

STAFF REPORT
CITY OF COTTAGE GROVE
CONDITIONAL USE PERMIT
SOUTH RIVER ROAD DOG PARK
CUP 1-22
April 20, 2022

PROPOSAL DESCRIPTION

Date application filed: March 21, 2022

Date application complete: March 23, 2022

Owner/Applicant: City of Cottage Grove
Ryan Sisson
400 E Main Street
Cottage Grove, OR 97424

Location: 1550 South River Road
Cottage Grove, OR 97424
Map 20-03-32-00 TL 602

Present Conditions: vacant lot

Proposed Use: City-owned Dog Park

Comp Plan Designation: P – Parks and Open Space

Zoning: PR – Parks and Recreation

Proposal from Applicant's Narrative:

The City of Cottage Grove intends to construct a new dog park to be located on S. River Road across from the Cottage Grove High School, 1375 S. River Road. This application for a conditional use permit triggers a Type III Land Use Review per City code.

In summary, the dog park will be fenced, landscaped and irrigated and will have five new parking spaces located on a remnant of S. River Road, as well as three existing parking spaces on Cottage Grove High School property. High School Principal, Kevin Harrington's email is attached, and confirms his concurrence with the current schematic plans and parking layout. The site is bordered on the west by S. River Road and by a remnant of the old S. River Rd on the east. There are four homes located along the east side of the right-of-way remnant and the Cottage Grove High School is located directly across S. River Rd from the proposed park. A one-way-in driveway entrance will be used for vehicles entering the main parking lot. Existing sidewalk and bike lanes are located on both sides of S. River Road. There are no sidewalks along S. River Road remnant.

COMMENTS RECEIVED

Development comments are included in this staff report and are dated April 7, 2022 and attached as Exhibit A. The comments are addressed in this staff report and included in the conditions of approval.

14.44.400 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 in A-C.

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 considerations;***

Staff response and findings of fact:

Per Table 14.25.110 Land Uses Allowed in the Parks & Recreation District, dog parks are listed as CU – Conditional Uses, hence this application.

The site size, dimensions, location, topography and access are adequate for the needs of the proposed development. The site size is 1.30 acres. Site dimensions are sufficient for the proposed use of a dog park with partition for large/all dogs area and a small dog area. The topography of the site is flat. Solid wood fencing will be used along the eastern boundary adjacent to the existing residential developments on Old River Road and the park will only be open from dawn to dusk with no lighting will be added to the park area or the parking area. The landscaping for the site will be typical of dog parks with grassy areas, dirt/gravel/bark area, and walking paths. Street trees are proposed along South River Road. Parking for the park will be provided in two places. Five parking spaces, with one being van accessible ADA parking will be created to the north of the intersection of South River Road and Old River Road. The other three spaces for the park will be located across the street at the Cottage Grove High School. The criterion of Subsection 14.44.100 A are met as proposed and shall be considered a condition of approval.

- 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:

The applicant held a Neighborhood Meeting as required by Section 14.41.800 and has had discussions with the adjacent property owners on Old River Road. Through the meeting and discussions several design choices were made to reduce the negative impacts of the proposed use on adjacent properties. The first being the inclusion of a solid wood fence and no parking signage along the eastern boundary of the park where it is in the line of sight of the adjacent residential uses. The fence and parking prohibition will help to mitigate noise and light impacts on those properties. Second, the design of the parking lot is such that when vehicles pull in and have their headlights on the light will not be directly cast toward the dwellings. Lastly, the limitation of hours of operation to daylight hours makes the installation of lighting not required and will allow adjacent neighbors to have quite hours of the day. This criterion is met.

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

Staff response and findings of fact:

The proposed development will have limited improvements beyond site grading, landscaping, fencing, and the paving of the parking area within the South River Road right-of-way (5-spaces). Due to this

limited development the applicant will only need a 3/4" irrigation water meter. Sanitary sewer is not needed and the applicant proposes to use permeable pavement or bioswale to address stormwater in the 5-space parking area to the north.

Additional comments regarding public facilities can be found below and in Exhibit A. These comments shall be considered conditions of approval. This criterion is met.

4. Willamette River Greenway criteria in Section 14.37.400 have been met, as applicable.

D. Criteria and conditions. The approval body shall consider the following objectives, make affirmative findings on each of them through a Type III Conditional Use Permit per Chapter 14.44, and shall impose conditions on the permit to carry out the purpose and intent of the Willamette River Greenway Statutes:

1. Significant fish and wildlife habitats shall be protected;
2. Identified scenic area, viewpoints and vistas shall be preserved;
3. Any structure must be located outside the existing vegetative fringe or behind a setback line which is at least 50 feet (whichever is the greatest distance) from the top of the river bank to insure that areas of natural, historical or recreational significance will be protected, conserved, maintained or enhanced to the maximum extent possible (setback line shall not apply to water-related or water-dependent uses);
4. The natural vegetative fringe along the river shall be enhanced and protected to the maximum extent practicable in order to assure scenic quality, protection of wildlife, protection from erosion and screening of uses from the river;
5. The proposed development change or intensification of use is compatible with the site and surrounding area;
6. Any development will be located away from the river to the maximum extent possible;
7. The proposed development, change or intensification of use will provide the maximum landscaped area, open space or vegetation between the activity and the river;
8. Necessary public access will be provided to and along the river by appropriate legal means;
9. The proposed development meets the Vegetation Maintenance Standards in Section 14.37.300; and
10. The proposed development, change or intensification of use meets the requirements of the City of Cottage Grove Comprehensive Plan, the Willamette River Greenway Statute, Statewide Planning Goal 15, ORS Chapter 290.010 to 390.220 and ORS Chapter 390.310 to 390.368, the interim goals in ORS 215.515(1) and the statewide planning goals.

Staff response and findings of fact:

The Willamette River Greenway encumbers the eastern boundary of the subject parcel and the area of right-of-way north of the intersection of South River Road and Old River Road where the proposed 5-space parking lot will be located. See included image. The creation of the parking area and the construction of a fence are considered to be intensifications of use within the Greenway, but as proposed by the applicant staff believes that the impacts will be minimal to non-existent. The proposed intensification varies from 100' (parking lot) to 250' (fencing) from the top of bank and therefore is will not disturb natural vegetative fringe along the river. The proposed development will not create, prohibit,

or destroy existing legal access to the river. The intensification is proposed to be to the furthest extent possible from the river and will not be visible from the river bank due to paving at grade and the current four residential structures between the proposed dog park and the river. The proposed activation is in accordance with the City’s adopted Water to Woods Parks Master Plan, The City’s Comprehensive Plan, and Goal 5 criterion. This criterion has been met.



B. Site Design Standards. *The Site Design Review approval criteria (Section 14.25.140) shall be met.*

Staff response and findings of fact: The above criteria are addressed in the staff response and findings of fact below. This criterion has been met.

C. Conditions of Approval. *The City may impose conditions that are found necessary to ensure that the use is compatible with other uses in the vicinity, and that the negative impact of the proposed use on the*

surrounding uses and public facilities is minimized. These conditions include, but are not limited to, the following:

- 1. Limiting the hours, days, place and/or manner of operation;*
- 2. Requiring site or architectural design features which minimize environmental impacts such as noise, vibration, exhaust/emissions, light, glare, erosion, odor and/or dust;*
- 3. Requiring larger setback areas, lot area, and/or lot depth or width;*
- 4. Limiting the building or structure height, size or lot coverage, and/or location on the site;*
- 5. Designating the size, number, location and/or design of vehicle access points or parking areas;*
- 6. Requiring street right-of-way to be dedicated and street(s), sidewalks, curbs, planting strips, pathways, or trails to be improved;*
- 7. Requiring landscaping, screening, drainage, water quality facilities, and/or improvement of parking and loading areas;*
- 8. Limiting the number, size, location, height and/or lighting of signs;*
- 9. Limiting or setting standards for the location, design, and/or intensity of outdoor lighting;*
- 10. Requiring berms, screening or landscaping and the establishment of standards for their installation and maintenance;*
- 11. Requiring and designating the size, height, location and/or materials for fences;*
- 12. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, drainage areas, historic resources, cultural resources, and/or sensitive lands (Chapter 14.37);*
- 13. Requiring the dedication of sufficient land to the public, and/or construction of pedestrian/bicycle pathways in accordance with the adopted plans, or requiring the recording of a local improvement district non-remonstrance agreement for the same. Dedication of land and construction shall conform to the provisions of Chapter 14.31, and Section 14.31.300 in particular;*
- 14. Requiring any conditions of approval deemed necessary to meet criteria and conditions of Section 14.37.400 Willamette River Greenway.*

Staff response and findings of fact: The above criteria are addressed in the staff response and findings of fact below. This criterion has been met.

14.44.500 Conditional Use Permits - Additional Development Standards

A. Concurrent Variance Application(s). A conditional use permit shall not grant variances to regulations otherwise prescribed by the Development Code. Variance application(s) may be filed in conjunction with the conditional use application, and both applications may be reviewed at the same hearing.

Staff response and findings of fact:

There is not a concurrent Variance application to this Conditional Use Permit application. This criterion does not apply.

B. Additional Development Standards. Development standards for specific uses are contained in Chapter(s) 14.25, 14.31, 14.32, 14.33, 14.34, 14.35, & 14.37.

Staff response and findings of fact: The above criteria are addressed in the staff response and findings of fact below. This criterion has been met.

14.25.110 Land Uses Allowed in the Parks & Recreation District

Table 14.25.110 identifies the land uses that are allowed in the Parks & Recreation District. The specific land use categories are described and uses are defined in Chapters 14.13 and 14.14, and with more specificity in the adopted City of Cottage Grove Master Parks Plan.

TABLE 14.25.110 -- Land Use in Parks & Recreation District (PR)

USE Categories (Examples of uses are in Chapter 14.14; definitions are in Chapter 14.13)		Parks & Recreation (PR)
<ul style="list-style-type: none"> - Public or private climbing walls, BMX tracks, skate parks, and boat ramps 		CU
<ul style="list-style-type: none"> - Dog parks 		CU

Staff response and findings of fact:

The proposed development is a dog park and per Table 14.25.10 a dog park is a CU – Conditionally Permitted Use, hence this application. This criterion has been met.

14.25.120 Parks & Recreation District – Setback Yards

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

B. Applicability. The setback yard standards in subsections C through G of this section are minimum standards that apply to buildings, accessory structures, mechanical equipment, and other development. In granting a Conditional Use Permit or Master Plan, the planning commission may increase the standard yards if necessary to meet the criteria in Chapter 14.44. The planning commission may also decrease the standard yards through the CUP process; provided, that all applicable building and fire safety codes are met and impacts to adjoining properties have been considered.

C. Front and Street Yard Setbacks. All front and street-facing yard setbacks shall be a minimum of 15 feet. The front or street-facing yard shall not be used for regular or constant parking of automobiles or other vehicles.

D. Rear Yard Setbacks. Building, structures and accessory uses shall be setback not less than 5 feet from the rear property line.

E. Side Yard Setbacks. Each development shall maintain a side yard of not less than 5 feet. Side yards shall not be used for the regular or constant parking of automobiles or storage of boats, trailers, furniture, accessory buildings, etc.

F. *Riparian Setbacks.* Structures shall not be located closer than 50 feet from the ordinary high water line or 25 feet from the top of the river bank of a Class I stream, whichever is greater. The Planning Commission may allow a lesser setback if documentation is provided that existing riparian vegetation does not and has not extended into the setback area within the last year.

G. *Floodway.* No new structures shall be permitted within the floodway of the Coast Fork of the Willamette River, the Row River, or Silk Creek.

Staff response and findings of fact:

The proposed dog park meets front, rear and side setback standards as proposed. The “picnic structures” shown on the plans are the only structures proposed for the site and they all meet setback requirements as shown. Future additions to the dog park shall meet development code criterion for Modification to Approval and will be required to meet standards set forth in Section 14.25.120. The subject property is not within the riparian area (over 100’ from top of bank at nearest point) and is not located in the floodway. This criterion is met.

