

STAFF REPORT
E & M REMODELING & CONCRETE
SIX-PUMP GAS STATION
SITE DESIGN REVIEW SDR 1-23
APRIL 19, 2023

PROPOSAL DESCRIPTION

Date application filed: March 24, 2023

Date application complete: March 31, 2023

Applicant: E & M Concrete & Remodeling
16498 Brown Road
Dallas, OR 97338

Owner: GJR, LLC
PO Box 125
Sheridan, OR 97378

Location: 2604 (77967) South 6th Street
21-03-04-21-00800

Present Conditions: Hillcrest Market – convenience store

Proposed Condition: Six-pump gas station with 2,940 sf convenience store

Comp Plan Designation: C – Community Commercial

Zoning: C2P – Community Commercial

MATERIALS TO BE PART OF THE RECORD

City of Cottage Grove File(s): CUP 1-23 and SDR 1-23

- Applicant’s Application
- Applicant’s Narrative
- Site Plan
- Traffic Impact Memorandum, March 31, 2023
- Minutes and information from Community Meeting dated March 15, 2023
- City of Cottage Grove Completeness Correspondence
- Affidavit of Posting
- Affidavit of Notice
- Engineering Comments dated April 6, 2023
- Written Comments submitted by Parker, dated March 15, 2023

Proposal: This Type III Conditional Use Permit application with concurrent Site Design Review (SDR 1-23) application is to construct a six-pump gas station with 2,940 sf convenience store where the current Hillcrest Market is located at 2604 South 6th Street (21-03-04-21-00800). The site location has operated as a convenience store for several decades and previously had a two-pump gas station. That gas station was discontinued in the 1990's. The applicant's proposal included the demolition of the existing structures on the site and a complete redevelopment. The property is zoned C2P Community Commercial and the proposed use of "quick vehicle servicing is permitted per Table 14.23.110 as "Conditionally Permitted Use with Standards (Section 14.23.180), hence this application. Section 14.41.800 requires the applicant to host a noticed neighborhood meeting within six-months of application date. The applicant completed a notice to adjacent property owners within 300' of the development site and completed an on-site posting. The meeting was held on March 14, 2023 and there were three attendees. The notes from that meeting are attached to this staff report.

Per Table 14.23.110 drive-up uses are conditionally permitted and shall meet the standards shown in Section 14.23.180, hence this Type III Conditional Use Permit Application. Following the consideration of this Conditional Use Permit application, CUP 1-23, if approved as proposed or approved with additional/revised conditions the Planning Commission will hold a Public Hearing on Site Design Review application SDR 1-23, which will review the proposed development for compliance with Chapter 14.23 and Chapters 14.30 through 14.38.

Per Section 14.23.180, the siting of the proposed drive-up shall not be placed between the main building entrance and the right-of-way as shown in the graphic below.

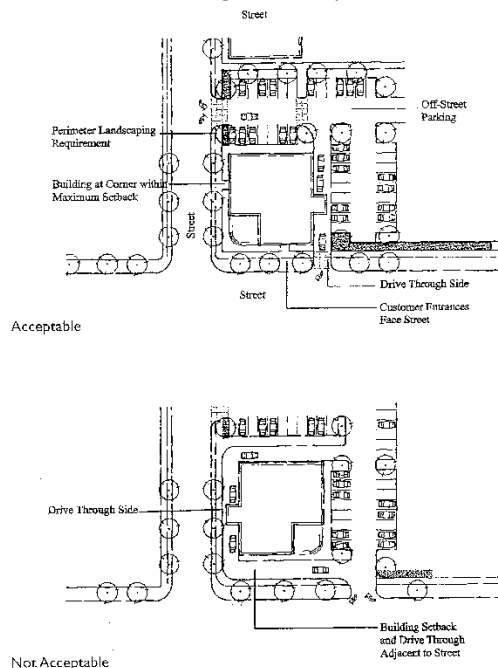


Figure 14.23.180.A(1) Drive-Up and Drive-Through Facilities

The applicant has proposed the location of the drive-up facility (gas pumps) to be located at the west side of the proposed development between the right-of-way and the entrance to the walk-up retail space located on the eastern half of the development site. There are parking spaces for the retail space located on the north side of the proposed new building with a direct pedestrian connection to the convenience store. The proposed layout does not meet the code standards for location of the drive-up use, however given the constraints of the development site, the adjacent un-incorporated uses of single-family dwellings abutting the subject property to the north, east, and south, and the concerns expressed by the

neighbors regarding vehicle movements, including delivery vehicles, the proposed layout is the best use of the development site that also mitigates the impacts to adjacent uses while providing adequate space for vehicle movements. To address pedestrian access to the convenience store from the right-of-way to the entrance of the building the applicant has proposed a delineated ADA accessible path from the right-of-way east to the store entrance. As proposed staff recommends approval of the proposed configuration of the site plan.

COMMENTS RECEIVED

Comments were received from Branch Engineering, City of Cottage Grove Engineer on April 6, 2023. The comments are addressed in this staff report and included in the conditions of approval.

Per Chapter 14.41.800 of the Code, a Neighborhood Meeting was held on March 14, 2023. Minutes submitted by the applicant are included as an exhibit.

Comments were received from Michael and Lizette Parker, 77969 S 6th Street, Cottage Grove, OR 97424 dated March 15, 2023 and where relevant are addressed in the staff report.

Comments were received from Chris Silva, Emerald Peoples Utility District (EPUD), on April 5, 2023.

APPROVAL CRITERIA; SDR 3-22

Chapter 14.42.600 Site Design Review Approval Criteria. The review authority shall make written findings with respect to all of the following criteria when approving, approving with conditions, or denying an application:

- 1. The application is complete, as determined in accordance with Chapter 14.41 – Types of Applications and Section 14.42.500, above;*

Staff response and findings of fact: The application was submitted and deemed complete on March 24, 2023.

- 2. The application complies with all of the applicable provisions of the underlying Land Use District (Chapter 2), including: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other special standards as may be required for certain land uses;*

Staff response and findings of fact: The applicant has provided a site plan demonstrating compliance with all of the applicable provisions of the C2P district on March 24, 2023, as shown below.

- 3. The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 14.52, Non-Conforming Use and Development.*

Staff response and findings of fact: The application proposes new development, rather than modification of a non-conforming use, and therefore this section does not apply.

- 4. The application complies with all of the Design Standards in Chapter 3.*

Staff response and findings of fact: Compliance with applicable provisions of Chapter 3 is addressed below.

5. Existing conditions of approval required as part of a prior Land Division (Chapter 14.43), Conditional Use Permit (Chapter 14.44), Master Planned Development (Chapter 14.45) or other approval shall be met.

Staff response and findings of fact: The Conditions of Approval from CUP 1-23 shall apply to the proposed development.

2. Chapter 14.23 Commercial District Design Standards:

Staff response and findings of fact:

The subject property is zoned C2P and the proposed development is a permitted use in the zone, subject to Site Design Review and a conditional use permit for the drive-up facilities. Chapter 2 of the Development Code includes the applicable commercial design standards, which are set forth through Section 14.23.120 through 14.23.180. The applicable standards of each are addressed below.

14.23.120 Development Standards

The development standards in Table 14.23.120 apply to all new structures, buildings, and development, and major remodels, in the Commercial Districts.

Table 14.23.120 – Development Standards for Commercial Districts

Standard	C-2	C-2P	CT	CT/L
<i>Minimum Lot Area (square feet)</i>	No standard	No standard	No standard	No standard
<i>Minimum Lot Width</i>				
Nonresidential Uses	15 ft	60 ft	50 ft	50 ft
<i>For flag lots, width is measured at the front building line.</i>				
<i>Minimum Lot Depth</i>	N/A	80 ft	80 ft	80 ft
<i>Building/Structure Height*</i>				
<u>Level Site (slope less than 15%)</u> , maximum height	60 ft	60 ft	40 ft	40 ft
<u>Sloping Site (15% or greater)</u> , maximum height	N/A	level site +5 ft	level site +5 ft	level site +5 ft
<u>Height Bonus</u> for Residential Use in Upper Building Story, per Section 14.23.160	12 ft	12 ft	N/A	N/A
<u>Building Height Transition</u> required adjacent to R/R-1 District, per Section 14.22.170	Yes	Yes	Yes	No

Table 14.23.120 – Development Standards for Commercial Districts

Standard	C-2	C-2P	CT	CT/L
<p><i>*Height may be exceeded with approval of a Conditional Use Permit, per Chapter 14.44.</i></p> <p><u>Fences, Retaining/Garden Walls</u> (See also Sections 14.31.200, vision clearance; 14.32.500, Fences and Walls)</p>	7 ft	7 ft	7 ft	7 ft
<p><i>Building Coverage</i> (two options):</p> <ol style="list-style-type: none"> 1. Max. Building Coverage 2. Coverage Bonus <p>The allowable building coverage increases by a ratio of one-half square foot for every one square foot of required parking area that is paved using a city-approved porous/permeable paving material (i.e., allowing stormwater infiltration) or one-half square foot for every one square foot of city-approved water quality treatment area (e.g., vegetative swale or biofiltration) on the development site.</p>	100% N/A	60% Yes	50% Yes	50% Yes
<p><i>Min. Landscape Area (% site area)</i>, except does not apply to single-family dwellings. Landscape area may include plant areas and some non-plant areas as allowed under Section 14.32.300(D).</p>	0%	10%	15%	15%
<p><i>Minimum Setbacks (feet):</i> (See also Section 14.22.170, R/R-1 height step-down.)</p> <p><u>Front, Street, Side, and Rear</u> property lines, except garage or carport</p>	0 ft	0 ft	0 ft	0 ft

Table 14.23.120 – Development Standards for Commercial Districts

Standard	C-2	C-2P	CT	CT/L
<u>Garage/Carport Entry</u> , setback from street	0 ft	20 ft	20 ft	20 ft
Alley	0 ft	3 ft	3 ft	3 ft
Adjacent to R/R-1 District	10 ft, and per Section 14.22.1 70	10 ft, and per Section 14.22.1 70	10 ft, and per Section 14.22.1 70	10 ft, and per Section 14.22.1 70
<i>Build-To Line (feet):</i>				
<u>New Buildings Only:</u> (Per Sections 14.23.130 (A), 14.23.170 .)	0 ft	60 ft, may be increased per Section 14.23.1 70	60 ft, may be increased per Section 14.23.1 70	60 ft, may be increased per Section 14.23.1 70

Staff response and findings of fact:

The applicant has provided a site plan and narrative (see exhibits) that demonstrates compliance with all of the standards listed above from Table 14.23.120, as described above.

Building Height: The applicant proposes a building height of 20’ 8” to the parapet roof and 24’ 8” at its tallest where the parapet height increases at the building entrance to create massing and architectural design. This is well within the allowed 60’ permitted within the C2P zone, this standard is met.

Lot Coverage: Lot coverage maximum is 60%. The main building is 2,940 sf and the canopy over the pump area is 1,850 sf for a total of 4,790 sf or approximately 46% (4,790/10,454) of the lot. As the building covers less than 60% of the total lot, this standard is met.

Minimum Setbacks: Minimum setbacks in the C2P district are 0’, or 20’ to a garage entrance. The building is proposed to be located 53’ from the front property line on South 6th Street, 0’ from the rear and south/side, 17’ from the southern property line, and 39’ from the northern boundary. This standard is met.

Build-to Line: The Build to Line requirement is 60’. The proposed building front entrance and façade is 53’. This criterion is met.

14.23.130 Zero Setbacks and Build-To Line

- A. **Build-To Line Applicability:** *At least one primary building entrance shall be built no farther from the street right-of-way than the build-to line; except where a greater setback is required for a Planned Street Improvement, then the build-to line increases proportionately. The build-to line may also be increased through Site Design Review when pedestrian amenities are provided between a primary building entrance and the street right-of-way.*

Staff response and findings of fact: The Build to Line requirement is 60’. The primary building entrance is located approximately 53’ from the right-of-way. This criterion is met.

14.23.150 Commercial Districts – Building Orientation and Commercial Block Layout

C. Building orientation standards. *Developments subject to this Section shall have their buildings oriented to a street, as generally shown in Figure 14.23.150.C(1). This standard is met when all of the following criteria are met:*

1. *Compliance with the setback and build-to line standards in Section 14.23.120, where applicable.*

Staff response and findings of fact: The proposed building meets the build-to requirement at 53' and the building entrance is located facing the right-of-way. This criterion is met.

2. *Except as provided in subsections 14.23.150.C(4) and (5), below, all buildings shall have at least one primary building entrance (i.e., dwelling entrance, a tenant entrance, lobby entrance, or breezeway/courtyard entrance) facing an adjoining street (i.e., within 45 degrees of the street property line).*

Staff response and findings of fact: The proposal meets requirements regarding the entrance orientation.

3. *In the 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 14.23.150.C(4). Off-street parking in the Commercial Districts shall be oriented internally to the site and divided by landscape areas into bays of not more than 24 parking spaces per bay, as generally shown in Figures 14.23.150.C(2).*
4. *In the C-2P, CT and CT/L 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 approval body finds that the following criteria are met:*
 - a. *Placing vehicle areas between the street right-of-way and 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, and available pedestrian walkways;*

Staff response and findings of fact: The applicant proposes to place the parking areas between the front façade of the building and the right-of-way. To address pedestrian safety the applicant has included a delineated pedestrian path to allow pedestrians through the site to the building. The parking area is to the north of the building with an abutting sidewalk that connects the parking area to the entrance. This criterion is met.

- b. *The proposed vehicle areas are limited to one driveway of not more than 20 feet in width with adjoining bays of not more than eight (8) consecutive parking spaces per bay (including ADA accessible spaces) on the side(s) of the drive aisle. (The intent is to create a drive aisle that is street-like, and break up parking into small bays with landscaping); and*
- c. *The building's primary entrance is connected to an adjoining street by a pedestrian walkway that meets the standards for pedestrian walkways under Section 14.31.030.*

Staff response and findings of fact: The applicant has proposed a raised pedestrian path that connects the building to the right-of-way. This criterion is met.

5. *Where a development contains multiple buildings and there is insufficient street frontage to which buildings can be oriented, a primary entrance may be oriented to common green, plaza, or courtyard. When oriented in this way, the primary entrance(s) and green, plaza, or courtyard shall be connected to the street by a pedestrian walkway meeting the standards in Section 14.31.030.*

Staff response and findings of fact: There is only one building, therefore this criterion does not apply.

14.23.170 Commercial Districts – Architectural Design Standards

B. Pedestrian Orientation. *The design of all buildings on a site shall support a safe and attractive pedestrian environment. This standard is met when the approval body finds that all of the criteria in 1-7, below, are met. Alternatively, the approval body may approve a different design upon finding that the design contains an equally good or superior way of achieving the above standard.*

1. *The building orientation standards under Section 14.23.150 are met; and*

Staff response and findings of fact: The building orientation standards are met as described above and detailed below. This criterion is met.

2. *Primary building entrances shall open directly to the outside and, if not abutting a street, shall have walkways connecting them to the street sidewalk; every building shall have at least one primary entrance that does not require passage through a parking lot or garage to gain access; and*

Staff response and findings of fact: The proposed building has its primary entrance on the west side of the building that is connected via a pedestrian walkway to the sidewalk adjacent to South 6th Street. The walkway is unobstructed and where it crosses vehicle drive aisles the crossings are delineated. This criterion is met.

3. *Corner buildings (i.e., buildings within 20 feet of a corner as defined by the intersecting curbs) shall have corner entrances, or shall provide at least one entrance within 20 feet of the street corner or corner plaza; and*

Staff response and findings of fact: The proposed building is not proposed to be constructed within 20' of a corner or intersection, therefore this standard does not apply.

4. *In the C-2P, CT/L and CT districts, at least 40 percent of the building's front façade (measured horizontally in linear feet) shall be located at the build-to line or closer to the street. In the C-2 district, 100 percent of the building's front façade shall be located at the build-to line. Build-to lines are prescribed by Section 14.23.120; and*

Staff response and findings of fact: The proposed development is in the C2P district, which has a 60' build-to-line. The proposed building façade is 53' from the S 6th Street right-of-way and 100% of the façade faces the right-of-way. This criterion has been met.

5. *Ground floor windows or window displays shall be provided along at least 40 percent of the building's (ground floor) street-facing elevation(s) in the C-2P, CT and CT/L districts, and along 70 percent of the building's street-facing elevation(s) in the C-2 district. Windows and*

*display boxes shall be integral to the building design and not mounted to an exterior wall;
and*

Staff response and findings of fact: The proposed building has one street-facing elevation, South 6th Street. The total length of the front façade is 70'. To meet the above standard, windows or window displays must be provided along a minimum of 40% of the street-facing elevation, or 28'. The proposed facade has approximately 32' of windows or window displays along the front façade (45%). This criteria is met.

6. *Primary building entrance(s) are designed with weather protection, such as awnings, canopies, overhangs, or similar features; and*

Staff response and findings of fact: The primary or main building entrance is covered by a canopy entry that projects 3.5' from the building façade. This criterion is met.

C. Compatibility. *All new buildings and major remodels shall be designed consistent with the architectural context in which they are located. This standard is met when the approval body finds that all of the criteria in 1-9, below, are met.*

1. *There is continuity in building sizes between new and existing buildings;*

Staff response and findings of fact: The proposed building is 2,940 sf, which is larger than the existing structures on adjacent properties to the north (single-story dwelling), east (park-model home), and south (single-story dwelling). The height of the proposed building is less than the allowed maximum height of the adjacent lands were incorporated and zoned R1 Single-family residential. This criterion is met.

2. *The ground floor and upper floor elevations and architectural detailing are compatible with adjacent commercial buildings;*

Staff response and findings of fact: There is no significant architectural style within the adjacent residential uses. This criterion does not apply.

3. *Buildings adjacent to the R/R-1 district height step-down, as required by Section 14.22.170.C;*

Staff response and findings of fact: The zoning of the adjacent properties is Lane County Zoning Chapter 10 as the abutting properties are not incorporated into the City of Cottage Grove. This criterion does not apply.

4. *Roof elevation is compatible with adjacent commercial buildings (roof pitch, shape, height step-down);*

Staff response and findings of fact: There are no adjacent commercial structures. This criterion does not apply.

5. *There is continuity of building sizes on the site, if more than one building is proposed;*

Staff response and findings of fact: Only one building is proposed under this Site Design Review application. This criterion does not apply.

6. *There is continuity in the rhythm of windows and doors on the proposed building(s);*

Staff response and findings of fact: The windows and windows/door openings are placed in a typical pattern and orientation to both create architectural style and to meet the glazing requirements of the code. This criterion is met.

7. *The relationship of buildings to public spaces, such as streets, plazas, other areas, and public parking, including on-street parking, is strengthened by the proposed building(s);*

Staff response and findings of fact: The rectangular building is oriented with the long wall to the west (S 6th Street) and the narrow end to the south. This layout creates room for a landscaped parking area with pedestrian connections to the South 6th Street. This criterion is met.

8. *Criteria for alterations of historic landmarks is met, as required by Chapter 14.26; and*

Staff response and findings of fact: There are no historic landmarks on the site. The provisions of Chapter 14.26 do not apply.

9. *New construction or relocations on properties adjacent to historic landmarks is compatible with the overall character of the landmark in use of exterior materials, such as roofing and siding; exterior features, such as roof pitch, eaves, window shapes, types and arrangements, doorways, porches, landscaping, etc.; and size, height, bulk, mass, scale, placement, arrangement of spaces and overall proportions.*

Staff response and findings of fact: There are no adjacent historic landmarks. This criterion does not apply.

D. Human Scale. *The design of all buildings shall be to a human-scale. This standard is met when the approval body finds that all of the criteria in 1-8, below, are met. Alternatively, the approval body may approve a different design upon finding that the design contains an equally good or superior way of achieving the above standard. Figure 14.23.170.D contrasts examples of building elevations that are consistent/inconsistent with human scale criteria.*

1. *Regularly spaced and similarly shaped windows are provided on all building stories;*

Staff response and findings of fact: The proposed one-story building provides regularly spaced windows on the west façade with the main entrance facing South 6th Street. This criterion is met.

2. *Ground floor retail spaces have tall ceilings (i.e., 12-16 feet) with display windows on the ground floor;*

Staff response and findings of fact: The proposed building will be a retail and donation facility. Per the submitted plans the interior height of the building is 12'. This criterion is met.

3. *Display windows are trimmed, recessed, or otherwise defined by wainscoting, sills, water tables, or similar architectural features;*

Staff response and findings of fact: The proposed use is a retail. The provided display windows facing S 6th Street are shown to be trimmed with 3" trim. This criterion is met.

4. *On multi-story buildings, ground floors are defined and separated from upper stories by appropriate architectural features (e.g., cornices, trim, awnings, canopies, arbors, trellises,*

overhangs, or other features) that visually identify the transition from ground floor to upper story; such features should be compatible with the surrounding architecture;

Staff response and findings of fact: The proposed development does not include any multi-story buildings. This standard does not apply.

