

STAFF REPORT
PAK TECH SILOS
CONDITIONAL USE PERMIT CUP 4-16
September 28, 2016

PROPOSAL DESCRIPTION

Date application filed: August 17, 2016

Owner: Borg Commercial Properties
1680 Irving Road
Eugene, OR 97402

Applicant: Eric Hall, Architect
116 Hwy 99 N, Suite 100
Eugene, OR 97402

Location: 230 Davidson Avenue
Map 20-03-27-40 TL 608, 610, 611, 612, 613

Present Conditions: vacant industrial building

Proposed Use: Industrial (Manufacturing), with 59' tall silos for product storage

Comp Plan Designation: I Industrial

Zoning: M-2 Heavy Industrial

Proposal: The applicant proposes to operate plastics product manufacturing business in the existing, vacant industrial building at 230 Davidson Avenue (previously occupied by Kwikkee Products). As part of the processing requirements for their business, PakTech, they need product storage silos installed on the site. These silos, three of which are proposed, are 59' tall. Per Section 2.4.150, Industrial Districts – Building and Structure Height, “the maximum allowable height of buildings and structures in the M-1 and M-2 districts is 35 feet, except that taller buildings and structures are allowed when approved as part of a Conditional Use Permit, provided they conform to the R/R-1 height step-down.” Hence this conditional use permit application has been made to approve 3 59' high storage silos.

The subject development site is within the Cook’s Industrial Park. It includes 5 parcels upon which the old Kwikkee Building is located. The building has been vacant for several years, but still has a substantial parking lot, parking lot lighting, some landscaping, loading facilities, trash areas, etc. The 3 material storage silos are proposed to be located at the southwest corner of the building, along the back wall where there is currently a recessed loading dock. The material will be gravity fed from these silos through piping into the manufacturing line to be installed inside the building.

- The overall scope of the project includes:
- replacement of the existing roof;
 - removal of the existing single loading dock (pit), retaining walls at dock edges, associated guard rails, and rain awning at the southwest corner of the facility;
 - installation of (3) material storage silos in the previous location of the loading dock; construction of an elevated evaporative cooling platform with 3 cooling units for excess heat dispersal generated from new product process equipment at south side of facility;

- restoration of existing site landscaping to replace missing or dead vegetation and repair damaged automatic irrigation system;
- installation of exterior short-term bicycle rack near main building entry and exterior long-term covered and secure bicycle parking rack near employee entrance;
- construction of interior high piled storage racking frame for product storage complete with new rooftop mounted smoke/heat vents and 6 foot high draft curtains at ceiling to meet current Building and Fire Code requirements; and
- installation of new interior wall finishes within main manufacturing area.

Building permits for the roof and interior remodeling have been issued or are under review.

Surrounding properties to the north, east and west of the development site are zoned M-2 Heavy Industrial. To the south of the development site lies the City of Cottage Grove's Row River Nature Park, a Parks & Recreation-zoned Natural Resource Area. The Row River Nature Park includes locally and nationally designated wetlands along the Row River, which bends to the east approximately 230' from the southeast corner of the proposed development site. There is a large sized wetland in the southeast corner of the development site that is connected hydrologically to the Row River. This wetland is protected by a substantial vegetative buffer, and is approximately 260' from the site of the proposed silos.

The eastern 2/3rds of the development site, including most of the building, is within the Transitional Zone of the Cottage Grove Airport, a State Department of Aviation-owned and -operated municipal airport to the northeast of the Cook's Industrial Park. The location of the silos is immediately to the west but outside of this Transitional Zone.

COMMENTS RECEIVED

Comments were received from Ron Bradsby, City of Cottage Grove Engineer on September 19, 2016. These comments are addressed in this staff report and included in the conditions of approval.

The Oregon Department of Aviation submitted a letter on September 7th stating that they did not object with conditions to the construction described in this proposal. Marking and lighting are recommended for aviation safety, however. (See exhibits.) FAA regional office (Portland) stated verbally that they had no comments on September 16, 2016.

APPROVAL CRITERIA; CUP 2-16

Chapter 4.1.800 Neighborhood Meetings

B. Applicability. *Applicants for Type III quasi-judicial applications such as master plans, subdivisions over 3 acres, and conditional uses are required to meet with adjacent property owners and neighborhood representatives prior to submitting their application to the City in order to solicit input and exchange information about the proposed development. A Type III application for a master plan, subdivision or conditional use shall not be considered complete without a copy of the meeting notice and minutes and/or recording of the meeting.*

Adjacent property owners (within 300') were invited to attend an informational meeting to discuss the proposed project on August 24, 2016. Six people attended. (See exhibits.) This complies with the requirements of Chapter 4.1.800.

Chapter 4.4.400 Conditional Use Permits - Criteria, Standards and Conditions of Approval.

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the standards and criteria below:

A. Use Criteria.

- 1. The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic conditions;*

Staff response and findings of fact:

The site size, dimensions, location, topography and access are adequate for the needs of the proposed use. The site is fully developed for use as an industrial processing facility. The only modifications necessary to the exterior of the building is the closure/fill of a loading dock/pit on the southwest rear corner of the building in order to place the proposed silos in that location. There is another loading dock/pit to the right of the silos that will remain in use and is adequate for the proposed manufacturing use. No additional site modifications, beyond refreshing parking lot striping, relandscaping, and new bicycle parking, are proposed. Interior alterations will be subject to building code, specialty codes, City engineering standards, and Uniform Fire Code requirements.

