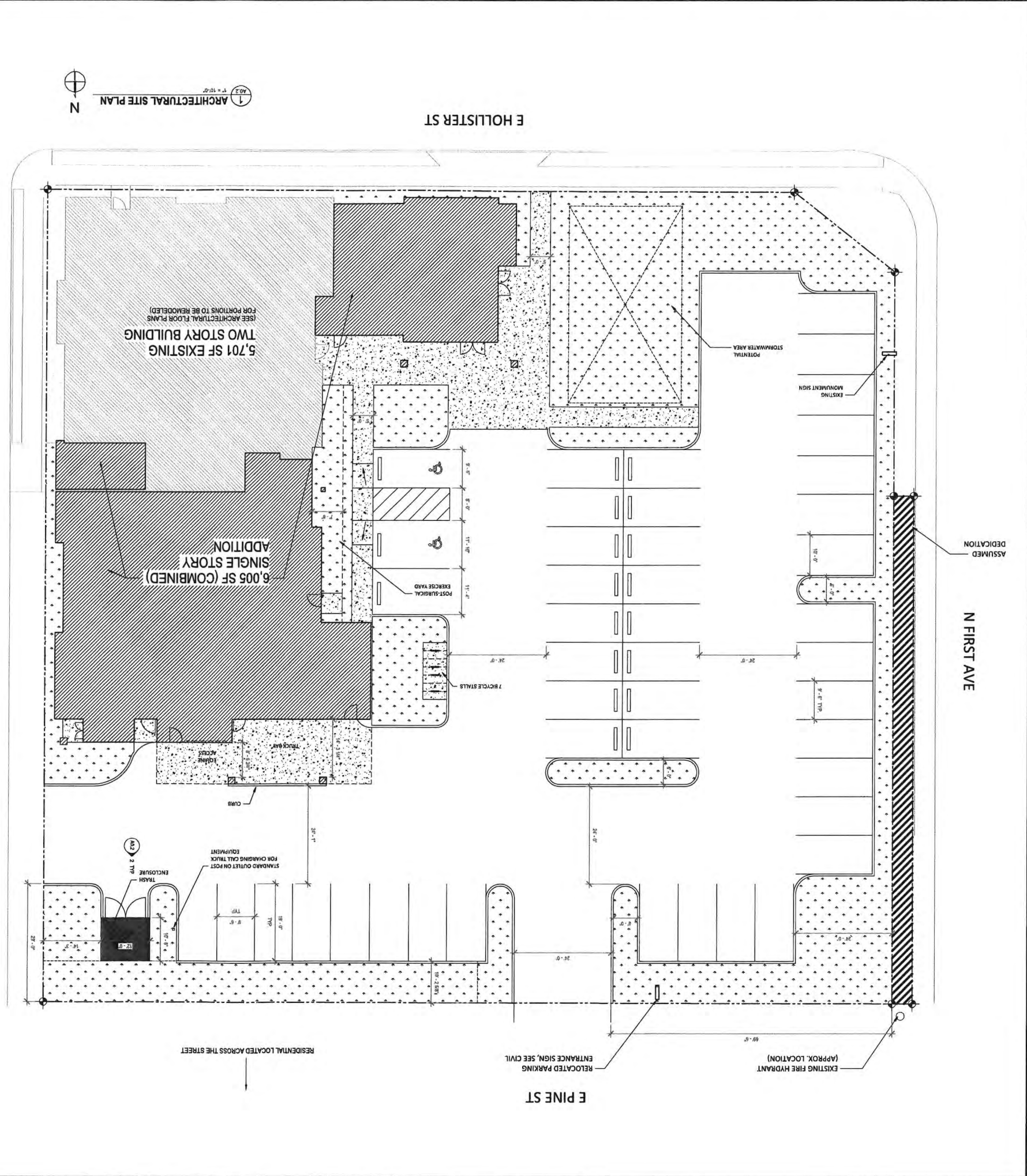
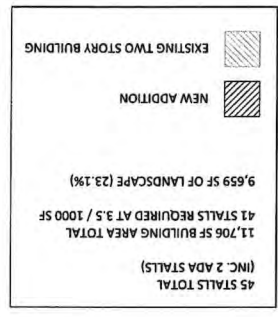
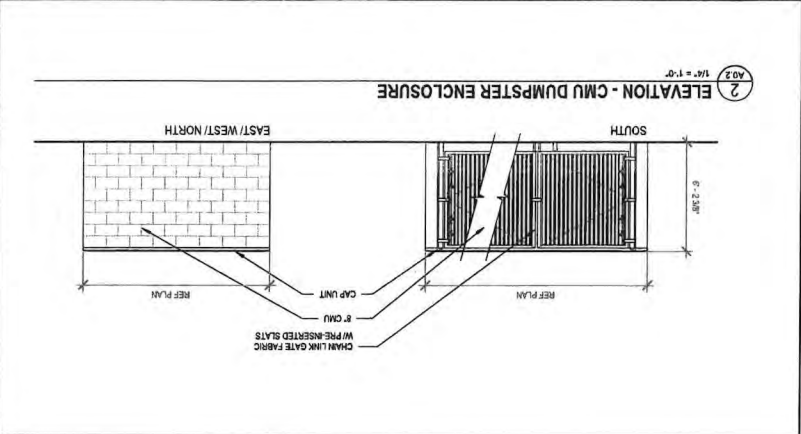
A0.2

ARCHITECTURAL SITE PLAN

PROJECT NUMBER: 0318
 SHEET NUMBER: 0318
 DATE: 08/20/2024

SCALE: 1/8" = 1'-0"

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC AND ALL APPLICABLE LOCAL ORDINANCES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL JURISDICTIONS. THE ARCHITECT ASSUMES NO LIABILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT OR FOR THE RESULTS OF ANY SITE SURVEY OR FIELD INVESTIGATION. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE BUILDING AND ITS RELATED INFRASTRUCTURE. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION PROVIDED BY THE CLIENT OR FOR THE RESULTS OF ANY SITE SURVEY OR FIELD INVESTIGATION.



STAYTON VETERINARY HOSPITAL

1308 N. FIRST AVE., STAYTON OR, 97383

2ND FLOOR DEMOLITION PLAN

MVP ARCHITECTS

DEMOLITION PLAN

PROJECT NUMBER: 2318

DATE: 11.12

SCALE: 1/8" = 1'-0"

DESIGNED BY: M.A.P.

PROJECT: STAYTON VET HOSPITAL

NO OTHER USES OR ALTERATIONS MAY BE MADE WITHOUT THE WRITTEN CONSENT OF MVP ARCHITECTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AUTHORITIES.