5. *The tops of flat roofs are treated with appropriate detailing (i.e., cornice, pediment, flashing, trim, or other detailing) that is compatible with the surrounding architecture;*

Staff response and findings of fact: The proposed building is a flat roof with parapet there are no adjacent commercial buildings for comparable architecture. This criterion does not apply.

6. *Pitched roofs have eaves, brackets, gables with decorative vents, or other detailing that is consistent with the surrounding architecture;*

Staff response and findings of fact: The proposed building is a flat roof with parapet. This criterion does not apply.

7. *Historic design and compatibility requirements, where applicable, are met; and*

Staff response and findings of fact: There are no applicable historic design or compatibility requirements, as the property is not adjacent to any historic structure nor within a historic district. This criterion does not apply.

8. *Where buildings with greater than 5,000 square feet of enclosed ground-floor space are proposed, they shall provide articulated facades on all street-facing elevations. This criterion is met when an elevation contains at least 1 of the following features for every 30 feet of building (horizontal length):*

- a. *Windows;*
- b. *Primary entrances;*
- c. *Weather protection (awnings, canopies, arbors, trellises), sheltering roofs;*
- d. *Building offsets;*
- e. *Projections;*
- f. *Changes in elevation or horizontal direction;*
- g. *Terraces;*
- h. *A distinct pattern of divisions in surface materials;*
- i. *Ornamentation;*
- j. *Screening trees;*
- k. *Small-scale lighting (e.g., wall-mounted lighting, or up-lighting);*
- l. *And/or similar features as generally shown in Figure 14.23.170.D.*

Staff response and findings of fact: The proposed facade along South 6th Street provides windows, primary entrances, weather protection, offsets, and/or projections every 30 horizontal feet maximum. This criterion is met.

6. *The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 14.52, Non-Conforming Uses and Development;*

Staff response and findings of fact: The application proposes new (re)development on developed lands, rather than a modification of a non-conforming use, and therefore this section does not apply.

Chapter 14.30 Design Standards Administration

Staff response and findings of fact: The application complies with all of the Design Standards in Chapter 3. Design standards from Chapter 3 that are applicable to this permit are found in Chapter 14.31 Access and Circulation, Chapter 14.32 Landscaping, Significant Vegetation, Street Trees, Fences and Walls, Chapter 14.33 Parking and Loading; Chapter 14.34 Public Facilities and Chapter 14.35 Surface Water Management. Other sections of Chapter 3 are not relevant to this application.

Chapter 14.31 – Access and Circulation

- A. Intent and Purpose. The intent of this Section is to manage access to land uses and on-site circulation, and to preserve the transportation system in terms of safety, capacity, and function. This Section applies to all public streets within the City of Cottage Grove, and to all properties that abut these roadways. This Section implements the access management policies of the Cottage Grove Transportation System Plan.*
- B. Applicability. This Chapter applies to all public streets within the City and to all properties that abut these streets. The standards apply when lots are created, consolidated, or modified through a land division, partition, lot line adjustment, lot consolidation, or street vacation; and when properties are subject to Land Use Review or Site Design Review.*
- A. Access Permit Required. Access (e.g., a new curb cut or driveway approach) to a public street requires an Access Permit. An access permit may be in the form of a letter to the applicant, or it may be attached to a land use decision notice as a condition of approval. In either case, approval of an access permit shall follow the procedures and requirements of the applicable road authority (i.e. Cottage Grove, Lane County or ODOT), Permits shall be processed as Type I applications, normally at time of Land Use Review. If the developer proposes exceptions to the standards of this chapter, the permit shall be processed as a Type II application.*

Staff response and findings of fact: Vehicular access is proposed via an two existing approved two-way access onto South 6th Street that will serve this proposed development and the existing dwelling to the east. Per Engineering comments the accesses will need to be brought into compliance with City Standards. This criterion is met.

- D. State Access Permits. ODOT has responsibility and authority in managing access to State Highways. Projects with direct access onto a State Highway shall be required to obtain a State access permit. An approved State access permit must be submitted as part of all Type II and III land use permits. Conditions placed by the State upon these access permits shall be considered conditions of approval for all applicable development approvals.*

Staff response and findings of fact: South 6th Street is not an ODOT right-of-way. This criterion does not apply.

- E. Traffic Study Requirements. The City may require a traffic study prepared by a qualified professional to determine access, circulation, and other transportation requirements in conformance with Section 14.41.900, Traffic Impact Study.*

Staff response and findings of fact: Per Section 14.41.900 the following trigger a TIS requirement:

1. A change in zoning or a plan amendment designation that significantly affects a transportation facility per provisions of Section 14.47.800; or
2. Any proposed development or land use action that a road authority states may cause or be adversely impacted by operational or safety concerns along its facility(ies); or
3. Land divisions with 30 or more lots; or
4. An increase in site traffic volume generation by 300 Average Daily Trips (ADT) or more; or
5. An increase in peak hour volume of a particular movement to and from the State highway by 20 percent or more; or
6. An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day; or
7. The location of the access driveway does not meet minimum sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the State highway, creating a safety hazard; or
8. A change in internal traffic patterns that may cause safety problems, such as back up onto a street or greater potential for traffic accidents.

Staff response and findings of fact: The applicant submitted a Traffic Assessment Memorandum, completed by Lancaster Mobley, Jennifer Danziger, P.E., dated March 31, 2023. The City Engineer has reviewed the memo and his findings/comments are included in Exhibit A. This criterion is met.

- F.** *Conditions of Approval. The City may require the closing or consolidation of existing curb cuts or other vehicle access points, recording of reciprocal access easements (i.e., for shared driveways), development of a frontage street, installation of traffic control devices, and/or other mitigation as a condition of granting an access permit, to ensure the safe and efficient operation of the street and highway system.*

Staff response and findings of fact: There are no disused accesses onto South 6th Street nor others to consolidate. This criterion does not apply.

- G.** *Corner and Intersection Separation; Backing onto Public Streets. New and modified accesses shall conform to the following standards:*

1. *Except as provided under subsection 4, below, the distance from a street intersection to a driveway or other street access shall meet the minimum spacing requirements for the street's classification in the City's Transportation System Plan. No driveway approach may be located closer to the corner than 30 feet on local streets, 50 feet on collector streets, and 75 feet on arterials;*

Staff response and findings of fact: The subject property is midblock and therefore there are no intersections in conflict with the locations of the existing/proposed accesses. This criterion does not apply.

2. *When the above requirements cannot be met due to lack of frontage, the driveway may be located such that the driveway apron will begin at the farthest property line, but at no time shall new*

property access be permitted within 30 feet of an intersection. Where no other alternatives exist, the City may allow construction of an access connection at a point less than 30 feet from an intersection, provided the access is as far away from the intersection as possible (See Figure 14.31.200.G). In such cases, the City may impose turning restrictions (i.e., right in/out, right in only, or right out only);

Staff response and findings of fact: There is sufficient frontage to serve the proposed development. This criterion does not apply.

3. *Access to and from off-street parking areas shall not permit backing onto a public street, except for single-family and two-family dwellings;*

Staff response and findings of fact: The proposed project complies with the criterion. The site parking areas have been designed such that backing onto a public street is not required for vehicular circulation. This criterion is met.

4. *The City may reduce required separation distance of access points where they prove impractical due to lot dimensions, existing development, other physical features, or conflicting code requirements, provided all of the following requirements are met:*
 - a. *Joint-use driveways and cross-access easements are provided in accordance with Subsection 14.31.200.H;*
 - b. *The site plan incorporates a unified access and circulation system in accordance with this Section; and*
 - c. *The property owner(s) enter in a written agreement with the City, recorded with the deed, that pre-existing connections on the site will be closed and eliminated after construction of each side of the joint-use driveway.*

Staff response and findings of fact: The City Engineer has reviewed the locations of the driveways. This criterion is not applicable.

- H. Site Circulation.** *New developments shall be required to provide a circulation system that accommodates expected traffic on the site. Pedestrian connections on the site, including connections through large sites, and connections between sites (as applicable) and adjacent sidewalks, must conform to the provisions in Section 14.31.300.*

Staff response and findings of fact: As shown on the Site Plan, the proposed development provides a traffic circulation system that will accommodate traffic on site, and provides adequate pedestrian circulation through direct connections to the street side sidewalk along South 6th Street. This criterion is met.

K. Joint and Cross Access – Easement and Use and Maintenance Agreement.

Staff response and findings of fact: The existing north access on TL 600 is encumbered by a joint use easement for the benefit of TL 900 to the east and the subject property. This criterion is met.

- L. Access Connections and Driveway Design.** *All commercial and industrial driveway connections to a public right-of-way (access) and driveways shall conform to all of the following design standards:*

1. Driveway Dimensions. Driveways shall meet the following standards:
 - a. Driveway Width. The width of the driveway (measured along the curbline) shall not exceed the following dimensions:

DRIVEWAY WIDTH

<i>Frontage</i>	<i>One Driveway Approach</i>	<i>Two Driveway Approaches</i>
<i>(in feet)</i>	<i>(min/max in feet)</i>	<i>(min/max in feet)</i>
<i>Under 30</i>	<i>12/16</i>	<i>Not Permitted</i>
<i>30 to 60</i>	<i>12/20</i>	<i>Not Permitted</i>
<i>60 to 80</i>	<i>12/30</i>	<i>12/22</i>
<i>Over 80, but not exceeding 100</i>	<i>12/30</i>	<i>12/30</i>

Staff response and findings of fact: The width of the subject property with access easement is approximately 130', per the table above two 30' accesses are permitted. This criterion is met.

- b. Commercial Driveway Throat Lengths. Minimum commercial driveway throat lengths, measured from curb line to first on-site conflict point, are 35 feet (approximately 2 car lengths) on commercial collector and arterial streets. The City may require longer driveway throat lengths when deemed necessary.

Staff response and findings of fact: The criterion states 35' is the minimum and the applicant has proposed a distance of approximately 40' to the first conflict. As stated in regard the criterion and findings for 14.31.200 F no queuing of vehicles is permitted in the right-of-way as a condition of approval.

2. Driveway Approaches. Driveway approaches shall be designed and located based on the following considerations:
 - a. Provide exiting vehicles with an unobstructed view of other vehicles and pedestrians
 - b. Prevent vehicles from backing into the flow of traffic on the public street or causing conflicts with on-site circulation;
 - c. Avoid construction of driveway accesses along acceleration or deceleration lanes or tapers due to the potential for vehicular conflicts;
 - d. Locate driveways to allow for safe maneuvering in and around loading areas. See also, Chapter 14.38, Loading;
 - e. Access corner tracts from the lesser (lowest classification) street; and
 - f. Consider characteristics of property, including location, size and orientation of structures on site, number of driveways needed to accommodate anticipated traffic, location and spacing of adjacent or opposite driveways.

Staff response and findings of fact: The City Engineer, Branch Engineering, has reviewed the application and his findings are in the attached memo Exhibit A. The proposed driveways are in compliance with code as proposed. This criterion is met.

3. *Driveway Construction. Driveway aprons (when required) shall be constructed of concrete and shall be installed between the street right-of-way and the private drive, as shown in Figure 14.31.200.L(2). Driveway aprons shall conform to ADA requirements for sidewalks and walkways, which generally require a continuous unobstructed route of travel that is not less than 4 feet in width, with a cross slope not exceeding 2%, and providing for landing areas and ramps at intersections. Driveways shall conform to Fire Code requirements for placement of driveways next to fire hydrants, as shown in Figure 14.31.200.L(3). See also Engineering Department standards for driveway construction.*

Staff response and findings of fact: See Exhibit A for Engineering requirements.

4. *Driveway Slopes. Driveways shall be sloped to ensure that vehicles can be parked on the driveway, rather than in the street. Examples of acceptable driveway slopes are shown in Figure 14.31.200.L(4). The maximum grade for a residential driveway shall be 15%. The maximum grade for a commercial/industrial driveway shall be 7%. The change in grade after the driveway approach should not exceed +/- 6 percent in 10 feet for all driveways. Commercial and industrial driveways that have a change in grade of 3% in 10 feet and 6 percent in 10 feet shall have a 10 foot vertical curve connecting tangents.*

Staff response and findings of fact: The subject parcel is flat. This criterion does not apply.

M. Fire Access and Turnarounds. *When required under the Uniform Fire Code, fire access lanes with turnarounds shall be provided. Except as waived in writing by the Fire Marshal, a fire equipment access drive shall be provided for any portion of an exterior wall of the first story of a building that is located more than 150 feet from an existing public street or approved fire equipment access drive. The drive shall contain unobstructed adequate aisle width of 20 feet with paved surface between 14-20 feet, an unobstructed vertical clearance of 13 feet 6 inches and approved turn-around area for emergency vehicles, as required by the current adopted Oregon Fire Code. The Fire Marshal may require that fire lanes be marked as "No Stopping/No Parking." For requirements related to cul-de-sacs or dead-end streets, please refer to Section 14.34.100.N.*

Staff response and findings of fact: The subject property is 95' deep parallel to the right-of-way. No fire department turnaround is required. This criterion is met.

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

Staff response and findings of fact: The proposed project complies with this criterion. Vertical clearance within the driveway, turnaround areas and ramps all exceeds the minimum requirement. This shall be a condition of approval.

O. Vision Clearance. *No visual obstruction (e.g., sign, structure, solid fence, or shrub vegetation) between 2 1/2 feet and 8 feet in height shall be placed in "vision clearance areas" on streets, driveways, alleys, or mid-block lanes, as shown in Figure 14.31.200.N. The minimum vision clearance area may be modified by the City Engineer upon finding that more or less sight*

distance is required (i.e., due to traffic speeds, roadway alignment, etc.). This standard does not apply to light standards, utility poles, trees trunks and similar objects.

Staff response and findings of fact: The proposed project complies with this criterion. Vision clearance within the driveway, aisles and ramps all exceeds the minimum requirement.

P. Construction. *The following development and maintenance standards shall apply to all driveways, parking areas, turnarounds, alleys and private streets:*

1. Surface Options. *Driveways, parking areas, alleys, aisles, and turnarounds may be paved with asphalt, concrete, or comparable surfacing, or an approved durable non-paving or porous paving material, excluding gravel, may be used to reduce surface water runoff and protect water quality. Driveway and street materials shall be subject to review and approval by the City Engineer.*

Staff response and findings of fact: The proposed project complies with the criterion. Asphaltic concrete and concrete surface materials will be used for driveways, parking areas, aisles and turnarounds.

2. Surface Water Management. *When non-porous paving is used, all driveways, parking areas, alleys, aisles, and turnarounds shall have on-site collection of surface waters to eliminate sheet flow of such waters onto public rights-of-way and abutting property. Surface water facilities shall be constructed in conformance with Chapter 14.35 and applicable engineering standards. Single-family and two-family dwellings shall be exempt from this standard.*

Staff response and findings of fact: All driveways, parking areas, aisles and turnarounds will have onsite collection of surface waters to eliminate sheet flow onto public right of way and abutting properties. This criterion is met.

3. Driveway Aprons. *When driveway approaches or “aprons” are required to connect driveways to the public right-of-way, they shall be paved with concrete surfacing and conform to the City’s engineering design criteria and standard specifications. (See general illustrations in Section 14.31.200.L, above.)*

Staff response and findings of fact: See City Engineering comments in Exhibit A.

14.31.300 Pedestrian Access and Circulation

A. Site Layout and Design. *To ensure safe, direct, and convenient pedestrian circulation, all developments, except single-family and two-family detached housing (i.e., on individual lots), shall provide a continuous pedestrian system. The pedestrian system shall be based on the standards in subsections 1-3, below:*

1. Continuous Walkway System. *The pedestrian walkway system shall extend throughout the development site and connect to all future phases of development, and to existing or planned off-site adjacent trails, public parks, and open space areas to the greatest extent practicable. The developer may also be required to connect or stub walkway(s) to adjacent streets and to private property with a previously reserved public access easement for this purpose, in accordance with the provisions of Section 14.31.200, Vehicular Access and Circulation, and Section 14.34.100, Transportation Standards.*

Staff response and findings of fact: As shown on the Site Plan, the proposed development provides an ADA accessible pedestrian walkway system that provides direct unobstructed access from South 6th Street to the main entry and front facade of the building. This criterion is met.

2. *Safe, Direct, and Convenient. Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent streets, based on the following definitions:*
 - a. *Reasonably direct. A route that does not involve a significant amount of out-of-direction travel for likely users.*
 - b. *Safe and convenient. Routes that are reasonably free from hazards and provide a reasonably direct route of travel between destinations.*
 - c. *“Primary entrance” for commercial, industrial, mixed use, public, and institutional buildings is the main public entrance to the building. In the case where no public entrance exists, street connections shall be provided to the main employee entrance.*

Staff response and findings of fact: The proposed walkways are direct, safe and convenient, and connect the primary entrance to the City street/sidewalk system. This criterion is met.

3. *Connections Within Development. Connections within developments shall be provided as required in subsections a-c, below:*
 - a. *Walkways shall connect all building entrances to one another to the extent practicable, as generally shown in Figure 14.31.300.A(1);*

Staff response and findings of fact: The sidewalks along the western façade of the building is continuous, and connects all building entrances to one another. This criterion is met.

- b. *Walkways shall connect all on-site parking areas, storage areas, recreational facilities and common areas, and shall connect off-site adjacent uses to the site to the extent practicable. Topographic or existing development constraints may be cause for not making certain walkway connections, as generally shown in Figure 14.31.300.A(1); and*

Staff response and findings of fact: The walkways connect on-site parking to off-site adjacent uses via a sidewalk connection to the west. This criterion is met.

- c. *Large parking areas shall be broken up so that no contiguous parking area exceeds 3 acres. Parking areas may be broken up with plazas, large landscape areas with pedestrian access ways (i.e., at least 20 feet total width), streets, or driveways with street-like features. Street-like features, for the purpose of this section, means a raised sidewalk of at least 4-feet in width, with 6-inch curb, accessible curb ramps, street trees in planter strips or tree wells, and pedestrian-oriented lighting. (See also standards in Section 14.23.150.)*

Staff response and findings of fact: The subject property is 0.24 acres, therefore, this criterion is not applicable.

B. Walkway Design and Construction. Walkways, including those provided with pedestrian access ways, shall conform to all of the standards in subsections 1-5, as generally illustrated in Figure 14.31.300.B:

1. Vehicle/Walkway Separation. Except for crosswalks (subsection 2), where a walkway abuts a driveway or street, it shall be raised 6 inches and curbed along the edge of the driveway/street. Alternatively, the decision body may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is protected from all vehicle maneuvering areas. An example of such protection is a row of decorative metal or concrete bollards designed for withstand a vehicle's impact, with adequate minimum spacing between them to protect pedestrians.

Staff response and findings of fact: The submitted site plan shows that all pedestrian paths proposed are separate from vehicle maneuvering and parking areas. As a condition of approval all pedestrian paths where abutting vehicle maneuvering and parking areas shall be raised and curbed a minimum of 6" from the adjacent vehicle maneuvering surfaces with the exception of pedestrian crosswalks. This criterion is met.

2. Crosswalks. Where walkways cross a parking area, driveway, or street ("crosswalk"), they shall be clearly marked with striping or contrasting paving materials (e.g., light-color concrete inlay between asphalt), which may be part of a raised/hump crossing area.

Staff response and findings of fact: Where pedestrian crossings occur a clearly delineated crosswalk will be required, compliant with ADA, and be clearly marked with striping or contrasting paving materials. This shall be a condition of approval.

3. Walkway Width and Surface. Walkway and accessway surfaces shall be concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the City Engineer, at least 5 feet wide. Multi-use paths (i.e., for bicycles and pedestrians) shall be concrete or asphalt, at least 10 feet wide. (See also, Section 14.34.100 - Transportation Standards for public, multi-use pathway standard.)

Staff response and findings of fact: The walkway connecting the main entrance to the sidewalk along Row River Road shall be a minimum width of 5' as a condition of approval. This criterion is met.

4. Accessible routes. Walkways shall comply with applicable Americans with Disabilities Act (ADA) requirements. The ends of all raised walkways, where the walkway intersects a driveway or street shall provide ramps that are ADA accessible, and walkways shall provide direct routes to primary building entrances.

Staff response and findings of fact: All walkways shall comply with applicable ADA requirements. This shall be a condition of approval.

5. Sidewalk construction and maintenance. Sidewalk construction and maintenance shall be the responsibility of the abutting property owner.

Staff response and findings of fact: This shall be a condition of approval.

14.32.300 Landscaping

- A. **Applicability.** *This Section shall apply to all new developments requiring Site Design Review. This section is not applicable to single-family or two-family dwellings.*
- B. **Landscaping Plan Required.** *A landscape plan is required. All landscape plans shall conform to the requirements in Chapter 14.42.500, Section B.5 (Landscape Plans).*
- C. **Landscape Area Standards.** *The minimum percentage of required landscaping equals:*
 - 4. Community Commercial District. *10% of the site.*

Staff response and findings of fact: The applicant proposes to include landscaping on 29% of the site (25,035 sf). Landscaping installation shall be complete as proposed/approved prior to certificate of occupancy as a condition of approval.