14.25.130 Parks & Recreation District – Lot Coverage

Maximum lot coverage, including all impervious surfaces, shall not exceed 40 percent. This lot coverage may be exceeded through a conditional use or Master Plan permit.

Staff response and findings of fact:

As proposed the amount of impervious surface associated with the project is less than 1,000 sf of the 1.30 acres site. This criterion is met.

14.25.140 Parks & Recreation District – Site Layout and Design

A. *Applicability.* Section 14.25.140 is intended to provide flexibility in development while providing for compatibility of parks and recreation uses through the application of discretionary standards. Parks and recreation uses and developments shall be oriented on the site to minimize adverse impacts (e.g., noise, glare, dust, parking, traffic, vibration, etc.) and to provide compatibility with adjacent uses to the extent practicable.

The following standards shall apply to all development in the Parks & Recreation District that are subject to Site Design Review or require a Conditional Use Permit, including those reviewed as part of a Master Planned Development.

B. *Development Compatibility.*

1. Mechanical equipment, lights, parking and other components of a parks or recreation use that are outside enclosed buildings shall be located away from adjacent residential 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; and
3. Protection and enhancement of water quality shall be required. No dumping of yard or household waste, no use of chemical pesticides or herbicides in wetlands, riparian areas or near water, and no dumping of hazardous waste will be allowed; and
4. The architectural standards in Section 14.23.170 shall be met for all buildings over 2,000 square feet in footprint. 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; and

5. Master signage plans shall be created for uses requiring Conditional Use or Master Planned Development approval; and

6. New or expanding uses that require either Conditional Use or Master Planned Development approval shall ensure that site access and internal and external circulation patterns meet the requirements of Section 14.31.

Staff response and findings of fact:

As discussed the applicant does not propose the construction of on-site lighting or other mechanical equipment. The applicant proposes the installation of a solid wood fence where the proposed park is adjacent to existing residential structures. Stormwater will be managed via on-site stormwater facilities and as this is a public park illegal dumping is prohibited. There are no structures proposed with this application that meet the 2,000 sf architectural design standards. Signage for the park has not been proposed by the applicant, but it is understood that the applicant will apply for a sign permit at the appropriate time of development and that the proposed signage shall be in compliance with Chapter 14.38. Compliance with Chapter 14.31 is addressed later in this staff report. This criterion has been met.

C. Buffering & Other Yard Requirements.

1. Buffering. The approval body shall 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.

Staff response and findings of fact:

As stated in previous sections of this staff report the applicant proposes the installation of a solid wood fence along the eastern boundary of the subject property where it is adjacent to existing residential development. This fence is being proposed in order to mitigate the impact on adjacent residential uses and shall be installed as a condition of approval. No other mitigating measures or conditions are identified at this time. This criterion is met.

2. Pedestrian Access. Interconnectivity between neighborhoods and/or park and pedestrian facilities shall be emphasized in design. The approval body may require the construction of pedestrian access ways through required buffers to ensure pedestrian connections within large developments 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:

Pedestrian access and connectivity will be addressed later in this staff report. This criterion is met.

14.25.150 Park & Recreation District – Building and Structure Height

The maximum allowable height of buildings and structures in the PR districts is 30 feet, except that taller buildings and structures are allowed when approved as part of a Conditional Use Permit or Master Plan, provided they conform to the R/R-1 height step-down.

Staff response and findings of fact:

The proposed dog park included the potential future development of two picnic structures. These structures will require building permits and shall comply with the height limitation of 30'. This criterion is met.

14.25.160 Parks & Recreation District – Master Plan Development Requirement

In order to ensure good planning of large-scale public and/or private parks, the following parks and recreation uses require the approval of a Master Planned Development per Section 14.45:

- Community parks
- Natural Resource areas
- Interpretive centers greater than ½ acre in size
- Public or private racetracks or speedways
- Public or private recreation facilities, including golf, swimming, tennis and country clubs
- Public or private organized sports fields not on school district property, fairgrounds or arenas

Before approving a Master Planned Development, the approval body shall ensure that the proposed development meets the conditions stipulated in sections 14.25.110 through 14.25.150.

Staff response and findings of fact:

Per Table 14.25.110 a dog park is a CU – Conditionally Permitted Use, therefore no Masterplan is required. This criterion does not apply.

Chapter 14.31 - Access and Circulation:

14.31.100 Purpose

The purpose of this Chapter is to ensure that developments provide safe, efficient and attractive access and circulation for pedestrians and vehicles. Section 14.31.200 provides standards for vehicular access and circulation. Section 14.31.300 provides standards for pedestrian access and circulation. Standards for streets and other transportation system improvements are provided in Section 14.34.100.

14.31.200 Vehicular 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.*

C. 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:

The applicant proposes the installation of a new 16' wide curb cut to serve as the entrance to the parking lot off of South River Road. At time of building permit application for site development the applicant shall obtain an Access Permit. This shall be a condition of approval.

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:

The project does not access a State Highway. 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 Chapter 14.43 parking is not required for parks. The applicant is proposing a total of eight spaces with one of those being van accessible ADA parking. No traffic study is required.

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.*

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;*
- 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);

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;

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 applicant has proposed a new one-way curb cut north of the subject property to allow access to the parking area provided. No backing is proposed into the public right-of-way. This criterion is met.

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: There will be no vehicular circulation on the site. Pedestrian connections, as shown on the site plan, include continuous walkway connections through the site, to adjacent sidewalks and to the primary entrances of the dog park sections in conformance with Section 14.31.300. This criterion does not apply.

I. Joint and Cross Access – Requirement. *The number of driveway and private street intersections with public streets should be minimized by the use of shared driveways for adjoining lots where feasible. When necessary for traffic safety and access management purposes, or to access flag lots, the City may require joint access and/or shared driveways in the following situations as follows:*

1. For shared parking areas;

2. For adjacent developments, where access onto an arterial is limited;

3. For multi-tenant developments, and multi-family developments on multiple lots or parcels. Such joint accesses and shared driveways shall incorporate all of the following:

- a. *A continuous service drive or cross-access corridor that provides for driveway separation consistent with the applicable transportation authority's access management classification system and standards;*
- b. *A design speed of 10 miles per hour and a maximum paved width of 24 feet, in addition to any parking alongside the driveway; additional driveway width or fire lanes may be approved when necessary to accommodate specific types of service vehicles, loading vehicles, or emergency service provider vehicles;*
- c. *Driveway stubs to property lines (for future extension) and other design features to make it easy to see that the abutting properties may be required with future development to connect to the cross-access driveway;*
- d. *Fire Department-approved turnaround for service drives or driveways over 150 feet long.*

Staff response and findings of fact:

Vehicular access to the site is within the public right-of-way and the adjacent Cottage Grove High School. No joint access is proposed. This criterion does not apply.

J. Joint and Cross Access – Reduction in Required Parking Allowed. *When a shared driveway is provided or required as a condition of approval, the land uses adjacent to the shared driveway may have their minimum parking standards reduced in accordance with the shared parking provisions of Section 14.33.300.C.*

Staff response and findings of fact: No joint or cross access is proposed. This criterion does not apply.

K. Joint and Cross Access – Easement and Use and Maintenance Agreement. *Pursuant to this Section, property owners shall:*

- 1. *Record an easement with the deed allowing cross-access to and from other properties served by the joint-use driveways and cross-access or service drive;*
- 2. *Record an agreement with the deed that remaining access rights along the roadway for the subject property shall be dedicated to the City and pre-existing driveways will be closed and eliminated after construction of the joint-use driveway;*
- 3. *Record a joint maintenance agreement with the deed defining maintenance responsibilities of property owners.*

Staff response and findings of fact: No access way is proposed, this criterion is not applicable.

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:*

Staff response and findings of fact:

The proposed access for the parking lot shall meet applicable standards. This criterion is met.

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 has frontage on to public right-of-way on all sides. No fire access or turnarounds are 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:

No Driveways, private streets aisles, turn-around areas and ramps are proposed. This criterion does not apply.

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 development shall comply with this standard.

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.*

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:

Access for the parking lot and the parking lot shall be paved with porous or non-porous pavement with surface water facilities constructed in accordance with Chapter 14.35. This shall be a condition of approval.

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:

The proposed new driveway access shall comply with this criterion as a condition of approval.

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.*

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.*

d. *“Primary entrance” for residential buildings is the front door (i.e., facing the street). For multifamily buildings in which each unit does not have its own exterior entrance, the “primary entrance” may be a lobby, courtyard, or breezeway that serves as a common entrance for more than one dwelling.*

Staff response and findings of fact: Pedestrian connections, as shown on the site plan, include continuous walkway connections through the site, to adjacent sidewalks and to the primary entrances of the dog park in conformance with Section 14.31.300.

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);
- 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
- 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: See comment below.

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.
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.
3. Walkway Width and Surface. Walkway and access way surfaces shall be concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the City Engineer, at least 6 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.)
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.
5. Sidewalk construction and maintenance. Sidewalk construction and maintenance shall be the responsibility of the abutting property owner.

Staff response and findings of fact: Pedestrian facilities constructed within the public right-of-way shall be to City Standard Detail and meet ADA requirements. Paths constructed within the dog park are

meant to be accessible to all, but also work with the use of the dog park. The internal paths in the park will be decomposed granite and/or walk-on bark. This shall be a condition of approval.

Section 14.32.200 - Landscape Conservation prevents the indiscriminate removal of significant trees and other vegetation, including vegetation associated with streams, wetlands, and other protected natural resource areas. This section cross-references Chapter 14.37, which regulates development of sensitive lands.

Staff response and findings of fact: There are no significant trees, streams, or wetlands within the subject property. This criterion does not apply.

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:

1. *Residential and Residential-Commercial Districts.* 10% of the site. (Note: Not applicable to detached single-family or two-family homes.)

Staff response and findings of fact:

The dog park use in the PR – Parks and Recreation zone is a CU – Conditionally Permitted Use and therefore the landscaping standards do not apply, additionally there is not a landscaping requirement within the PR – Parks and Recreation Zone. Therefore, this criterion does not apply.

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 applicant has proposed to plant a total of 24 trees along the subject property's frontage to South River Road. These trees shall be required to meet the street tree size requirement of 2" caliper at four feet above grade and have "temporary irrigation" for three years as a condition of approval.

14.32.500 Fences and Walls

Construction of fences and walls shall conform to all of the following requirements:

A. General Requirements. *All fences and walls shall comply with the height limitations of the respective zoning district (Division 2) and the standards of this section. The city may require installation of walls and/or fences as a condition of development approval, in accordance with land*

division approval (e.g., flag lots), approval of a conditional use permit, or site design review approval. If a fence is approved for greater than seven feet in height, a building permit is also required. Any wall over four feet in height (measured from the bottom of the footing to the top of the wall) shall require a building permit and appropriate design from a licensed engineer. Fences must be located on private property. Fences and walls proposed on public right-of-way or public easements shall be subject to land use review approval.

B. Dimensions.

- 1. Except as provided under subsections (B)(2) and (3) of this section, the height of fences and walls within a front yard setback shall not exceed four feet as measured from the grade closest to the street right-of-way.*
- 2. A retaining wall exceeding four feet in height within a front yard setback, which is necessary for site grading and development, may be approved through a land division or site development review.*
- 3. No fence or wall may exceed seven feet in height. Exceptions to this standard may be approved through a variance, master planned development or site design review.*
- 4. One arbor, gate, or similar garden structure not exceeding 10 feet in height and 25 square feet in ground coverage, and having an entrance with a minimum clearance of 36 inches in width and 80 inches in height, is allowed within each yard abutting a street; provided, that it is not within a clear vision triangle.*
- 5. Walls and fences to be built for required buffers shall comply with Section 14.32.300.*
- 6. Fences, walls and hedges shall comply with the vision clearance standards of Section 14.31.200.*

Staff response and findings of fact: The applicant has proposed the construction of a 6' solid wood fence along the eastern boundary of the dog park where there are four residences accessed from Old River Road. The remainder of the perimeter fencing will be a 4' tall chain-link/cyclone fence with double gate entries located at the north, west, and south sides of the dog park. The proposed dog park does not have any access on the east side of the park and therefore is considered the rear of the property, thus allowing the 6' tall fence. This criterion is met.

