

STAFF REPORT
CASCADE RETORT FREEZER BUILDING ADDITION
MODIFICATION TO APPROVAL MTA 1-23
2,400 SF ADDITION W/ COVERED ENTRY TO EXISTING INDUSTRIAL
DEVELOPMENT
July 7, 2023

PROPOSAL DESCRIPTION

Date application filed: June 12, 2023

Date application complete: June 20, 2023

Owner/Applicant: Mike Babcock
120 S. 12th Street
Lakeside, OR 97449

Location: 365 Palmer Ave
Map 20-03-27-40 TL 202/413

Present Conditions: Cascade Retort

Comp Plan Designation: I Industrial

Zoning: M Industrial

Proposal:

The applicant proposes an expansion of an existing industrial development by replacing the temporary refrigeration unit with a permanent, pre-fabricated freezer box that is approximately 2,400 SF in size. This proposed addition will be located on the contiguously owned Tax Lot 202, directly north of the main use. This application is a Modification to Approval due to the size and addition to the current development. The site was originally reviewed and approved with conditions by Site Design Review File No. DR 3-88 and 19-91, with additional applications of CUP 1-88 and MP 2-88. The proposed addition is an expansion of the existing, permitted use within the zone.

COMMENTS RECEIVED

Comments were received from City Planner Eric Mongan on July 7, 2023, are discussed below, and are attached as conditions.

APPROVAL CRITERIA; MTA 1-23

14.46.300 Major Modifications

B. Major Modification Applications; Approval Criteria. *An applicant may request a major modification using a Type II or Type III review procedure, as follows:*

- 1. Upon the Community Development Director determining that the proposed modification is a major modification, the applicant shall submit an application form, filing fee and narrative, and a site plan using the same plan format as in the original approval. The Community Development Director may require other relevant information, as necessary, to evaluate the request.*
- 2. The application shall be subject to the same review procedure (Type II or III), decision making body, and approval criteria used for the initial project approval, except that adding a conditional use to an approved project shall be reviewed using a Type III procedure.*
- 3. The scope of review shall be limited to the modification request. For example, a request to modify a parking lot shall require site design review only for the proposed parking lot and any changes to associated access, circulation, pathways, storm drainage, lighting, trees, and landscaping. Notice shall be provided in accordance with Chapter 14.41.*
- 4. The decision making body shall approve, deny, or approve with conditions an application for major modification based on written findings on the criteria.*

Staff response and findings of fact: The Modification to Approval application was deemed complete on June 20, 2023. Per Table 14.24.110, “Light Industrial” and “Light Manufacturing and Production” are both listed as permitted uses in the Industrial zone.

The following criteria are deemed applicable to this application:

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 on June 12, 2023. The application was deemed complete on June 20, 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 proposed 2,400 sf addition and covered entryway to the existing development will continue to meet all required standards found in the M Industrial zone. Findings are made to the specific criteria later in this report.

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 Uses and Development;*

Staff response and findings of fact: The proposed addition will be placed within an existing, conforming development. Both the building and the use are conforming to the M Industrial District standards. This criterion is not applicable.

4. *The application complies with all of the Design Standards in Chapter 3:*
 - a. *Chapter [14.31](#) - Access and Circulation;*
 - b. *Chapter [14.32](#) - Landscaping, Significant Vegetation, Street Trees, Fences and Walls;*
 - c. *Chapter [14.33](#) - Parking and Loading;*
 - d. *Chapter [14.34](#) - Public Facilities;*
 - e. *Chapter [14.35](#) - Surface Water Management;*
 - f. *Chapter [14.36](#) - Other Standards, as applicable;*
 - g. *Chapter [14.37](#) – Sensitive Lands*

Staff response and findings of fact: Design standards from Chapter 3 are not applicable to this application as the proposed addition does not include or require changes to access and circulation, landscaping, parking and loading, or sensitive lands. This criterion is not applicable.

4. *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 building and site development was previously reviewed and approved by land use action DR 19-91, CUP 1-88, DR 3-88, and MP 2-88. All conditions of approval were met at the time of development. This criterion is not applicable.