The proposed silos are 12' in diameter by 59'-2 1/4" high. They are approximately 400 feet from the public right-of-way of Davidson Avenue, tucked behind the bulk of the existing 35' high building. Due to their location, the silos will not create a visual intrusion as viewed from the street or from adjacent industrial lots. The southern boundary of the property is a City park, but the pedestrian path that runs along the eastern spine of the park adjacent to PakTech's property is shielded from the industrial development by existing vegetation and tree canopy. This wetland and riparian vegetation will be preserved.

No new exterior lights are proposed at the existing facility apart from those required by FAA. All existing security and parking lot lighting shall be shielded so as to not extend onto adjacent properties.

The business owner will be required to provide an on-site storage plan for hazardous materials to the local South Lane Fire & Rescue Fire Marshal and State Fire Marshal. Fire extinguishers will be required throughout business. A fire inspection will be required prior to occupancy.

Vehicular traffic, including truck traffic and employee traffic, will use existing entrances off of Davidson Avenue. The expected traffic level is consistent with traffic for adjacent industrial uses, and will not have negative impacts upon the existing street system. Davidson is a minor commercial street in the City's transportation system, and was built to accommodate this level and type of vehicular traffic.

Parking will be located on existing paved areas. The parking lot will need to be restriped prior to occupancy. As a condition of approval, four (4) ADA accessible spaces, one (1) of which must be van-accessible, included in this restriping. Proper signage for both types of accessible spaces will be required. These spaces must be 9' wide x 20' long. ADA accessible parking space must be compliant with Section 3.3.300.D and must meet current 2010 Oregon Specialty Code in terms of dimensional standards and signage.

Long term bicycle parking is required. The applicant may accommodate long-term bike parking within the buildings, or construct separate long-term covered/secured parking. This shall be a condition of approval for the building permit process.

To comply with landscaping standards and improve the aesthetic quality of the property, the applicant is required to reestablish the original landscaping for the development site. This should include replacement of lost trees, shrubs and ground cover to provide visual screening of the site from the right-of-way. Per 3.3.200(E), “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.” An irrigation system shall be required for all landscaping beds or trees. A backflow device will be required for the irrigation system and/or overall water system.

All existing trees shall be retained. Replacement trees shall be chosen from the City’s street tree list. New trees shall be 1 ½” at 4’ in height at time of planting. The property owner will be responsible for the survival and maintenance of these trees.

A garbage enclosure is required if more than a single garbage can is needed. To meet Section 3.2.300.E(3)(c), garbage enclosures must have a decorative wall, evergreen hedge or opaque fence no more than 6’ in height.

Storm water runoff is not to adversely affect adjacent property owners; therefore no overland flow is allowed. All storm water runoff on commercial property shall be contained on the property prior to connecting the public storm drainage system. Onsite storm drainage will be impacted by filling in the loading dock. Information regarding this system will need to be submitted with the building permit submittal. See Engineering Department comments.

Water and sanitary sewer service are already provided to the existing building. Although it appears that the existing services are adequately sized for the proposed use, fixture counts will need to be provided at time of building permit submittal for review by Engineering/Utilities to ensure that the current services are adequate.

Signage is not included in this application. The applicant shall comply in the future with the requirements of Chapter 3.8.500 for all signage.

The property is already either developed with gravel or asphalt pavement, and the level of proposed traffic across this pavement should cause little to no dust.

Building, mechanical and electrical permits will be required for the siting of the silos. These plans must include information regarding modifications to the on-site storm drainage system (as a storm drain exists at the bottom of the loading pit) as well as engineering analysis of soil bearing conditions. Proposed lighting on the silos should be included in the building permit submittal, as marking and lighting of the silos is recommended for aviation safety. The silos must be installed and maintained in accordance with FAA Advisory Circular AC70/7460-1L per the Oregon Department of Aviation.

Staff finds that the site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic conditions, provided conditions of approval found above are met.

- 2 *The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval;*

Staff response and findings of fact: Potential negative impacts from the proposed use include aviation hazards (from light and tall structures), noise, light spill, and potential fire hazard.

The proposed silos are located just outside of the transitional zone of the Cottage Grove Airport. The Oregon Department of Aviation submitted a letter of comment regarding the construction of material silos up to 70' in height on this property (Aviation Reference 2016-ODA-251-OE, see exhibits). They did not object with conditions to the construction described in this proposal. Marking and lighting in accordance with FAA Advisory Circular AC70/7460-1L is recommended, however. It will be the applicant's responsibility to show compliance with this recommendation as part of the building permit submittal for the silos.

The applicant's narrative describes the process for filling the proposed silos with HDPE pellets. This filling operation takes 1-2 hours and is accompanied by 12 decibels of sliding noise as the material tumbles through the transfer pipe into the silo. To mitigate impacts of this noise on adjacent park users, the applicant shall be responsible for complying with the City's Nuisance Code standards for Noise (Chapter 8.12.110). Machinery shall be contained, maintained and buffered in such a manner that its use does not create a loud or unreasonable grating, grinding, rattling or other noise. In particular, noise after 9:00pm must be mitigated so as to have little or no impact upon adjacent properties (or five feet beyond the property on which the sound originates as per allowed decibel levels designated in ORS 467). Filling operations should be limited to daylight hours to ensure that this code is met.

Security and parking lot lighting shall be shielded so as to not extend onto adjacent properties.

The business owner will be required to provide an on-site storage plan for hazardous materials to the South Lane Fire & Rescue Fire Marshal and State Fire Marshal, and place required fire extinguishers throughout business. A fire inspection will be required prior to occupancy.