- D. **Landscape Materials.** *Permitted landscape materials include trees, shrubs, ground cover plants, non-plant ground covers, and outdoor hardscape features, as described below. "Coverage" is based on the projected size of the plants at maturity, i.e., typically 3 or more years after planting.*
 - 1. Existing Vegetation. *Existing non-invasive vegetation may be used in meeting landscape requirements. When existing mature trees are protected on the site (e.g., within or adjacent to parking areas) the decision making body may reduce the number of new trees required depending on the number and size of existing tree(s) protected.*

Staff response and findings of fact: The subject property is largely fully developed with little to no existing landscaping.

- 2. Plant Selection. *A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used for all planted areas, the selection of which shall be based on local climate, exposure, water availability, and drainage conditions. When new vegetation is planted, soils shall be amended, as necessary, to allow for healthy plant growth.*

Staff response and findings of fact: This shall be a condition of approval.

- 3. "Non-native, invasive" plants, *as per Section 14.32.200.B, shall be removed during site development and the planting of new invasive species is prohibited.*

Staff response and findings of fact: This shall be a condition of approval.

- 4. Hardscape features, *i.e., patios, decks, plazas, etc., may cover up to 10 percent of the required landscape area. Swimming pools, sports courts, and similar active recreation facilities may not be counted toward fulfilling the landscape requirement.*

Staff response and findings of fact: There are no patios, decks, plazas, etc., proposed in this development. This criterion does not apply.

- 5. Ground Cover Standard. *All landscaped area, whether or not required, that is not planted with trees and shrubs, or covered with non-plant material (subsection 8, below), shall have ground cover plants that are sized and spaced as follows: a minimum of one plant per 12 inches on center in triangular spacing, or other planting pattern that is designed to achieve 75 percent coverage of the area not covered by shrubs and tree canopy.*

Staff response and findings of fact: This shall be a condition of approval.

6. Tree Size. *Trees shall have a minimum diameter or caliper 4 feet above grade of 2 inches or greater at time of planting.*

Staff response and findings of fact: This shall be a condition of approval.

7. Shrub Size. *Shrubs shall be planted from 5 gallon containers or larger.*

Staff response and findings of fact: This shall be a condition of approval.

8. Non-plant Ground Covers. *Bark dust, chips, aggregate, or other non-plant ground covers may be used, but shall cover no more than 25 percent of the area to be landscaped and shall be confined to areas underneath plants. Non-plant ground covers cannot be a substitute for ground cover plants.*

Staff response and findings of fact: This shall be a condition of approval.

9. Significant Vegetation. *Significant vegetation protected in accordance with Section 30 14.2.200 may be credited toward meeting the minimum landscape area standards. Credit shall be granted on a per square foot basis. The Street Tree standards of Section 14.32.400 may be waived by the City when existing trees protected within the front or street side yard provide the same or better shading and visual quality as would otherwise be provided by street trees.*

Staff response and findings of fact: There is not any significant vegetation as described in Section 14.32.200. This criterion does not apply.

10. Storm Water Facilities. *Storm water treatment facilities (e.g., detention/retention ponds and swales designed for water quality treatment), when required under Section 14.34.400, shall be landscaped with water tolerant, native plants, including native grasses.*

Staff response and findings of fact: No onsite systems to treat stormwater are proposed. This criterion does not apply.

E. Landscape Design Standards. *All yards, parking lots, and required street tree planter strips that are required to meet the standards of this Section shall be landscaped to provide, as applicable, erosion control, visual interest, buffering, privacy, open space and pathway identification, shading, and wind buffering, based on the following criteria:*

2. Parking areas.
 - a. *A minimum of 10 percent of the total surface of all parking areas as measured around the perimeter of parking spaces and maneuvering areas shall be landscaped. Such landscaping shall consist of trees and shrubs and/or ground cover plants that conform to the criteria in Section 14.32.300.E.1.a-h above. "Evenly distributed" means that the trees and other plants are distributed around the parking lot perimeter and between parking bays to provide a partial canopy.*

Staff response and findings of fact: A minimum of 10% of the total surface of the parking area will be landscaped, using plants that conform to the requirements of Section 14.32.300.E(1).

b. *Parking area landscaping shall consist of at minimum:*

- 1) *Trees: 1 tree for every 3,000 square feet of paved vehicular use area evenly distributed throughout site;*

Staff response and findings of fact: The total paved vehicle surface maneuvering surface on the site is approximately 6,000 sf requiring two canopy trees. This shall be a condition of approval.

- 2) *Landscaping between street and parking area within 50 feet of street: A landscape strip at least 7 feet in width is required between a street and parking area. It may be pierced by pedestrian and vehicular accessways. Strips shall be planted with low shrubs to form a continuous screen at least 30 inches high and maintained not to exceed 42 inches high or a masonry wall; and shall contain 1 canopy tree every 30 linear feet as measured along street lot line and living plant materials covering 75% of required landscape area within 3 years;*

Staff response and findings of fact: The parking area is located 53' feet from the right-of-way. This criterion does not apply.

- 3) *Perimeter parking area landscaping: All parking areas shall provide perimeter Landscape strip at least 7 feet in width along perimeter of parking lot. Must include 100% site obscuring 6 foot fence or wall against interior lot lines of residential districts, or 50% site obscuring 6 foot fence (chain link with slats and vegetation) against interior lot lines of adjoining commercial or industrial properties; and*

Staff response and findings of fact: The applicant has proposed a 7' wide landscaping buffer between the fueling area and the right-of-way. This criterion is met.

- 4) *Planting islands: Planting islands shall be provided at the ends of each parking row and at intervals within parking rows so that no parking stall is more than 45 feet from a planting island. Planting islands shall be at least 7 feet in width, as measured from the outside edge of a 6 inch wide curb, and a minimum area of 140 square feet. Each of these islands shall provide at least 1 canopy tree.*

Staff response and findings of fact: There are only four parking spaces required. This criterion does not apply.

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

- a. Parking/Maneuvering Area Adjacent to Streets and Drives. *Where a parking or maneuvering area is adjacent and parallel to a street or driveway, a 7 foot wide landscape strip shall be located parallel to the street to provide visual buffering. The 7 foot wide landscape strip shall include either an evergreen hedge; decorative wall (masonry or similar quality material) with openings; arcade, trellis, or similar partially opaque structure 3-4 feet in height. The required screening shall have breaks, where necessary, to allow pedestrian access to the site. The design of the wall or screening shall also provide breaks or openings for visual surveillance of the site and security. Evergreen hedges used to comply with this standard shall be a minimum of 36 inches in height at maturity, and shall be of such species, number, and spacing to provide the*

required screening within 1 year after planting. Any areas between the wall/hedge and the street/driveway line shall be landscaped with plants or other vegetative ground cover to provide 75% vegetative cover. All landscaping shall be irrigated.

Staff response and findings of fact: The applicant has proposed a 7' wide landscaping buffer between the fueling area and the right-of-way. This criterion is met.

- b. *Parking/Maneuvering Area Adjacent to Building.* *Where a parking or maneuvering area, or driveway, is adjacent to a building, the area shall be separated from the building by a curb and a raised walkway, plaza, or landscaped buffer not less than 5 feet in width. Raised curbs, bollards, wheel stops, or other design features shall be used to protect pedestrians, landscaping, and buildings from being damaged by vehicles. Where parking areas are located adjacent to residential ground-floor living space, a 4-foot wide landscape buffer with a curbed edge may fulfill this requirement.*

Staff response and findings of fact: The parking areas that face internal and toward the proposed building are separated by a raised pedestrian walkway and 6' wide landscaping buffer. This criterion is met.

- c. *Screening of Mechanical Equipment, Outdoor Storage, Service and Delivery Areas, and Other Screening When Required.* *All mechanical equipment, outdoor storage and manufacturing areas shall be screened from view from all public streets and adjacent Residential districts. Garbage areas and/or containers shall be screened on all sides regardless of their location on the property. When these or other areas are required to be screened, such screening shall be provided by:*

Staff response and findings of fact: All mechanical equipment and garbage areas will be screened from view from all public streets. The applicant proposes a fenced dumpster area. Per conditions of approval from CUP 1-23 all mechanical equipment shall be placed on the roof of the building and screened and to the extent most practicable located away from the adjacent residential uses to the east and south. This shall be a condition of approval.

- F. Maintenance and Irrigation.** *Irrigation is required for all required commercial, industrial or multi-family landscape areas. The use of drought-tolerant plant species is encouraged. If the plantings fail to survive, the property owner shall replace them with an equivalent specimen (i.e., evergreen shrub replaces evergreen shrub, deciduous tree replaces deciduous tree, etc.). All man-made features required by this Code shall be maintained in good condition, or otherwise replaced by the owner. Backflow devices shall be required for all irrigation systems.*

Staff response and findings of fact: This shall be a condition of approval.

14.32.400 Street Trees

Street trees shall be planted for all developments that are subject to Subdivision, Master Plan or Site Design Review. Requirements for street tree planting strips are provided in Section 14.34.100, Transportation Standards. Planting of street trees shall generally follow construction of curbs and sidewalks; however, the City may defer tree planting until final inspection of completed dwellings to avoid damage to trees during construction. The planting and maintenance of street trees shall conform to the following standards and guidelines and any applicable road authority requirements:

- A. Growth Characteristics.** *Trees shall be selected based on climate zone, growth characteristics and site conditions, including available space, overhead clearance, soil conditions,*

exposure, and desired color and appearance. The following should guide tree selection by developers and approval by the City:

- 1. Provide a broad canopy where shade is desired and over pedestrian walkways or parking areas, except where limited by available space or except in section 4.*
- 2. Use low-growing trees for spaces under low utility wires.*
- 3. Select trees that can be “limbed-up” to comply with vision clearance requirements.*
- 4. Use narrow or “columnar” trees where awnings or other building features limit growth, or where greater visibility is desired between buildings and the street.*
- 5. Use species with similar growth characteristics on the same block for design continuity.*
- 6. Avoid using trees that are susceptible to insect damage and trees that produce excessive seeds or fruit.*
- 7. Select trees that are well-adapted to the environment, including soil, wind, sun exposure, temperature tolerance, and exhaust. Drought-resistant trees should be chosen where they suit the specific soil type.*
- 8. Select trees for their seasonal color if desired.*
- 9. Use deciduous trees for summer shade and winter sun, unless unsuited to the location due to soil, wind, sun exposure, annual precipitation, or exhaust.*
- 10. The diameter of the tree trunk at maturity shall not exceed the width and size of the planter strip or tree well.*

B. Caliper Size. *The minimum diameter or caliper size at planting, as measured 4 feet above grade, shall be 2 inches.*

C. Spacing and Location. *Street trees shall be planted within the street right-of-way within existing and proposed planting strips or in sidewalk tree wells on streets without planting strips, except when utility easements occupy these areas. Selected street tree species should be low maintenance and not interfere with public safety. Street tree spacing shall be based upon the type of tree(s) selected and the canopy size at maturity and, at a minimum, the planting area shall contain 16 square feet, or typically, 4 feet by 4 feet. In general, trees shall be spaced no more than 30 feet apart, except where planting a tree would conflict with existing trees, retaining walls, utilities and similar physical barriers. All street trees shall be placed outside utility easements. If preexisting utility easements prohibit street trees within the sidewalk, required trees may be located in the front yard setback or within other required landscape areas as approved by the approval body.*

D. Soil Preparation, Planting and Care. *The developer shall be responsible for planting street trees, including soil preparation, ground cover material, staking, and temporary irrigation for three years after planting. The developer shall also be responsible for tree care (pruning, watering, fertilization, and replacement as necessary) during the first three years after planting, after which the adjacent property owners shall maintain the trees.*

E. Street Tree List. *See the following list for appropriate street trees. The developer may plant a tree species not included on this list when approved by the Community Development Director.*

Staff response and findings of fact: The total frontage of the subject property is approximately 110' requiring three street trees. Due to the configuration of the site and the requirements for vehicle access there is only sufficient room for two street trees to be located in the landscaping area parallel to South 6th Street. There are power lines overhead so only Class I trees are permitted. At time of site development permit the applicant shall include the required trees in their landscaping plan. This shall be a condition of approval.

14.33.300 Automobile Parking Standards

B. Vehicle Parking - Minimum Standards by Use.

Staff response and findings of fact: The proposed development complies with the minimum parking requirements identified in Table 14.33.300A, which states that the required minimum parking for Retail Sales and Service – General Retail is two (2) spaces per 1,000 sq. ft. The enclosed leasable space in the building is approximately 1,000 with the remaining space for storage. Additionally, quick vehicle service requires two space or by conditional use review. A total of four on-site parking spaces, including one (1) van accessible ADA parking space, are provided. No compact spaces are proposed. This criterion is met.

D. Vehicle Parking - Minimum Accessible Parking.

- 1. Accessible parking shall be provided for all uses in accordance the standards in Table 14.33.300B; parking spaces used to meet the standards in Table 14.33.300.B shall be counted toward meeting off-street parking requirements in Table 14.33.300.A;*
- 2. Such parking shall be located in close proximity to building entrances and shall be designed to permit occupants of vehicles to reach the entrance on an unobstructed path or walkway. Accessible routes should be linked to required access aisles;*
- 3. Accessible spaces shall be grouped in pairs where possible;*
- 4. Where covered parking is provided, covered accessible spaces shall be provided in the same ratio as covered non-accessible spaces;*
- 5. Required accessible parking spaces shall be identified with signs and pavement markings identifying them as reserved for persons with disabilities; signs shall be posted directly in front of the parking space at a height of no less than 42 inches and no more than 72 inches above pavement level. Van spaces shall be specifically identified as such.*

Staff response and findings of fact: The applicant proposes a van accessible ADA parking. The minimum required per Table 14.33.300 when there are 1-25 spaces of total parking is one van accessible ADA parking space. This criterion is met as proposed and shall be a condition of approval.

F. General Parking Standards.

- 1. Location. Vehicle parking is allowed only on streets, within garages, carports, and other structures, or on driveways or parking lots that have been developed in conformance with this code. Chapter 2, Land Use Districts, prescribes parking location for some land uses (e.g., the requirement that parking for some multiple family and commercial developments be located to side or rear of buildings), and Chapter 14.31, Access and Circulation, provides design standards for driveways. Street parking spaces shall not include space in a vehicle travel lane (including emergency or fire access lanes), public right-of-way, pedestrian*

accessway, landscape, or other undesignated area. Required off-street parking shall not be located in the front or street side setback.

Staff response and findings of fact: The proposed parking lot meets the standards of Chapter 14.31. No street parking spaces are proposed. The required parking is not located in any required front or street side setback. This criterion has been met.

2. *Mixed uses. If more than one type of land use occupies a single structure or parcel of land, the total requirements for off-street automobile parking shall be the sum of the requirements for all uses, unless it can be shown that the peak parking demands are actually less (i.e., the uses operate on different days or at different times of the day). The City may reduce the total parking required accordingly through Land Use Review.*

Staff response and findings of fact: There are two proposed uses on the site (retail and quick vehicle servicing), which each require two parking spaces. The proposed site plan shows the required number of parking spaces. This criterion is met.

3. *Shared parking. Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (e.g., uses primarily of a daytime versus nighttime nature; weekday uses versus weekend uses), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing the joint use. The City may approve owner requests for shared parking through Land Use Review.*

Staff response and findings of fact: There is no shared parking proposed with the development. This criterion does not apply.

4. *Availability of facilities. Owners of off-street parking facilities may post a sign indicating that all parking on the site is available only for residents, customers, and/or employees. Signs shall conform to the standards of Chapter 14.39.*

Staff response and findings of fact: The applicant may choose to post the parking area for private use.

5. *Lighting. Parking areas shall have lighting to provide at least 2 foot-candles of illumination over parking spaces and walkways. Light standards shall be directed downward only and shielded to prevent lighting spillover into any adjacent residential district or use.*

Staff response and findings of fact: At time of site development permit application the applicant shall show lighting design meeting the required 2-foot candle. Lights shall be shielded/aimed away from adjacent uses and residences. This shall be a condition of approval.

6. *Screening of Parking Areas. Parking spaces shall be located or screened so that headlights do not shine onto adjacent residential uses, per Section 14.32.300.E.*

Staff response and findings of fact: The parking area is oriented such that the head of the parking stall faces the proposed building. This criterion is met.

G. Exceptions and Special Standards for Parking.

2. *Special Standards for Commercial Customer Parking. The motor vehicle parking areas shall*

be located and designed to facilitate safe and convenient pedestrian and bicycle movement to and from public sidewalks, streets or transit stops. Ways to achieve this standard may include, but are not limited to:

- a. *Front facades and primary entrances of all buildings are oriented to a public street or a private internal drive or street, to minimize pedestrian and bicycle travel through a parking area and to provide safe, convenient, and direct travel routes for pedestrians;*

Staff response and findings of fact: The main entrance to the building is connected to the right-of-way of South 6th Street via an ADA accessible path with delineated crossings at all vehicle maneuvering areas providing safe and separate direct pedestrian travel routes within the site. This criterion is met.

- b. *One or more raised walkways are provided through the parking areas, meeting federal American with Disabilities Act requirements, in order to provide safe, convenient, and direct travel routes for pedestrians through the parking areas;*

Staff response and findings of fact: Sidewalks are provided throughout the development for safe, convenient and direct travel routes for pedestrians. These sidewalks and corridors are designed to meet ADA requirements and the Cottage Grove Municipal Code. This criterion is met.

- c. *Walkways abutting parking spaces or maneuvering areas are protected from vehicles through either landscaping buffers, minimum 3 feet wide on each side, or curbs on both sides;*

Staff response and findings of fact: All walkways are proposed to be raised 6” with curbs or clearly delineated for crosswalks. This criterion is met.

- d. *Walkways across vehicle aisles are delineated with non-asphaltic material in a different color or texture than the parking areas;*

Staff response and findings of fact: The walkway from the ADA parking space and the garbage enclosure shall be clearly delineated. This shall be a condition of approval.

- e. *On-site pedestrian walkways and bikeways connect to existing pedestrian and bicycle circulation systems that serve adjacent commercial uses or residential areas;*

Staff response and findings of fact: The pedestrian facilities proposed with this development connect to the exiting sidewalk system located in the South 6th Street right-of-way. This criterion is met.

- f. *Internal drives or streets are designed to City standards for local streets in regard to pavement width, sidewalks and street trees. Sidewalks comply with ADA standards. Sidewalks 10-15 feet wide abutting front building facades are strongly encouraged. Internal vehicular circulation design for the site complies with City street connectivity standards, including maximum block length and perimeter.*

Staff response and findings of fact: The proposed development is not accessed via a private access way. This criterion does not apply.

- g. *Internal drives or streets connect to public streets abutting the site, unless physically precluded by pre-existing buildings.*

Staff response and findings of fact: The proposed driveway approaches require an access permit from the City of Cottage Grove. At time of site development the City Engineer will provide necessary details for the construction of the approaches. This criterion is met.

- h. Structures are located on the site to facilitate future infill and redevelopment of parking and landscape areas.*

Staff response and findings of fact: Once this site is developed, there will be no opportunities for infill or redevelopment. This criterion is met.

- i. For shopping centers abutting one or more transit routes, one or more transit stops are located and designed with the approval when applicable of the local transit provider;*

Staff response and findings of fact: No shopping centers are proposed, therefore this criteria is not applicable.

- j. No drive-up, drive-in, or drive-through drives or lanes are located between a building and a public or private street.*

Staff response and findings of fact: Drive through facilities require adequate queuing space to ensure vehicles don't obstruct travel on existing private and public streets. As proposed by the applicant and reviewed under CUP 1-23 the drive-up is located between the building and the right-of-way. As established no queuing of vehicles in the right-of-way is permitted as a condition of approval. This criterion is met.

H. Maximum Number of Parking Spaces. *The number of parking spaces provided by any particular use in ground surface parking lots shall not exceed the minimum number of spaces required for each use as provided by this Section by more than 50%.*

I. Parking Stall Design and Minimum Dimensions. *All off-street parking spaces shall be improved to conform to City standards for surfacing, stormwater management, and striping. Standard parking spaces shall conform to the following standards and the dimensions in Figures 14.33.300.F(1) through (3), and Table 14.33.300.F:*

- 1. Motor vehicle parking spaces shall measure minimum 9 feet wide by 18 feet long;*
- 2. For large parking lots exceeding 10 stalls, alternate rows may be designated for compact cars provided that the compact stalls do not exceed 30% of the total required stalls. A compact stall shall measure minimum 8 feet in width and 15 feet in length and shall be signed for compact car use;*
- 3. All parallel motor vehicle parking spaces shall measure 9 feet by 20 feet unless within a public right-of-way, when they shall measure a minimum of 7 to 8 feet by 20 feet;*
- 4. Parking area layout shall conform to the dimensions in Figure 14.33.300.F(1) and (2), and Table 14.33.300F, below;*
- 5. Public alley width may be included as part of dimension "D" in Figure 14.33.300.F(1), but all parking stalls must be on private property;*
- 6. Parking areas shall conform to Federal Americans With Disabilities Act (ADA) standards for parking spaces (dimensions, van accessible parking spaces, etc.). Parking structure vertical clearance, van accessible parking spaces, should refer to Federal ADA guidelines; and*

7. *Bicycle parking shall be on a 2 feet by 6 feet minimum concrete pad per bike, or within a garage or patio of residential use.*

Staff response and findings of fact: Figure 14.33.300.J in the Development Code requires 90 degree parking spaces like those proposed to be a minimum of 18' x 9', with a minimum clear aisle width of 24'. The parking stalls proposed in the parking lot meet this dimensional standard, as the van accessible site and one other space. All accessible parking will be constructed to comply with Federal ADA standards. This criterion is met.