14.24.120 Industrial Districts – Setback yards; Industrial Buffers

A. Purpose. *Setback yards and buffers provide separation between industrial and non-industrial uses for fire protection/security, building maintenance, sunlight and air circulation, noise buffering, and visual separation.*

B. Applicability. *The setback yard and buffer standards in subsections C through F of this section are minimum standards that apply to buildings, accessory structures, mechanical equipment, and other development (but not buffers as required under subsection G of this section). In granting a Conditional Use Permit, the approval body may increase the standard yards and/or buffers consistent with the criteria in Chapter [14.44](#). The approval body may also*

decrease the standard yards and/or buffers through the Conditional Use Permit process; provided, that all applicable building and fire safety codes are met.

C. Front and Street Yard Setbacks.

- 1. Industrial (M) District: Minimum of 20 feet.*
- 2. Business Park (BP) District: Minimum of 25 feet from designated arterial streets, 20 feet from collector streets, and 15 feet from local streets.*

D. Rear Yard Setbacks.

- 1. Adjacent to a Commercial or Industrial District: Minimum of 10 feet, except common wall buildings with 0-setback are allowed;*
- 2. Abutting a Residential District: Minimum of 20 feet, and conformance with the R/R-1 height step-down standards in Section 14.22.170.C.*

E. Side Yard Setbacks. There are no required side-yard setbacks, except a minimum of 20 feet and conformance with the R/R-1 height step-down standards in Section 14.22.170.C is required when an Industrial District abuts an R or R-1 District.

Staff response and findings of fact: The applicant has provided a site plan (Exhibit C) that demonstrates compliance with all of the setback standards listed above. Adjacent properties are zoned Industrial, Airport District, and a county parcel which is zoned as M2 – Light Industrial District. The proposed development shows the structure abutting the property line. To maintain the location of the structure, as a condition of approval and prior to building permits being issued, the applicant will need to apply for a lot consolidation. The north setback is proposed at 22 feet, and adheres to the side setback standards. While the submitted site plan does not detail the additional side setbacks, it appears that the additional side setback standards are met. As a condition of approval and before issuance of building permits, a to-scale site plan must be submitted detailing conformance to these standards. This criterion is met with conditions.

F. Minimum Landscape Area (% site area). *The minimum landscape area for M Industrial District shall be 5%. The minimum landscape area for BP Industrial District shall be 20%. Landscape area may include plant areas and some non-plant areas as allowed under Section 14.32.300.D.*

Staff response and findings of fact: The subject parcels include approximately 7,356sf of landscaped area which is approximately 9% of the site. This exceeds the minimum standard for the M Industrial District. This criterion is met as proposed.

G. Buffering Other Yard Requirements.

1. Buffering. *The approval body may require landscaping, fences, walls or other buffering that exceed the landscaping standards in Chapter 14.32 when it finds through Site Design Review (Chapter 14.42), Conditional Use Permit review (Chapter 14.44), and/or Master Planned Development review (Chapter 14.45), as applicable, that more or different buffering is necessary to mitigate adverse noise, light, glare, and/or aesthetic impacts to adjacent properties.*

Developments within Industrial Districts abutting Residential Districts will be required at minimum to erect a fence, evergreen hedge or wall along the property line that is the zone boundary. The approval body may also require a fence, evergreen hedge or wall to be erected to screen the view of storage yards and operations not enclosed in a building. The fence, hedge or wall shall screen not less than 70 percent of the view and be between 5 and 8 feet in height.

2. Pedestrian Access. *The approval body may require the construction of pedestrian access ways through required buffers to ensure pedestrian connections within large developments, between multiple development phases, or connecting to public sidewalks, walkways, or multi-use pathways. The design of access ways shall conform to Section 14.31.300.*

Staff response and findings of fact: The subject parcels are not abutting a residential district. The only buffering that will be required is the screening of the trash and recycling area, which is a condition of approval. This criterion is met as conditioned.