C. Maintenance. *For safety and for compliance with the purpose of this chapter, walls and fences required as a condition of development approval shall be maintained in good condition, or otherwise replaced by the property owner.*

D. Materials.

- 1. Permitted fence and wall materials: wood; metal; bricks, stone; concrete block; stucco, or similar masonry; and non-prohibited evergreen plants.*
- 2. Prohibited fence and wall materials: straw bales; barbed or razor wire; scrap lumber, scrap metal, or other scrap materials; hedges higher than eight feet. Barbed wire on top of chain link or other fencing may only be approved on industrial, commercial or institutional use categories through a Class B variance (Section 14.51.400).*

3. Retaining walls constructed of brick or masonry exceeding four feet in height (as measured from bottom of footing to top coping) shall be subject to building permit review and approval by the city building official. Design of such walls shall be certified by a licensed architect or engineer.

Chapter 14.33 - Parking and Loading;

14.33.100 Purpose

The purpose of this Chapter is to provide basic and flexible standards for development of vehicle and bicycle parking. The design of parking areas is critically important to the economic viability of some commercial areas, pedestrian and driver safety, the efficient and safe operation of adjoining streets, and community image and livability. Because vehicle parking facilities occupy large amounts of land, they must be planned and designed carefully to use the land efficiently, minimize stormwater runoff, and maintain the visual character of the community. This Chapter recognizes that each development has unique parking needs and provides a flexible approach for determining parking space requirements (i.e., “minimum” and “performance-based” standards). This Chapter also provides standards for bicycle parking because many people use bicycles for recreation, commuting, and general transportation. Children as well as adults need safe and adequate spaces to park their bicycles throughout the community.

14.33.200 Applicability

All developments subject to site design review (Chapter 14.42), including development of parking facilities, shall comply with the provisions of this Chapter.

14.33.300 Automobile Parking Standards

A. Applicability. All development within the City of Cottage Grove shall comply with the provisions of this Chapter.

B. Vehicle Parking - Minimum Standards by Use. The number of required off-street vehicle parking spaces shall be determined in accordance with the standards in Table 14.33.300.A, or alternatively, through a separate parking demand analysis prepared by the applicant and subject to a Type II Land Use Review (or Type III review if the request is part of an application that is already subject to Type III review). Where a use is not specifically listed in this table, parking requirements are determined by finding that a use is similar to one of those listed in terms of parking needs, or by estimating parking needs individually using the demand analysis option described above. Parking that counts toward the minimum requirement is parking in garages, carports, parking lots, bays along driveways, and shared parking. There is no minimum number of off-street parking spaces required in the Central Business District (or in designated downtown historic district); however, the “maximum parking” standards of this Chapter apply.

Staff response and findings of fact:

Per Table 14.33.300 A, “Parks and Open Space” do not require parking spaces except for as needed for ADA compliance and as required by Conditional Use Permit. The applicant has proposed the development of five parking spaces in the right-of-way area to the north of TL 602 with one of those being a van accessible ADA parking space. Additionally, the applicant has secured an agreement from the South Lane School District to share three parking spaces in the High School parking lot during non-school and non-event hours. Per the agreement the three spaces will need to be signed to both identify the spaces and to make clear when they may be used.

C. Credit for On-Street Parking. *The amount of off-street parking required may be reduced by one off-street parking space for every on-street parking space abutting a commercial or industrial development, up to 50 percent of the requirement. On-street parking shall follow the established or approved configuration of existing on-street parking, except that angled parking may be allowed for some streets, where permitted by City, ODOT and/or County standards. Parking credit can only be granted for developments with frontage on streets that allow parking on both sides.*

One on-street parking space shall be defined as follows:

- 1. Parallel parking, each 24 feet of uninterrupted curb, where allowed;*
- 2. 45 degree diagonal, each 14 feet of curb, where allowed;*
- 3. 90 degree (perpendicular) parking, each 12 feet of curb, where allowed;*
- 4. Curb space must be connected to the lot that contains the use;*
- 5. Parking spaces will not obstruct a required clear vision area or violate any law; and*
- 6. On-street parking spaces credited for a specific use may not be used exclusively by that use, but shall be available for general public use at all times. No signs or action limiting general public use of on-street spaces is permitted except as permitted by City Council.*

Staff response and findings of fact: There is currently no on-street parking permitted on South River Road where South River Road abuts the subject property and as measure to mitigate the impact of the dog park on the adjacent residences on Old River Road the applicant will ask the City Council to make Old River Road a no parking area. This criterion does not apply.

D. Vehicle Parking - Minimum Accessible Parking.

- 1. Accessible parking shall be provided for all uses in accordance the standards in Table 14.33.300.B; 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: There will be one van accessible ADA parking space provided in the parking area to the north of the dog park that will comply with this provision. This criterion has been met.

E. Off-site parking. *Except for single-family or two-family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within 400 feet of the use it serves, commercial parking is allowed in the underlying zone, and the City has approved the off-site parking through Land Use Review. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a recorded deed, lease, easement, or similar written instrument as approved by the Community Development Director. This binding agreement may restrict future changes to the property.*

Staff response and findings of fact: As previously stated the applicant has arranged for three parking spaces on the Cottage Grove High School Property with the spaces being within 400' of the dog park entrances. The right to use the spaces will be established through a Memorandum of Understanding between the City of Cottage Grove and South Lane School District. 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%. Spaces provided on-street, or within the building footprint of structures, such as in rooftop parking or under-structure parking, or in multi-level parking above or below surface lots, shall not apply toward the maximum number of allowable spaces. Parking spaces provided through "shared parking" also do not apply toward the maximum number.*

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 (4), 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 20 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 17 feet in length and shall be signed for compact car use;*
3. *All parallel motor vehicle parking spaces shall measure 9 feet by 22 feet unless within a public right-of-way, when they shall measure a minimum of 7 to 8 feet by 22 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 and Oregon Structural Specialty Code 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:

A total of eight parking spaces are proposed for the dog park. As stated and shown in Table 14.33.300 A the parking requirement for Parks and Open Space uses do not require parking. Given that there is not an established minimum staff believes that the proposed eight spaces are appropriate for the proposed dog park use. This criterion does not apply.

14.33.400 Bicycle Parking Requirements

A. Applicability. *All uses that are subject to Site Design Review shall provide bicycle parking, in conformance with the standards in Table 14.33.400, and subsections A-H, below. This section does not apply to single-family, two-family, and three-family housing (detached, attached or manufactured housing), home occupations or other developments with fewer than 3 vehicle parking spaces.*

Staff response and findings of fact: This application is not subject to Site Design Review and therefore this criterion does not apply.

Chapter 14.34 - Public Facilities;

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 Development Comments dated April 7, 2022, the following conditions shall apply to this development:

General

- It is not clear from the plans the full extent of ground disturbance that will occur with the development of the dog park, but the subject parcel is over 1.00 acres and therefore could trigger the requirement for a DEQ Permit 1200 C. If 1.00 acre or more of the subject property will be disturbed applicant is required to provide a copy of the entire approved 1200-C permit from the Department of Environmental Quality.
- 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.

Streets

- Erosion control is required during construction. Improvement plans shall include details and language on the method of erosion control in the contract documentation.
- A concrete wash out area shall be shown on plans as well as a detail to construct it.
- Site has access off South River Road and Old River Road.
- If a new driveway approach is used for the entrance/exit location, the approach shall conform to the City of Cottage Grove Standards. Contact Engineering Department for details. The driveway approach shall following City Standard Detail No. 215.
- If a street intersection type entrance/exit is used, ADA ramps will be required on each side of the entrance.
- An eight (8) foot sidewalk exist along the South River Road. Any damage to sidewalk during construction, will result in replacement of a sidewalk panel. Any replacement work shall meet City Standards. Contact Engineering department for details.

Water

- An 8-inch ductile iron water main is available on the east side of the property running north/south.
- Water service lines shall be copper/HDPE as per city standard.
- 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 irrigation lines, number of sprinkler heads and irrigation zones as well as any irrigation meter on the building permit plans to properly size the irrigation meter.
- Please include any hose bibbs on the building permit plans. Please indicate which water service they are to be attached to.

Sanitary Sewer

- A 24-inch sanitary sewer main runs south to north along the eastern boundary of the property.

Storm Drainage

- An 8-inch storm drainage line runs along the western boundary of the subject property in South River Road.
- 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 should 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, especially from back of driveway approach. This may include a trench drain at the back of driveway approach.

- If any new on-site catch basins on site shall meet the standards as outlined by the Uniform Plumbing Code.
- If the proposed storm drainage system is on-site. The proposed system is detention/soakage trench style with a discharge into the City system at the pre-development rate. Hydraulic calculations for the on-site detention/soakage trenches have been submitted and are approved.

CONCLUSION

Conditional Use Permit **approval** pursuant to Section 14.44.200 Conditional Use Permits – Approval Process 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 1-22 be **approved** for the proposed city-owned dog park pursuant to Section 14.44.200 Conditional Use Permits – Approval Process 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. Proposed paths within the dog park shall be constructed with decomposed granite and/or walk-on bark and/or may be paved.
4. The developer shall install a minimum 6' (7' maximum) solid wood fence along the eastern boundary of the subject property where the proposed dog park is adjacent to existing residential development.
5. There shall be five paved parking spaces measuring 9' * 18' located in the South River Road right-of-way area to the north of the subject property as shown on the provided site plan. One of the five spaces shall be a Van Accessible ADA parking space.
6. The proposed 24 street trees shall comply with Section 14.32.400 and have temporary irrigation for the first three years to establish the trees.
7. Garbage and trash receptacles shall be provided within the development site.
8. All man-made and natural features required by this Code shall be maintained in good condition, or otherwise replaced by the owner.
9. The developer shall show proof of an executed Memorandum of Understanding with South Lane School District for the three shared parking spaces on the high school property.
10. The three spaces on the high school property shall be signed showing the allowed hours of use for dog park visitors.
11. A separate sign permit is required.

12. The allowed hours of operation for the park shall be as the applicant proposes, and to mitigate impacts to adjacent uses, from dawn to dusk and the hours shall be posted on-site.
13. The developer shall obtain an approved Erosion Prevention Permit from the City of Cottage Grove or 1200C Permit form DEQ if ground disturbance exceeds 1.00 acres.
14. Development Comments dated April 7, 2022 are considered conditions of approval and shall be met prior to building occupancy.
15. A development permit and building & specialty permits will be required to be issued prior to construction. Plans submitted for review and approval shall show compliance to all conditions of approval in this Conditional Use Application, including development comments dated April 7, 2022.
16. Sidewalk maintenance shall be the responsibility of the abutting property owner.

MATERIALS TO BE PART OF THE RECORD

File CUP 1-22

EXHIBITS

- A. Development Comments Dated 4/7/2022
- B. Application and Narrative
- C. Site Plans
- D. Proof of neighborhood meeting

EXHIBIT A

MEMO

To: Planning Staff

From: Eric Mongan, City Planner

Subject: DEVELOPMENT COMMENTS FOR CUP 1-22 (CITY OF COTTAGE GROVE; DOG PARK – 1550 SOUTH RIVER ROAD)

Date: April 7, 2022

The following comments are based on Type III Permit Application (2 pages) dated March 21, 2022, an 11"x17" site plan, 11"x17" sheet showing the proposed parking lot, 11"x17" architect's rendering of the park in color, and the applicant's narrative. These comments deal with the development of the a new city-owned dog park. 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 review process and/or development phase of this project.

General

- It is not clear from the plans the full extent of ground disturbance that will occur with the development of the dog park, but the subject parcel is over 1.00 acres and therefore could trigger the requirement for a DEQ Permit 1200 C. If 1.00 acre or more of the subject property will be disturbed applicant is required to provide a copy of the entire approved 1200-C permit from the Department of Environmental Quality.
- 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.