DEMOLITION SYMBOL LEGEND	
	EXISTING WALLS TO BE DEMOLISHED
	EXISTING WALLS TO BE SALVAGED
	EXISTING DOORS TO BE SALVAGED
	EXISTING DOORS TO BE REMOVED

DEMOLITION GENERAL NOTES	
A	THE DEMOLITION DRAWINGS SHOWN AS PART OF THIS SET ARE INTENDED TO SHOW THE GENERAL SCOPE AND EXISTING CONDITIONS OF THE PROJECT AND THE GENERAL EXTENTS OF THE DEMOLITION. IT IS NOT THE INTENT OF THE DRAWINGS TO SHOW THE EXACT LOCATION OF ALL UTILITIES OR THE EXACT LOCATION OF ALL DEMOLITION WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AUTHORITIES.
B	FIELD INSPECT DEMOLITION SCOPE PRIOR TO REMOVAL. INSURE REMOVAL DOES NOT IMPAIR STRUCTURAL INTEGRITY OR EXISTING UTILITIES. FIELD INSPECT DEMOLITION SCOPE PRIOR TO REMOVAL. INSURE REMOVAL DOES NOT IMPAIR STRUCTURAL INTEGRITY OR EXISTING UTILITIES. FIELD INSPECT DEMOLITION SCOPE PRIOR TO REMOVAL. INSURE REMOVAL DOES NOT IMPAIR STRUCTURAL INTEGRITY OR EXISTING UTILITIES.
C	DO NOT SCALE ANY DIMENSIONS. FIELD VERIFY ALL EXISTING CONDITIONS. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR RESOLUTION.
D	GENERAL CONTRACTOR TO COORDINATE ALL DEMOLITION WORK AMONG ALL TRADES. VERIFY ALL EXISTING WALL, FLOOR, CEILING, AND ROOF CONSTRUCTION TO DETERMINE EXTENT AND METHODS OF DEMOLITION REQUIRED FOR NEW CONSTRUCTION.
E	VERIFY LOCATION OF EXISTING UTILITIES AND UNDERGROUND CONDUITS, CHASES, AND SOL CONDITIONS PRIOR TO DEMOLITION AND CONSTRUCTION.
F	MAINTAIN ALL EXISTING EXITS AND EGRESS FOR THE DURATION OF THE CONSTRUCTION. ALL EXISTING SPACES IN OPERATION SHALL BE MAINTAINED WATER TIGHT THROUGHOUT CONSTRUCTION. DEMOLITION SHALL BE MAINTAINED WATER TIGHT THROUGHOUT CONSTRUCTION. DEMOLITION SHALL BE MAINTAINED WATER TIGHT THROUGHOUT CONSTRUCTION. DEMOLITION SHALL BE MAINTAINED WATER TIGHT THROUGHOUT CONSTRUCTION.
G	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
H	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
I	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
J	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
K	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
L	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
M	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
N	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
O	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
P	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
Q	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
R	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
S	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
T	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
U	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
V	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
W	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
X	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
Y	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.
Z	REMOVE ALL EXISTING WINDOW TREATMENTS (PAIN, BLINDS, ETC) AND PATCH WINDOW JAMBS ON REPAIRS AS REQUIRED.

DEMOLITION KEYNOTES	
1	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
2	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
3	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
4	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
5	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
6	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
7	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
8	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
9	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
10	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
11	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
12	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
13	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
14	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
15	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
16	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
17	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
18	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
19	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
20	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
21	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
22	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
23	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
24	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
25	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
26	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.
27	REMOVE EXISTING PLUMBING FITTURE IN ITS ENTIRETY. COORDINATE WITH HOSPITAL WHETHER OR NOT TO BE SALVAGED.

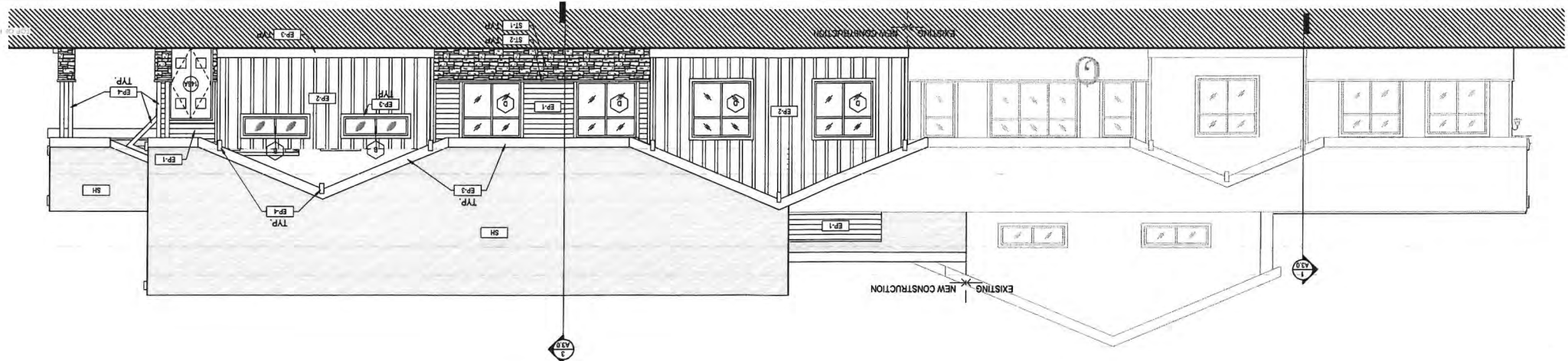


SECOND FLOOR ARCHITECTURAL PLAN Copy 1

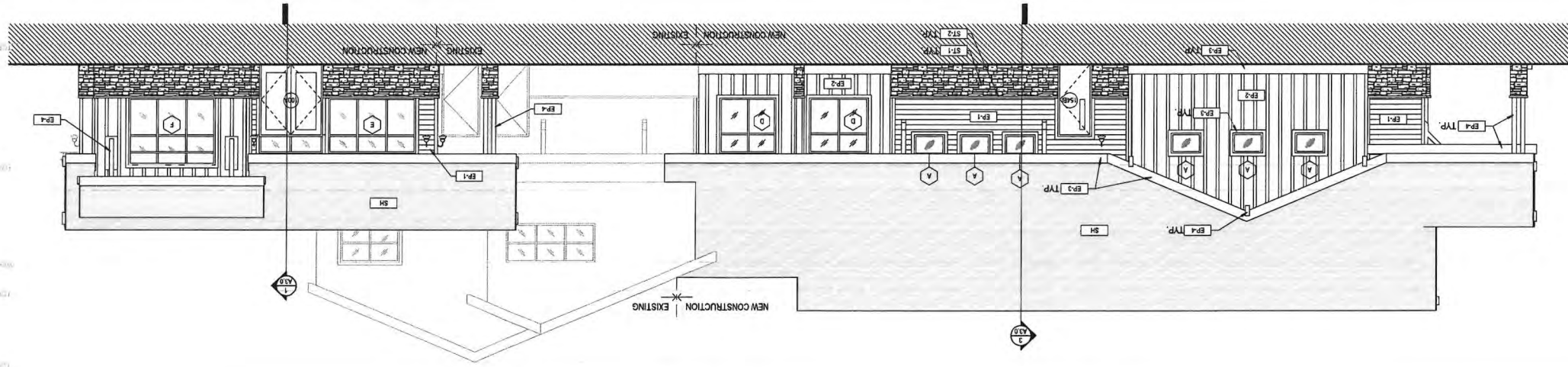
1/8" = 1'-0"