14.24.130 Industrial Districts – Building Coverage

A. Industrial (M) District: *Maximum building coverage, 80 percent.*

Staff response and findings of fact: The existing building and the proposed addition will encumber 22,870sf of the total 79,279sf lot or approximately 28% lot coverage. As the building covers less than 80% of the total lot, this criterion is met as proposed.

14.24.140 Industrial Districts – Site Layout and Design

A. Development Compatibility. *Industrial uses and developments shall be oriented on the site to minimize adverse impacts (e.g., noise, glare, smoke, dust, exhaust, vibration, etc.) and to provide compatibility with adjacent uses to the extent practicable. The following standards shall apply to all development in the Industrial and Business Park Districts:*

1. *Mechanical equipment, lights, emissions, shipping/receiving areas, and other components of an industrial use that are outside enclosed buildings, shall be located away from residential areas, schools, parks and other non-industrial areas to the maximum extent practicable; and*

2. *The City may require a landscape buffer, or other visual or sound barrier (fence, wall, landscaping, or combination thereof), to mitigate adverse impacts that cannot be avoided, as provided in Section [14.24.120](#).*

Staff response and findings of fact: The subject property is not adjacent to a residential zone or near any schools or parks. The only buffering that will be required is the screening of the trash and recycling area, and shall be a condition of approval. Landscaping has been established that exceeds the minimum requirements. The proposed expansion area is at the back of the development, in the rear of the lot, inside a fenced area. This criterion is met as previously conditioned.

B. Large-Scale Commercial Development – M District Only. *Developments containing 40,000 square feet or more commercial, retail, wholesale, or office floor area in an Industrial District shall have pedestrian-oriented design. This standard is satisfied when the approval body finds that a development meets the all of the following criteria:*

1. *The commercial block layout standards in Section 14.23.150.D are met; and*
2. *The architectural standards in Section [14.23.170](#) are met. For the purpose of meeting the build-to line standards in subsection 14.23.170.B(4), the build-to line is parallel to all abutting street property lines at a distance of 60 feet from the street property line.*

Staff response and findings of fact: The subject development is less than 40,000 sf. This criterion is not applicable.

14.24.150 Industrial Districts – Building and Structure Height

The maximum allowable height of buildings and structures in the M 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.

Staff response and findings of fact: The applicant has provided site plans (Exhibit C) that demonstrates compliance with all of the standards listed above from Table 14.23.120, as described below. The applicant proposes a structure that is 21 feet tall. This is below the allowed 35 feet permitted within the M Industrial zone. This criterion is met as proposed.

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: No public improvements were proposed with this application. At the time of development, if utilities or other public improvements are constructed, reconstructed, or repaired, the appropriate associated permits must be submitted. Comments from the City Planner, dated July 7, 2023, have been included and any of the following conditions shall apply to this development:

Development Comments

General

- Developer shall be responsible for payment of all system development charges and review fees.
- Erosion Prevention Best Management Practices shall be used as appropriate and as required by Chapter 14.35.
- Stormwater runoff shall not adversely affect adjacent properties.

Storm Drainage

- At time of Building Permit application plans shall show how stormwater will be addressed, i.e. to parking lot or to a separate stormwater facility.

Sanitary Sewer

- No proposed changes or additions to sanitary sewer proposed on plans

Water

- No proposed changes or additions to water proposed on plans

Chapter 14.35 – Surface Water 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.*

Staff response and findings of fact: The proposed development is not an exempt activity and will disturb approximately 2,400sf of land. Therefore, erosion prevention standards shall be a condition of approval. This criterion is met as conditioned.

- 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.*

Staff response and findings of fact: Erosion prevention and sediment control will be required as part of the proposed development. There are no riparian areas or wetlands surrounding the site. No sediment or other pollutants are allowed to enter the city storm water system. Mud, soil, and debris shall not be tracked out onto the public right of way and must be maintained on site. This criterion is met as previously conditioned.

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).