14.33.400 Bicycle Parking Requirements

B. Minimum Required Bicycle Parking Spaces. *A minimum of one bicycle parking space per use is required for all uses subject to Site Design Review. Table 14.33.400 lists additional standards that apply to specific types of development. Uses shall provide long- and short-term bicycle parking spaces, as designated in Table 14.33.400 and subsections C-J below. Where two options are provided (e.g., 2 spaces, or 1 per 8 bedrooms), the option resulting in more bicycle parking is used.*

Staff response and findings of fact: The minimum bicycle parking required for this proposed use per this section is two long term and two short term bicycle parking spaces. All bike parking spaces will comply with the dimensional requirements of 2-feet wide by 6-feet in length and shall not block required paths of travel (4' clearance minimum). The location and design of bicycle parking shown on the site plan meets the standards of Section 14.33.400.D. This criterion is met.

14.34.010 Public Facilities -- Purpose and Applicability

- A. Purpose.** *The purpose of this Chapter is to provide planning and design standards for public and private transportation facilities and utilities. Streets are the most common public spaces, touching virtually every parcel of land. Therefore, one of the primary purposes of this Chapter is to provide standards for attractive and safe streets that can accommodate vehicle traffic from planned growth and provide a range of transportation options, including options for driving, walking, bus transit, and bicycling. This Chapter is also intended to implement the City's Transportation System Plan.*
- B. When Standards Apply.** *Unless otherwise provided, the standard specifications for construction, reconstruction, or repair of transportation facilities, utilities, and other public improvements within the City shall occur in accordance with the standards of this Chapter. No development may occur unless the public facilities related to development comply with the public facility requirements established in this Chapter.*

Staff response and findings of fact: Per Engineering Comments dated April 6, 2023, the following conditions shall apply to this development:

General

- All submitted plans and technical documents in the application must be sealed and signed by the design professional of record, if applicable.
- Development of the property will require that all cable utilities be placed underground including telephone, television and power. This requirement is inclusive of any connections to the feeder main. Separate permits from the individual private utilities will be required.
- Private utilities designs will be required prior to construction.

- Traffic control shall be in accordance of the Manual of Uniform Traffic Control Devices for all work performed in the public right-of-way.
- Developer will be responsible for payment of all system development charges and design review and other associated fees.
- The City of Cottage Grove requires a minimum of five feet horizontal separation from its utilities and all other utilities. This distance is measured from outside of pipe to outside of pipe. Other utility companies may have stricter standards than this. The standard with the greatest separation will apply.
- An Erosion control permit will be required. Improvement plans shall include details and language on the method of erosion control in the contract documentation. Erosion control measures shall be in place before any construction begins.
- If site disturbance exceeds one-acre, the applicant shall obtain a DEQ 1200C permit. This does not appear to exceed one-acre of disturbance.

Streets and Sidewalks

- This project will utilize two existing accesses to South 6th Street. No new access points are proposed.
- New and reconstructed driveway approaches shall conform to the City of Cottage Grove Standards.
- Any damage to sidewalks during construction, will result in replacement of damaged panels. Any damage to an ADA ramp or driveway will require complete replacement to bring the ramp(s) and driveway to current standards. Any replacement work shall meet City Standards.

Water

- The submitted plans do not show the size of requested water service line.
- Water service lines shall be copper as per city standard.
- It wasn't clear in the plans if there is a nearby public fire hydrant. Applicant should verify with the Fire Marshal if a public hydrant is needed.
- Upon payment of fee, the City of Cottage Public Works crew will tap and set water meters. The crew tries to schedule installation within 10 business day. Crew will provide a stub out of the back side of the meter so private plumber can install backflow devices and install the remaining portion of the water service.
- Water meter(s) shall be placed in the sidewalk. The meter shall be place in a matter that they will not be covered up with parked vehicles, personal property, and/or trash cans.
- All new development is required to install a backflow device on the customer side of each water meter. This requirement can be deferred until the building permit process. Contact Utility Maintenance Supervisor for details.
- Show plumbing fixtures for all improvements on the building plans so staff can check meter size for each unit as outlined in the plumbing code.
- Please include any hose bibbs on the building permit plans.

Sanitary Sewer

- A DEQ permit is required for decommissioning of the septic tank. Applicant should inquire with a licensed installer.
- Plans do not show the size of the requested sanitary sewer lateral from the proposed development to the sewer main.
- The applicant is responsible for the costs and the construction of the sewer services on private property.
- The proposed fuel transfer area under the proposed canopy shall be hydraulically isolated from stormwater runoff and associated drainage considered sanitary drainage. Sanitary drainage shall be

captured in drains, piped to an approved and appropriately sized oil-water separator with code required venting, and connected to the public sanitary system.

Storm Drainage

- Storm water runoff is not to adversely affect adjacent property owners; therefore, no overland flow is allowed. All storm water runoff from this development shall be contained on the property prior to connecting the public storm drainage system. Building plans shall include spot elevations or enough detail to show staff that all storm water runoff from site is captured on site before entering the public storm drainage system, including from back of the driveway approach(s).

Chapter 14.35 Stormwater Management

14.35.100 Erosion Prevention

A. Purpose. The purpose of this chapter is to restrict the discharge of sediments or other construction-related materials, including hazardous substances as identified in Section 13.08.150, into the city stormwater system to:

- 1. Prevent or minimize, to the maximum extent practicable, negative impacts to adjacent properties, water quality, and stormwater-related natural resource areas resulting from construction activities; and*
- 2. Maintain the capacity of the city stormwater system by minimizing sedimentation.*

B. When Standards Apply.

1. When Standards Apply. Unless otherwise provided, the standards in this chapter apply to all construction activities that result in any one or all of the following:

- a. Land disturbance, including, but not limited to, clearing, grading, grubbing, logging, excavating, filling, and storing of materials;*
- b. Structural development or demolition, including, but not limited to, buildings, bridges, roads, and other infrastructure;*
- c. Impervious surfaces, including, but not limited to, parking lots, driveways, walkways, and patios; or*
- d. Dewatering.*

2. Exempt Activities. Notwithstanding the foregoing, the following activities shall be exempt from the provisions of this section:

- a. Actions by a public utility, the city, or any other governmental agency to remove or alleviate an emergency condition, restore utility service, or reopen a public thoroughfare to traffic; or*
- b. Actions by any other person when the city determines, and documents in writing, that the actions are necessary to remove or alleviate an emergency condition, restore utility service, or reopen a public thoroughfare to traffic.*

C. Compliance. Regardless of whether a permit is required under subsection E of this section, no person shall engage in any construction activity covered by subsection (B)(1) of this section in a manner that can potentially impact water quality, adjacent properties or stormwater-related natural resource

areas except as allowed by this code. All persons shall implement erosion prevention and sediment control measures designed to meet the outcomes below. Failure to meet those outcomes shall subject the person to the same enforcement provisions as those applicable to a permit holder under subsection F of this section.

D. *Expected Outcomes.* All persons conducting construction activities covered in subsection B of this section shall employ, to the maximum extent practicable, erosion prevention and construction site management practices that will achieve during both the construction period and wet weather season the following outcomes:

1. *Adjacent properties, water features, and related natural resource areas are kept free of deposits or discharges of soil, sediment or construction-related material from the site except those that would occur through natural processes from an undisturbed site;*
2. *Vegetation in water features, related natural resource areas, and associated bank and/or riparian areas adjacent to construction sites are preserved or protected from impacts that exceed those that occur through natural processes on an undisturbed site;*
3. *Public rights-of-way, the city stormwater system and related natural resource areas, private streets and private stormwater drainage systems that discharge to the city stormwater system are kept free of mud, soil, sediment, concrete washout, trash, or other similar construction-related material. Direct deposit, dropping, dumping, erosion, tracking, or other discharge by construction vehicles of materials shall not occur in excess of those that occur through natural processes from an undisturbed site. Any such discharges that occur shall be prevented from entering water features or the city stormwater system and removed not later than the end of the day in which the discharge occurred, or as directed by the city. During the wet weather season corrective action shall be taken immediately for such discharges;*
4. *Soils and stockpile areas shall not be exposed to precipitation or stormwater runoff without the provision of secondary containment, perimeter controls, and other approved BMPs;*
5. *Earth slides, mudflows, earth sloughing, or other earth movement which may leave the property shall not occur in excess of those that occur through natural processes on an undisturbed site;*
6. *No discharge into the city stormwater system or related natural resource areas of construction-related contaminants resulting from activities such as, but not limited to, cleaning or washing of equipment, tools, or vehicles shall occur; and*
7. *No hazardous substances, such as paints, thinners, fuels, and other chemicals shall be released onto the site, onto adjacent properties, or water features, the city stormwater system, or related natural resource areas.*

E. *Erosion Prevention Permit.*

1. Permit Required. *Except as otherwise provided in subsection (E)(6) of this section, no person shall commence any construction activity without first obtaining from the city one of the erosion prevention permits listed below if the construction activity:*

- a. *Is located in a designated sensitive land area; and/or*
- b. *Is located within the public right-of-way and requires permits from the Cottage Grove engineering department; and/or*

c. *Requires a building permit or sewer/water line permit from the Cottage Grove public works and development department.*

Construction activity that disturbs more than one acre of land must obtain a 1200C permit from the Department of Environmental Quality (DEQ).

Staff response and findings of fact: The subject property is 0.24 acres and therefore only a City of Cottage Grove Erosion Prevention Permit is required. This shall be a condition of approval.

14.38.550 Community Commercial District Signs

The following sign standards have been established for the Community Commercial Districts:

A. Single Business. Each business which occupies a separate development site shall be permitted a maximum number of 3 signs totaling 200 square feet for all faces.

B. Multiple Businesses. Multiple businesses occupying the same building and/or approved development site shall be permitted a maximum number of 2 wall signs for each business, totaling 2 square feet per lineal foot of business frontage facing the principal street. Maximum size of combined wall signage per business shall be 100 square feet.

C. Free Standing, Roof and Projecting Signs for Multiple Tenant Sites. In addition to wall signs permitted above, 1 sign from this group shall be permitted for each approved multi-tenant development site. The total area permitted for a free standing sign, roof or projecting sign shall be 50 square feet for 1 face or 100 square feet for 2 or more faces at a maximum of 20 feet above grade.

D. Business Identification. In addition to the signage allowed above, each business may have 1 unlighted sign not exceeding 1 square foot in area per tenant and bearing only property numbers, postbox numbers, names of occupants, or occupation of occupant of the premises.

E. Encroachment. The minimum height for all signs encroaching in the public right of way shall be eight feet above grade. The maximum encroachment into the public right of way shall be 6 feet, provided that no sign shall encroach within 2 feet of any curb or driveway line.

E. Comprehensive Signage Plan. Applicants may choose to apply for a Comprehensive Sign Plan approval to modify the above requirements (see Section 14.38.800).

Staff response and findings of fact: The applicant did not submit a signage plan with this application submittal. See EPUD comments regarding necessary separation from power lines.

CONCLUSION

Site Design Review **approval** pursuant to Section 14.42.600 Site Design Review Approval Criteria and subject to the recommended conditions is supported by the findings of fact that establish compliance with the applicable state and local standards.

STAFF RECOMMENDATION

That the Site Design Review SDR 1-23 be **approved** for the proposed 2,940 retail building with six-pump gas station pursuant to Section 14.42.600 Site Design Review Approval Criteria which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

CONDITIONS OF APPROVAL

1. Major modifications to these plans shall be approved by the Planning Commission.
2. Conditions of approval of Conditional Use Permit CUP 1-23 are applicable to this Site Design Review.
3. No queuing of vehicles is permitted in the public right-of-way.
4. All pedestrian crossings of vehicle maneuvering areas shall be clearly delineated crosswalk will be required, compliant with ADA, and be clearly marked with striping or contrasting paving materials (e.g., light-color concrete inlay between asphalt), which may be part of a raised/hump crossing area. Tactile warning devices are required at all pedestrian crossings of vehicle maneuvering areas.
5. Required accessible parking spaces shall be identified with signs and pavement markings identifying them as reserved for persons with disabilities; signs shall be posted directly in front of the parking space at a height of no less than 42 inches and no more than 72 inches above pavement level. Van spaces shall be specifically identified as such.
6. Compliance with parking standards in Chapter 14.33.300 shall be verified prior to certificate of occupancy. Compliance with these requirements and parking dimensional standards will be verified prior to issuance of a certificate of occupancy. At minimum, 4 parking spaces of 18'x9' in dimension including one van accessible ADA parking space must be provided.
7. Provision of two long term bicycle parking spaces and two short-term shall be a requirement on the plans for building permit submittal, and both short and long term bike parking must be installed prior to occupancy. Location and design of bicycle parking shall meet standards of Section 14.33.400.D.
8. All proposed pedestrian walkways abutting driveways and streets will be raised 6 inches and curbed around the edge.
9. All walkways shall be at least 5' wide free and clear.
10. Landscaping and irrigation installation shall be complete as proposed/approved prior to certificate of occupancy.
11. A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used for all planted areas, the selection of which shall be based on local climate, exposure, water availability, and drainage conditions. When new vegetation is planted, soils shall be amended, as necessary, to allow for healthy plant growth.
12. Non-native, invasive" plants, as per Section 14.32.200.B, shall be removed during site development and the planting of new invasive species is prohibited.
13. All landscaped area, whether or not required, that is not planted with trees and shrubs, or covered with non-plant material, shall have ground cover plants that are sized and spaced as follows: a minimum of one plant per 12 inches on center in triangular spacing, or other planting pattern that is designed to achieve 75 percent coverage of the area not covered by shrubs and tree canopy.
14. Trees shall have a minimum diameter or caliper 4 feet above grade of 2 inches or greater at time of planting. The City requests that ash trees not be selected for the final landscaping plan.
15. Shrubs shall be planted from 5 gallon containers or larger.
16. Bark dust, chips, aggregate, or other non-plant ground covers may be used, but shall cover no more than 25 percent of the area to be landscaped and shall be confined to areas underneath plants. Non-plant ground covers cannot be a substitute for ground cover plants.
17. A seven foot (7') wide landscaping strip around the perimeter parking areas of property and landscaping area along the west property line shall be planted with low shrubs to form a

continuous screen at least 30 inches high and maintained not to exceed 42 inches high or a masonry wall; and shall contain 1 canopy tree every 30 linear feet as measured along street lot line and living plant materials covering 75% of required landscape area within 3 years. The required screening shall have breaks, where necessary, to allow pedestrian access to the site. Evergreen hedges used to comply with this standard shall be a minimum of 36 inches in height at maturity, and shall be of such species, number, and spacing to provide the required screening within 1 year after planting. Any areas between the wall/hedge and the street/driveway line shall be landscaped with plants or other vegetative ground cover to provide 75% vegetative cover. All landscaping shall be irrigated.

18. All mechanical equipment and garbage areas will be screened from view from all public streets and adjacent residential areas to the west. All mechanical equipment and garbage areas will be screened from view from all public streets.
19. All mechanical equipment shall be placed on the roof and screened from view and to the extent that is practicable placed away from the adjacent residential uses to the east and south.
20. Irrigation is required for all required commercial, industrial or multi-family landscape areas. The use of drought-tolerant plant species is encouraged. If the plantings fail to survive, the property owner shall replace them with an equivalent specimen (i.e., evergreen shrub replaces evergreen shrub, deciduous tree replaces deciduous tree, etc.). Backflow devices shall be required for all irrigation systems.
21. All man-made features required by this Code shall be maintained in good condition, or otherwise replaced by the owner.
22. Parking areas shall have lighting to provide at least 2 foot-candles of illumination over parking spaces and walkways. Light standards shall be directed downward only and shielded to prevent lighting spillover into any adjacent residential district or use.
23. A City of Cottage Grove Erosion Prevention Permit is required.
24. Engineering Comments dated April 6, 2023 are considered conditions of approval and shall be met prior to building occupancy.
25. Per EPUD correspondence dated April 5, 2023 shall be a condition of approval.

EXHIBITS

- A. Engineering Comments, Branch Engineering, April 6, 2023
- B. Applicant's Application, Narrative, Neighborhood Meeting Notes
- C. Site Plans & Elevations
- D. Transportation Assessment Memo, March 31, 2023
- E. Correspondence from Michael Parker, 77969 S 6th Street, Cottage Grove, OR 97424
- F. EPUD Comments, April 5, 2023

EXHIBIT A:

MEMO

To: Eric Mongan, City Planner

From: Damien Gilbert, P.E., City Engineer

**Subject: Engineering Review Comments
Hillcrest Market Site Review and Conditional Use Permit**

Date: April 6, 2023

The following comments are based on a type III permit application for site design review and conditional use. The reviewed documents were received via email on April 3, 2023. Changes may occur during the review process and/or development phase that will be in conflict with statements below and some issues may have been overlooked that will be commented on during the building review process and/or development phase of this project.

General

- All submitted plans and technical documents in the application must be sealed and signed by the design professional of record, if applicable.
- Development of the property will require that all cable utilities be placed underground including telephone, television and power. This requirement is inclusive of any connections to the feeder main. Separate permits from the individual private utilities will be required.
- Private utilities designs will be required prior to construction.
- Traffic control shall be in accordance of the Manual of Uniform Traffic Control Devices for all work performed in the public right-of-way.
- Developer will be responsible for payment of all system development charges and design review and other associated fees.
- The City of Cottage Grove requires a minimum of five feet horizontal separation from its utilities and all other utilities. This distance is measured from outside of pipe to outside of pipe. Other utility companies may have stricter standards than this. The standard with the greatest separation will apply.
- An Erosion control permit will be required. Improvement plans shall include details and language on the method of erosion control in the contract documentation. Erosion control measures shall be in place before any construction begins.
- If site disturbance exceeds one-acre, the applicant shall obtain a DEQ 1200C permit. This does not appear to exceed one-acre of disturbance.

Streets and Sidewalks

- This project will utilize two existing accesses to South 6th Street. No new access points are proposed.
- New and reconstructed driveway approaches shall conform to the City of Cottage Grove Standards.

- Any damage to sidewalks during construction, will result in replacement of damaged panels. Any damage to an ADA ramp or driveway will require complete replacement to bring the ramp(s) and driveway to current standards. Any replacement work shall meet City Standards.

Water

- The submitted plans do not show the size of requested water service line.
- Water service lines shall be copper as per city standard.
- It wasn't clear in the plans if there is a nearby public fire hydrant. Applicant should verify with the Fire Marshal if a public hydrant is needed.
- Upon payment of fee, the City of Cottage Public Works crew will tap and set water meters. The crew tries to schedule installation within 10 business day. Crew will provide a stub out of the back side of the meter so private plumber can install backflow devices and install the remaining portion of the water service.
- Water meter(s) shall be placed in the sidewalk. The meter shall be place in a matter that they will not be covered up with parked vehicles, personal property, and/or trash cans.
- All new development is required to install a backflow device on the customer side of each water meter. This requirement can be deferred until the building permit process. Contact Utility Maintenance Supervisor for details.
- Show plumbing fixtures for all improvements on the building plans so staff can check meter size for each unit as outlined in the plumbing code.
- Please include any hose bibbs on the building permit plans.

Sanitary Sewer

- A DEQ permit is required for decommissioning of the septic tank. Applicant should inquire with a licensed installer.
- Plans do not show the size of the requested sanitary sewer lateral from the proposed development to the sewer main.
- The applicant is responsible for the costs and the construction of the sewer services on private property.
- The proposed fuel transfer area under the proposed canopy shall be hydraulically isolated from stormwater runoff and associated drainage considered sanitary drainage. Sanitary drainage shall be captured in drains, piped to an approved and appropriately sized oil-water separator with code required venting, and connected to the public sanitary system.

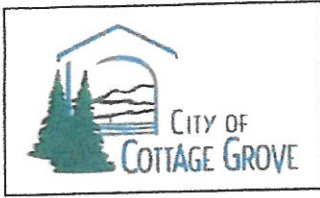
Storm Drainage

- Storm water runoff is not to adversely affect adjacent property owners; therefore, no overland flow is allowed. All storm water runoff from this development shall be contained on the property prior to connecting the public storm drainage system. Building plans shall include spot elevations or enough detail to show staff that all storm water runoff from site is captured on site before entering the public storm drainage system, including from back of the driveway approach(s).