Staff finds that this criterion has been met through these conditions of approval and the application of appropriate state law.

3 *All required public facilities have adequate capacity to serve the proposal;*

Staff response and findings of fact: The City Engineer has provided comments showing adequate capacity for water, sewer, sanitary sewer and streets within the area for the proposed development, as well as conditions of approval that will ensure that all required public facilities are developed to city standards.

Staff finds that this criterion has been met through compliance with conditions of approval and Engineering comments.

4 *Willamette River Greenway criteria in Section 3.7.400 have been met, as applicable"*

Staff response and findings of fact: The site is not adjacent to or within the Willamette River Greenway. Therefore, this criterion is not applicable.

B. *Site Design Standards. The Site Design Review approval criteria (Section 4.2.600) shall be met.*

Conditions of approval already stipulated above will address parking, bicycle parking, landscaping, storm drainage, circulation, vehicular access, garbage containment and lighting.

CONCLUSION

Conditional Use Permit **approval** pursuant to Section 4.4.400 Conditional Use Permits – Criteria, Standards and Conditions of Approval 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 Conditional Use Permit CUP 4-16 be **approved** for the proposed 59’ high silos at 230 Davidson Avenue pursuant to Section 4.4.400 Conditional Use Permits – Criteria, Standards and Conditions of Approval which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

CONDITIONS OF APPROVAL

1. Conditional Use approval shall be effective for a period of 18 months from the date of approval. The approval shall lapse if: A public improvement plan or building permit application for the project has not been submitted within 18 months of approval; or construction on the site is in violation of the approved plan.
2. Major modifications to these plans shall be approved by the Planning Commission.
3. Building, mechanical and electrical permits will be required for the siting of the silos. These plans must include information regarding modifications to the on-site storm drainage system (as a storm drain exists at the bottom of the loading pit) as well as engineering analysis of soil bearing conditions. Proposed lighting on the silos should be included in the building permit submittal, as marking and lighting of the silos is recommended for aviation safety. The silos must be installed and maintained in accordance with FAA Advisory Circular AC70/7460-1L per the Oregon Department of Aviation.
4. Compliance with building code, specialty codes, City engineering standards, and Uniform Fire Code will be conditions of approval for all structures placed on the property.
5. The business owner will be required to provide an on-site storage plan for hazardous materials to the South Lane Fire & Rescue Fire Marshal and State Fire Marshal, and place required fire extinguishers throughout business. A fire inspection will be required prior to occupancy.
6. A garbage enclosure is required if more than a single garbage can is needed. To meet Section 3.2.300.E(3)(c), garbage enclosures must have a decorative wall, evergreen hedge or opaque fence no more than 6’ in height.
7. Four (4) ADA accessible spaces, one (1) of which must be van-accessible, shall be included in this restriping. Proper signage for both types of accessible spaces will be required. These spaces must be 9’ wide x 20’ long. ADA accessible parking space must be compliant with Section 3.3.300.D and must meet current 2010 Oregon Specialty Code in terms of dimensional standards and signage.
8. Long-term bicycle parking space must be provided at a ratio of 1 per 15,000 sq. ft. of floor area.
9. The original landscaping for the development site shall be reestablished. This should include replacement of lost trees, shrubs and ground cover to provide visual screening of the site from the right-of-way and along the adjacent bike path.
10. Replacement trees shall be chosen from the City’s street tree list. New trees shall be 1 ½” at 4’ in height at time of planting. The property owner will be responsible for the survival and maintenance of these trees.
11. An irrigation system shall be required for all landscaping beds or trees. A backflow device will be required for the irrigation system.
12. All storm water runoff on commercial property shall be contained on the property prior to connecting the public storm drainage system. See Engineering Comments for stormwater requirements.
13. Pre-existing security and parking lot lighting shall be shielded so as to not extend onto adjacent properties.

14. The applicant shall be responsible for complying with the City's Nuisance Code standards for Noise (Chapter 8.12.110). Machinery shall be contained and buffered in such a manner that its use does not create a loud or unreasonable grating, grinding, rattling or other noise. In particular, noise after 9:00pm must be mitigated so as to have little or no impact upon adjacent properties (or five feet beyond the property on which the sound originates as per allowed decibel levels designated in ORS 467). Filling operations should be limited to daylight hours to ensure that this code is met.
15. Compliance with sign code 14.3.800 will be required.
16. Engineering comments dated September 19, 2016 shall be considered conditions of approval (see Exhibit A).

MATERIALS TO BE PART OF THE RECORD

File CUP 4-16

EXHIBITS

- A. Applicant's Site Plan and Elevation
- B. Applicant's narrative
- C. Summary Meeting Notes, Neighborhood/Applicant Meeting, August 24, 2016
- D. ODA letter, dated September 7, 2016
- E. Engineering Comments, September 19, 2016

E DAVIDSON AVE

SITE PLAN NOTES

- 1

EDGE OF (E) ASPHALT PAVING
- 2

PROVIDE 5'x7' CONC SLAB FOR (2) SHORT-TERM BICYCLE PARKING SPACES
- 3

REPLACE DEAD/MISSING TREES & SHRUBS TO MATCH ORIGINAL LANDSCAPE PLAN APPROVED BY THE CITY AT THE TIME OF PREVIOUS PERMITS
- 4