2. Permit Classifications. The public works and development director or his designee may issue the following types of permits, either of which will meet the requirements of subsection (E)(1) of this section:
 - a. Individual Permit. A person, property owner, or easement holder of record may obtain an individual permit for each construction activity on the same development site, or for multiple construction activities proposed in connection with a development project on the same development site, including utility work, public improvements, private infrastructure, structures, and other site improvements.
 - b. Annual Permit. A person, property owner, or easement holder of record may obtain an annual permit for minor recurring activities occurring on one or more development sites.
3. Application. The application for an erosion prevention permit shall be accompanied by:
 - a. Fee. A fee established by the city council in an amount sufficient to recover the city's administrative costs.
 - b. Erosion Prevention Permit Application. An application form established by the public works and development department, signed by the property owner and applicant.
 - c. Construction site management plan, for individual permits impacting over 4,500 square feet (or 180 cubic feet).

1. *The construction site management plan shall identify: potential water quality impacts associated with the proposed construction activities; techniques and methods to be used to prevent and control erosion, sedimentation, and other pollutants associated with construction activity; and the location, design, and construction schedule for all erosion, sedimentation, and other construction site management control measures to be implemented and maintained.*
2. *If the development site has or will have 60 percent or more impervious lot coverage, the construction site management plan must be prepared by a certified professional(s). The construction site management plan need not be prepared by a certified professional if the development is one single-family dwelling or accessory structure, or one duplex dwelling.*
3. *The approved construction site management plan shall be kept at the construction site and available for on-site inspection purposes.*
- d. *Work, scope and practices for annual permit. No construction site management plan shall be required for an annual permit. Instead, the applicant shall provide a narrative description of the scope of work to be performed and the practices employed for meeting the requirements of this chapter. A copy of the annual permit and narrative shall be kept at the site and available for on-site inspection purposes.*

4. Review and Issuance.

- a. *The application for the erosion prevention permit shall be reviewed by the city as a Type I permit per Section [14.41.200](#) and approved or denied, based on compliance with the outcomes identified in this chapter, including specific erosion and sedimentation prevention measures and schedules.*
- b. *The erosion and sediment control measures required shall be the minimum required measures needed to meet anticipated construction, site conditions, and weather during construction. During the construction period, erosion and sediment control measures may be required to be upgraded as needed based on the activity and for unexpected storm events and to ensure that sediment and sediment-laden runoff do not leave the site.*

5. Permit Duration.

- a. *An individual erosion prevention permit shall remain in effect for the full period of the construction activity. The public works and development director may extend the duration of the permit for a period of up to, but not to exceed, two years after completion of the construction activity if the manager determines the extension is necessary to ensure that the construction activity has stabilized in accordance with the outcomes identified in the administrative rules.*

- b. *Annual permits may be issued for a full calendar year, and shall expire on or before December 31st of the year issued. Annual permits may not be extended.*

Staff response and findings of fact: The area of land disturbance will be less than 1 acre, therefore, a DEQ 1200C permit will not be required. The applicant will be required to obtain an Individual Erosion Prevention Permit (EPP). This criterion is met as previously conditioned.

Chapter 14.37 – Sensitive Lands
14.37.500 Wetland Protection

- I. *Notification and Coordination with State Agencies. The City of Cottage Grove shall notify the Oregon DSL in writing of all applications to the City of Cottage Grove for development activities - including development applications, building permits, and other development proposals - that occur in, or within 20 feet of, any wetland identified on the Local Wetlands Inventory map.*

- L. *Approval Criteria for Wetland Review. In approving Allowed Uses under Section H, and/or ensuring compliance with Prohibited Uses, the approval body shall base its decision on the following criteria through a Type I or II process:*
 - 1. *The proposed project will not result in excavation or filling of a wetland or reduction of wetland protection area, except as allowed elsewhere in this code;*
 - 2. *Specified criteria for proposed use in Section H. Allowed Uses; and*
 - 3. *Comments and recommendations on proposed uses received from DSL and ODFW.*

Staff response and findings of fact: There are not any sensitive lands surrounding this development. This criterion is not applicable.