Streets

- Erosion control is required during construction. Improvement plans shall include details and language on the method of erosion control in the contract documentation.
- A concrete wash out area shall be shown on plans as well as a detail to construct it.
- Site has access off South River Road and Old River Road.
- If a new driveway approach is used for the entrance/exit location, the approach shall conform to the City of Cottage Grove Standards. Contact Engineering Department for details. The driveway approach shall following City Standard Detail No. 215.
- If a street intersection type entrance/exit is used, ADA ramps will be required on each side of the entrance.

- An eight (8) foot sidewalk exist along the South River Road. Any damage to sidewalk during construction, will result in replacement of a sidewalk panel. Any replacement work shall meet City Standards. Contact Engineering department for details.

Water

- An 8-inch ductile iron water main is available on the east side of the property running north/south.
- Water service lines shall be copper/HDPE as per city standard.
- 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 irrigation lines, number of sprinkler heads and irrigation zones as well as any irrigation meter on the building permit plans to properly size the irrigation meter.
- Please include any hose bibbs on the building permit plans. Please indicate which water service they are to be attached to.

Sanitary Sewer

- A 24-inch sanitary sewer main runs south to north along the eastern boundary of the property.

Storm Drainage

- An 8-inch storm drainage line runs along the western boundary of the subject property in South River Road.
- 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 should 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, especially from back of driveway approach. This may include a trench drain at the back of driveway approach.
- If any new on-site catch basins on site shall meet the standards as outlined by the Uniform Plumbing Code.
- The proposed storm drainage system is on-site. The proposed system is detention/soakage trench style with a discharge into the City system at the pre-development rate. Hydraulic calculations for the on-site detention/soakage trenches have been submitted and are approved.



File No.: Cup 1-22
Date Submitted by Applicant: 3/21/2022
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: Ryan Sisson Phone No.: 541/767-4153
- 2. Mailing Address: 400 E. Main Street
- 3. Status: Owner Agent

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

B. Owner (if not applicant)

- 4. Owner's Name: CITY OF COTTAGE GROVE Phone No.: 541-942-3349
- 5. Owner's Mailing Address: 400 E. MAIN ST, CG, OR 97424

C. Location of Property

- 6. Address/Location: N/A
- 7. Map & Tax Lot Number (attach legal description if necessary):
20-03-32-00-00602 1550 S. River Rd.
- 8. Present Use: base ground
- 9. Proposed Use: dog park

D. Request for Consideration

- 10. Type of Land Use Application applying for: Type III for Conditional Use Permit

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: City wishes to build a public dog park.

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:

Faye Stewart

Ryan Sisson

Name:

Faye Stewart

Ryan Sisson

Date:

3/11/2022

3/8/22

Office Use Only

Date Application Received: _____ Initials: _____

Date Application Complete: _____ Initials: _____

Applicant Notified of Completeness: _____

Fee Paid: _____ Receipt No. _____ Initials: _____



March 8, 2022

Eric Mongan, Asst. City Planner

City of Cottage Grove
400 E Main Street
Cottage Grove, OR 97424

**RE: Type III Permit Application for a Conditional Use Permit
to construct the South River Road Dog Park**

Site Address: Not assigned
Zone: Parks & Recreation (PR) District
Map & Tax lot #s: 20-03-32-00-00602
Total Lot Area: 1.3 acres

Dear Eric,

The City of Cottage Grove intends to construct a new dog park to be located on S. River Road across from the Cottage Grove High School, 1375 S. River Road. This application for a conditional use permit triggers a Type III Land Use Review per City code.

In summary, the dog park will be fenced, landscaped and irrigated and will have five new parking spaces located on a remnant of S. River Road, as well as three existing parking spaces on Cottage Grove High School property. High School Principal, Kevin Harrington's email is attached, and confirms his concurrence with the current schematic plans and parking layout. The site is bordered on the west by S. River Road and by a remnant of the old S. River Rd on the east. There are four homes located along the east side of the right-of-way remnant and the Cottage Grove High School is located directly across S. River Rd from the proposed park. A one-way-in driveway entrance will be used for vehicles entering the main parking lot. Existing sidewalk and bike lanes are located on both sides of S. River Road. There are no sidewalks along S. River Road remnant.

The following responses confirm how this development complies with the relevant Chapter 14 standards:

1. Chapter 14.25 – Parks and Recreation (PR) District

- A. Per Table 14.25.110, the proposed dog park is a conditionally approved use, per Chapter 14.44.400.

2. Chapter 14.25.120 Parks and Recreation District – Setback Yards

- A. For this proposal, setbacks would apply to the two structures proposed for this park. Measuring approximately 12' x 20', the structures will be located no closer than 15-ft from the frontage along S. River Road, no closer than 5-ft from the rear, eastern side of the park located along the S. River Road remnant. Side-yard setbacks are not applicable due to the proposed locations of the structures. The structures will either be restrooms or overhang structures to protect users from the weather. See attached diagram for example photos. The proposed structures match the picnic facility located at Prospector Park.
- B. Riparian Setbacks – The locations of the structures will exceed 50-ft from the ordinary high water line of the Coast Fork of the Willamette River.
- C. Floodway – The locations of the structures are not located within the floodway of the Coast Fork of the Willamette River.

3. Chapter 14.25.130 Park & Recreation District - Lot Coverage

- A. The park includes approximately 2,000 square feet of impervious concrete and asphalt surfaces, comprising less than the 40% maximum coverage of the 1.3 acre lot.

4. Chapter 14.25.140 Parks & Recreation – Site Layout and Design

- A. See responses to 14.31.300.
- B. Development Compatibility –
 - i. To reduce impacts to adjacent residential areas, the parking lot is oriented so that headlights will be pointed away from windows of the nearby residences.
 - ii. Landscaping will also be added along the western edge of the concrete sidewalk at the parking lot so that the shrubs function as a barrier to headlights shining toward S. River Rd.
 - iii. Protection and enhancement of water quality is a priority of this project. The project will include pervious pavement at the parking lot and grassy filtration swales throughout the dog park. The site is not located near any wetlands, riparian areas or near waters of the state.
 - iv. All shelters would measure less than 300 square feet and have four posts and no walls.
- C. Buffering & Other Yard Requirements
 - i. Buffering:
 - 1. No lighting will be provided as part of this project.
 - ii. Pedestrian Access:
 - 1. Pedestrians will have three locations to access to the enclosed park from the southern, western and northern S. River Road frontages.

5. Chapter 14.25.150 Park & Recreation District – Building and Structure Height

- A. All proposed structures will be limited to less than 20-ft high.

6. Chapter 14.25.160 Parks & Recreation District – Master Plan Development Requirements

- A. The proposed dog park is considered a “Community Park.” Although it is not part of a Master Planned Development per 14.45, it meets the stipulations of Chapter 14.25 – Parks & Recreation (PR) District and should be allowed under the discretionary approval authority of the Planning Commission.

7. Chapter 14.31.200 – Vehicular Access and Circulation;

- A. *Intent and Purpose* – The parking lot for the dog park is located north of the existing driveway located on S. River Rd. Eight parking spaces will include one ADA space for a van and one space for a vehicle.
- B. *Applicability* – This project is located adjacent to the arterial route, S. River Road, and is subject to Site Design Review.
- C. *Access Permit Required* – No access permit for private property access will be required. The parking on the high school property is accessed via the existing public driveway. And the main parking area will be accessed over public right-of-way along S. River Rd and the remnant.
- D. *State Access Permits* – Not applicable.
- E. *Traffic Study Requirements* - Traffic impacts triggered by the park are expected to be minimal; peak travel to and from dog parks typically occur in the afternoon and evenings. The site is located on an arterial, S. River Road. No traffic impact study is required as volume of peak hour trips for this dog park are expected to be very much less than 100 trips/hour.
- F. *Conditions of Approval* –
 - i. Other than the new driveway cut for the 16’ wide one-way-in driveway, no development of the frontage street, traffic control devices and/or other mitigation is proposed or required for this development.
- G. *Corner & Intersection Separation; Backing onto Public Streets.*
 - i. Parking on the right-of-way remnant of S. River Road is considered off-street parking because it does not impact the main S. River Road street system. Any turning movements related to parking are isolated to the remnant of the old S. River Road right of way. While the parking movements include backing into the remnant of the S. River Rd, no traffic is impacted because that movement is completely separated from the main River Road traffic movements; thus the north end of the remnant effectively acts as a parking lot drive aisle, and the right-of-way remnant will likely never serve as a full street right-of-way.
- H. *Site Circulation* –
 - i. Vehicles: Drivers using the 5-lot parking space will exit S. River Road approximately 80ft south of the main high school driveway, continuing through

a 16' wide, one-way-in only driveway located on the old S. River Rd right-of-way. Egress will mirror this movement, with vehicles exiting the site using the existing paved intersection on S. River Road.

The existing intersection is located mid-way between two existing driveways at the high school, which allows for safer movements from the dog park driveway that do not conflict with the high school traffic. Vehicles parking at the dog park will have minimal impacts to traffic on S. River Road remnant as well as adjacent homes.

Drivers using the high school's three parking spaces will normally use the facilities existing driveways.

- I. *Joint and Cross Access Requirements* - Not applicable.
- J. *Joint and Cross Access Reduction in Required Parking Allowed* – Not applicable.
- K. *Joint and Cross Access Easement and Use and Maintenance Agreement* – Not applicable.
- L. *Access Connections and Driveway Design* – Not applicable
- M. *Fire Access and Turnarounds* – The existing remnant of S. River Rd and its intersection with the main S. River Rd. serves as a T-shaped turn around that is suitable for fire trucks turnaround movements.
- N. *Vertical Clearances* – There are no vertical clearance issues with 13' – 6" vertical height throughout the site.
- O. *Vision Clearance* – There are no signs, structures, fences or shrubs that limit the vision clearance at the main intersection to S. River Rd.
- P. *Construction* –
 - i. *Surface Options* – The new parking lot will be asphalt concrete pavement. The existing parking lot at the high school is also paved.
 - ii. *Surface Water Management* – The asphalt concrete pavement may be designed with an open grade making it pervious to allow the surface water from the parking area and new sidewalk to filter through the pavement and infiltrate into the ground, serving as water quality and destination for the storm runoff. Runoff may also be directed to an infiltration swale located in the landscaped areas.
 - iii. *Driveway Aprons* – Not applicable.

8. Chapter 14.31.300 Pedestrian Access and Circulation

A. Site Layout and Design –

- i. Continuous pedestrian circulation is provided throughout the looped path on the dog park, as shown on the attached diagrams.
- ii. The Primary access point is the northern accessible entrance, however ADA-accessible entrances are also located at the south and west sides of the park, providing safe, direct and convenient pedestrian walkways to the park.

Connections within the development are provided by looped pathways and gates.

- B. Walkway Design and Construction –
 - i. Pedestrians are separated from vehicles with the placement of a new 6-inch curb and 6-ft wide sidewalk near the new parking area. This sidewalk leads to a pedestrian crosswalk and the park pathway system. New 12-inch wide white pedestrian crosswalk striping will be added to the existing pedestrian crosswalk at S. River Rd.
 - ii. All walkways within the public right-of-way will be ADA-accessible with concrete or asphalt surfaces, and will measure a minimum of 6-feet wide.
 - iii. Walkways within the park will measure 6' wide and be covered in mulch or compacted gravel.

9. Chapter 14.32.200 – Landscape Conservation

- A. Landscaping impacts to the site will be minimal. The existing site is predominantly grassy, except for two deciduous fruit trees located in the southeast corner of the property that will remain as part of the project. There are no streams, wetlands, and other protected natural resources on this development site.
- B. The site will be planted with native plants, shrubs, and trees, as shown on the attached Landscape Site Plan. The vegetative headlight barrier located at the parking lot will be planted with native shrubs.