PROPOSED CONC FOUNDATION FOR (3) MATERIAL STORAGE SILOS - (2) PROPOSED & (1) FUTURE - SEE ELEVATIONS
- 5

PROPOSED EVAPORATION COOLING TOWERS ABOVE (E) SHED STRUCTURE - SEE ELEVATIONS
- 6

REMOVE (E) LOADING DOCK, GUARDRAILS & CANOPY - CAP (E) STORM DRAIN SYSTEM AS REGD
- 7

PROPOSED 4'x8' ROOFTOP SMOKE/HEAT VENTS - (4) TOTAL
- 8

LIMITS OF PROPOSED HIGH-PILED STORAGE AREA WITHIN (E) BLDG
- 9

APPROX EDGE OF (E) WETLANDS AREA FROM PRIOR PERMIT DOCUMENTS
- 10

PROVIDE COVERED SECURE STORAGE FOR (4) 2'x6' LONG-TERM BICYCLE PARKING SPACES
- 11

(E) 4'x20' ADA PARKING SPACE IV REGD STRIPING & SIGNAGE
- 12

(E) 4'x20' VAN ACCESSIBLE ADA PARKING SPACE IV REGD STRIPING & SIGNAGE
- 13

(E) FDC LOCATION
- 14

(E) CHAINLINK FENCE & GATE
- 15

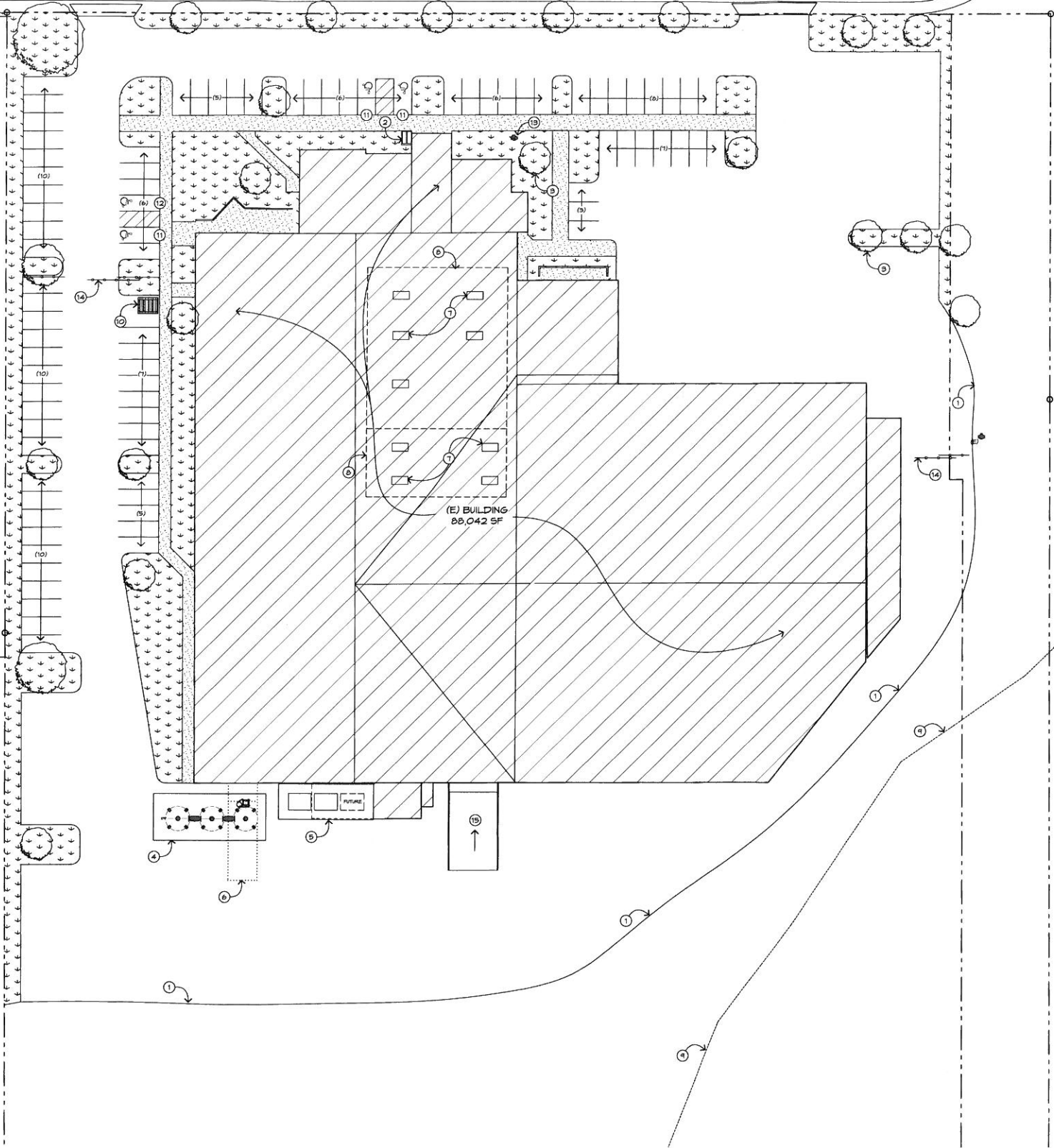
(E) LOADING DOCK TO REMAIN

SITE PLAN LEGEND

- PROPERTY CORNER
- (E) ASPHALT PAVING TO REMAIN
- LANDSCAPING
- (E) CONC PAVING
- (E) PARKING SPACES
- (E) (3) PORT FIRE HYDRANT