Traffic Impact Analysis

- The submitted Transportation Assessment focused on the site access and safety as requested.
- The applicants traffic engineer has concluded:
 - o A review of the most recent five years of available crash data showed no significant trends or crash patterns were identified along the site frontage. No safety mitigation is recommended.

- The sight distance evaluation found all site accesses are expected to have adequate sight lines. No mitigation pertaining to sight distance is necessary or recommended.
 - Truck turning plans show the site can safely accommodate larger passenger vehicles and fuel trucks circulating through the site.
- Primary trips are the basis for TIA applicability (not net trips after pass-by reductions), and therefore a TIA is required by CGMC Chapter 14.41.900. That criterion has been satisfied by submittal of the reviewed Transportation Assessment.
- Circulation diagrams were provided showing the path of travel for two design vehicles; a fuel tanker truck and an SUV.
 - The submitted circulation diagrams shall be resubmitted with signatures included on the engineering seals as required by the board of engineers.
 - The construction documents anticipated to be reviewed during the building permit phase shall include details of delineation protecting amenities in the right of way such as water meters, and preventing the fuel tankers from tracking outside of the designed path of travel.
 - A plan showing merchandise delivery vehicle loading areas(s), and delineation/separation of large vehicles from queued fueling motorists shall be provided with the construction documents as well, with the focus on vehicles not having to stage, wait, or queue in the 6th street travel lane(s).



400 Main Street Cottage Grove, OR 97424

File No.: SDR 1-23
Date Submitted by Applicant: 3/24/23
Date Deemed Complete: _____

TYPE III PERMIT APPLICATION

To: City of Cottage Grove Planning Commission

A. Applicant

- 1. Name: melissa poland Phone No.: 5039495195
- 2. Mailing Address: 16498 brown rd dallas or 97338
- 3. Email Address: eandmremodeling@gmail.com
- 4. Status: Owner Agent

Note: If agent you must have owner's consent and signature.

B. Owner (if not applicant)

- 4. Owner's Name: paul johal Phone No.: 5035606790
- 5. Owner's Mailing Address: po box 125 sheridan or 97378

C. Location of Property

- 6. Address/Location: 77967 S 6th st cottage grove or 97424 - Site Design Review
- 7. Map & Tax Lot Number: 800 zoned C attached lot 900 need to change to C lots
- 8. Present Use: 800 already zones gas station C store, residence behind store at 900 lot right now. Build new store and gas station
- 9. Proposed Use: convience store

D. Request for Consideration

- 10. Type of Land Use Application applying for: commercial
Options: Conditional Use, Greenway Conditional Use, Cottage Industry, Historic Alteration, Land Use District Map changes (no plan amendment required), Master Planned Developments, Site Design Reviews, Subdivisions, Variance (Class C)
- 11. Is this application filed in association with other land use permit applications?
 Yes No
- 12. Reasons for Application: _____

E. Required Information

Narrative Statement: This application must be filed with one copy of a narrative statement that explains how the application satisfies each and all of the relevant criteria and standards in sufficient detail for review and decision-making.

Note: Additional information may be required under the specific application requirements for each approval, e.g., Chapters 4.2 (Land Use Review), 4.3 (Land Divisions), 4.4 (Conditional Use), 4.5 (Master Planned Developments), 4.6 (Modifications), 4.8 (Code Interpretations), 4.9 (Miscellaneous Permits) and 5.1 (Variances).

Plans: Three (3) sets of plans, including one (1) set of plans in a reproducible form that is no larger than 11"x17" in size. Content of plans will vary with application type. Refer to submittal requirements for specific application type.

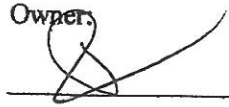
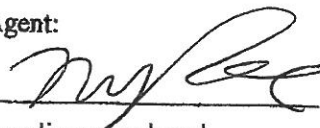
Neighborhood Meeting verification (for Master Planned Developments, Conditional Uses and Subdivisions). Must include copy of meeting notice and minutes and/or recording of meeting.

Non-refundable application fee.

G. Signature

I hereby request a Type III Permit on the above described real property, which is either owned by or under contract of sale to the applicant, and is located within the City of Cottage Grove, Oregon.

I hereby acknowledge that this application is not considered filed and complete until all of the required information has been submitted as determined by the Community Development Director and all required fees have been paid in full. Once the original application is submitted, Staff has 30 days to determine whether an application is complete. Within 30 days a letter will be mailed to you either deeming the application complete or requesting additional information. If additional information is requested you have 150 days to either: submit the missing information, submit some of the information and written notice that no other information will be provided, or submit a written notice that none of the missing information will be provided. *Once your application is deemed complete* you will be assigned a public hearing date before the Planning Commission and Staff will have 120 days to complete the processing of your application. (ORS 227.178)

	Owner:	Agent:
Signature:		
Name:	paul johal	melissa poland
Date:	3-24-23	3-24-23

Office Use Only

Date Application Received: _____ Initials: _____
Date Application Complete: _____ Initials: _____
Applicant Notified of Completeness: _____
Fee Paid: _____ Receipt No. _____ Initials: _____



Eric Mongan <planner@cottagegrove.org>

neighborhood meeting notes

1 message

Melissa Poland <eandmremodeling@gmail.com>

Wed, Mar 15, 2023 at 8:58 AM

To: Eric Mongan <planner@cottagegrove.org>

Hi Eric

From the meeting yesterday, I attached some notes. The others were to add a 3' fence on the parking lot side by the easement and the South side on the property line.
No parking on the easement.

--

Thank You Melissa

E & M Remodeling & Concrete

16498 Brown Rd
Dallas OR 97338

Melissa Poland Office Manager/ Estimator (503) 949-5195**Fax** (503) 831-2293**Email** EandMRemodeling@gmail.com**Website** www.EandMConcrete.com**NHmeetingnotes.pdf**

1527K

Monday, March 13, 2023

Michael C. & Lisette A. Parker Living Trust

77969 S. 6th Street

Cottage Grove, Oregon. 97424

(541) 654-2151

Re: Proposed Site Plan

E & M Remodeling & Concrete:

Receiving the proposed site plan has created some concerns and suggestions:

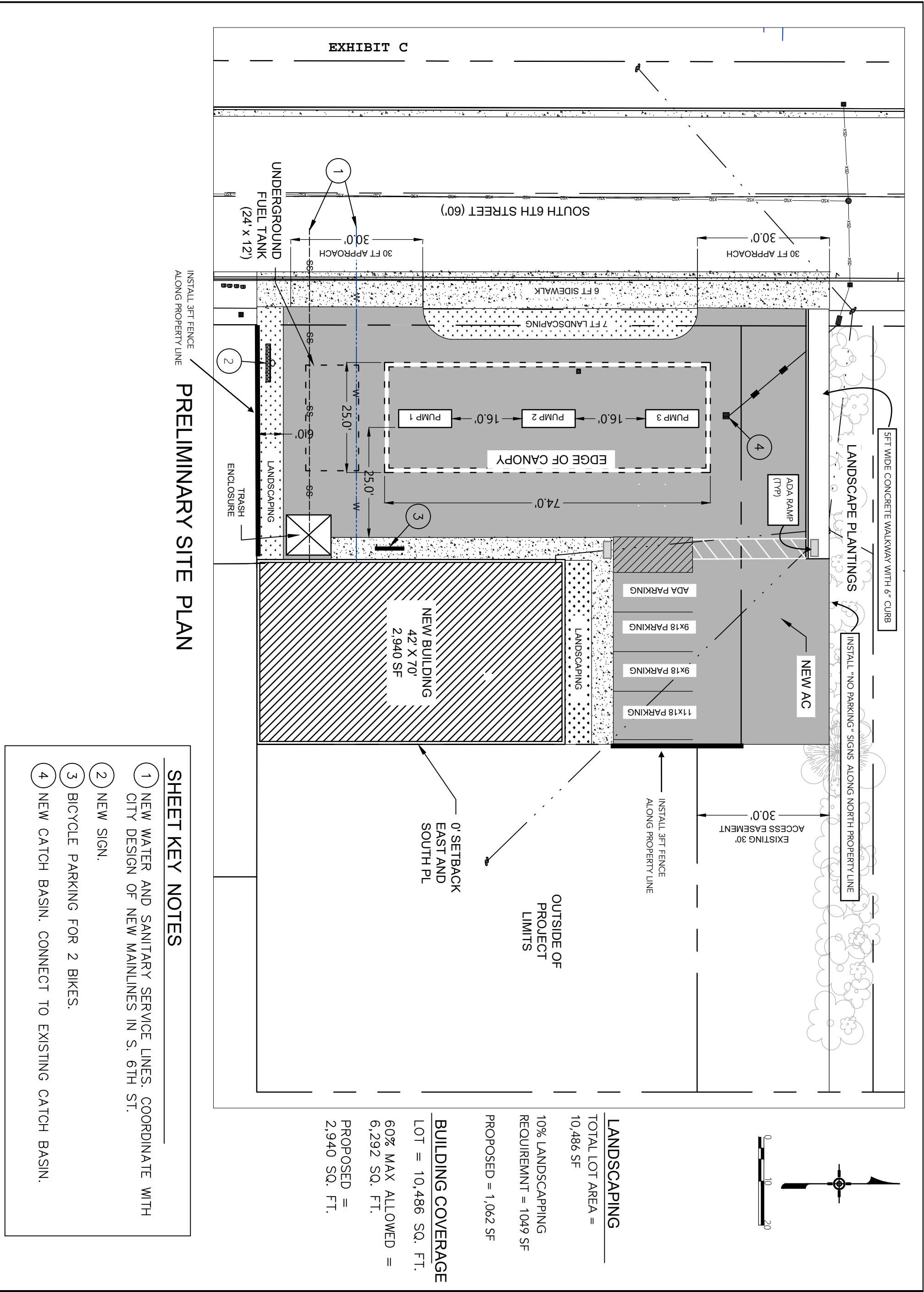
- ~ The setback means the building roof and /gutter should not cross the property line.
- ~ What will the outside walls be constructed of, since future access could be denied?
- ~ What is the height of the back and side walls? At this point there does not seem to be enough space for customers to park, since many times there can be as many as six cars at the store. We don't see any additional parking shown in front.
- ~ Will the (access) easement be paved or left as gravel? *Paved*
- ~ Where are the provisions for ample parking?
- ~ There does not seem to be enough space for a semi truck to unload goods. Truck parking on the road blocks the view of north bound traffic coming into town. Trucks parking on the road block the view of traffic from the easement.
- ~ Will the store take an active approach to removing the nuisance ~~the nuisance~~ of the easement being blocked by delivery trucks?
- ~ The side parking is not enough.

- ~ Light pollution is a concern. Will the canopy lights be on 24-7? *NO*
- ~ Is there a plan for delivery trucks to park in front of the dumpster?
- ~ Will the delivery trucks park in the middle of 6th Street as they do in other areas of town?
- ~ The proposed site plan is 110 by 95, leaving little or no room for deliveries. Using the easement is not what the easement is designed for.
- ~ Our hope is that there will be a fence from the north back corner to the end of the parking space. The parking we use on our side of the fence is not for store parking.
- ~ We are concerned about water runoff from the canopy and the roof is drained into the storm system. In the proposed site plan, the canopy is over the easement. That is not right.
- ~ We hope the back wall will not have windows. *NO*
- ~ Will the store only have restrooms that can be accessed from the inside? *inside*
- ~ With wells being so close to the proposed gas-holding tanks, is there a guarantee of no contamination to well water?
- ~ An ambulance is approximately 8 ft. wide and a fire truck is approximately 8 ft. wide as well. Most delivery trucks are 20 to 40 ft. long and approximately 10 ft. wide. A gas tanker truck is approximately 40 ft. by 8 ft. It is going to be tight for the tanker to off-load.
- ~ During remodeling construction of the store, we hope that our easement is not used for workers' parking.

We hope that the final plan allows for a mutual improvement for all concerned parties.

Sincerely,

Michael C. Parker
 Lisette A. Parker
 //



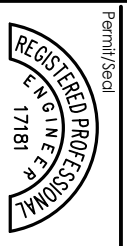
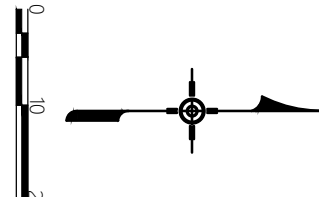
PRELIMINARY SITE PLAN

SHEET KEY NOTES

- ① NEW WATER AND SANITARY SERVICE LINES. COORDINATE WITH CITY DESIGN OF NEW MAINLINES IN S. 6TH ST.
- ② NEW SIGN.
- ③ BICYCLE PARKING FOR 2 BIKES.
- ④ NEW CATCH BASIN. CONNECT TO EXISTING CATCH BASIN.

LANDSCAPING
 TOTAL LOT AREA = 10,486 SF
 10% LANDSCAPING REQUIREMENT = 1,049 SF
 PROPOSED = 1,062 SF

BUILDING COVERAGE
 LOT = 10,486 SQ. FT.
 60% MAX ALLOWED = 6,292 SQ. FT.
 PROPOSED = 2,940 SQ. FT.



Revision	By	App'd	DD.MM.YYYY

Permit/Seal	Issued	By	App'd	DD.MM.YYYY

Submitting to:
COTTAGE GROVE

YAMHILL LAND DEVELOPMENT SERVICES LL

Daniel Danicic, PE
 PO BOX 1042
 Newberg, Oregon, 97132
 Tel: +1.503.476.7702
 djd.ylds@gmail.com

The Contractor shall verify and be responsible for all dimensions. Do not scale the drawing - any errors or omissions shall be reported to the Stamping Engineer.

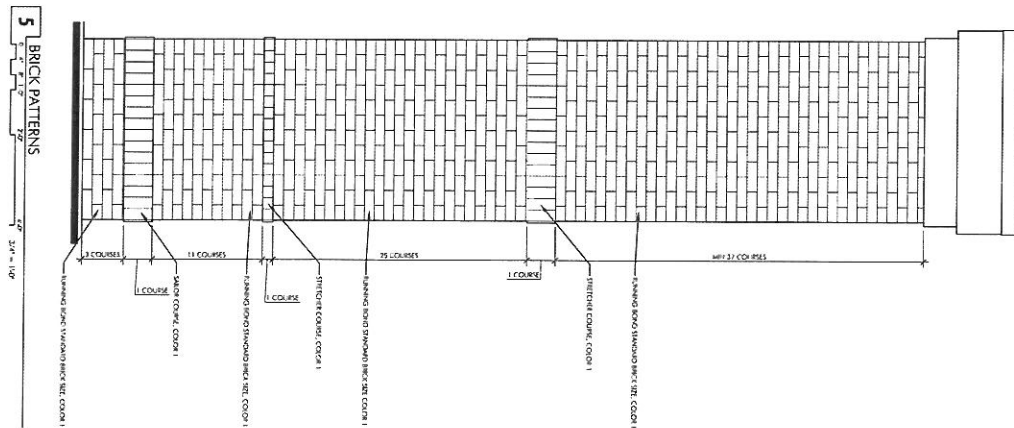
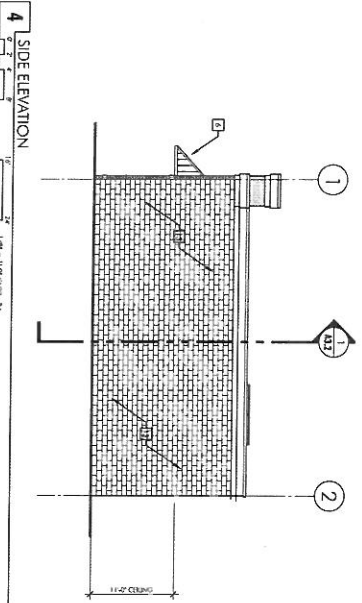
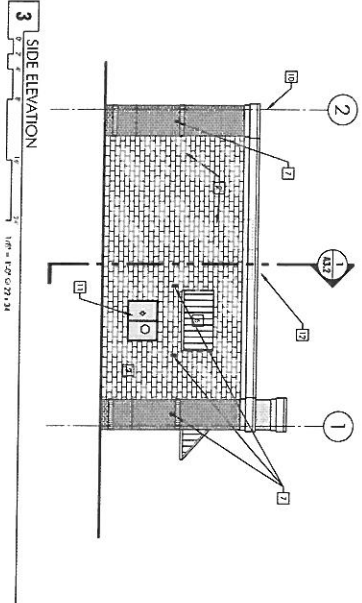
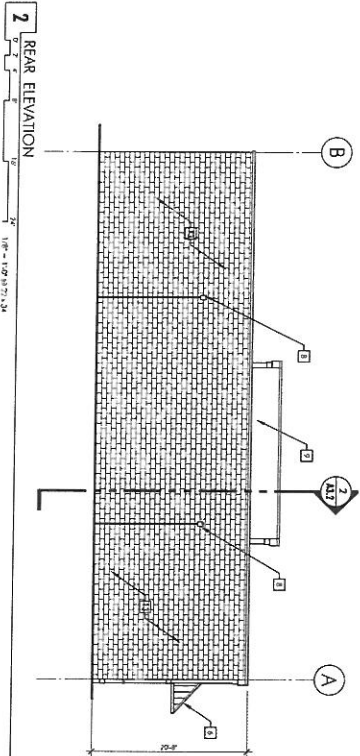
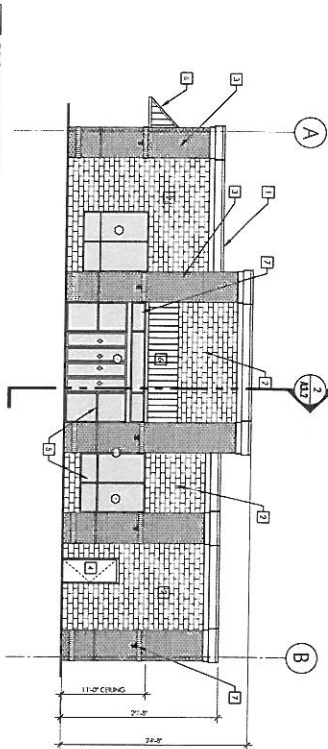
Client/Project
 Cottage Grove
 COTTAGE GROVE GAS STATION PROJECT
 Cottage Grove, Oregon

Project No.: 1
 File Name: COTTAGE.GS.PROMOTED.SHEETS

Scale: 1/4" = 1'-0"
 Date: 03.14.2023
 Drawn: DD
 Check: DDMM/YYY

Title
 PRELIMINARY SITE PLAN

Revision:
 Drawing No.
C-101 3 of 10



- PLAN NOTES:**
- 1 REFINISHED SHEET METAL CORNICE, COLOR AS SELECTED
 - 2 DUAL SPLIT A/C, INVERTED
 - 3 BRICK WALLS, COLOR AND PATTERN AS SELECTED
 - 4 HOLLOW METAL DOOR AND FRAME, PAINT COLOR AS SELECTED
 - 5 ALUMINUM STOREFRONT ASSEMBLY, MATERIAL FINISH AS SELECTED
 - 6 PRE MANUFACTURED MIRROR, METAL PANEL OR SETTING FRAME, FINISH AS SELECTED
 - 7 OTHER FINISHING WORK RECEIVED FOR INFORMATION, COLOR AS SELECTED
 - 8 LIGHT FIXTURE, WALL MOUNT
 - 9 SURFACE MOUNTED INTERIOR LIGHT, COLOR AS SELECTED
 - 10 METAL SIGNAGE PANEL AT FRONT DOOR, COLOR AS SELECTED
 - 11 WIND RAIN DOOR AND WINDOW CURTAIN AT FRONT DOOR
 - 12 STONE WINDOW, COLOR AS SELECTED
 - 13 GROUND AND 4' TALL ADJACENT TO DOOR ACCESS, MIN. 1 1/2" PER INCH, 4" TYPICAL WITH 3" TYPICAL AT TOP AND 1/2" TYPICAL AT BOTTOM, FINISH TO MATCH THE BRICK
 - 14 DUAL SMOOTH A/C, INVERTED

STUDIO 3 ARCHITECTURE INCORPORATED
 2722 COMBINE ST. NE
 SUITE 100
 SEASIDE, OREGON 97138
 503.319.6500
 WWW.STUDIO3ARCHITECTURE.COM

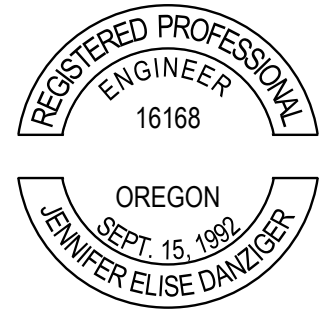
PROJECT # 202214
 DATE 10 MARCH 2023
 REVISIONS

NEW BUILDING CONVENIENCE STORE
 77967 S 6TH STREET COTTAGE GROVE, OREGON

SHEET
A3.1

Memorandum

To: Eric Mongan, City of Cottage Grove
Copy: Melissa Poland, E & M Remodeling & Concrete
From: Melisa
Date: March 31, 2023
Subject: 77967 S 6th Street – Transportation Assessment



RENEWS: 12 / 31 / 2023

Introduction

This memorandum provides a transportation assessment for the proposed convenience store with gas station to be located at 77967 S 6th Street in Cottage Grove, Oregon. The proposal consists of three fuel dispensers with six vehicle fueling positions, and a 2,940-square foot (SF) convenience store. Figure 1 presents an aerial image of the nearby vicinity with the project site outlined in solid red. A site plan is attached to this memorandum.