10. Chapter 14.32.300 – Landscaping

- A. Landscape Area Standards – While 0% landscape coverage is required for Parks & Recreation Districts, the park will meet all applicable requirements listed under Landscape Design Standards 14.32.300E.
- B. Landscape Materials –
 - i. Existing vegetation includes expanses of mud and grass, with two mature fruit trees.
 - ii. All non-native, invasive plants such as blackberries will be removed.
 - iii. Trees will be chosen from the approved lists, including, but not necessarily limited to (8) each of Dogwood, Red Maple, White Oak for a total of 24 street trees.
 - 1. Trees will be 2" caliber at 4' height at time of planting.
 - iv. Shrubs to be selected from the approved list, including, but not necessarily limited to: Tall Oregon Grape; Serviceberry, Oceanspray, Rosa Rugosa, Rosa Canina, Snowberry, etc.
 - 1. Shrubs will be planted from 5 gallon containers or larger, including
 - v. Ground Cover to be selected from the approved list, but not necessarily limited to: Kinnikinnick, Fragaria chiloensis (Beach Strawberry), etc.
 - 1. Ground cover will be planted 12-inches in triangular spacing

- vi. Non-plant ground covers will be limited to no more than 25 percent of the area to be landscaped.
 - vii. The infiltration swale will be planted with native grasses for water quality filtration.
- C. Landscape Design Standards:
- i. The area of new asphalt pavement measures 2000sf, therefore one tree is required. However, three trees will be provided along the frontage and side of the parking area.
 - ii. Screening of headlights from parked cars will be provided with shrubs along the front of the parking lot adjacent to the S. River Road.
 - iii. Headlights from parked cars will be screened along the S. River Road frontage.
 - iv. Shrubs will measure minimum 36" high within the required time.
 - v. Three canopy trees will be provided.
 - vi. Irrigation will be provided in all landscaped areas.

11. Chapter 14.32.400 Street Trees

- A. Up to twenty-one trees will be provided along the S. River Road right-of-way frontage. All trees will be 2" caliber at 4' height at time of planting 30' on center.
- B. The total area of new landscape plantings measures approximately 6,200 square feet.
 - i. Trees will be chosen from the approved lists, including, but not necessarily limited to (8) each of Dogwood, Red Maple, White Oak for a total of (24) street trees.
 - ii. Shrubs to be selected from the approved list, including, but not necessarily limited to: Tall Oregon Grape; Serviceberry, Oceanspray, Rosa Rugosa, Rosa Canina, Snowberry, etc.
 - iii. Ground Cover to be selected from the approved list, but not necessarily limited to: Kinnikinnick, Fragaria chiloensis (Beach Strawberry), etc.

12. Chapter 14.32.500 Fences and Walls

- A. The view and sound of the dog park are concerns to the City. Staff received feedback from residents east of the park, who have requested the construction of solid wood fence along the S. River Road remnant.
 - i. Approximate 400' of the eastern boundary will include a 6-ft high cedar fence with no openings and 140' of 6' tall cyclone fence.
 - ii. The western boundary, or front, of the park adjacent to S. River Road will be approximately 600' of 4' tall cyclone (woven wire) fence.
- B. Access gates will be provided for secure entry\egress that keeps dogs inside the park.

13. Chapter 14.33 - Parking and Loading;

A. Vehicle Parking

- i. (2) ADA spaces plus an offload lane will be made available, as well as (4) additional full-sized (9ft x 18ft) diagonal parking spaces, at the parking lot on the S. River Road remnant.
- ii. Three off-site parking spaces will be used in the high school parking lot across the street from the Dog Park. High School Principal, Kevin Harington, confirmed via email that he concurs with the three spaces that would be committed for the dog park. Signs will be posted at each space, confirming that their use for the dog park will be limited from 3:30 pm to dusk.
- iii. While the 5 new parking spaces are included at the north end of the dog park, these spaces are not considered on-street parking as the right-of-way is a remnant of the South River Road right-of-way. Therefore, no on-street parking is intended for this development.

B. Bicycle Parking

- i. (4) new bicycle racks, provided (2) spaces each, will be provided at the north end of the dog park.

14. Chapter 14.33.500 Loading Area – Not applicable.

15. Chapter 14.34.100 – Transportation Standards

- A. No right-of-way improvements will be created and dedicated as part of this project.
- B. At the intersection of S. River Road and the remnant, there will be two ADA-compliant ramps and a stop bar and one stop sign, all of which will remain as part of the project.
 - i. The stop bar will be replaced with a double white striped crosswalk.

16. Chapter 14.34.200 - Public Use Area – Not applicable.

17. Chapter 14.34.300 – Sanitary Sewer and Water Service Improvements

- A. The park will possibly have one restroom and one water connection for potable dining water as well as irrigation. Flows are expected to be low and not pose any negative impacts to the City's water main pipe.
 - i. One new sanitary sewer lateral will be connected to the existing sanitary sewer main located in the S. River Road remnant.
 - ii. One water service for irrigation will be connected to the existing water main located in the S. River Road remnant.

18. Chapter 14.34.400 – Storm Drainage Improvements

- A. The park is expected to infiltrate all stormwater runoff into the existing subgrade; the USDA Soil Survey confirms that the existing soils are expected to have medium-high to high infiltration (>2in/hr), so impacts to the City's stormwater system will be

eliminated.

19. Chapter 14.34.500 – Utilities

- A. All new utility services will be placed underground, including irrigation, electrical for lighting, etc.

20. Chapter 14.34.600 – Easements - Not applicable, there are no proposed easements related to this development.

21. Chapter 14.35 - Surface Water Management

- A. The stormwater in the parking lot may be infiltrated into the pervious pavement and into the ground; any overflow may be conveyed by PVC pipe to the adjacent grassy swale.
- B. A DEQ 1200C permit will detail the installation of erosion control best management practices and their chronology during construction in order to minimize sediment from entering the drainage ways and the river.

22. Chapter 14.36 - Other Standards, as applicable - Not applicable.

23. Chapter 14.37.400 - Willamette Greenway

- A. The northern one third of the dog park, including the parking lot, are located within the Willamette Greenway and is located in FEMA's zone-X.
- B. The dog park site is located outside of the floodway.
- C. There are no designated wetlands or riparian zones within the development site.
- D. The proposed development change or intensification of use is compatible with the site and surrounding area.

24. Chapter 14.38 Signs –

- A. A total of (3) park signs will be placed at each entrance listing the rules for use of the dog park. The signs will be placed 6' above grade and be no larger than 32 square feet in size.
- B. Signs will confirm park use during daylight hours only, dawn to dusk. A signage plan will be submitted at the building permit stage.

25. 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:"

- A. The application is complete, as determined in accordance with Chapter 14.41 - Types of Applications and Section 14.42.500, above.
- B. The application is consistent with Chapter 14.41 – Type III Application; see code responses below.
- C. 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;

- D. "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;"
- i. This section is not applicable. The site is bare, with no existing development.

Conclusion

The construction of a dog park located on the bare, City-owned 1.3 acre lot located on S. River Road across from the Cottage Grove High School complies with City Code and we are seeking a Conditional Use Permit for its design and construction.

Sincerely,

A handwritten signature in blue ink that reads "Ryan Sisson". The signature is written in a cursive, flowing style.

Ryan Sisson, PE
Civil Engineer

Enclosures

- Tax Lot Map
- Schematic Site Plans 1 & 2
- Landscape Plan
- Willamette Greenway
- FEMA Panel
- Kevin Herington Email

FOR ASSESSMENT AND TAXATION ONLY

SECTION 32 T.20S. R.3W. W.M.
Lane County

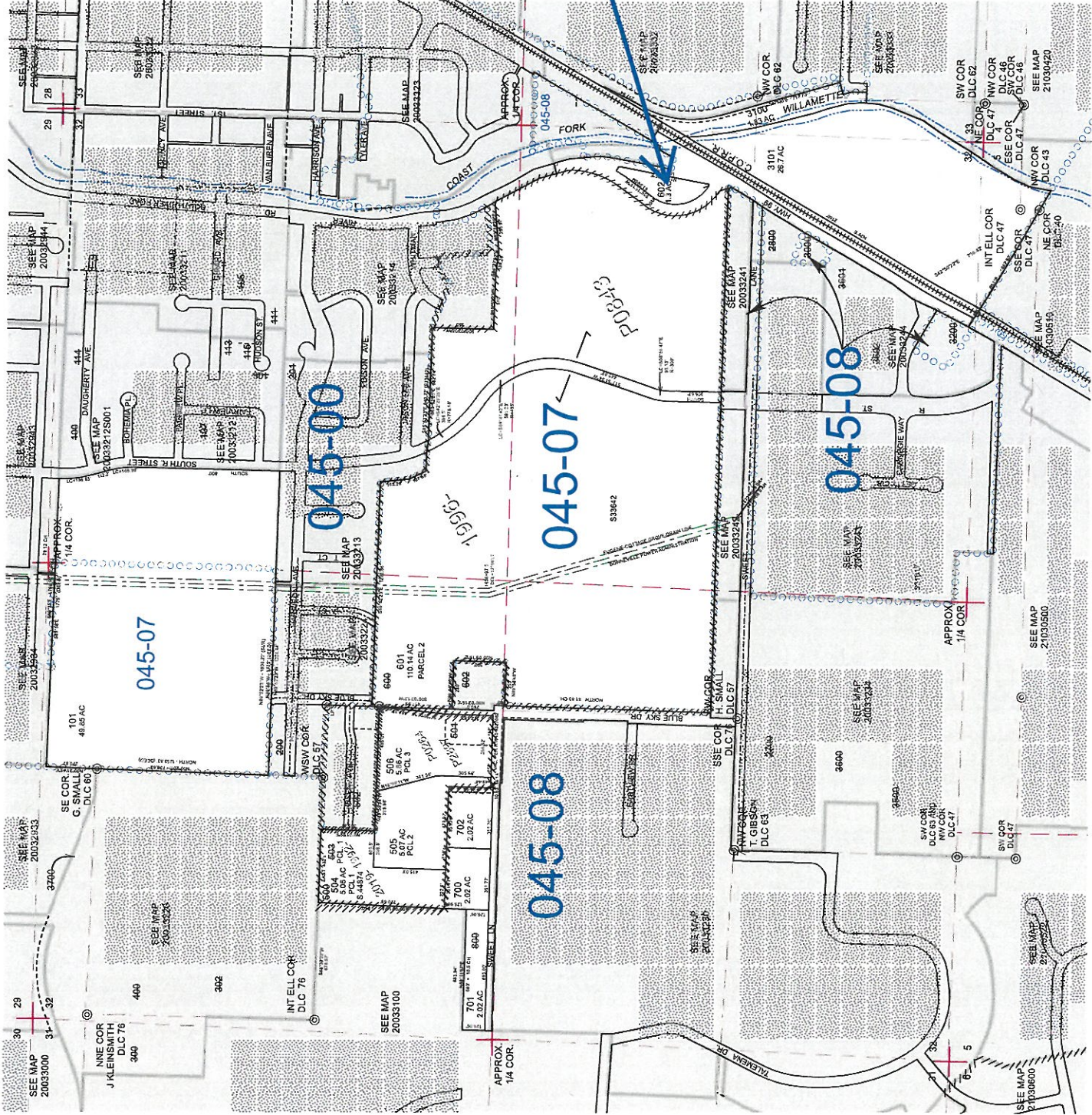
20033200
COTTAGE GROVE

LCATS/KP - 2024-08-23 12:03

CANCELLED

- 100
- 1000
- 102
- 104
- 106
- 108
- 110
- 112
- 114
- 116
- 1200
- 1300
- 1400
- 1500
- 1600
- 1700
- 1800
- 1900
- 2000
- 2001
- 2002
- 2003
- 2004
- 2005
- 2006
- 2007
- 201
- 202
- 2100
- 2101
- 2102
- 2103
- 2200
- 2300
- 2400
- 2500
- 2600
- 2700
- 2800
- 2900
- 3000
- 3001
- 301
- 302
- 3200
- 3201
- 3300
- 3400
- 3500
- 3600
- 3601
- 3602
- 3700
- 400
- 500
- 501
- 502
- 600
- 601
- 602
- 800
- 801
- 802
- 3701
- 503

PROJECT SITE



REVISIONS: LCATS/KP - CONCEPT MAP TO GIS
06/22/2024 - LCATS/KP - CONC. TL. TO INFO DLG-29887

COTTAGE GROVE

DATE	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY	PROJECT NO.	REV.	DATE	DESCRIPTION
02/21/22	RWS	RWS	RWS	RWS	1047			