MVP ARCHITECTS

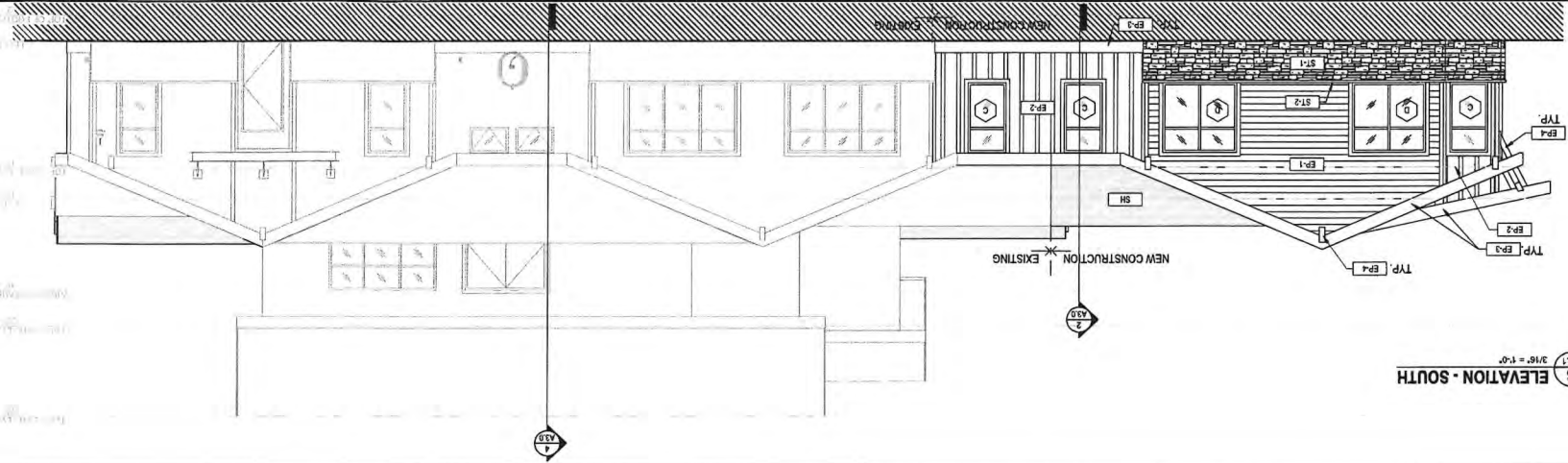
A2.1 3/16" = 1'-0"
1 ELEVATION - EAST



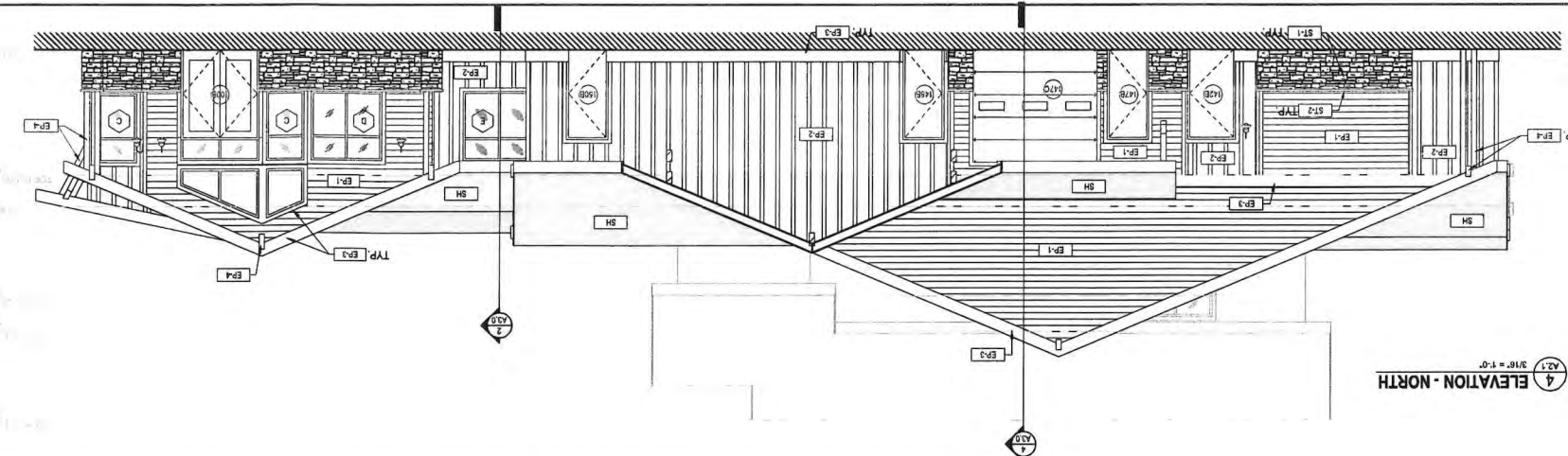
A2.1 3/16" = 1'-0"
2 ELEVATION - WEST



A2.1 3/16" = 1'-0"
3 ELEVATION - SOUTH



A2.1 3/16" = 1'-0"
4 ELEVATION - NORTH



EXTERIOR FINISH LEGEND NOTES

MANSCOT

ST-1 TYPICAL SIMULATED STONE

ST-2 TYPICAL SILL & CAP

ST-3 TYPICAL LEDGESTONE

ST-4 TYPICAL CULTURED STONE

ST-5 TYPICAL BLECKER BEIGE

ST-6 TYPICAL CEMENTITIOUS LVP

ST-7 TYPICAL BOARD & BUTTER SIDING

ST-8 TYPICAL MEDITERRANEAN

ST-9 TYPICAL PAINT AT DOOR & WINDOW

ST-10 TYPICAL STAIN FOR HEAVY TIMBER

ST-11 TYPICAL SHINGLE

ST-12 WEATHERED WOOD

BUILDING ELEVATION KEYNOTES

1 NEW EXTERIOR SIGNAGE BY OWNER. COORDINATE WITH OWNER'S VENDOR FOR POWER AND INSTALLATION REQUIREMENTS.

2 NEW HOSE BIBS AND RACK. REFER TO SITE PLAN AND PLUMBING DRAWINGS FOR MORE INFORMATION.

3 EXISTING EXTERIOR WALL PACK LIGHT TO REMAIN.

4 NEW EXTERIOR LIGHTS. REFER TO ELECTRICAL DRAWINGS FOR DETAILS.

5 NEW BOLLARD. REFER TO STRUCTURAL FOR DETAIL.

6 NEW AIR INTAKE LOUVER. REFER TO MECHANICAL DRAWINGS FOR MORE INFORMATION. PROVIDE DRP EDGE FLASHING ABOVE OPENING. COLOR TO BE SELECTED BY ARCHITECT FROM STAINBOND COLOR OPTIONS.