Figure 1: Aerial Photo of Site Vicinity (© Lane County ArcGIS Web Map)

The project site (Tax Map 21030421 Lot 800) encompasses approximately 0.24 acres and is located on the east side of S 6th Street midway between Cleveland Avenue and McKinley Avenue. An existing access easement running along the north side of the tax lot will be utilized by the development as well.

The site is currently occupied by the Hillcrest Market Convenience store and several apartments. According to Lane County Assessment & Taxation Property Information Search, the convenience store is 1,300 SF and three apartments are located on the site, one in the same building as the store and two in a separate building.

Site Trip Generation

To estimate the number of trips that will be generated by the proposed use, trip rates and equations from the *Trip Generation Manual*¹ were compared. Both the existing land uses and proposed land use will generate a combination of primary trips, which are new trips added to the transportation network, and pass-by trips, which are trips that leave the adjacent roadway to patronize a land use and then continue in their original direction of travel. The following land use codes and pass-by trip rates were used to estimate trips generated by the existing uses on the site and the proposed development:

- Existing Site Uses
 - Hillcrest Market – Land use code 851, *Convenience Store*, was used to estimate trip generation based on 1,000 square feet (KSF) of gross floor area. A uniform pass-by trip rate of 51 percent from the *Trip Generation Handbook*² was applied to the morning peak hour, evening peak hour, and daily trip estimates.
 - Apartments – Land use code 220, *Multifamily Housing (Low-Rise)*, was used to estimate trip generation based on the number of dwelling units (DU). No pass-by trips are assumed.
- Proposed Site Use
 - Convenience Store & Gas Station – Land use code 945, *Convenience Store/Gas Station*, was used to estimate trip generation. Trips can be estimated based on either the number of vehicle fueling positions (VFP) or KSF of gross floor area. Both methodologies were applied for comparison. A pass-by rate of 60 percent was applied to morning peak hour trips, 56 percent was applied to evening peak hour trips, and 58 percent was applied to daily trips based on ITE *Trip Generation Manual* data.

The trip generation estimates are summarized in Table 1. Detailed trip generation calculations are included as an attachment to this memorandum.

As shown in Table 1, the existing uses on the site are estimated to generate 82 morning peak hour, 64 evening peak hour, and 1,010 daily driveway trips. After deducting the pass-by trips, the primary trips on the network are estimated at 40 morning peak hour, 34 evening peak hour, and 506 daily trips.

¹ Institute of Transportation Engineers (ITE), *Trip Generation Manual*, 11th Edition, 2021.

² ITE, *Trip Generation Handbook*, 3rd Edition, 2017.



Table 1: Trip Generation Summary

ITE Code	Intensity	Morning Peak Hour			Evening Peak Hour			Daily Trips
		In	Out	Total	In	Out	Total	
Existing Development								
851 - Convenience Store	1.3 KSF	41	40	81	33	31	64	990
<i>Pass-by Percentage</i>		51%			51%			51%
<i>Pass-by Trips</i>		27	27	42	16	16	32	504
220 - Multifamily Housing (Low-Rise)	3 DU	0	1	1	1	1	2	20
Total Driveway Trips		41	41	82	34	32	64	1,010
Total Primary Trips		20	20	40	18	16	34	506
Proposed Development - Based on Vehicle Fueling Positions								
945 - Convenience Store/Gas Station	6 VFP	48	48	96	56	55	111	1,590
<i>Pass-by Percentage</i>		60%			56%			58%
<i>Pass-by Trips</i>		29	29	58	31	31	62	922
Total Primary Trips		19	19	38	25	24	49	668
Net Increase in Primary Trips		-1	-1	-2	7	8	15	162
Proposed Development - Based on GSF of Convenience Store								
945 - Convenience Store/Gas Station	2.94 KSF	60	59	119	72	71	143	1,836
<i>Pass-by Percentage</i>		60%			56%			58%
<i>Pass-by Trips</i>		36	36	72	40	40	80	1,064
Total Primary Trips		24	23	47	32	31	63	772
Net Increase in Primary Trips		4	3	7	14	15	29	266

Using the number of vehicle fueling positions as the basis for trip generation of the proposed development results in an estimated driveway volume of 96 morning peak hour, 111 evening peak hour, and 1,590 daily driveway trips. After deducting the pass-by trips, the primary trips on the network are estimated at 38 morning peak hour, 49 evening peak hour, and 668 daily trips. When compared with the existing land use, the change in primary trips (highlighted in blue) is estimated as a net decrease of 2 morning peak hour trips and a net increase of 15 evening peak hour trips and 162 daily trips.

Using the gross floor area of the convenience store as the basis for trip generation of the proposed development results in overall higher trip generation estimates compared with using the number of vehicle fueling positions. The estimated driveway volume is 119 morning peak hour, 143 evening peak hour, and 1,836 daily driveway trips. After deducting the pass-by trips, the primary trips on the network are estimated at 47 morning peak hour, 63 evening peak hour, and 772 daily trips. When compared with the existing land use, the change in primary trips (highlighted in blue) is estimated as a net increase of 7 morning peak hour trips, 29 evening peak hour trips, and 266 daily trips.



Safety Assessment

Crash History

Using data obtained from ODOT's Crash Data System, a review of the most recent five years of crash data (January 2016 through December 2020) shows two crashes were reported along the site frontage. One of the crashes was a sideswipe collision caused by reckless driving and did not involve activity associated with the site. The other crash involved a vehicle backing into the roadway from the site. The proposed site plan will not require backing movements in the future.

Based this review, no significant trends or crash patterns were identified along the site frontage. No safety mitigation is recommended.

Sight Distance

A sight distance analysis was performed for the planned project driveways. Both intersection sight distance (ISD) and stopping sight distance (SSD) are assessed. The ISD is an operational measure, intended to provide sufficient line of sight along the major street so that a driver could turn from the minor street without impeding traffic flow. The SSD is the minimum requirement to ensure safe operation of the roadway. Stopping sight distance allows an oncoming driver to see a hazard in the roadway, react, and come to a complete stop if necessary to avoid a collision. As long as the available intersection sight distance is at least equal to the minimum required stopping sight distance for the design speed of the roadway, adequate sight distance is available for safe operation of the intersection.

For S 6th Street, sight distance was measured and evaluated in accordance with standards established in *A Policy on Geometric Design of Highway and Streets*³. For intersection sight distance, the driver's eye is assumed to be 14.5 feet from the near edge of the nearest travel lane of the intersecting street and at a height of 3.5 feet above the minor-street approach pavement. The oncoming vehicle driver's eye height along the major-street approach is assumed to be 3.5 feet above the cross-street pavement. The standards for measurement were applied from the future curb location on the site frontage.

Stopping sight distance (SSD) is considered the minimum requirement to ensure safe operation of the driveway access. This distance allows the driver of a vehicle traveling on the major street to react to a turning vehicle or other object in the roadway and come to a complete stop to avoid a collision. To ensure safe operation of a driveway, the available sight distance must at least equal the minimum required stopping sight distance. SSD is the same for both passenger vehicles and trucks.

S 6th Street, which has no horizontal or vertical curvature to obstruct sight lines at the proposed site accesses. The posted speed on S 6th Street is 40 mph. Conservatively assuming a speed of 45 mph, the recommended intersection sight distance for intersecting driveways is 500 feet.

Photos of current sight lines (attached) were taken during a site visit on January 19, 2023. Looking to the south, sight lines exceed 500 feet. Looking to the north, overgrown vegetation currently blocks sight lines from the northern driveway; however, with removal of the vegetation, sight lines will exceed 500 feet.

³ American Association of State Highway and Transportation Officials (AASHTO), *A Policy on Geometric Design of Highways and Streets*, 7th Edition, 2018.



Based on this sight distance analysis, all site accesses are expected to have adequate sight lines. No mitigation pertaining to sight distance is necessary or recommended.

Site Circulation

The proposed development will include a series of three fuel pumps oriented in the north-south direction. Vehicles will be able to circulate through the fueling area in both a clockwise and counterclockwise direction using one of the two driveways to enter the site and the other driveway to exit the site.

Parking for the convenience store will be located on the north side of the building. Drivers patronizing the convenience store are anticipated to enter and exit via the northern driveway.

The underground fuel tanks will be located on the western side of the site. Fuel trucks are anticipated to enter the site from one driveway and exit from the other driveway.

Turning plans illustrating site circulation for a sport utility vehicle (SUV) and a fuel truck were prepared to show how larger vehicles would travel through the site. The turning plans are attached.

The illustration of the SUV shows a northbound vehicle making a right turn to enter the site from the south and exit the site to the north. The right turn movements can all be made without tracking into the opposing travel lane.

The illustration of the fuel truck also shows the truck traveling in the northbound direction. The truck would enter the sight making a right turn at the southern driveway, travel along the western side of the fuel pumps, and then exit making a right turn at the northern driveway. When entering and exiting the site, the fuel truck will briefly track into the opposing travel lane. This tracking is normal on two-lane roadways and truck drivers wait for appropriate gaps in traffic to complete their maneuvers. Furthermore, most fuel deliveries are made during off-peak traffic hours when roadway volumes are lower and more gaps in the traffic stream are available.

Based on a review of the turning plans, the site can safely accommodate larger passenger vehicles and fuel trucks circulating through the site.

TIS Requirements

Cottage Grove Municipal Code (CGMC) Chapter 14.41.900 identifies the criteria for when a TIS shall be required with a land use application. These criteria are listed below together with a response indicating whether the criterion is applicable, and if so, whether the condition is met.

1. A change in zoning or a plan amendment designation that significantly affects a transportation facility per provisions of Section [14.47.800](#); or

The project will not require a change in zoning or a plan amendment. The Comprehensive Plan designation is Community Commercial. The parcel is currently in the process of annexation into the city. This criterion is not applicable.

2. Any proposed development or land use action that a road authority states may cause or be adversely impacted by operational or safety concerns along its facility(ies); or

A review of the 2015 Cottage Grove Transportation System Plan does not reveal any identified operational or safety concerns on this section of S 6th Street. The roadway has two travel lanes and bike



lanes but sidewalks are sporadic and missing on the subject property. This safety concern will be addressed with required frontage improvements.

A review of the most recent five years of available crash data shows no significant trends or crash patterns were identified along the site frontage.

Based on the review of these materials, this criterion is not met.

3. Land divisions with 30 or more lots; or

The proposal does not involve a land division. This criterion is not applicable.

4. An increase in site traffic volume generation by 300 Average Daily Trips (ADT) or more; or

The trip generation estimates show that the net increase in daily traffic added to the transportation system will fall below the 300-trip threshold. This criterion is not met.

5. An increase in peak hour volume of a particular movement to and from the State highway by 20 percent or more; or

The site is not located on a state highway. The closest state facilities are the I-5 ramps which intersect S 6th Street south of the site. The state's 2019 interchange ramp volumes for Exit 172 show 1,220 average daily trips on the southbound off-ramp and 1,620 average daily trips on the northbound on-ramp. The proposed development will not generate enough added traffic to increase these ramp volumes by 20 percent. This criterion is not met.

6. An increase in use of adjacent streets by vehicles exceeding the 20,000-pound gross vehicle weights by 10 vehicles or more per day; or

The proposal will not generate 10 or more additional large trucks per day. This criterion is not met.

7. The location of the access driveway does not meet minimum sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the State highway, creating a safety hazard; or

The sight distance evaluation shows all site accesses are expected to have adequate sight lines. No mitigation pertaining to sight distance is necessary or recommended.

Based on the review of sight distance, this criterion is not met.

8. A change in internal traffic patterns that may cause safety problems, such as back up onto a street or greater potential for traffic accidents.

The site is not anticipated to create internal circulation patterns that will cause queuing onto the street. This criterion is not met.

Based on the assessment of the criteria outlined in CGMC Chapter 14.41.900, a TIS is not required.



Conclusions

Key findings from this assessment include:

- When compared with the existing land use, the proposed development is estimated add a net increase of 7 morning peak hour trips, 29 evening peak hour trips, and 266 daily trips to the surrounding transportation network.
- A review of the most recent five years of available crash data showed no significant trends or crash patterns were identified along the site frontage. No safety mitigation is recommended.
- The sight distance evaluation found all site accesses are expected to have adequate sight lines. No mitigation pertaining to sight distance is necessary or recommended.
- Truck turning plans show the site can safely accommodate larger passenger vehicles and fuel trucks circulating through the site.
- Based on the assessment of the criteria outlined in CGMC Chapter 14.41.900, a TIS is not required.

Attachments:

Site Plan

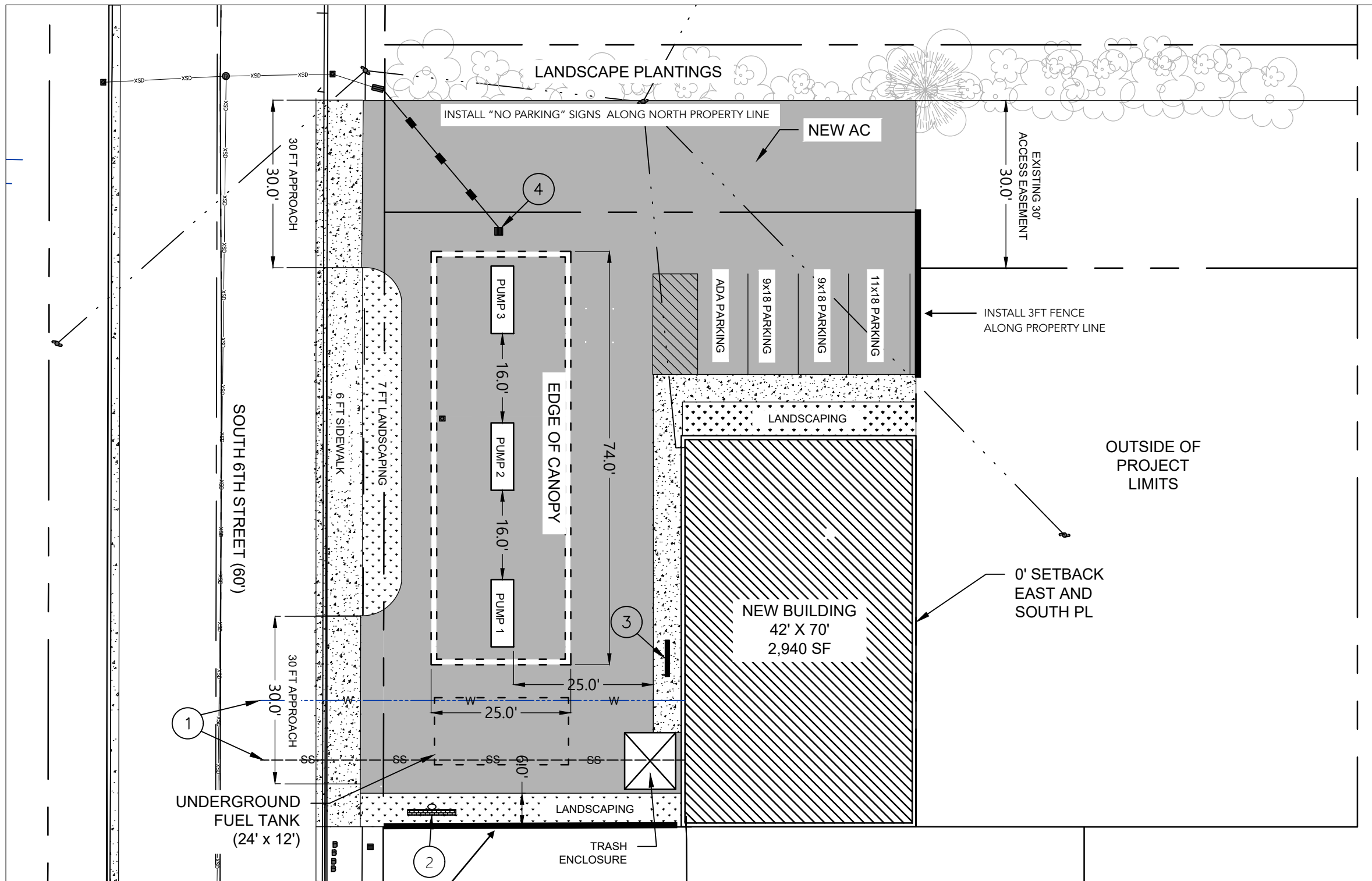
Trip Generation

Sight Distance Photos

Crash Data

Turning Templates





PRELIMINARY SITE PLAN

SHEET KEY NOTES

- ① NEW WATER AND SANITARY SERVICE LINES. COORDINATE WITH CITY DESIGN OF NEW MAINLINES IN S. 6TH ST.
- ② NEW SIGN.
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YAMHILL LAND DEVELOPMENT SERVICES LLC
 Submitting to: COTTAGE GROVE

Revision table with columns for Description, Date, and By.

Permit/Seal table with columns for Date, Description, and By.



Client/Project: Cottage Grove
 COTTAGE GROVE GAS STATION PROJECT
 Project No.: 1
 File Name: COTTAGE GS_PROPOSED SHEETS
 Scale: 1" = 10'
 Title: PRELIMINARY SITE PLAN

Revision:
 Drawing No.

Small vertical text at the bottom left corner.

ORIGINAL SHEET - ANSI B

Existing Development Hillcrest Market Convenience Store



TRIP GENERATION CALCULATIONS

Source: Trip Generation Manual, 11th Edition

Land Use: Convenience Store
Land Use Code: 851
Land Use Subcategory: All Sites
Setting/Location: General Urban/Suburban
Variable: 1000 SF GFA
Trip Type: Vehicle
Variable Quantity: **1.3**

AM PEAK HOUR

Trip Rate: 62.54

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	41	40	81

PM PEAK HOUR

Trip Rate: 49.11

	Enter	Exit	Total
Directional Split	51%	49%	
Trip Ends	33	31	64

WEEKDAY

Trip Rate: 762.28

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	495	495	990

SATURDAY

Trip Rate: 1084.2

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	705	705	1,410

Existing Development Apartments



TRIP GENERATION CALCULATIONS

Land Use: Multifamily Housing (Low-Rise)
Land Use Code: 220
Land Use Subcategory: Not Close to Rail Transit
Setting/Location: General Urban/Suburban
Variable: Dwelling Units
Trip Type: Vehicle
Variable Quantity: **3**

AM PEAK HOUR

Trip Rate: 0.4

	Enter	Exit	Total
Directional Split	24%	76%	
Trip Ends	0	1	1

PM PEAK HOUR

Trip Rate: 0.51

	Enter	Exit	Total
Directional Split	63%	37%	
Trip Ends	1	1	2

WEEKDAY

Trip Rate: 6.74

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	10	10	20

SATURDAY

Trip Rate: 4.55

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	7	7	14

Caution: Small Sample Size

Source: Trip Generation Manual, 11th Edition

Existing Development - Pass-by % Hillcrest Market Convenience Store

**Table E.14 Pass-By and Non-Pass-By Trips Weekday, PM Peak Period
Land Use Code 851—Convenience Market (Open 24 Hours)**

SIZE (1,000 SQ. FT. GFA)	LOCATION	WEEKDAY SURVEY DATE	NO. OF INTERVIEWS	TIME PERIOD	PASS-BY TRIP (%)	NON-PASS-BY TRIPS (%)			ADJ. STREET PEAK HOUR VOLUME	SOURCE
						PRIMARY	DIVERTED	TOTAL		
3	Overland Park, KS	Aug. 1987	68	4:30-5:30 p.m.	34	53	13	66	—	—
3	Overland Park, KS	July 1987	68	4:30-5:30 p.m.	28	50	22	72	—	—
-1.9	Billings, MT	1987	461	4:00-6:00 p.m.	62	13	25	38	—	ITE Montana Section Tech Center
<50.0	Chicago suburbs, IL	1987	72	3:00-6:00 p.m.	28	—	—	72	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	54	3:00-6:00 p.m.	78	—	—	22	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	34	3:00-6:00 p.m.	69	—	—	31	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	100	3:00-6:00 p.m.	63	—	—	37	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	43	3:00-6:00 p.m.	43	—	—	57	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	136	3:00-6:00 p.m.	39	—	—	61	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	74	3:00-6:00 p.m.	53	—	—	47	—	Kenig, O'Hara, Humes, Flock
<50.0	Chicago suburbs, IL	1987	60	3:00-6:00 p.m.	64	—	—	36	—	Kenig, O'Hara, Humes, Flock

Average Pass-By Trip Percentage: 51

"—" means no data were provided

**Table E.15 Pass-By and Non-Pass-By Trips Weekday, AM Peak Period
Land Use Code 853—Convenience Market with Gasoline Pumps**

SIZE (1,000 SQ. FT. GFA)	LOCATION	WEEKDAY SURVEY DATE	NO. OF INTERVIEWS	TIME PERIOD	PASS-BY TRIP (%)	NON-PASS-BY TRIPS (%)			ADJ. STREET PEAK HOUR VOLUME	SOURCE
						PRIMARY	DIVERTED	TOTAL		
2.8	Louisville area, KY	1993	—	7:00-9:00 a.m.	54	11	35	46	1,240	Barton-Aschman Assoc.
2.4	Louisville area, KY	1993	—	7:00-9:00 a.m.	48	17	35	62	1,210	Barton-Aschman Assoc.
4.2	Louisville area, KY	1993	47	7:00-9:00 a.m.	62	19	19	38	1,705	Barton-Aschman Assoc.
2.6	Crestwood, KY	1993	—	7:00-9:00 a.m.	72	15	13	28	940	Barton-Aschman Assoc.
3.7	Louisville area, KY	1993	49	7:00-9:00 a.m.	65	16	18	34	990	Barton-Aschman Assoc.
3.0	New Albany, IN	1993	62	7:00-9:00 a.m.	74	10	16	38	790	Barton-Aschman Assoc.
2.3	Louisville, KY	1993	58	7:00-9:00 a.m.	64	5	31	36	1,255	Barton-Aschman Assoc.
2.2	New Albany, IN	1993	79	7:00-9:00 a.m.	56	6	38	44	635	Barton-Aschman Assoc.
3.6	Louisville area, KY	1993	49	7:00-9:00 a.m.	67	4	29	33	1,985	Barton-Aschman Assoc.