S. RIVER ROAD
DOG PARK
SCHEMATIC SITE PLAN

CITY OF COTTAGE GROVE
PUBLIC WORKS ENGINEERING
400 E. MAIN STREET
COTTAGE GROVE, OR 97424

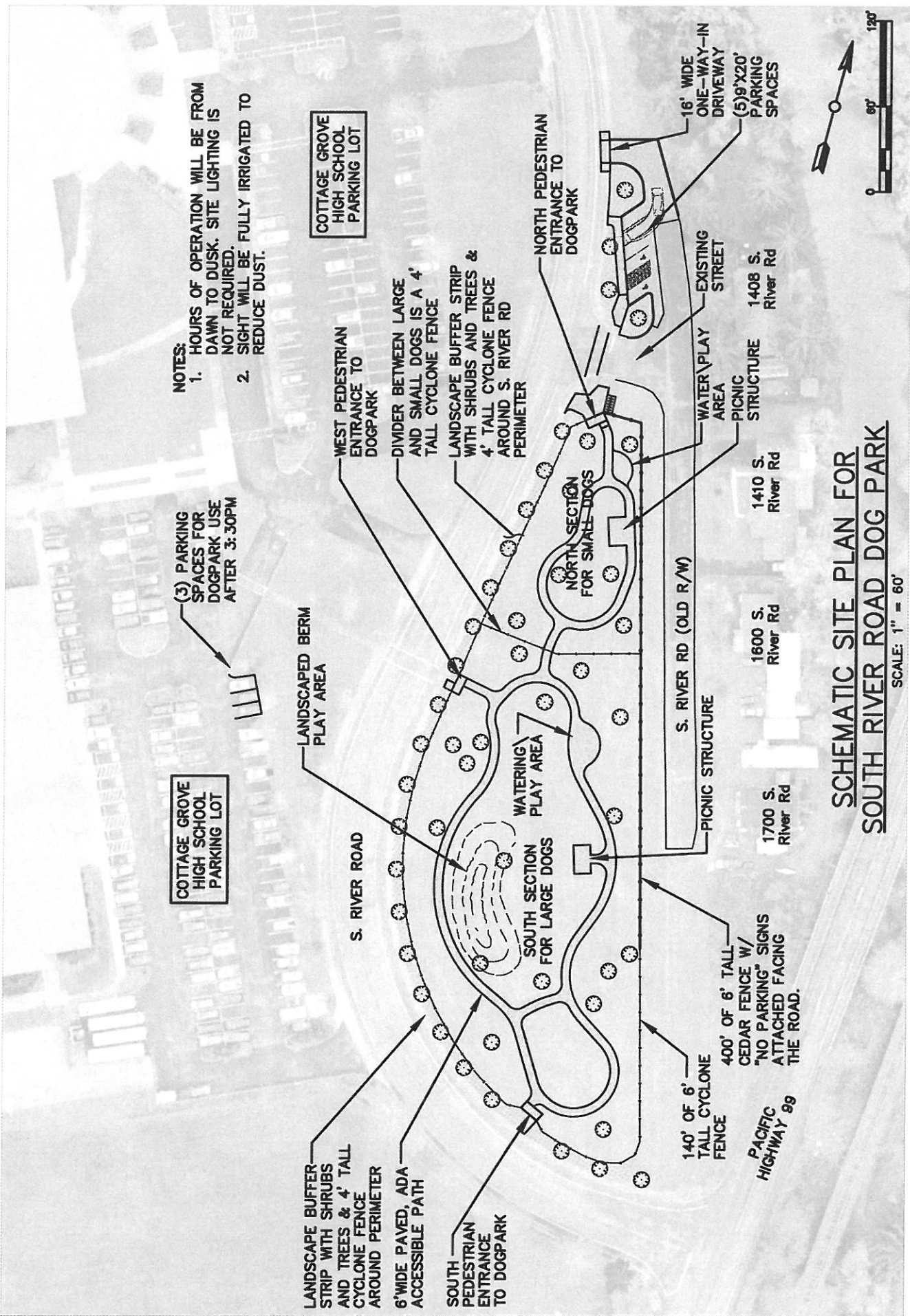


- NOTES:
- HOURS OF OPERATION WILL BE FROM DAWN TO DUSK. SITE LIGHTING IS NOT REQUIRED. SIGHT WILL BE FULLY IRRIGATED TO REDUCE DUST.
 -

(3) PARKING SPACES FOR DOGPARK USE AFTER 3:30PM

COTTAGE GROVE HIGH SCHOOL PARKING LOT

COTTAGE GROVE HIGH SCHOOL PARKING LOT



SCHEMATIC SITE PLAN FOR
SOUTH RIVER ROAD DOG PARK

SCALE: 1" = 60'

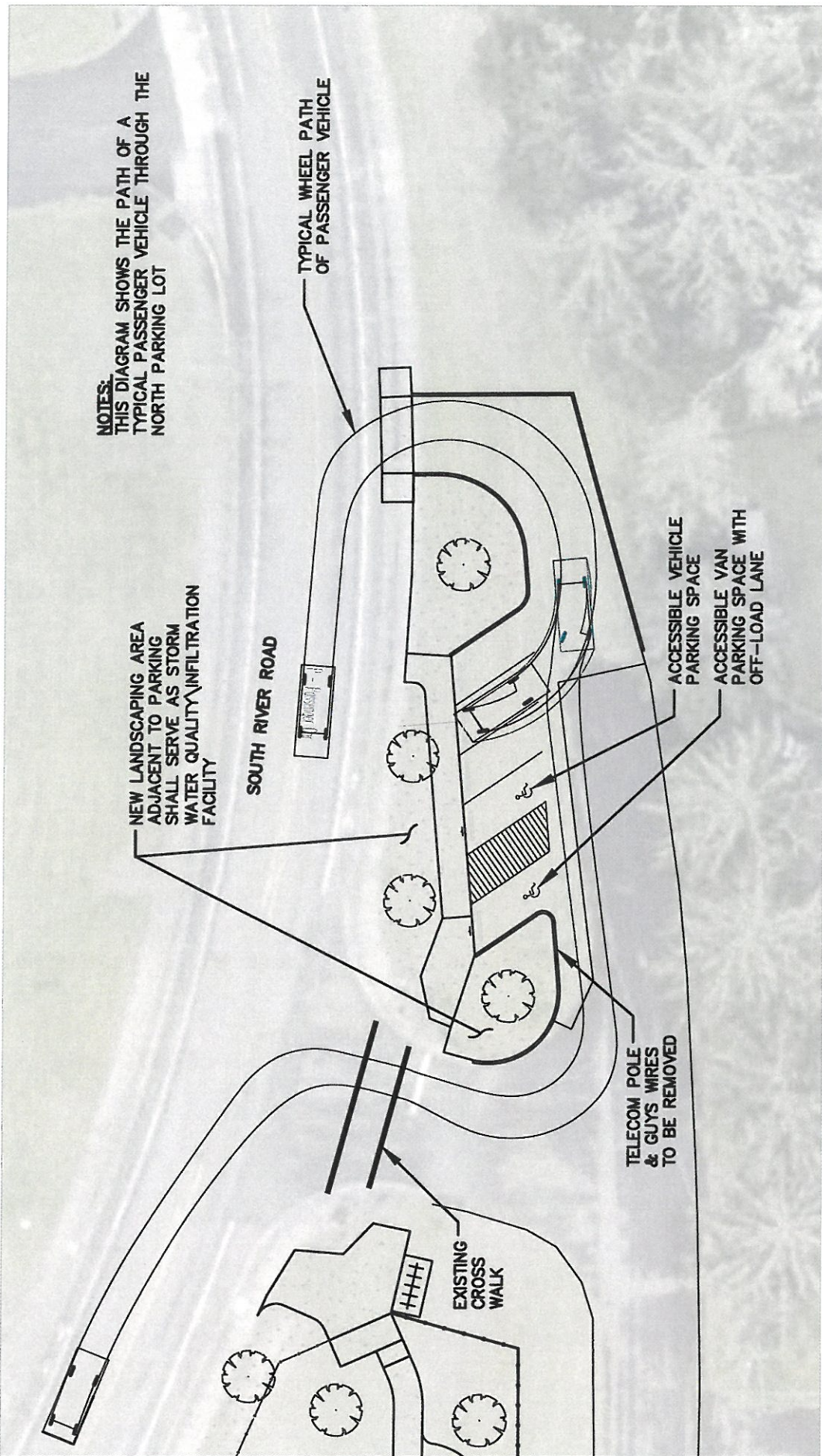
DATE	02/21/22
SCALE	SEE PLAN
DESIGNED BY	RWS
DRAWN BY	RWS
CHECKED BY	RWS
PROJECT NO.	1047
REV.	
DATE	
DESCRIPTION	
BY	

S. RIVER ROAD
DOG PARK
SCHEMATIC SITE PLAN

CITY OF COTTAGE GROVE
PUBLIC WORKS ENGINEERING
400 E. MAIN STREET
COTTAGE GROVE, OR 97424



2



NOTES:
THIS DIAGRAM SHOWS THE PATH OF A
TYPICAL PASSENGER VEHICLE THROUGH THE
NORTH PARKING LOT

TYPICAL VEHICLE PATH
SOUTH RIVER ROAD DOG PARK
SCALE: 1" = 20'