7 THIN-WALL EXHAUST VENT WITH WEATHER CAP AND BRD SCREEN. REFER TO MECHANICAL DRAWINGS FOR MORE INFORMATION.

8 EXISTING ACCESSIBLE RAMP & BALUNES TO REMAIN.

9 FINISH EXISTING OPENING NEW CONSTRUCTION TO MATCH EXISTING MATERIALS AND THICKNESS. FINISH TO MATCH EXISTING PAINTED STUCCO.

10 FROSTED WINDOW FILM GRAPHIC PROVIDED AND INSTALLED BY OWNER'S SIGNAGE VENDOR. NEW 6'-0" LONG COMMERCIAL COATED STEEL BEIGH EMBEDDED INTO CONCRETE AND SET IN NON-SHINK GROUT. BASIS OF DESIGN BELSON OUTDOORS MODEL: 5455W-V4. COLOR TO BE DETERMINED.

11 NEW CONCRETE STAIR WITH 4'-0" HEIGHT 1-1/2" PAINTED STEEL GUARD RAIL EMBEDDED INTO CONCRETE WITH 3" MIN. COVER. REFER TO SHEET 11 FOR MORE INFORMATION.

12 NEW CONCRETE STAIR WITH 4'-0" HEIGHT BURSHED ALUMINUM BALUNES, BOLTED INTO CONCRETE WITH APPROVED HARDWARE. REFER TO SHEET 11 FOR MORE INFORMATION.

13 BASIS-OF-DESIGN PRODUCT: MFR: SHERWIN WILLIAMS

14 FOUNDATION SYSTEM. REFER TO STRUCTURAL DRAWINGS FOR MORE INFORMATION.

15 MASONRY CONTROL JOINT AS REQUIRED. LOCATIONS RE: PROJECT MANUAL PREPARATIONS.

16 NEW 1-20 SLOPED SIDEWALK. REFER TO CIVIL DRAWINGS FOR MORE INFORMATION.

17 CONTROL JOINT. ALIGNED WITH EDGE OF SHEAR WALL SUBSTRATE. REFER TO SPECS FOR MORE INFORMATION.

18 OVERFLOW ROOF DRAIN LAMBS TOWARD. REFER TO PLUMBING DRAWINGS.

19 BANDS

20 ROOF SCHEEN (BEYOND) REFER TO ROOF PLAN FOR MORE INFORMATION.

21 CASI STONE CORNICE PROFILE 1A WITH 45 DEG. ANGLE RETURN AT EDGE.

22 CASI STONE SILL PROFILE 1B 4'-0" CONTROL JOINTS TYP.

23 NUMBERING NUMBERS PROVIDED BY CONTRACTOR. EACH CHARACTER SHALL BE A MINIMUM OF 1/8" HIGH WITH A MINIMUM STROKE WIDTH OF 1/2 CHAR. PER BC 522.1

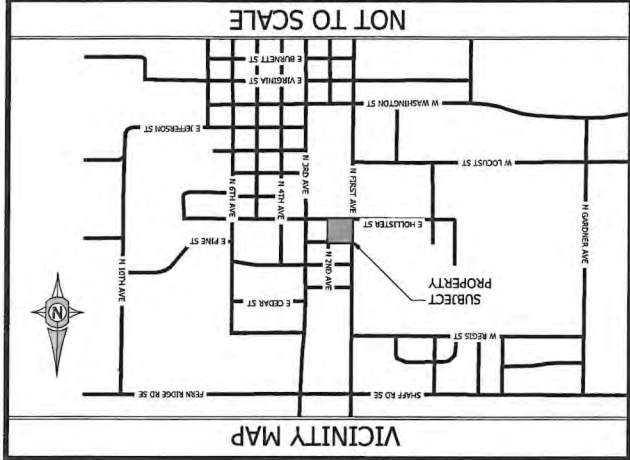
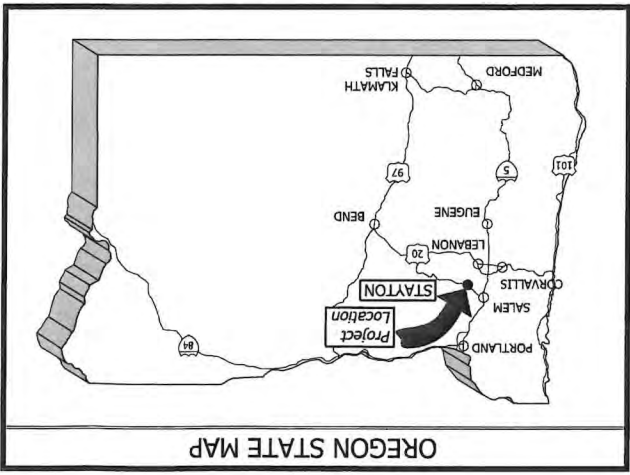
24 KNOK BOX. COMPARE EXACT LOCATION WITH LOCAL FIRE MARSHAL.

STAYTON VETERINARY HOSPITAL
1308 N. FIRST AVE., STAYTON OR, 97383
BUILDING ELEVATIONS

PROJECT NUMBER: 2318
BUILDING ELEVATIONS
A2.1
DATE: 11/11/2024
DRAWN BY: STANLEY DING
CHECK BY: M
SPECIALLY REVISIONS
NO OTHER SET OF DRAWINGS
BE SUBMITTED FOR
REVISIONS
THESE DRAWINGS ARE
FOR THE USE OF THE
OWNER AND SHALL NOT
BE REPRODUCED OR
TRANSMITTED IN ANY
FORM OR BY ANY
MEANS, ELECTRONIC
OR MECHANICAL,
INCLUDING PHOTOCOPYING,
RECORDING, OR BY
ANY INFORMATION
SYSTEMS WITHOUT
THE WRITTEN
CONSENT OF THE
ARCHITECT.