PARKING MATRIX

SPACE DESCRIPTION	SQUARE FOOTAGE	VEHICLE RATIO (SP/100 FT ²)	BICYCLE RATIO (SP/100 FT ²)	VEHICLE REQUIRED	BICYCLE REQUIRED	
					LONG TERM	SHORT TERM
OFFICE	9,125	1/ 500	VARIES	18.4	1.0	0.2
MANUFACTURING	20,501	1/ 1,000	1/ 15,000	20.5	1.4	NONE
WAREHOUSE	57,616	1/ 2,000	1/ 40,000	28.8	1.4	NONE
EXEMPTED FLOOR AREA	0					
				TOTAL REQUIRED	TOTAL REQUIRED	VEHICLE SPACES PROVIDED
				64.2	3.8	0.2
				83	4	2
				ACCESSIBLE SPACES REQUIRED	TOTALS	1 VAN Accessible Spaces included
				3	4	1
				3 Standard Accessible Spaces included		
				1 VAN ACCESSIBLE		
				1	0	
						6



SITE PLAN
1" = 30'

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CONDITIONAL USE PERMIT
230 DAVIDSON AVE - COTTAGE GROVE, OR 97424

DOCUMENT TYPE
CUP

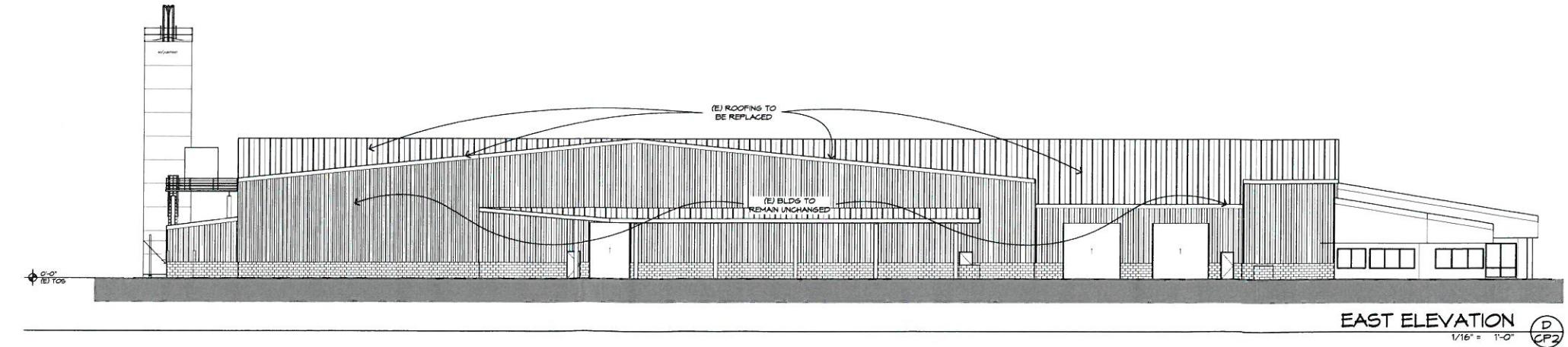
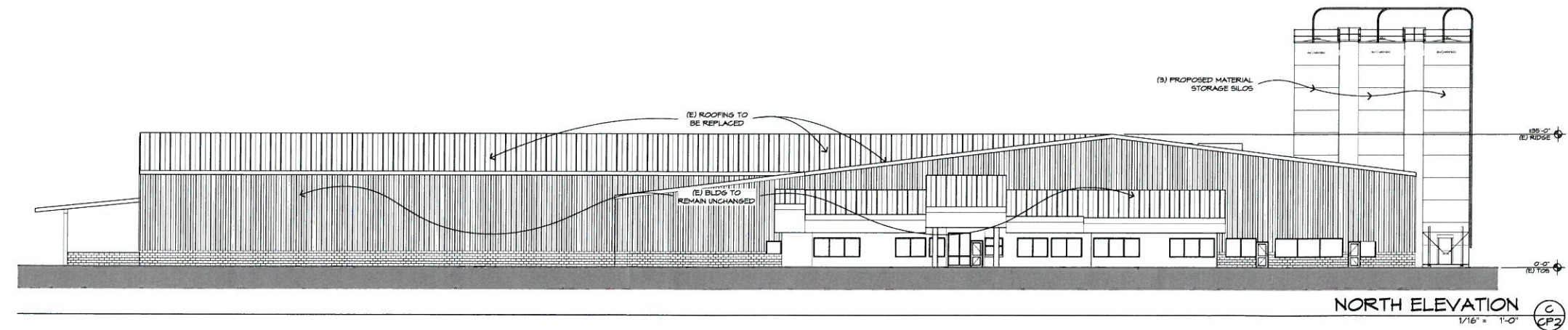
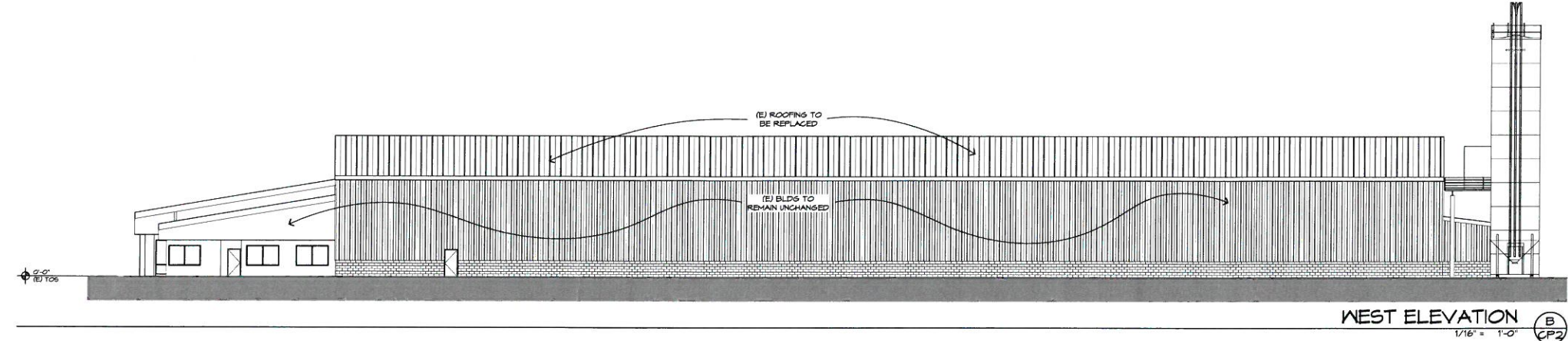
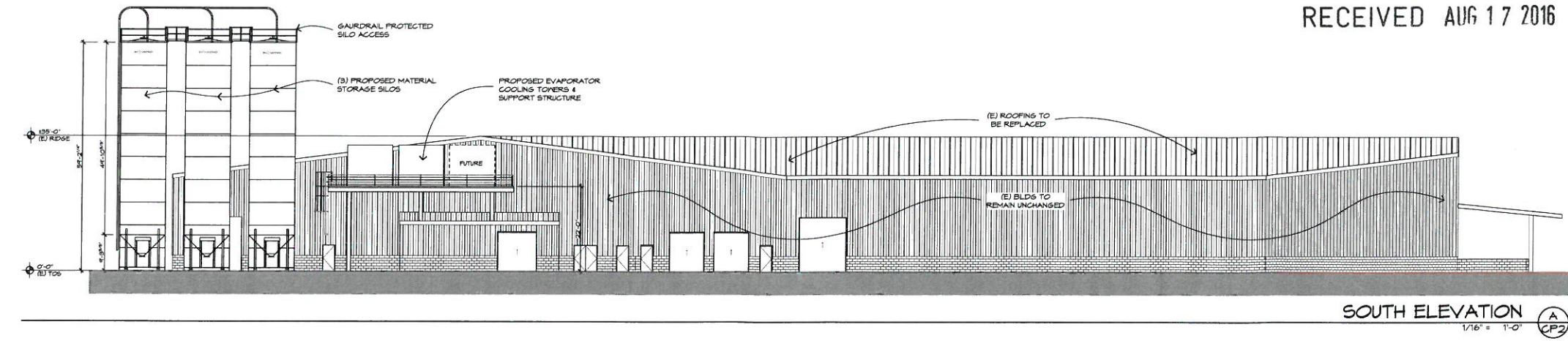
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REVISED DATE:

DRAWN: MH/VBL

PROJECT
1612.1

CP1

RECEIVED AUG 17 2016



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CONDITIONAL USE PERMIT
230 DAVIDSON AVE - COTTAGE GROVE, OR 97424

DOCUMENT TYPE
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PROJECT
1612.1
CP2

NARRATIVE ACCOMPANYING
CONDITIONAL USE PERMIT APPLICATION
FOR
PAKTECH MANUFACTURING
AT
230 DAVIDSON AVENUE

WRITTEN STATEMENT

In accordance with the Conditional Use Permit (CUP) application submittal requirements, this written statement and the enclosed attachments describe the proposed development and demonstrators that the proposal complies with the relevant CUP criteria under the City of Cottage Grove Code Section 4.4.300. This CUP proposal is subject to the Type III application review process per Section 4.4.200.

I. Land Use Request

The present request is for a Conditional Use Permit (CUP) approval for the installation of (3) material storage silos exceeding the allowed 35' foot height restriction. These silos are proposed to be located on the South-West corner of the existing manufacturing facility located at 230 Davidson Avenue.

The general scope of the proposed building and site renovations includes the following:

- Remove existing metal roof and insulation and replace with new metal roof and insulation;
- Remove existing single loading dock (pit), retaining walls at dock edges, associated guardrails, and rain awning at South-West corner of facility;
- Construct (3) material storage silos at South-West corner of facility;
- Construct elevated evaporative cooling platform with (3) cooling units for excess heat dispersal generated from new product process equipment at South side of facility;
- Re-stripe (re-fresh) existing vehicular parking lot with adequate spaces to meet current code minimums, including (4) accessible parking stalls complete with appropriate signage;
- Restore existing site landscaping to replace missing or dead vegetation and repair damaged automatic irrigation system;
- Install exterior short-term bicycle rack near main building entry to meet current zoning code. Also provide exterior long-term covered and secured bicycle parking rack near employee entrance to meet current zoning code;
- Construct interior high piled storage racking frame for product storage complete with new rooftop mounted smoke/heat vents and 6 foot high draft curtains at ceiling to meet current Building and Fire Code requirements;

- Install new interior wall finish at West, South and East surfaces in main manufacturing area.
Proposed: 5/8" plywood up to 10' AFF with 5/8" gypsum board from 10' up to roof.

The subject property is (and remains) zoned as Heavy Industrial (M-2).

As demonstrated in Section IV (below), the subject CUP request meets all applicable CUP approval criteria in effect at the time of filing and should be approved as proposed.

II. Site Description

This CUP request applies to the currently vacant property located at 230 Davidson Avenue. The subject site is relatively flat with frontage along Davidson Avenue. The subject site is approximately 326,241 square feet in size or approximately 7.49 acres.

The subject site is currently developed with a surface parking lot located off Davidson Avenue. There are 85 existing parking spaces (code minimum is 70), 4 of which are designated as accessible.