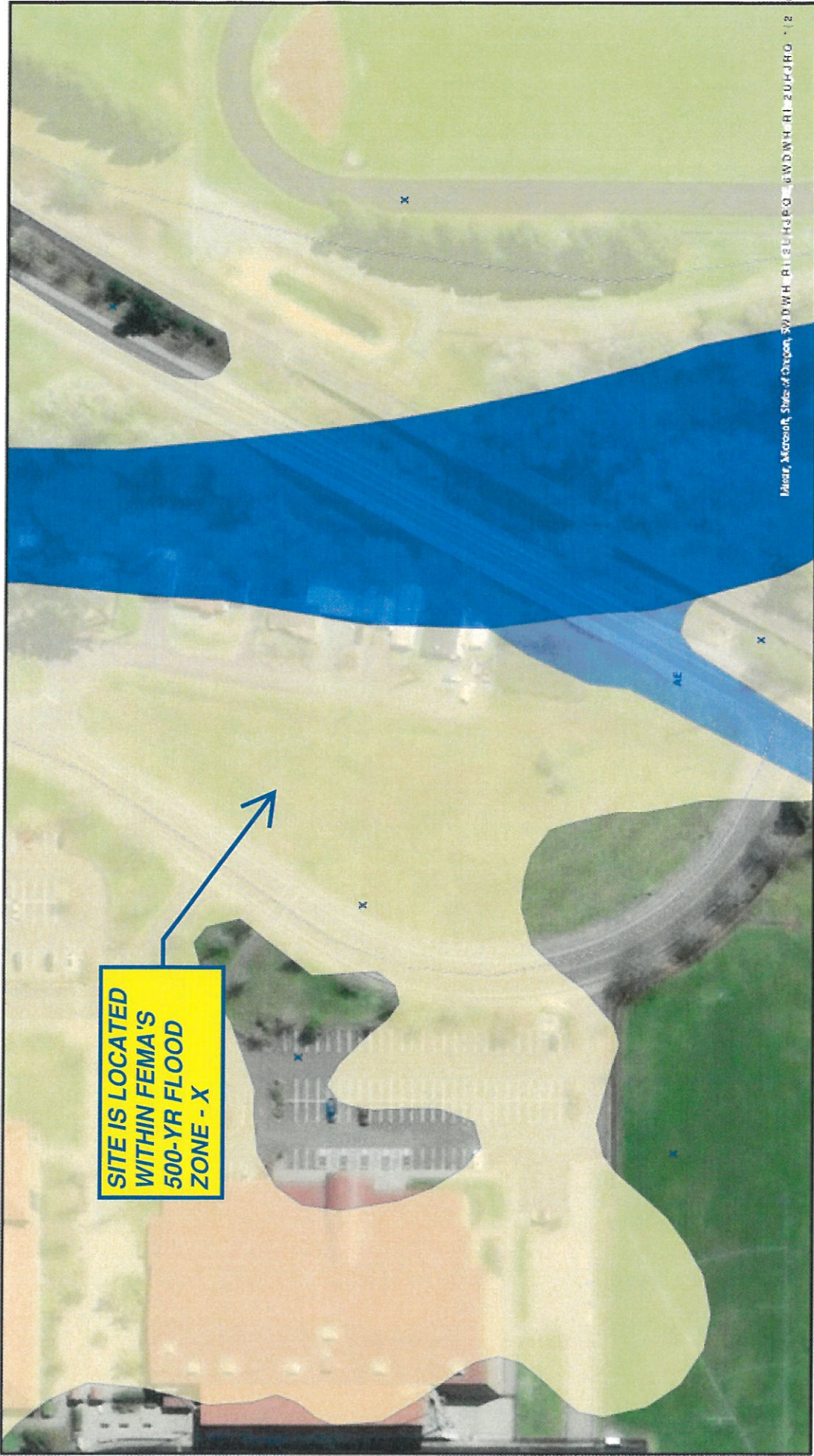


COTTAGE GROVE DOG PARK
PRELIMINARY CONCEPT

DOUGHERTY LANDSCAPE ARCHITECTS
 www.DAdesign.com
 P 541.653.5302
 F 541.653.3183

DIA
 424 Williams Street
 Eugene, Oregon 97401





**SITE IS LOCATED
WITHIN FEMA'S
500-YR FLOOD
ZONE - X**

THE INFORMATION ON THIS MAP WAS OBTAINED FROM THE
 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) AND
 IS PROVIDED AS-IS. THE USER ASSUMES ALL LIABILITY FOR
 ANY ERRORS OR OMISSIONS. THE INFORMATION IS NOT
 GUARANTEED TO BE ACCURATE. THE USER ASSUMES ALL
 LIABILITY FOR ANY ERRORS OR OMISSIONS. THE INFORMATION
 IS NOT GUARANTEED TO BE ACCURATE. THE USER ASSUMES
 ALL LIABILITY FOR ANY ERRORS OR OMISSIONS.

1000
500
0
500
1000



& RWWDJH * URYH : HE OI

Map, Microsoft, Size of Ocean, 3000 W. RICE RD, PO BOX 200, WILSON, NC 27157



Ryan Sisson <civilengineer@cottagegrove.org>

Re: Fwd: City Request for Public Meeting

1 message

Kevin Herington <kevin.herington@slane.k12.or.us>
To: Ryan Sisson <civilengineer@cottagegrove.org>

Tue, Mar 8, 2022 at 11:10 AM

Hi Ryan,

The plans look good. The three parking spaces shown on the plan make perfect sense for us here at CGHS.

Best,
Kevin Herington
Principal, Cottage Grove High School
A Place of Pride

On 3/8/2022 10:24 AM, Ryan Sisson wrote:

Hello, Kevin - Let me know your thoughts on the attached plan as well as please confirm your feedback\concurrence on the three parking spaces shown.
Again, small signs would be installed at each space, confirming they would be available for dogpark use after 3:30pm until dusk. Please call with any questions.

Thank you very much and have a great day, rs

Ryan Sisson, PE
City of Cottage Grove
400 E Main St,
Cottage Grove, OR 97424
P: 541-942-3349
D: 541-767-4153

EXHIBIT C

COTTAGE GROVE
HIGH SCHOOL
PARKING LOT

(3) PARKING
SPACES FOR
DOGPAK USE
AFTER 3:30PM

- NOTES:**
1. HOURS OF OPERATION WILL BE FROM DAWN TO DUSK. SITE LIGHTING IS NOT REQUIRED.
 2. SIGHT WILL BE FULLY IRRIGATED TO REDUCE DUST.

LANDSCAPE BUFFER
STRIP WITH SHRUBS
AND TREES & 4' TALL
CYCLONE FENCE
AROUND PERIMETER

6' WIDE PAVED, ADA
ACCESSIBLE PATH

SOUTH
PEDESTRIAN
ENTRANCE
TO DOGPARK

S. RIVER ROAD

LANDSCAPED BERM
PLAY AREA

WEST PEDESTRIAN
ENTRANCE TO
DOGPAK

COTTAGE GROVE
HIGH SCHOOL
PARKING LOT

DIVIDER BETWEEN LARGE
AND SMALL DOGS IS A 4'
TALL CYCLONE FENCE

LANDSCAPE BUFFER STRIP
WITH SHRUBS AND TREES &
4' TALL CYCLONE FENCE
AROUND S. RIVER RD
PERIMETER

SOUTH SECTION
FOR LARGE DOGS

WATERING
PLAY AREA

NORTH SECTION
FOR SMALL DOGS

NORTH PEDESTRIAN
ENTRANCE TO
DOGPAK

200' OF 6'
TALL CYCLONE
FENCE

400' OF 6' TALL
CEDAR FENCE W/
"NO PARKING" SIGNS
ATTACHED FACING
THE ROAD.

S. RIVER RD (OLD R/W)

PICNIC STRUCTURE

WATER PLAY
AREA
PICNIC
STRUCTURE

EXISTING
STREET

16' WIDE
ONE-WAY-IN
DRIVEWAY

(5) 9'X20'
PARKING
SPACES

PACIFIC
HIGHWAY 99

1700 S.
River Rd

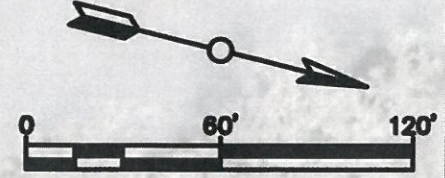
1600 S.
River Rd

1410 S.
River Rd

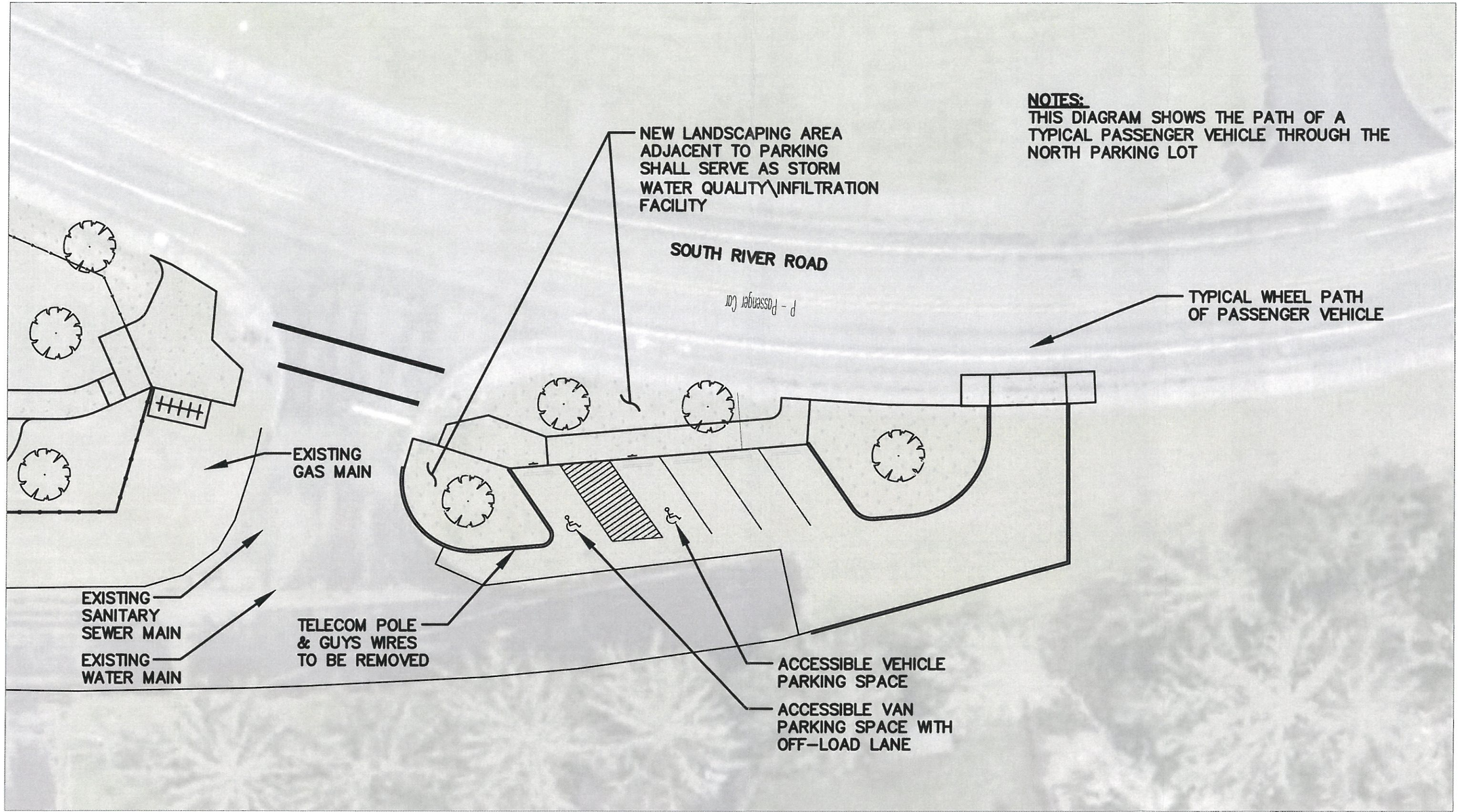
1408 S.
River Rd

SCHMATIC SITE PLAN FOR SOUTH RIVER ROAD DOG PARK

SCALE: 1" = 60'



DATE	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY	PROJECT NO.	REV.	DATE	DESCRIPTION	BY
02/21/22	SEE PLAN	RWS	RWS	RWS	1047				
S. RIVER ROAD DOG PARK SCHEMATIC SITE PLAN									
CITY OF COTTAGE GROVE PUBLIC WORKS ENGINEERING 400 E. MAIN STREET COTTAGE GROVE, OR 97424									
1 OF 3									



NOTES:
 THIS DIAGRAM SHOWS THE PATH OF A
 TYPICAL PASSENGER VEHICLE THROUGH THE
 NORTH PARKING LOT

NEW LANDSCAPING AREA
 ADJACENT TO PARKING
 SHALL SERVE AS STORM
 WATER QUALITY INFILTRATION
 FACILITY

SOUTH RIVER ROAD

TYPICAL WHEEL PATH
 OF PASSENGER VEHICLE

EXISTING
 GAS MAIN

EXISTING
 SANITARY
 SEWER MAIN
 EXISTING
 WATER MAIN

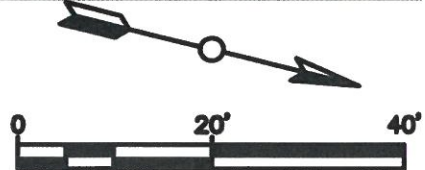
TELECOM POLE
 & GUYS WIRES
 TO BE REMOVED

ACCESSIBLE VEHICLE
 PARKING SPACE

ACCESSIBLE VAN
 PARKING SPACE WITH
 OFF-LOAD LANE

**TYPICAL VEHICLE PATH
 SOUTH RIVER ROAD DOG PARK**

SCALE: 1" = 20'



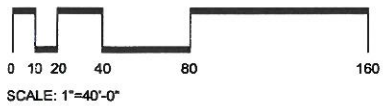
DATE	02/21/22	SCALE	SEE PLAN	DESIGNED BY	RWS	DRAWN BY	RWS	CHECKED BY	RWS	PROJECT NO.	1047	REV.	DATE	DESCRIPTION	BY
S. RIVER ROAD DOG PARK SCHEMATIC SITE PLAN															
CITY OF COTTAGE GROVE PUBLIC WORKS ENGINEERING 400 E. MAIN STREET COTTAGE GROVE, OR 97424															
2 OF 3															



COTTAGE GROVE DOG PARK

PRELIMINARY CONCEPT

DLA
DOUGHERTY
LANDSCAPE
ARCHITECTS
 www.DLAdesign.com
 474 Willamette Street
 Suite 305
 Eugene, Oregon 97401
 P 541.683.5803
 F 541.683.8183



06.29.2020

EXHIBIT D

March 10, 2022

The attached packet was either hand-delivered or emailed to neighbors located within 300 ft of the proposed dog park on S. River Road.