CONCLUSION

Modification to Approval, pursuant to Section 14.46.300 Major Modification 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 MTA 1-23 be **APPROVED** for the proposed 2,400 sf addition with a covered entry to the existing industrial development site, pursuant to Section 14.46.300 Major Modification 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. Building permits are required.
3. Prior to issuance of building permits, a lot consolidation (replat) application must be submitted.
4. Prior to issuance of building permits, a site plan detailing adherence to setbacks must be submitted.
5. Trash/recycling receptacles shall be oriented away from building entrances and screened from view.
6. All man-made features required by this approval shall be maintained by the property owner in good condition, or otherwise replaced by the owner per this approval.
7. Prior to beginning any land disturbing activities, submit an Erosion Prevention Permit (EPP) with a Construction Site Management Plan (CSMP). The CSMP shall include Best Management Practices or equivalent measures will be taken for preventing erosion and controlling sediments, surface runoff and other pollutants from leaving the site.
8. Comments from the Cottage Grove City Planner (Exhibit A), dated July 7, 2023, shall be considered conditions of approval.

MATERIALS TO BE PART OF THE RECORD

Files: MTA 1-23

EXHIBITS

- A. City Development Comments
- B. Application
- C. Site Plan & Elevations

EXHIBIT A

MEMO

To: Allison Crow, Assistant Planner

From: Eric Mongan, City Planner

Subject: DEVELOPMENT COMMENTS FOR MTA 1-23 (2,400 sf ENGINEERED METAL BUILDING; 365 Palmer Ave)

Date: July 7, 2023

The following comments are based on a request for comments packet provided by Allison Crow, Assistant Planner. The packet is dated June 26, 2023 with a request that they be completed by June 30, 2023. Changes may occur during the design phase that will be in conflict with statements below and some issues may have been overlooked that will be commented on during the design phase of this project.

Development Comments

General

- Developer shall be responsible for payment of all system development charges and review fees.
- Erosion Prevention Best Management Practices shall be used as appropriate and as required by Chapter 14.35.
- Stormwater runoff shall not adversely affect adjacent properties.

Storm Drainage

- At time of Building Permit application plans shall show how stormwater will be addressed, i.e. to parking lot or to a separate stormwater facility.

Sanitary Sewer

- No proposed changes or additions to sanitary sewer proposed on plans

Water

- No proposed changes or additions to water proposed on plans



File No.: MTA 1-23
Date Submitted by Applicant: 6/2/23
Date Deemed Complete: _____

400 Main Street Cottage Grove, OR 97424

TYPE III PERMIT APPLICATION

To: City of Cottage Grove Planning Commission

A. Applicant

- 1. Name: Mike Babcock Phone No.: 541.913.1050
- 2. Mailing Address: 120 South 12th Street Lakeside, Or. 97449
- 3. Email Address: Mike@oregonseafoods.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: _____ Phone No.: _____
- 5. Owner's Mailing Address: _____

C. Location of Property

- 6. Address/Location: 365 Palmer Ave
- 7. Map & Tax Lot Number: 2003274000413
- 8. Present Use: Food Manufacturing
- 9. Proposed Use: - Same -

D. Request for Consideration

- 10. Type of Land Use Application applying for: New Building
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: erect a pre-fab metal building

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).

Coming

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.

-NA- 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:

MBA

Name:

Mike Babcock

Date:

6-8-23

Office Use Only

Date Application Received: _____ Initials: _____

Date Application Complete: _____ Initials: _____

Applicant Notified of Completeness: _____

Fee Paid: _____ Receipt No. _____ Initials: _____

EXHIBIT C

We plan to put a freezer box inside the building and get rid of the temporary freezer containers we currently use

Behind Main Building

40x60 x 21 eve
prefab steel building

7'-15"