There are no natural features or existing significant trees located on the subject property. The existing street trees are proposed to remain. The majority of the existing landscaping on the subject site is proposed to remain and/or restored. As part of the landscape restoration process, all dead or missing trees/shrubs will be replaced with similar vegetation at the time of approval of the original facility.

III. Relevant Land Use History

The subject property has been and continues to be zoned as Heavy Industrial (M-2).

IV. Approval Criteria - Conditional Use Permit Supporting Facts and Findings

This section is organized by documenting the applicable approval criteria per Section 4.4.400 in ***bold italics***, followed by proposed findings in normal text.

4.1.800 - Neighborhood meetings

The City requires all applicants for a Conditional Use to include proof that the applicant held a Neighborhood Meeting. Applicant is required to meet with adjacent property owners and neighborhood representatives prior to submitting their application to the City in order to solicit input and exchange information about the proposed development. A Type III application for a conditional use shall not be considered complete without a copy of the meeting notice and minutes and/or recording of the meeting.

Findings: The required neighborhood meeting will be held prior to the public hearing scheduled for September 21, 2016. Meeting notes will also be provided of items discussed.

4.4.400 - Criteria, Standards and Conditions of Approval.

The city shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of these standards and criteria.

Use Criteria.

The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, visibility, safety, and aesthetic considerations;

Findings: The existing site size, site dimensions, location, topography and site access are adequate and remain unchanged for the proposed use by the applicant. The majority of the building mass is not proposed to change except for the proposed (3) 12' diameter x 59'-2 1/4" high material storage silos at the South-West side of the property (see full description of these silos and their function below). These proposed silos are approximately 400 feet from Davidson Avenue and the lower 2/3 of the silos are shielded by the existing 35' high pre-engineered metal building intended for use as a manufacturing facility. These silos will not create a visual intrusion or annoyance to the adjacent industrial properties based on distance, height, and shielding.

Parking, traffic, noise, vibration and exhaust/emissions will remain unchanged from the prior approved use.

There are no proposed new exterior lights being proposed at this existing facility (except perhaps a small beacon on top of the silos may be added, if required by the local jurisdiction), so light and glare are not considered a factor.

Erosion, odor, visibility, safety and aesthetic considerations will also remain unchanged from the prior approved use, and therefore are not to be considered a factor.

Proposed Silo Description:

The function of the (3) material silos in this manufacturing process is critical to ensure enough raw pelletized material is stored on-site to accommodate uninterrupted product manufacturing. This is accomplished by alleviating the potential delay time between pellet product delivery (by rail service), transfer of pellet product to commercial delivery trucks, and finally the transfer of pellets to the manufacturing site. The use of the silos for product storage provides the needed buffer and allows seamless manufacturing to occur.

The silos store solid HDPE (High Density Polyethylene) pellets. Three silos are necessary to store the three separate grades of materials used in the manufacturing process. The pellet grades are: 1) Bright post-consumer reclaimed HDPE, 2) Standard post-consumer reclaimed HDPE, and 3) Virgin HDPE. It is necessary that these three distinct and unique materials are stored in separate vessels (silos) to prevent co-mingling of the materials.

Logistically, all three silos are filled via a 4 inch diameter transfer pipe that runs from the commercial delivery truck, up the exterior silo wall with a 180-degree sweeping 36 inch radius bend returning into the silo top. The pellet material is pneumatically transferred into the silo from the delivery truck by using a pump mounted on the delivery truck. During filling operations the material transfer typically makes a 12-decibel sliding noise as it tumbles through the transfer pipe. Pellet transfer operations typically take 1-2 hours to complete the transfer of approximately 50,000 pounds of material per truck load.

During the transfer operation of pelletized material from the silo to the manufacturing process, the noise decibel level is less than the initial silo filling operations mentioned above. The pelletized material is vacuumed from an enclosed space at the bottom of the silo skirt utilizing vacuum pumps located inside the manufacturing facility. These vacuum pumps can't be heard audibly from the exterior of the facility.

Typically, manufacturing silos do not require any light-producing devices (fixtures). The only light-production device that may be installed would be a safety beacon light, but only if required by local code due to the height of the structure.

Silo tops will be surrounded by safety railing for occasional inspection of the top access vent/hatch located near the fill pipe. The three silos will be connected via a walkway between them and accessed from a safety fall-stop ladder attached to one of the silos. Access to the top of the silo is controlled by a locking cage that prevents access up the ladder.

The silo exterior finish color will be white with ladder and railing finishes being either black or silver/grey.

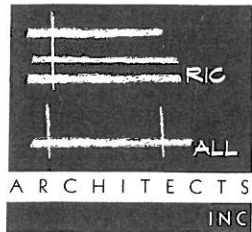
V. Conclusion

Based on the information and findings contained in this written statement, associated attachments and drawings, the proposed CUP application meets the criteria of approval contained in the City of Cottage Grove Code. Therefore, the applicant requests that the City approve this proposal as presented. Both the applicant and the applicant's representative are available for questions as necessary.

If you have any questions about the above application, please do not hesitate to contact Eric Hall at Eric Hall, Architects at (541) 688-5594.

Sincerely,

Bill Lemons, Architect



RECEIVED AUG 17 2016

August 16, 2015

RE: PakTech Manufacturing
Neighborhood Meeting Notice

Dear Neighbor:

You are cordially invited to attend an informational meeting to discuss a proposed project located at 230 Davidson (formerly Kwikkee Products) in Cottage Grove. The proposal tentatively includes the addition of three (3) product storage silos. These silos are approximately 12' in diameter x 59' high.