Average Pass-By Trip Percentage: 63

"—" means no data were provided

Proposed Development Based on Vehicle Fueling Positions



TRIP GENERATION CALCULATIONS

Source: Trip Generation Manual, 11th Edition

Land Use: Convenience Store/Gas Station
Land Use Code: 945
Land Use Subcategory: GFA (2-4k)
Setting/Location: General Urban/Suburban
Variable: Vehicle Fueling Positions
Trip Type: Vehicle
Variable Quantity: **6**

AM PEAK HOUR

Trip Rate: 16.06

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	48	48	96

PM PEAK HOUR

Trip Rate: 18.42

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	56	55	111

WEEKDAY

Trip Rate: 265.12

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	795	795	1,590

SATURDAY

Trip Rate: 0

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	NA	NA	NA

Proposed Development Based on Size of Convenience Store



TRIP GENERATION CALCULATIONS

Source: Trip Generation Manual, 11th Edition

Land Use: Convenience Store/Gas Station
Land Use Code: 945
Land Use Subcategory: VFP (2-8)
Setting/Location: General Urban/Suburban
Variable: 1000 SF GFA
Trip Type: Vehicle
Variable Quantity: **2.94**

AM PEAK HOUR

Trip Rate: 40.59

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	60	59	119

PM PEAK HOUR

Trip Rate: 48.48

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	72	71	143

WEEKDAY

Trip Rate: 624.2

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	918	918	1,836

SATURDAY

Trip Rate: 0

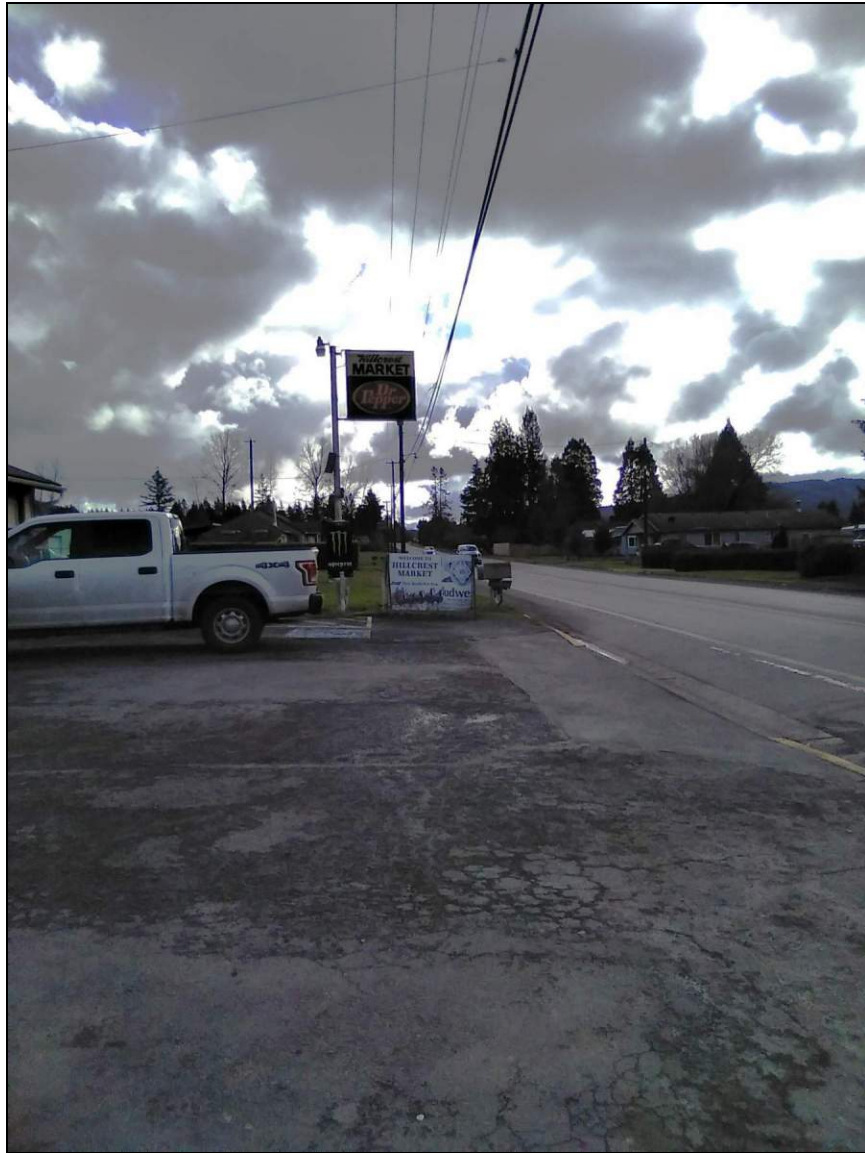
	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	NA	NA	NA

Proposed Development - Pass-by %

Vehicle Pass-By Rates by Land Use										
Source: ITE Trip Generation Manual, 11th Edition										
Land Use Code	945									
Land Use	Convenience Store/Gas Station									
Setting	General Urban/Suburban									
Time Period	Weekday AM Peak Period									
# Data Sites	16 Sites with between 2 and 8 VFP					28 Sites with between 9 and 20 VFP				
Average Pass-By Rate	60% for Sites with between 2 and 8 VFP					76% for Sites with between 9 and 20 VFP				
Pass-By Characteristics for Individual Sites										
GFA (000)	VFP	State or Province	Survey Year	# Interviews	Pass-By Trip (%)	Non-Pass-By Trips			Adj Street Peak Hour Volume	Source
						Primary (%)	Diverted (%)	Total (%)		
2	8	Maryland	1992	46	87	13	0	13	2235	25
2.1	6	Maryland	1992	26	58	23	19	42	2080	25
2.1	6	Maryland	1992	26	58	23	19	42	2080	25
2.2	8	Maryland	1992	31	47	34	19	53	1785	25
2.2	< 8	Indiana	1993	79	56	6	38	44	635	2
2.2	8	Maryland	1992	35	78	9	13	22	7080	25
2.3	6	Maryland	1992	37	32	41	27	68	2080	25
2.3	< 8	Kentucky	1993	58	64	5	31	36	1255	2
2.3	6	Maryland	1992	37	32	41	27	68	2080	25
2.4	< 8	Kentucky	1993	—	48	17	35	52	1210	2
2.6	< 8	Kentucky	1993	—	72	15	13	28	940	2
2.8	< 8	Kentucky	1993	—	54	11	35	46	1240	2
3	< 8	Indiana	1993	62	74	10	16	26	790	2
3.6	< 8	Kentucky	1993	49	67	4	29	33	1985	2
3.7	< 8	Kentucky	1993	49	66	16	18	34	990	2
4.694	12	Maryland	2000	—	72	—	—	28	2440	30
4.694	12	Maryland	2000	—	78	—	—	22	1561	30
4.694	12	Maryland	2000	—	79	—	—	21	2764	30
4.848	12	Virginia	2000	—	55	—	—	45	1398	30
5.06	12	Pennsylvania	2000	—	84	—	—	16	3219	30
5.242	12	Virginia	2000	—	74	—	—	26	1160	30
5.242	12	Virginia	2000	—	71	—	—	29	548	30
5.488	12	Delaware	2000	—	80	—	—	20	—	30
5.5	12	Pennsylvania	2000	—	85	—	—	15	2975	30
4.2	< 8	Kentucky	1993	47	62	19	19	38	1705	2
4.694	16	Maryland	2000	—	90	—	—	10	2278	30
4.694	16	Delaware	2000	—	74	—	—	26	2185	30
4.694	16	Delaware	2000	—	58	—	—	42	962	30
4.694	16	Delaware	2000	—	84	—	—	16	2956	30
4.694	16	New Jersey	2000	—	79	—	—	21	1859	30
4.694	20	Delaware	2000	—	84	—	—	16	3864	30
4.848	16	Virginia	2000	—	68	—	—	32	2106	30
4.848	16	Virginia	2000	—	85	—	—	15	2676	30
4.848	16	Virginia	2000	—	75	—	—	25	3244	30
4.848	16	Virginia	2000	—	71	—	—	29	1663	30
4.993	16	Pennsylvania	2000	—	75	—	—	25	1991	30
5.094	16	New Jersey	2000	—	86	—	—	14	1260	30
5.5	16	Pennsylvania	2000	—	82	—	—	18	1570	30
5.543	16	Pennsylvania	2000	—	84	—	—	16	1933	30
5.565	16	Pennsylvania	2000	—	77	—	—	23	2262	30
5.565	16	Pennsylvania	2000	—	68	—	—	32	2854	30
5.565	16	New Jersey	2000	—	58	—	—	42	1253	30
5.565	16	New Jersey	2000	—	79	—	—	21	1928	30
5.565	16	New Jersey	2000	---	84	---	---	16	1953	30

Proposed Development - Pass-by %

Vehicle Pass-By Rates by Land Use										
Source: ITE <i>Trip Generation Manual</i> , 11th Edition										
Land Use Code	945									
Land Use	Convenience Store/Gas Station									
Setting	General Urban/Suburban									
Time Period	Weekday PM Peak Period									
# Data Sites	12 Sites with between 2 and 8 VFP					28 Sites with between 9 and 20 VFP				
Average Pass-By Rate	56% for Sites with between 2 and 8 VFP					75% for Sites with between 9 and 20 VFP				
Pass-By Characteristics for Individual Sites										
GFA (000)	VFP	State or Province	Survey Year	# Interviews	Pass-By Trip (%)	Non-Pass-By Trips			Adj Street Peak	
						Primary (%)	Diverted (%)	Total (%)	Hour Volume	Source
2.1	8	Maryland	1992	31	52	13	35	48	1785	25
2.1	6	Maryland	1992	30	53	20	27	47	1060	25
2.2	< 8	Indiana	1993	115	48	16	36	52	820	2
2.3	< 8	Kentucky	1993	67	57	16	27	43	1954	2
2.3	6	Maryland	1992	55	40	11	49	60	2760	25
2.4	< 8	Kentucky	1993	—	58	13	29	42	2655	2
2.6	< 8	Kentucky	1993	68	67	15	18	33	950	2
2.8	< 8	Kentucky	1993	—	62	11	27	38	2875	2
3	< 8	Indiana	1993	80	65	15	20	35	1165	2
3.6	< 8	Kentucky	1993	60	56	17	27	44	2505	2
3.7	< 8	Kentucky	1993	70	61	16	23	39	2175	2
4.2	< 8	Kentucky	1993	61	58	26	16	42	2300	2
4.694	12	Maryland	2000	—	78	—	—	22	3549	30
4.694	12	Maryland	2000	—	67	—	—	33	2272	30
4.694	12	Maryland	2000	—	66	—	—	34	3514	30
4.848	12	Virginia	2000	—	71	—	—	29	2350	30
5.06	12	Pennsylvania	2000	—	91	—	—	9	4181	30
5.242	12	Virginia	2000	—	70	—	—	30	2445	30
5.242	12	Virginia	2000	—	56	—	—	44	950	30
5.488	12	Delaware	2000	—	73	—	—	27	—	30
5.5	12	Pennsylvania	2000	—	84	—	—	16	4025	30
4.694	16	Maryland	2000	—	89	—	—	11	2755	30
4.694	16	Delaware	2000	—	73	—	—	27	1858	30
4.694	16	Delaware	2000	—	59	—	—	41	1344	30
4.694	16	Delaware	2000	—	72	—	—	28	3434	30
4.694	16	New Jersey	2000	—	81	—	—	19	1734	30
4.694	20	Delaware	2000	—	76	—	—	24	1616	30
4.848	16	Virginia	2000	—	67	—	—	33	2.954	30
4.848	16	Virginia	2000	—	78	—	—	22	3086	30
4.848	16	Virginia	2000	—	83	—	—	17	4143	30
4.848	16	Virginia	2000	—	73	—	—	27	2534	30
4.993	16	Pennsylvania	2000	—	72	—	—	28	2917	30
5.094	16	New Jersey	2000	—	86	—	—	14	1730	30
5.5	16	Pennsylvania	2000	—	90	—	—	10	2616	30
5.543	16	Pennsylvania	2000	—	87	—	—	13	2363	30
5.565	16	Pennsylvania	2000	—	81	—	—	19	2770	30
5.565	16	Pennsylvania	2000	—	76	—	—	24	3362	30
5.565	16	New Jersey	2000	—	61	—	—	39	1713	30
5.565	16	New Jersey	2000	—	86	—	—	14	1721	30
5.565	16	New Jersey	2000	---	81	---	---	19	2227	30



Sight Lines Looking to the South



Sight Lines Looking to the North

OREGON.. DEPARTMENT OF TRANSPORTATION - TRANSPORTATION DEVELOPMENT DIVISION
TRANSPORTATION DATA SECTION - CRASH ANALYSIS AND REPORTING UNIT
COUNTY ROAD CRASH LISTING

LANE COUNTY

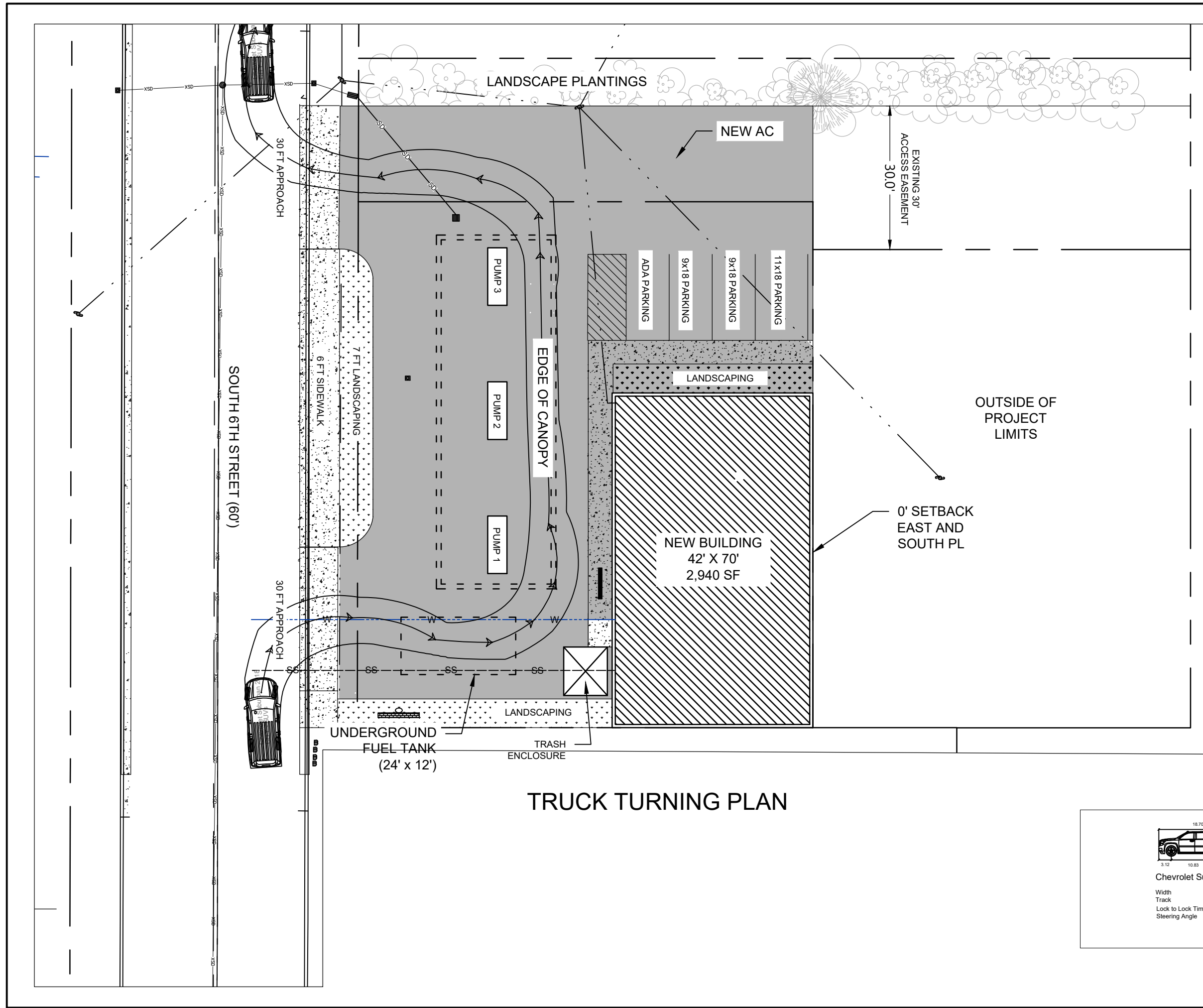
S 6TH ST, MP 0 to 1.2, 01/01/2016 to 12/31/2020

1 - 2 of 2 Crash records shown.

SER#	P	R	J	S	W	DATE	MILEPNT	COUNTY ROADS	INT-TYPE	SPCL USE	ACT	EVENT	CAUSE																
INVEST	E	A	U	I	C	O	DAY	DIST FROM	FIRST STREET	RD CHAR	(MEDIAN)	INT-REL	OFFRD	WTHR	CRASH	TRLR	QTY	MOVE	A	S									
RD DPT	E	L	G	N	H	R	TIME	INTERSECT	SECOND STREET	DIRECT	LEGS	TRAF-	RNDBT	SURF	COLL	OWNER	FROM	TO	P#	TYPE	INJ	G	E	LICNS	PED				
UNLOC?	D	C	S	V	L	K	LAT	LONG	LRS	LOCTN	(#LANES)	CONTL	DRVWY	LIGHT	SVRTY	V#	TYPE				ERROR								
04026	Y	N	N	#	N	N	10/26/2018	1.10	S 6TH ST	STRGHT		N	Y	RAIN	PRKD	MV	01	NONE	0							27,01,33			
# E R R O R																													
COUNTY							FR	3	CLEVELAND ST	S	(NONE)	BUS STPSGN	N	WET	SS-O		PRVTE		S -N							000	00		
Y							3P			01			N	DAY	INJ		PSNGR	CAR			01	DRVR	INJC	20	M	NONE	016,047,051	038	27,01,33
N							43 46 38.11	-123 3			(02)																		
# E R R O R																													
																	02	NONE	0										
																	PRVTE		S -N							032	00		
																	PSNGR	CAR											
03272	N	N	N	#			09/13/2017	1.11	S 6TH ST	ALLEY		N	N	CLR	ANGL-OTH	01	NONE	9									02		
# E R R O R																													
NO RPT							WE	4	CLEVELAND ST	S	(NONE)	UNKNOWN	N	DRY	BACK		N/A		E -W							018	00		
N							3P			03			N	DAY	PDO		PSNGR	CAR			01	DRVR	NONE	00	Unk	UNK	000	000	00
N							43 46 37.51	-123 3			(02)																		
# E R R O R																													
																	N/A		S -N							000	000	00	
																	PSNGR	CAR			01	DRVR	NONE	00	Unk	UNK	000	000	00

Disclaimer: The information contained in this report is compiled from individual driver and police crash reports submitted to the Oregon Department of Transportation as required in ORS 811.720. The Crash Analysis and Reporting Unit is committed to providing the highest quality crash data to customers. However, because submittal of crash report forms is the responsibility of the individual driver, the Crash Analysis and Reporting Unit can not guarantee that all qualifying crashes are represented nor can assurances be made that all details pertaining to a single crash are accurate. Note: Legislative changes to DMV's vehicle crash reporting requirement, effective 01/01/2004, may result in fewer property damage only crashes being eligible for inclusion in the Statewide Crash Data File.