Cascade Port
Mike Babcock
541.913.1050

Main Building

365 Palmer Ave

Approx 22' from property line

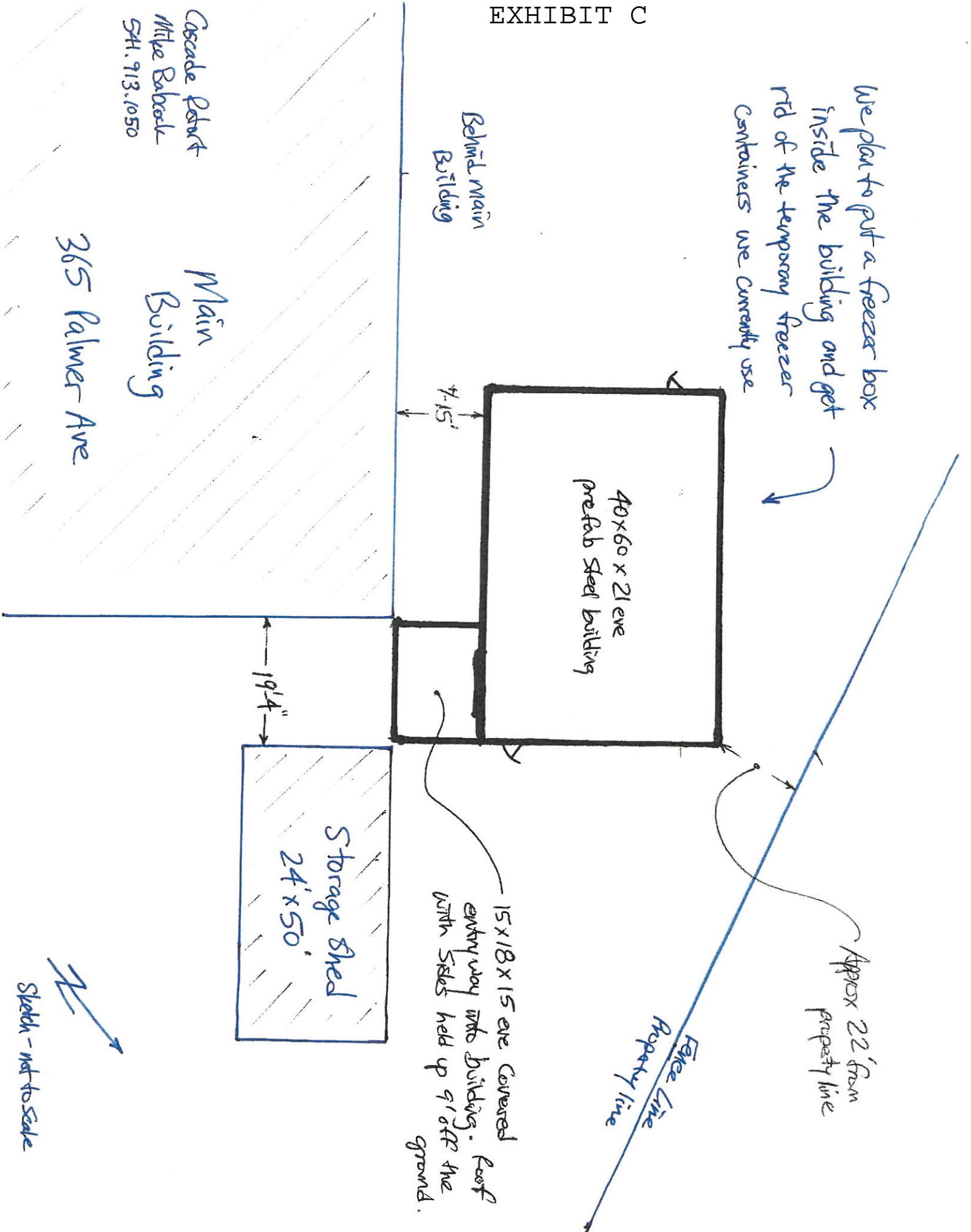
Fence Line