PRELIMINARY SITE IMPROVEMENTS STAYTON VETERINARY HOSPITAL 1308 NORTH 1ST STREET AVE STAYTON, OREGON



C100 - COVER SHEET
C101 - EXISTING CONDITIONS/DEMO PLAN
C102 - SITE PLAN
C200 - GRADING AND DRAINAGE PLAN
C300 - UTILITY PLAN

SHEET REVISIONS

PROPERTY
TAX MAP: 95-01W-10AC
TAX LOTS: 2400, 2500, 2600, 2700, & 2800
TOTAL NET AREA: 0.96 ACRES
SITE ADDRESS: 1308, 1328, & 1336 N FIRST AVE 181 & 190 E HOLLISTER ST STAYTON, OR 97383

APPLICANT/OWNER
DARK HORSE ENTERPRISE LLC C/O MICHAEL REYNOLDS 1308 N 1ST AVENUE STAYTON, OR 97383 (503) 769-7387

DESIGN TEAM
CIVIL ENGINEER UDELL ENGINEERING AND LAND SURVEYING, LLC 63 E. ASH STREET LEBANON, OREGON 97355 (541) 451-5125 CONTACT: ANDREW RAPPE, PE andrew@udelleng.com
SURVEYOR UDELL ENGINEERING AND LAND SURVEYING, LLC 63 E. ASH STREET LEBANON, OREGON 97355 (541) 451-5125 CONTACT: KYLE LATTIMER, PLS kyle@udelleng.com
ARCHITECT MD ARCHITECTS 11416 98TH AVE NE, SUITE 200 KIRKLAND, WA 98034 (425) 823-2244 CONTACT: NICHOLAS RENO NICHOLASR@MDARCHITECTS.COM
LANDSCAPE ARCHITECT LAIURUS DESIGNS 1012 PINE STREET SILVERTON, OREGON (503) 784-6194 CONTACT: LAURA ANTONSON, RLA, ASLA laura@laurusdesigns.com
LIGHTING DESIGNER PURE ENERGY GROUP 139 ANKENY HILL RD SE JEFFERSON, OR 97352 (541) 958-0980 CONTACT: TRAVIS SHEFFIELD TRAVIS@PUREENERGY.GROUP

COVER SHEET

STAYTON VETERINARY HOSPITAL
1308 N. FIRST AVE
STAYTON OR 97383

**UDELL ENGINEERING
AND
LAND SURVEYING, LLC**

63 EAST ASH ST.
LEBANON, OREGON 97355
(541) 451-5125 PH.
(541) 451-1366 FAX

CLIENT:

STAYTON VETERINARY HOSPITAL
C/O MICHAEL REYNOLDS
1308 NORTH FIRST AVENUE
STAYTON, OR 97383
(503) 769-7387

DATE:	04/02/24
PROJECT:	23-231 STAYTON VETERINARY HOSPITAL
DRAWN BY:	ATM
CHECKED BY:	RSV

PLAN REVISIONS	DATE

Sheet: **C100**
SCALE: SEE BARSCALE

THIS MAP WAS PREPARED
FOR PLANNING PURPOSES
ONLY, NOT TO BE USED
FOR CONSTRUCTION.

EXISTING SYMBOL LEGEND	ABBREVIATIONS LEGEND
<ul style="list-style-type: none"> △ - EXISTING CONTROL POINT ⊗ - EXISTING GAS VALVE ⊗ - EXISTING WATER VALVE ⊗ - EXISTING WATER METER ⊗ - EXISTING FIRE HYDRANT ⊗ - EXISTING POWER POLE ⊗ - EXISTING 6' CYCLONE FENCE ⊗ - EXISTING 6' WOOD FENCE ⊗ - EXISTING SS LINE LOCATE ⊗ - EXISTING WATER LINE LOCATE ⊗ - EXISTING PHONE LINE LOCATE ⊗ - EXISTING UNDERGROUND POWER LOCATE ⊗ - EXISTING OVERHEAD POWER ⊗ - EXISTING GAS LINE LOCATE ⊗ - EXISTING COMMUNICATION LINE LOCATE ⊗ - EXISTING CONTOUR ELEVATION 	<ul style="list-style-type: none"> SS - SANITARY SEWER SD - STORM DRAIN MH - MANHOLE CB - CATCH BASIN CO - CLEAN OUT PP - UTILITY POLE IE - INVERT ELEVATION (FLOW LINE) FF - FINISH FLOOR RO, W. - RIGHT-OF-WAY CS - FOUND IR - IRON ROD R - RADIUS BO - BLOWOFF S.L. - STREET LIGHT TC - TOP FACE OF CURB BW - BACK OF WALK CL - CENTERLINE HH - FIRE HYDRANT CI - CURB INLET T.O.P. - TOP OF PIPE FL - FLOW LINE PUE - PUBLIC UTILITY EASEMENT EX OR (E) - EXISTING (P) - PROPOSED PE - PLAIN END FLGD OR FLG - FLANGED MECHANICAL JOINT D.I. - DUCTILE IRON WL - WATERLINE TW - TOP OF WALL SDAD - STORM DRAIN AREA DRAIN
GRADING LEGEND	DESIGN SYMBOL LEGEND
<ul style="list-style-type: none"> (E)P 000.00 - EXISTING TOP OF PAVEMENT ELEVATION (E)TC 000.00 - EXISTING TOP OF CURB ELEVATION (E)G 000.00 - EXISTING GROUND ELEVATION P 000.00 - DESIGN TOP OF ASPHALT PAVEMENT ELEVATION C 000.00 - DESIGN TOP OF CONCRETE PAVEMENT ELEVATION W 000.00 - DESIGN TOP OF SIDEWALK ELEVATION TC 000.00 - DESIGN TOP OF CURB ELEVATION GR 000.00 - DESIGN TOP OF GRAVEL ELEVATION GND 000.00 - DESIGN TOP OF GROUND ELEVATION TW 000.00 - DESIGN TOP OF WALL ELEVATION 	<ul style="list-style-type: none"> ⊗ - DESIGN WATER METER ⊗ - DESIGN CURB INLET ⊗ - DESIGN CATCH BASIN ⊗ - DESIGN DITCH INLET ⊗ - DESIGN SS MANHOLE ⊗ - DESIGN SD MANHOLE ⊗ - DESIGN WATER VALVE ⊗ - DESIGN FIRE HYDRANT
SHEET INDEX	PROJECT LEGENDS

SCALE: SEE BARSCALE

Sheet **C102**

PLAN REVISIONS	DATE



THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY, NOT TO BE USED FOR CONSTRUCTION.

ATTENTION: OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER AT (503) 232-1987.