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Chevrolet Suburban 2018

Feet	
Width	: 6.50
Track	: 6.63
Lock to Lock Time	: 6.0 s
Steering Angle	: 35.4 deg

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 Tel: +1.503.476.7702
 ddj@ylds@gmail.com
 YLDS is not responsible for any errors or omissions and is not licensed to the planning engineer.

Submitting to: COTTAGE GROVE

Revision	By	Date	Appr

Permit/Seal

Client/Project
Cottage Grove
 COTTAGE GROVE
 GAS STATION PROJECT
 Cottage Grove, Oregon

Project No.: 1
 File Name: COTTAGE_GS_TRUCK_TURNING_PLAN
 Scale: 'X' = 'X'

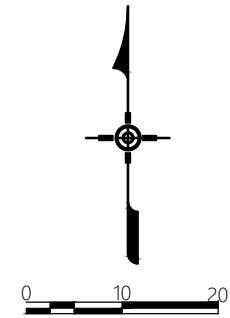
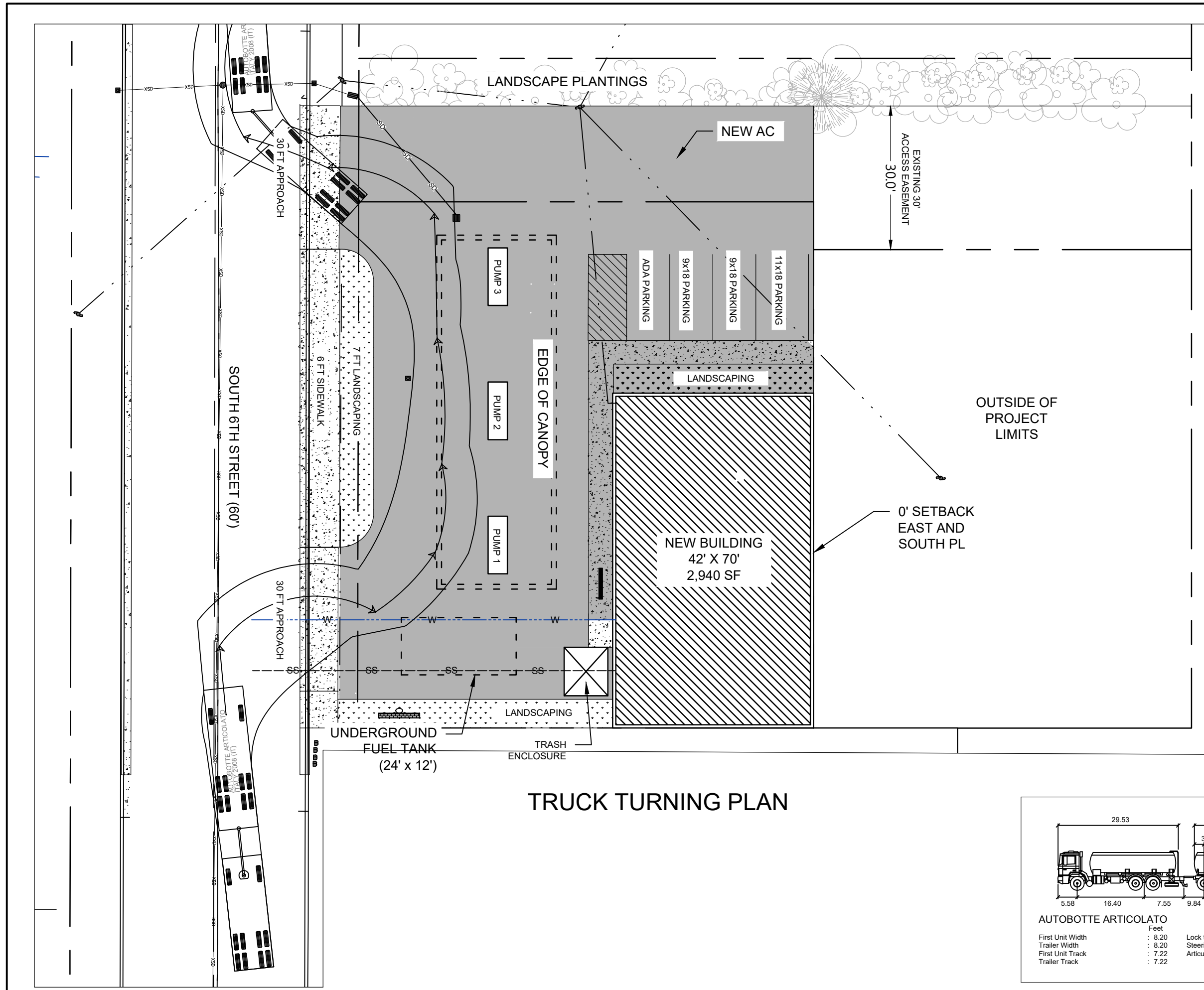
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Dsgn.	SD	Chkd.	DD.MM.YYYY

Title
TRUCK TURNING PLAN

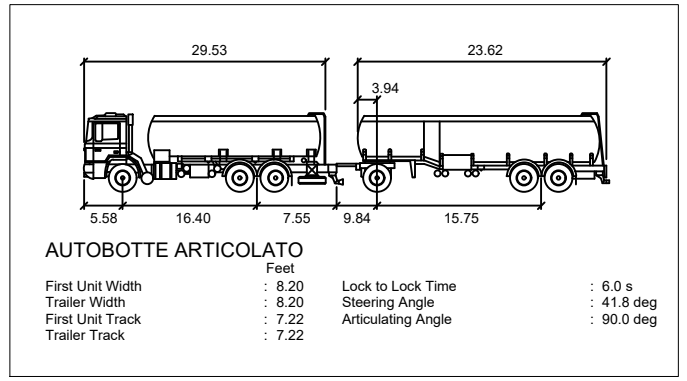
Revision:
Drawing No.

C-102 4 of 10

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TRUCK TURNING PLAN



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Submitting to: COTTAGE GROVE

Revision	By	App'd	DD.MM.YYYY

Issued	By	App'd	DD.MM.YYYY

Permit/Seal

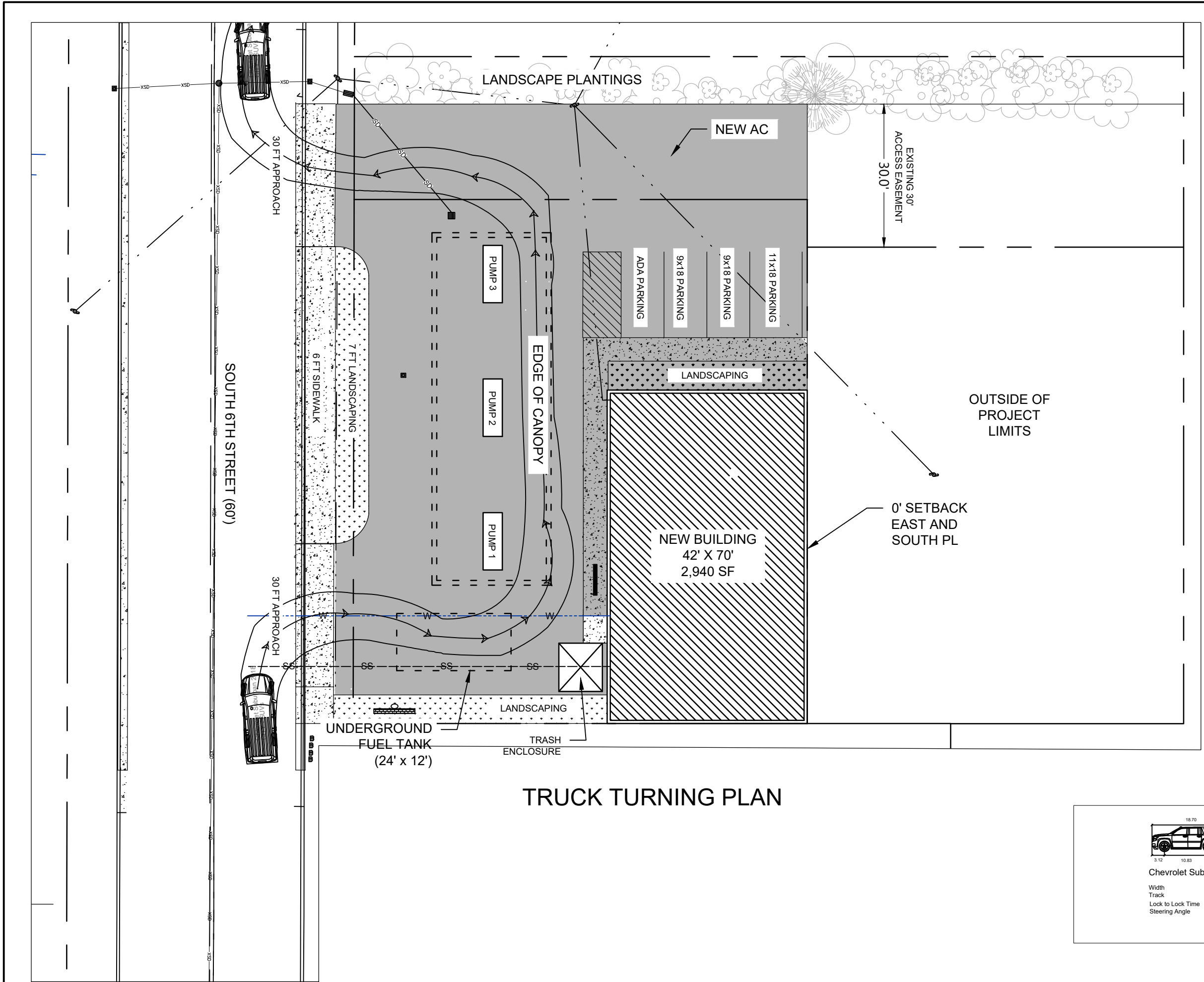
EXPIRES: 12/31/2023

Client/Project: Cottage Grove
 COTTAGE GROVE GAS STATION PROJECT
 Cottage Grove, Oregon

Project No.: 1
 File Name: COTTAGE_GS_TRUCK_TURNING_PLAN
 Scale: 'X' = 'X'

SD	SD	DD	03-29-2023
Dwn.	Dsgn.	Chkd.	DD.MM.YYYY

Title: TRUCK TURNING PLAN
 Revision:
 Drawing No.

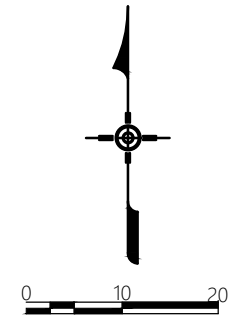


18.70
3.12 10.83

Chevrolet Suburban 2018

Width	: 6.50
Track	: 6.63
Lock to Lock Time	: 6.0 s
Steering Angle	: 35.4 deg

Project No.: 1
File Name: COTTAGE GS TRUCK TURNING PLAN
Scale: 1/8" = 1'-0"
03/29/2023



Submitting to: **COTTAGE GROVE**

Revision	By	App'd	DD.MM.YYYY

Issued	By	App'd	DD.MM.YYYY
DESIGN DEVELOPMENT	SD	DD	DD.MM.YYYY
FOR REVIEW	DD	DD	DD.MM.YYYY
FOR CONSTRUCTION	DD	DD	DD.MM.YYYY

Permit/Seal



Client/Project: Cottage Grove
COTTAGE GROVE GAS STATION PROJECT
Cottage Grove, Oregon

Project No.: 1
File Name: COTTAGE GS TRUCK TURNING PLAN
Scale: 1/8" = 1'-0"
Date: 03/29/2023

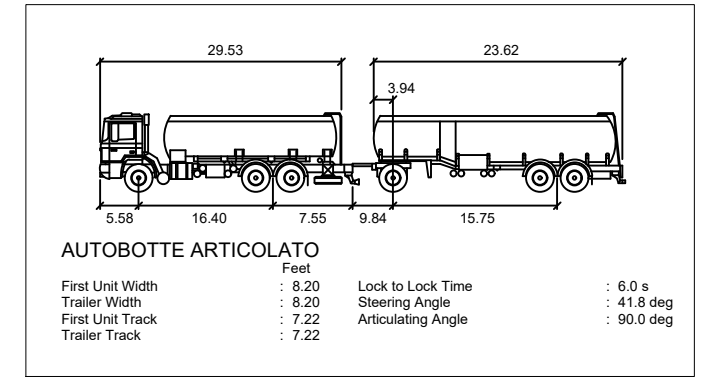
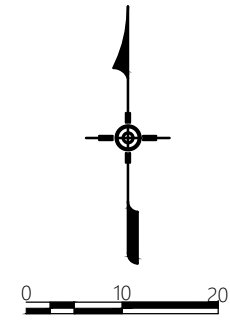
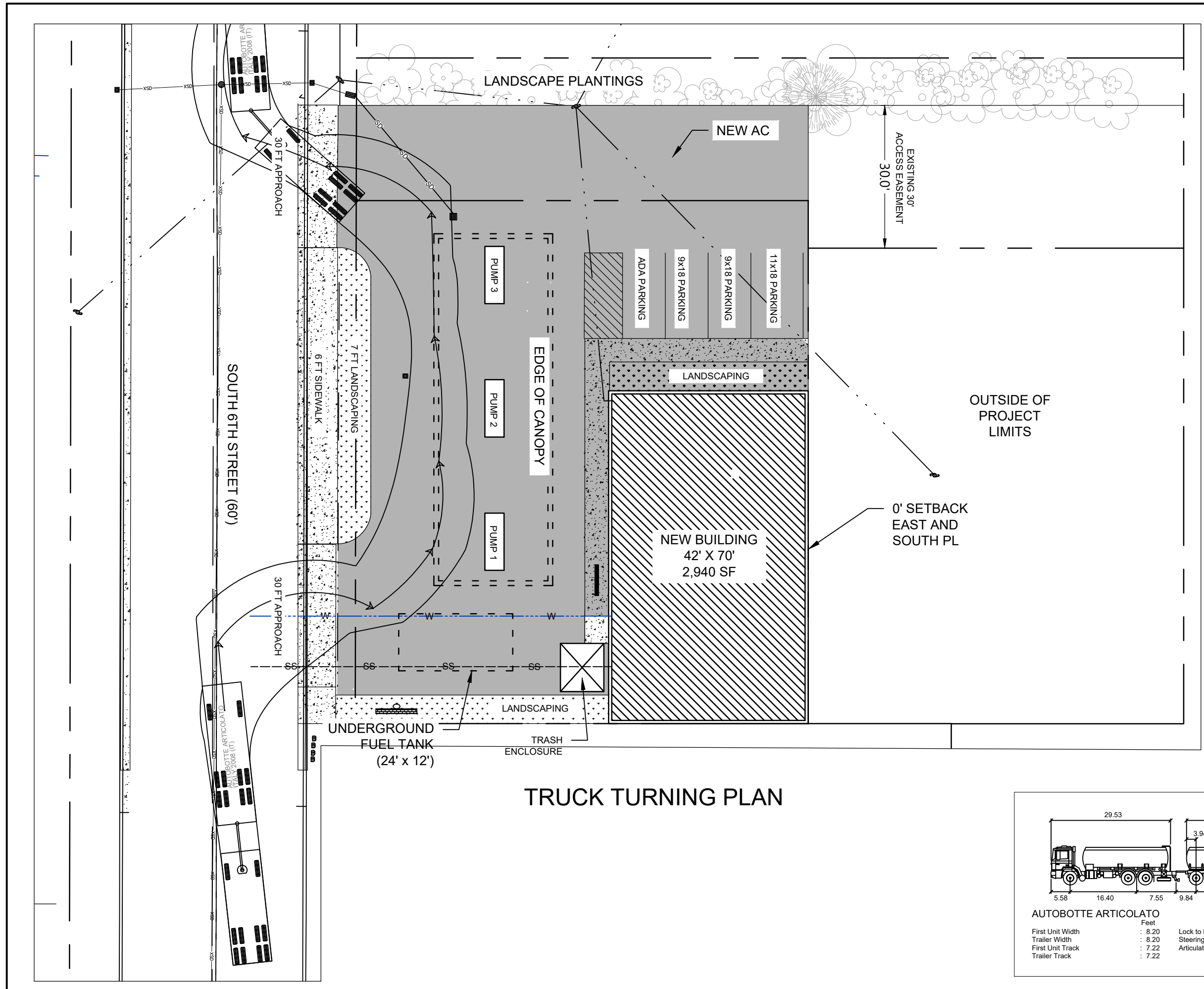
Title: TRUCK TURNING PLAN

Revision:
Drawing No.

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www.ylds.com
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C:\Users\100754669\OneDrive\Work\Cottage Grove\gas station\truck turning plan update
2023.03.29 4:53:18 PM



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Submitting to: **COTTAGE GROVE**

Revision	By	Appd.	Date
			DD.MM.YYYY

Revision	By	Appd.	Date
			DD.MM.YYYY

Permit/Seal

Client/Project: Cottage Grove

COTTAGE GROVE GAS STATION PROJECT

Cottage Grove, Oregon

Project No.: 1

File Name: COTTAGE_GS_TRUCK_TURNING_PLAN

Scale: X' = X'

Dwn.	Dsgn.	Chkd.	Date
SD	SD	DD	03-29-2023
			DD.MM.YYYY

Title: **TRUCK TURNING PLAN**

Revision: _____

Drawing No. _____

Michael C Parker
 77969 S 6th Street
 Cottage Grove Or

City Hall Meeting

March 15, 2023

541-654-2151

My thanks to the mayor, city council and city officials for allowing me to speak. On March 14, yesterday, there was a site review meeting. Neighbors of the Hillcrest Market were able to express concerns about the site plan with E & M Remodeling and Concrete.

Eric and Melissa conducted a good two-way conversation. They took notes, listened and made eye-contact. Sadly, what was missing was a city official or one of their bosses from the council.

Probably it is written that the urban growth population is not a concern at this point. I just think it would have been gracious and respectful had a city official been there.

As I said Eric and Melissa listened to the individuals. They answered the questions they were asked. Some concerns could not be answered by them. For instance: 1. Excessive speed on the street. 2. Blocked line of sight in the Hillcrest Market area. 3 Concerns about traffic congestion.

The site plan looks good but there might not be enough space for vehicles and delivery trucks. Had a city official been at the meeting, they would have been able to discuss these issues with our neighbors. When citizens are asked to gather and discuss future development, taking time out of their lives, it should be important enough that a city official be present.

I am young enough to know that everyone answers to someone. I believe the council answers to its citizens and manages its city employees. Having said that, I suggest that the council receives its agenda and necessary info earlier than they do now.

Citizens who are asked in the future to attend site meetings should be given more than four working days/ notice. Doing that would allow for better decision making.

It has been educational for my wife and I and stressful to receive all the mailings about the Hillcrest Market remodel, even though we are very grateful for all the information.

The city employees/staff have had to deal with my opinionated Irish personality. They have been great.

I was able to speak to Eric on the phone at the very beginning of all this. He answered my questions and explained briefly the procedures, and we are thankful for that.

In closing, the site plan puts the back of the building on the property line. So I am sure that council members and city officials would not mind a 70ft x 20 ft. grey brick wall on their homes' property line.

I do want to see our neighborhood be successful, but concerns about city procedures and the overall neighborhood safety, out-weigh a commercial success.

I would like to thank my wife, Lisette, for keeping me on track and typing this for me.

Thank you all.



EXHIBIT F

Eric Mongan <planner@cottagegrove.org>

Planning/Development Comments

Chris Silva <chriss@epud.org>

Wed, Apr 5, 2023 at 12:58 PM

To: Eric Mongan <planner@cottagegrove.org>

Eric,

NESC and EPUD require the following clearances and also guidance regarding gas stations;

NESC Table 234-1: Clearance of Signs to 20.8kV unguarded rigid parts (wire)

Horizontal: 7' to portions that are readily accessible to persons / 7' to portions that are not readily accessible to persons. EPUD typically wants to see 10' from any structure to the closest phase wire.

Vertical: 14' over or under cat-walks and other surfaces upon which personnel walk and 7.5' over or under other portions of such installations that are deemed as not being readily accessible to personnel.

Gasoline Dispensing Stations per NESC;

"Electric equipment installed in areas used for dispensing flammable liquids shall be installed in accordance with application sections of NFPA 30A-200 and the NEC." NESC does not reference clearances to these types of facilities, so we will rely on the site being built under the conditions listed in the NESC.

Hopefully this helps? Let me know if you have any other questions or concerns.

Thanks,

Chris

[Quoted text hidden]