Property line

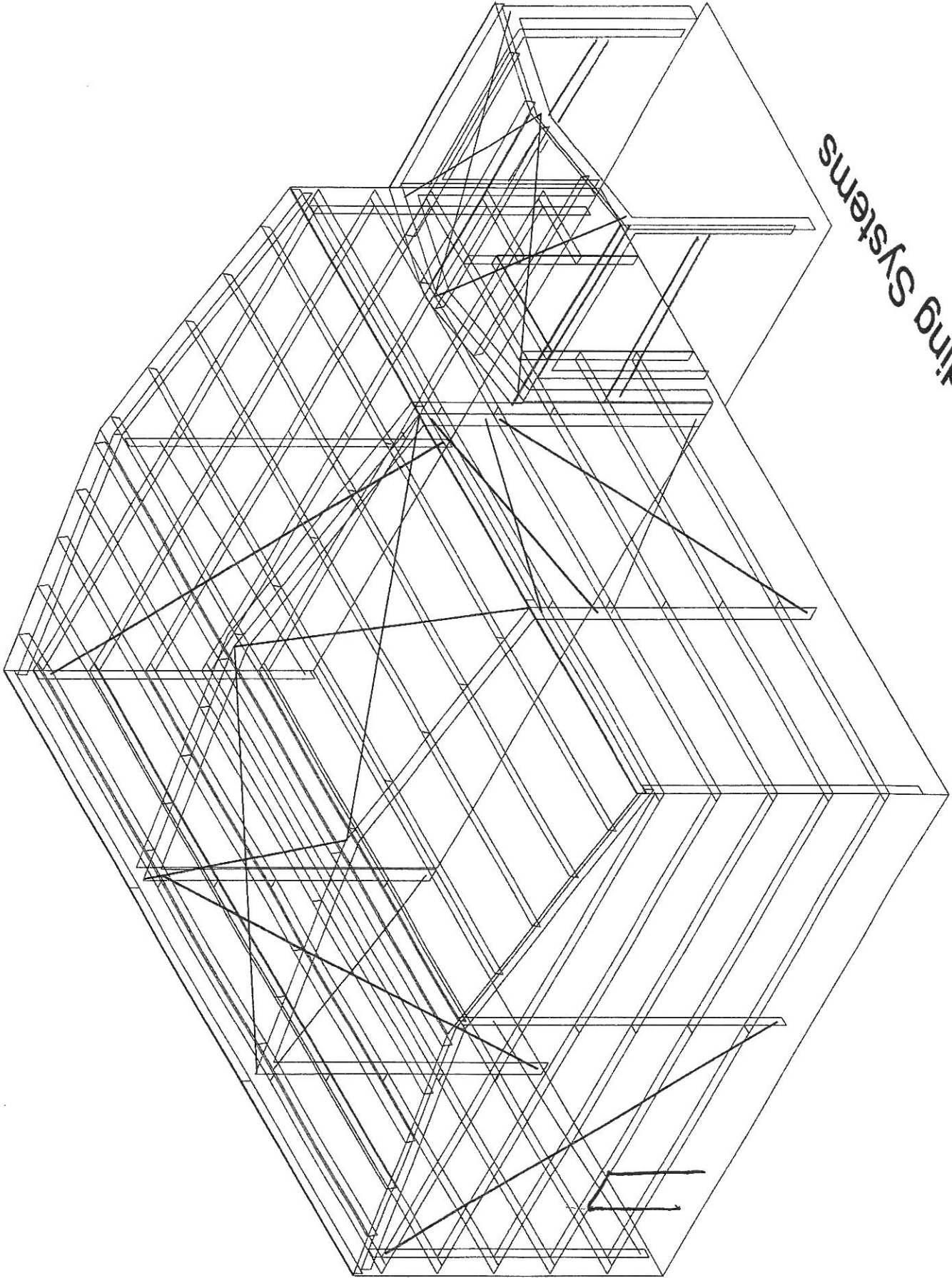
15x18x15 eve covered entry way into building. Roof with sides held up 9' off the ground.