THE LOCATION AND DESCRIPTIONS OF EXISTING UTILITIES SHOWN ON THE DRAWINGS ARE COMPILED FROM AVAILABLE RECORDS AND/OR FIELD SURVEYS. THE ENGINEER OR UTILITY COMPANIES DO NOT GUARANTEE THE ACCURACY OR THE COMPLETENESS OF SUCH RECORDS. CONTRACTOR SHALL FIELD VERIFY LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.

ALL ELEVATIONS ARE SHOWN ON THE VERTICAL DATUM OF NAVD 88. BASED FROM COLLECTION OF SURVEY DATA BY UDELL ENGINEERING AND LAND SURVEYING, LLC.

ROMBER, JEFF & REBECCA
MAP NO. 091W04C
TAX LOT 02900

SETTSAY, CARL
MAP NO. 091W04C
TAX LOT 02900

FF EL. = 459.59
(E) SIGN "VAN ACCESSIBLE"

MAP NO. 091W04C
TAX LOT 2700
(E) VETERINARY HOSPITAL
1308 N 1ST AVE
(E) SIGN "STOP"

MAP NO. 091W04C
TAX LOT 2800
(E) MONUMENT SIGN
STAYTON VETERINARY HOSPITAL

MAP NO. 091W04C
TAX LOT 2500

MAP NO. 091W04C
TAX LOT 2400
(E) PUE EASEMENT
(INSTN 2023-026940)
(TO BE TERMINATED)

ROMAN, TRACE & LYNN
MAP NO. 091W04C
TAX LOT 02700

MAP NO. 091W04C
TAX LOT 02500
JUNGBURN, KAREN
MAP NO. 091W04C
TAX LOT 02500

PARISH, ROBERT & SHARON
MAP NO. 091W04C
TAX LOT 02400

SANCHEZ, LEVARD & GLORIA
MAP NO. 091W04C
TAX LOT 02300

PROJECT VERTICAL DATUM -- NAVD 88

DATE: 04/02/24
PROJECT: 23-231 STAYTON VETERINARY HOSPITAL
DRAWN BY: ATR
CHECKED BY: RBV

EXISTING CONDITIONS/DEMO PLAN

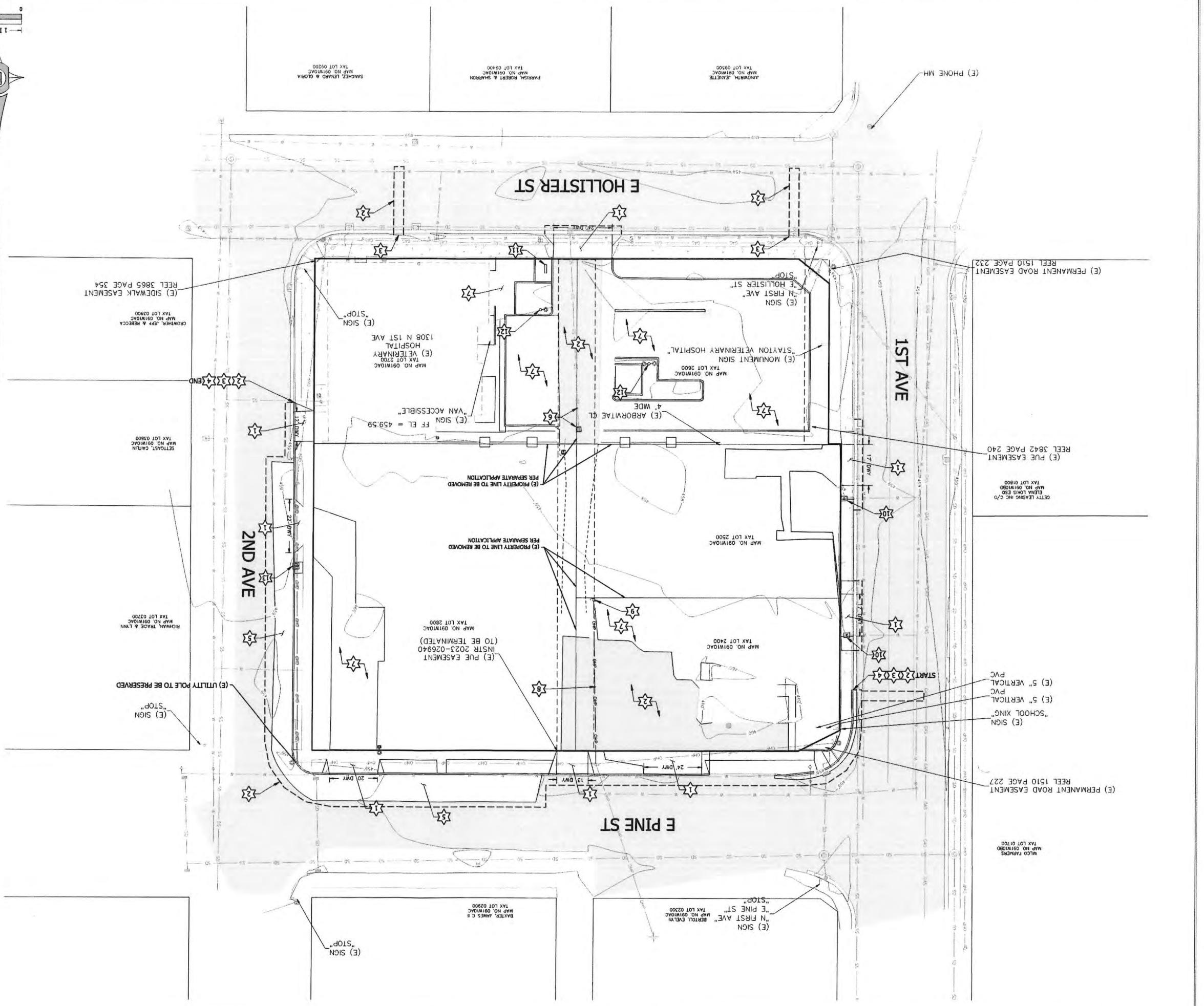
STAYTON VETERINARY HOSPITAL
1308 N. FIRST AVE
STAYTON OR 97383

UDELL ENGINEERING AND LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OREGON 97355
(541) 451-5125 PH.
(541) 451-1366 FAX

CLIENT:
STAYTON VETERINARY HOSPITAL
C/O MICHAEL BERNOLDS
1308 NORTH FIRST AVENUE
STAYTON, OR 97383
(503) 769-787

- | DEMOLITION NOTES |
|---|
| EXISTING DRIVEWAY ACCESS TO BE REMOVED. |
| EXISTING PAVEMENT TO BE SAWCUT AND REMOVED. |
| EXISTING CURB TO BE REMOVED. |
| EXISTING SIDEWALK TO BE REMOVED. |
| EXISTING GRAVEL TO BE REMOVED. |
| EXISTING STORM DRAIN CATCH BASIN AND PIPE TO BE REMOVED |
| EXISTING CONCRETE TO BE REMOVED |
| EXISTING OVERHEAD UTILITY LINES TO BE REMOVED |
| EXISTING UTILITY POLE TO BE REMOVED |
| EXISTING WATER METER TO BE REMOVED |
| EXISTING MONUMENT SIGN TO BE RELOCATED |
| EXISTING LIGHT POLE AND BASE TO BE RELOCATED |
| EXISTING MAILBOXES TO BE REMOVED |