Because these silos exceed the maximum zoning height of 35', a conditional use permit (CUP) application must be submitted to the city for comment and review.

On behalf of the applicant preparing this proposal, I invite you to attend this meeting with us and our neighbors to review our plans for revitalizing the building and site. A copy of a preliminary site plan is included on page two of this invitation.

WHAT: Meeting to review preliminary proposal to add (3) silos to manufacturing site at
230 Davidson Avenue

WHO: PakTech, adjacent property owners and residents in the surrounding area

WHEN: August 24, 2016 at 7:00 pm

WHERE: 230 Davidson Avenue (former location of Kwikkee Products)

At this time, no applications for this proposal have been submitted to the City of Cottage Grove. Your comments at this early stage of development are valuable in helping us to formulate our design. We hope you will consider attending.

For more information, please feel free to contact Bill Lemons % Eric Hall Architects by telephone at 541.688.5594 or via email at ehastudio@erichallarchitects.com

NOTICE OF NEIGHBORHOOD MEETING

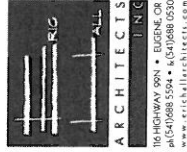
• PROPOSED PROJECT: REVITALIZE THE BUILDING & SITE
INSTALL (3) MATERIAL SILOS FOR PAKTECH

• MEETING DATE: AUGUST 24, 2016

• MEETING TIME: 7:00 PM

• MEETING LOCATION: 230 DAVIDSON AVE

• CONTACT:



BILL LEMONS
ERIC HALL ARCHITECTS, INC
(541) 688-5594
ehastudio@ericshallarchitects.com

RECEIVED AUG 17 2016

**Summary Meeting Notes
from
Neighborhood / Applicant Meeting**

Project: PakTech Renovation and Silo Addition

Applicant: PakTech

Phone: (541) 461-5000

Meeting Date: August 24, 2016

Meeting Time: 7:00 pm

Meeting Location: 230 Davidson, PakTech Meeting Room

Brief project description (as presented in the meeting):

PakTech is the current owner of the currently vacant building. PakTech currently desires to install (3) product storage silos that are approximately 12' in diameter and 59' tall. Because these silos exceed the maximum zoning height of 35', a Conditional Use Permit (CUP) application must be submitted to the City for comment and review.

Key comments or questions raised at the meeting:

- Where will the silos be located?
- What does PakTech produce at this manufacturing site?
- Are you aware that the annual dirt track car rally brings in large semi-trucks that usually park along Davidson street?
- Can the public come visit this facility when it is operational for a tour?
- What is the time frame for completion and operation of this facility?

Note: There were no concerns or issues that required follow-up for additional discussion as presented at this neighborhood meeting.

Meeting adjourned at 7:30 pm

Neighborhood Meeting Attendee Sign-In Sheet

Project: PakTech Renovation, Remodel and Silo Expansion

Facilitator: Eric Hall, Architect

Meeting Date: August 24, 2016

Place: 230 Davidson, Lunchroom

Time: 7:00 pm

Name	Address	Phone (optional)	Email (optional)
1. Bill Lemons	116 Hwy 99 N	(541) 688-5594	bill@erichallarchitects.com
2. Dan Shook	5480 Charles Way	(541) 556-8550	dan.shook@paktech-opl.c
3. Gary & Valerie Nash	235 Davidson		valerie@oip.ne
4. Cathy Forgey	30570 Camas Swale Rd Creswell		acforgeyle2@hotmail
5. Eric L. Hall	116 Hwy 99 N	(541) 688-5594	ERIC@ERICHALLARCHITECTS.COM
6. Scott Dient	1680 Irving Rd.	(541) 461-5000	
7.			
8.			
9.			
10.			
11.			
12.			



Oregon

Kate Brown, Governor



September 7, 2016

Mike Hoffman
Eric Hall Architects, Inc
(541)688-5594

3040 25th Street, SE
Salem, OR 97302-1125
Phone: (503) 378-4880
Toll Free: (800) 874-0102
FAX: (503) 373-1688

Subject: Oregon Department of Aviation comments regarding the construction of material silos constructed to 70-FEET in height located in Cottage Grove, Oregon.

Aviation Reference: 2016-ODA-251-OE

The Oregon Department of Aviation (ODA) has conducted an aeronautical study of this proposed construction and has determined that notice to the FAA is required. The structure does exceed FAR Part 77.9 (b and TERPs) and Obstruction Standards of OAR 738-70-0100.

This determination is based, in part, on the foregoing description which includes specific coordinates and heights. Any changes to the original application will void this determination. Any future construction or alteration to the original application will require a separate notice from ODA.

This determination will expire 18 months after its effective date, regardless of whether the proposed construction or alteration has been started, or on the date the proposed construction or alteration is abandoned, whichever is earlier.

Mitigation Recommendation:

- ☒ We do not object with conditions to the construction described in this proposal. This determination does not constitute ODA approval or disapproval of the physical development involved in the proposal. It is a determination with respect to the safe and efficient use of navigable airspace by aircraft and with respect to the safety of persons and property on the ground.
- ☒ Marking and lighting are recommended for aviation safety. We recommend it be installed and maintained in accordance with FAA Advisory Circular AC70/7460-1L
- ☐ The proposed obstruction should to be lower to a height that is no longer a hazard to the airport primary and horizontal surface FAA FAR 77
- ☐ The proposed obstruction should be relocate outside the airport primary and horizontal surface FAA FAR 77

Sincerely,

Jeff Caines, AICP – Land Use Planner