Storage Shed
24'x50'

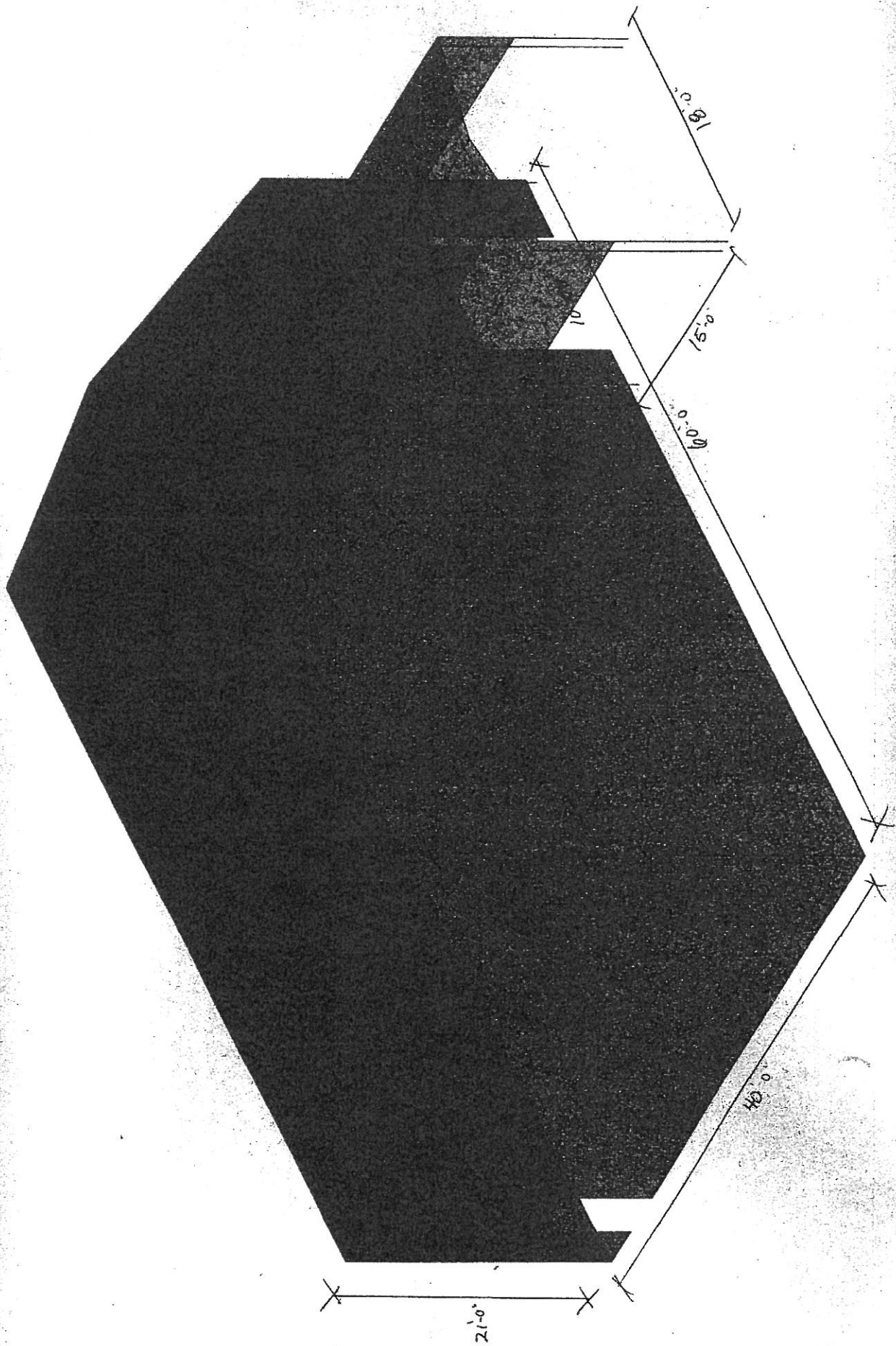
19'4"

Sketch - not to scale





Pacific Building Systems



6-12-23

To CG. Planning Dept,

We would like to erect a pre-fab building on the back side of our property to enclose a freezer box. Currently we utilize (2) 40' containers and intend to replace them with this permanent structure.

The proposed use is part of our existing operations and its use is permitted in this zone.

Thank you,



Mike Babcock
Cascade Resort
365 Palmer Ave
Cottage Grove, Or. 97424
c 541. 913. 1050