- TREE LEGEND**
- EXISTING DECIDUOUS TREE TO REMAIN
 - EXISTING EVERGREEN TREE TO REMAIN
 - EXISTING TREE TO BE REMOVED



(E) PERMANENT ROAD EASEMENT REEL 1510 PAGE 232

(E) PUE EASEMENT REEL 3842 PAGE 240

DETTY LEASING INC C/O ELM LINDS LSC
MAP NO. 091W04C
TAX LOT 01800

(E) SIGN "SCHOOL XING"

(E) 5" VERTICAL PVC

(E) 5" VERTICAL PVC

(E) PERMANENT ROAD EASEMENT REEL 1510 PAGE 227

WACO FRANKS
MAP NO. 091W04C
TAX LOT 01700



Sheet	C200
SCALE: SEE BARS SCALE	
PLAN REVISIONS	
DATE	

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY, NOT TO BE USED FOR CONSTRUCTION.

DATE: 04/02/24
 PROJECT: 23 231 STAYTON VETERINARY HOSPITAL
 DRAWN BY: ATR
 CHECKED BY: ASV

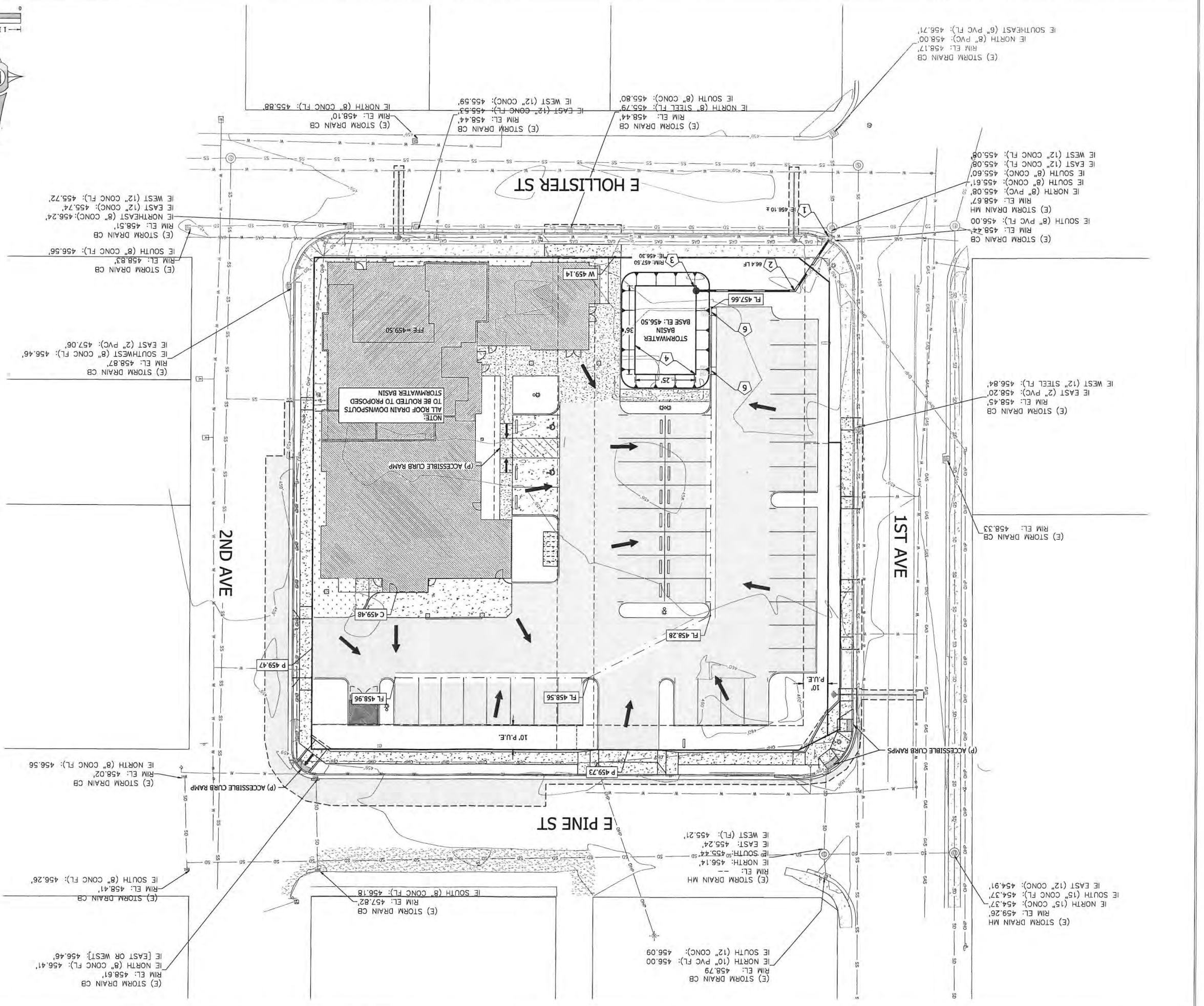
PRELIM. GRADING PLAN AND DRAINAGE PLAN
 STAYTON VETERINARY HOSPITAL
 1308 N. FIRST AVE
 STAYTON OR 97383

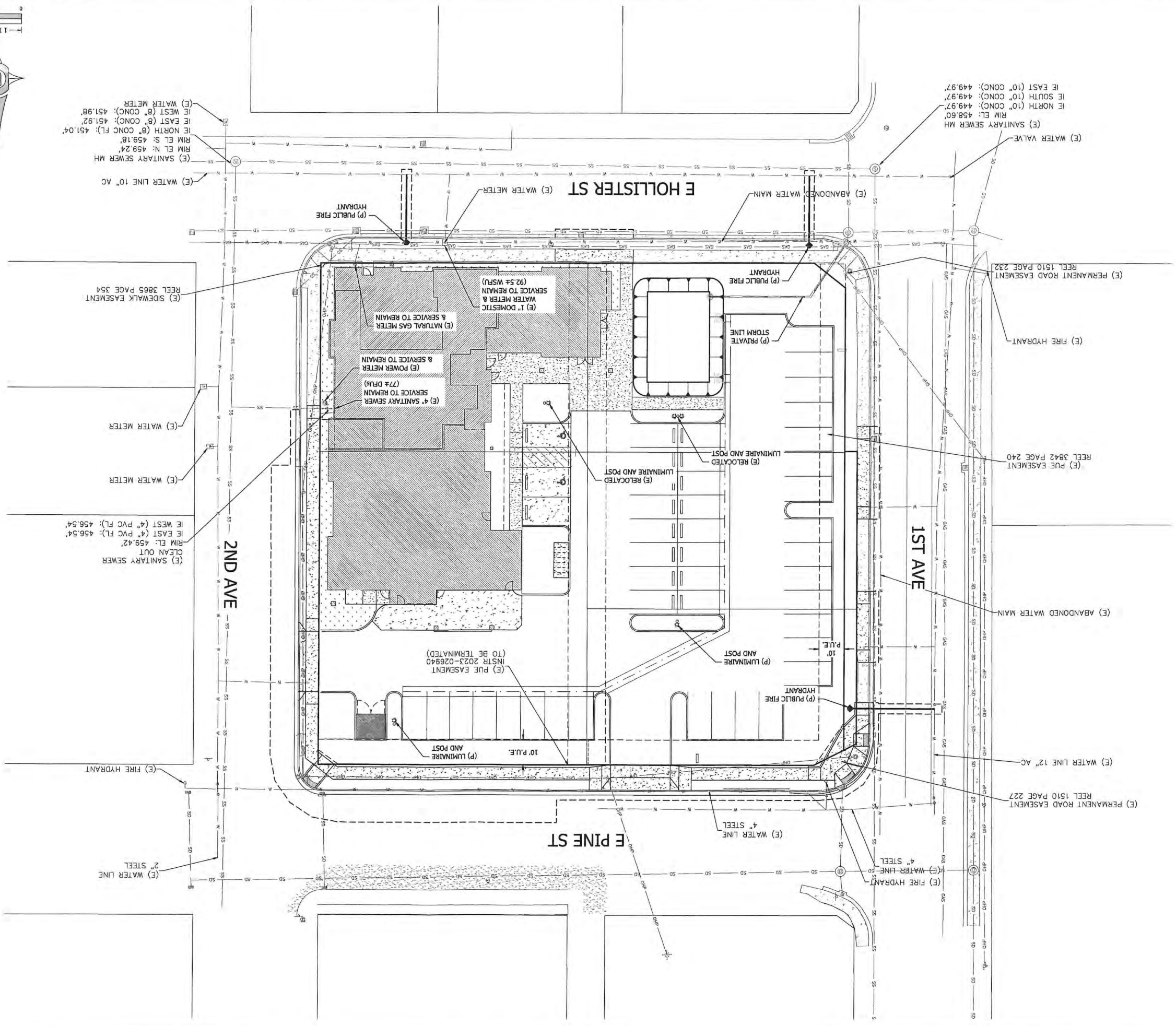
UDELL ENGINEERING AND LAND SURVEYING, LLC
 63 EAST ASH ST.
 LEBANON, OREGON 97355
 (541) 451-5125 PH.
 (541) 451-1366 FAX

CLIENT:
 STAYTON VETERINARY HOSPITAL
 C/O MICHAEL REMONDIS
 1308 NORTH FIRST AVENUE
 STAYTON, OR 97383
 (503) 769-7387

- STORM DRAIN NOTES**
1. PROPOSED CONNECTION TO EXISTING PUBLIC STORM DRAIN CATCH BASIN, IE = 456.10'
 2. DETERMINED WITH BUILDING PERMIT SUBMITTAL.
 3. PROPOSED PRIVATE BEEHIVE OVERFLOW INLET.
 4. PROPOSED UNLINED STORMWATER BASIN WITH 12" AMENDED SOIL LAYER.
 5. PROPOSED CURB OPENING WITH SPLASH PAD AND ROCK BLANKET.

- GRADING LEGEND**
- 3.52' --- EXISTING SURFACE CONTOUR ELEVATION
 - 3.62' --- DESIGN SURFACE CONTOUR ELEVATION
 - EXISTING SURFACE DRAIN DIRECTION
 - DESIGN SURFACE DRAIN DIRECTION
 - (E)P 000.00' --- EXISTING TOP OF PAVEMENT ELEVATION
 - (E)TC 000.00' --- EXISTING TOP OF CURB ELEVATION
 - (E)G 000.00' --- EXISTING GROUND ELEVATION
 - P 000.00' --- DESIGN TOP OF ASPHALT PAVE ELEVATION
 - C 000.00' --- DESIGN TOP OF CONCRETE PAVE ELEVATION
 - W 000.00' --- DESIGN TOP OF SIDEWALK ELEVATION
 - TC 000.00' --- DESIGN TOP OF CURB ELEVATION
 - GR 000.00' --- DESIGN TOP OF GRAVEL ELEVATION
 - GND 000.00' --- DESIGN TOP OF GROUND ELEVATION





PLAN REVISIONS	DATE

Sheet **C400**
 SCALE: SEE BARS/SCALE

THIS MAP WAS PREPARED FOR PLANNING PURPOSES ONLY, NOT TO BE USED FOR CONSTRUCTION.

DATE: 04/02/24
 PROJECT: 23-231 STANTION VETERINARY HOSPITAL
 DRAWN BY: ATR
 CHECKED BY: RSV

PRELIMINARY UTILITY PLAN
STANTION VETERINARY HOSPITAL
 1308 N. FIRST AVE
 STANTION OR 97383

UDELL ENGINEERING AND LAND SURVEYING, LLC
 63 EAST ASH ST.
 LEBANON, OREGON 97355
 (541) 451-5125 PH.
 (541) 451-1366 FAX

CLIENT:
 STANTION VETERINARY HOSPITAL
 C/O MICHAEL BENOIDS
 1308 NORTH FIRST AVENUE
 STANTION, OR 97383
 (503) 769-7387



Symbol	Label	Image	QTY	Manufacturer	Catalog	Description	Number Lamps	Lamp Output	LLF	Input Power	Polar Plot
R4	R4		2	American Electric Lighting	ATB0 P303 R4 4K	Autobahn Small P303 Package Roadway Type IV 4000K/5000K	1	15379	0.95	106	Max: 566bul
S	R4H		1	American Electric Lighting	HSS	Autobahn Small P303 Package Roadway Type IV 4000K/5000K House side shield	1	12701	0.95	106	Max: 566bul
R4tw	in		1	American Electric Lighting	ATB0 P303 R4 4K	Autobahn Small P303 Package Roadway Type IV 4000K/5000K	1	15379	0.95	212	Max: 566bul

Statistics	
Description	Calc Zone #3
Symbol	+
Avg	2.1 fc
Max	13.3 fc
Min	0.2 fc
Max/Min Avg/Min	66.5:1
	10.5:1



1 ARCHITECTURAL SITE PLAN