Staff met with neighbors that are located immediately adjacent to the proposed dog park via in-person meetings, as well as by email and phone outreach. Staff also met with Cottage Grove High School's Principal, Kevin Herington, and Vice Principal, Garrett Bridgens at the high school.

No one attended the public meeting on February 22nd, at 5pm at the High School, however, staff had already met with and received valuable input that was included in the current schematic plan.



Ryan Sisson, PE
City of Cottage Grove

delivery	Map	Lot	Owner	Owner Mailing Ad	City	
x	20033241	200	KINCAID JOHN R IV & DONNA M	1408 S RIVER RD	COTTAGE GROVE	Emailed packet, met at site twice and coordinated by phone several times to receive feedback tried to contact, but gate was locked. Ther were located furthest from development. emailed packet and coordinated by phone delivered packet to Kay, resident, who provided comments via Mr. Kincaid. emailed packet and coordinated by phone
x	20033241	700	NOWAK JEFFERY L & VERONICA L	21 SWEET LN	COTTAGE GROVE	
x	20033241	400	PAFFORD JOHN L	1600 S RIVER RD	COTTAGE GROVE	
x	20033241	500	GORDON A & TAMMY D WEBER REVOCA	PO BOX 254	HORN BROOK	
x	20033241	600	GLENN DARREN A & KIMBERLY A	1156 LA RAE DR	COTTAGE GROVE	



Public Works Department
400 E. Main Street
Cottage Grove, OR 97424

(541) 942-3349
FAX 942-1267
E-Mail: publicworks@cottagegrove.org

February 21, 2022

RE: Proposed New Dog Park on So. River Road

Dear Neighbor,

On the evening of Tuesday, February 22nd, City staff will be meeting neighbors and gaining their comments regarding the construction of a new dog park shown on the attached plans. The meeting will be held from 5pm to 6pm at the Cottage Grove High School library.

However, you are also welcome to call my desk at 541-767-4153. I would be very happy to speak with you to hear your input, even if you can't make the meeting.

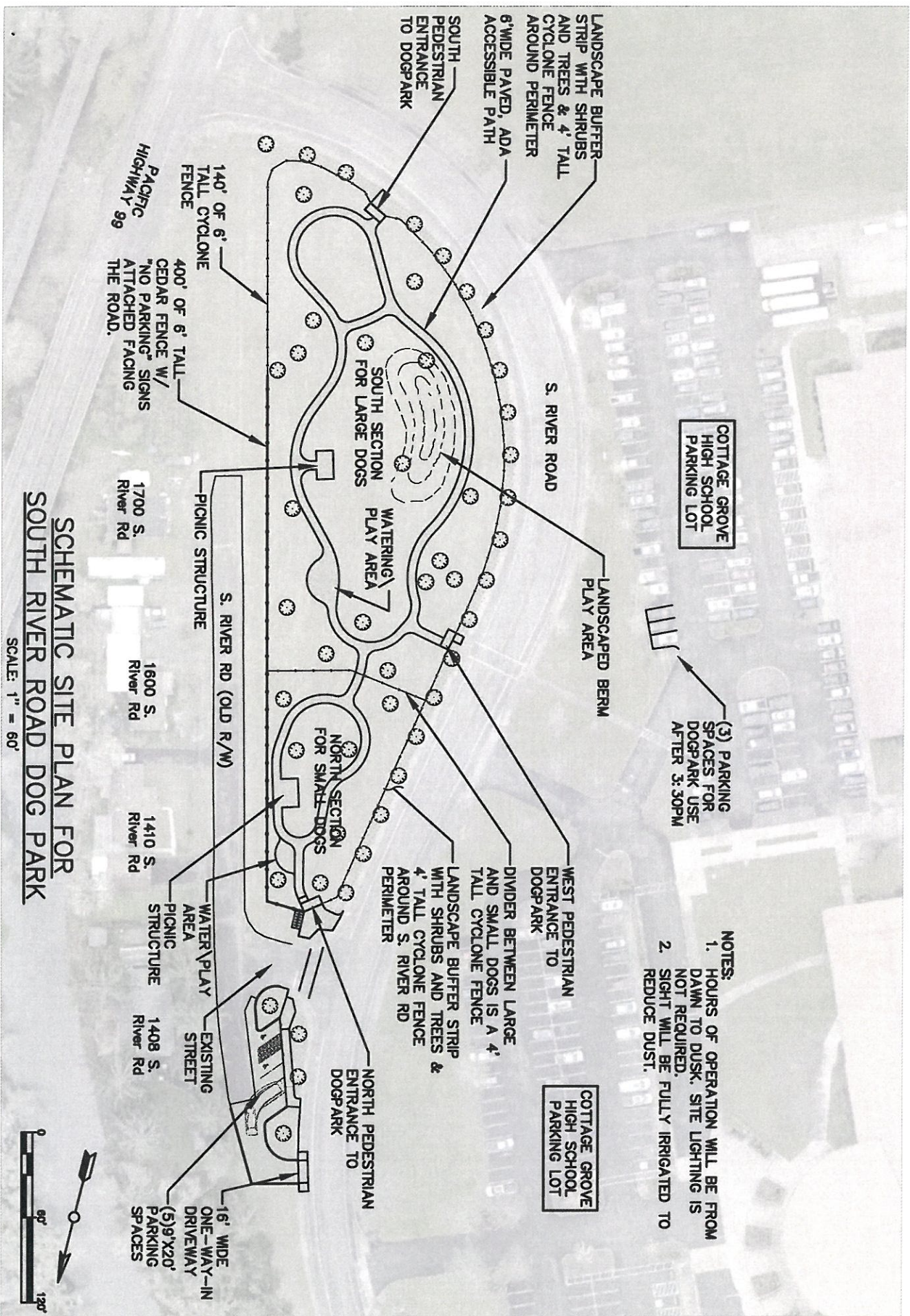
Thank you very much.

Sincerely,

A handwritten signature in blue ink that reads "Ryan Sisson".

Ryan Sisson, PE
Civil Engineer
City of Cottage Grove
541-767-4153

attachments



**SCHEMATIC SITE PLAN FOR
SOUTH RIVER ROAD DOG PARK**

SCALE: 1" = 60'

COTTAGE GROVE
HIGH SCHOOL
PARKING LOT

(3) PARKING
SPACES FOR
DOGPAK USE
AFTER 3:30PM

COTTAGE GROVE
HIGH SCHOOL
PARKING LOT

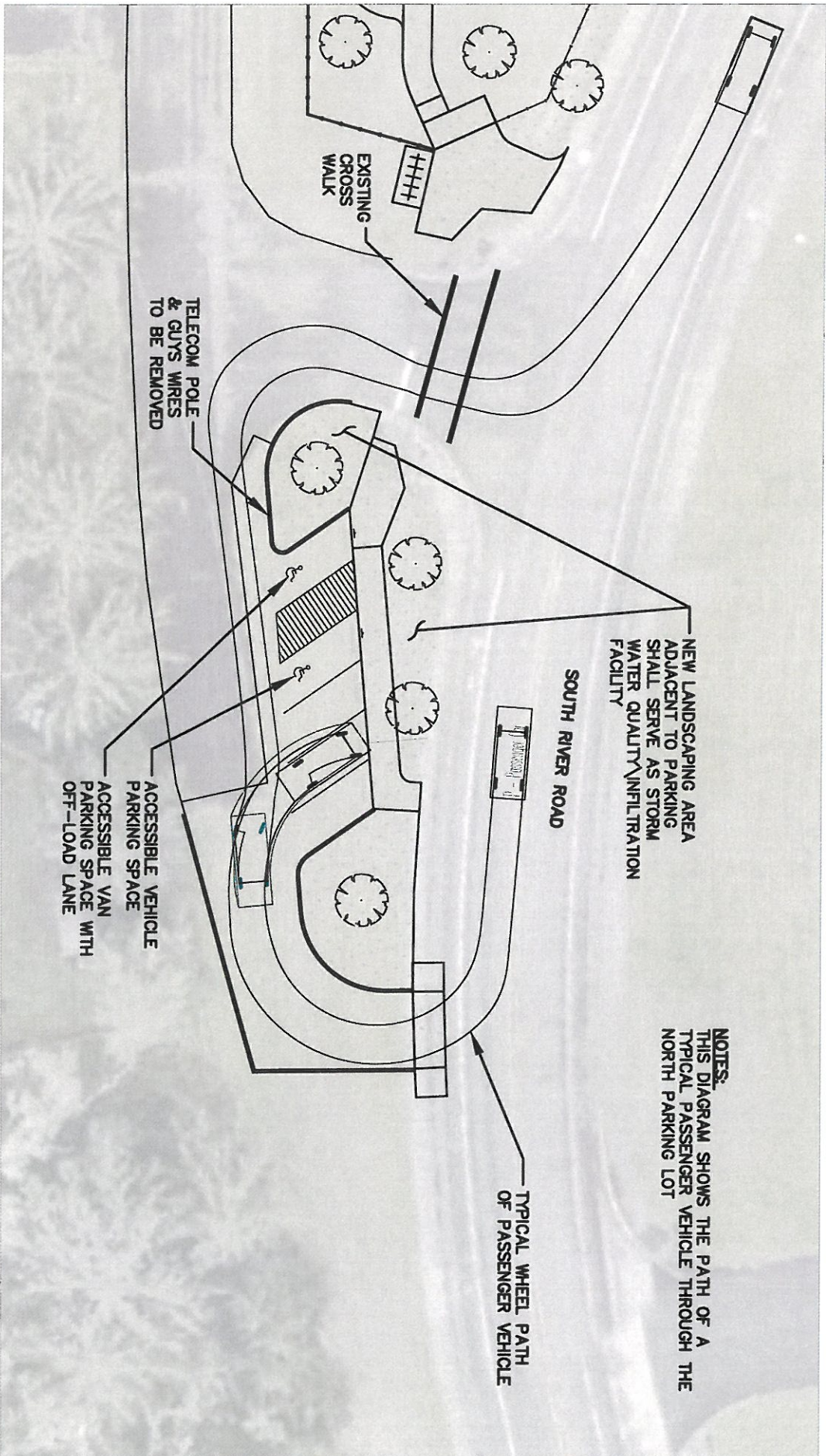
- NOTES:**
1. HOURS OF OPERATION WILL BE FROM DAWN TO DUSK. SITE LIGHTING IS NOT REQUIRED.
 2. SIGHT WILL BE FULLY IRRIGATED TO REDUCE DUST.



CITY OF COTTAGE GROVE
PUBLIC WORKS ENGINEERING
400 E. MAIN STREET
COTTAGE GROVE, OR 97424

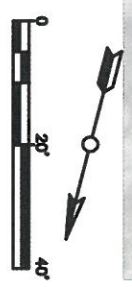
**S. RIVER ROAD
DOG PARK
SCHEMATIC SITE PLAN**

DATE	02/21/22	REV	DATE	DESCRIPTION	BY
SCALE	SEE PLAN				
DESIGNED BY	RWS				
DRAWN BY	RWS				
CHECKED BY	RWS				
PROJECT NO.	1047				



**TYPICAL VEHICLE PATH
SOUTH RIVER ROAD DOG PARK**

SCALE: 1" = 20'



CITY OF COTTAGE GROVE
PUBLIC WORKS ENGINEERING
400 E. MAIN STREET
COTTAGE GROVE, OR 97424

**S. RIVER ROAD
DOG PARK
SCHEMATIC SITE PLAN**

DATE	02/21/22				
SCALE	SEE PLAN				
DESIGNED BY	RWS				
DRAWN BY	RWS				
CHECKED BY	RWS				
PROJECT NO.	1047	REV.	DATE	DESCRIPTION	BY

COTTAGE GROVE DOG PARK
 PRELIMINARY CONCEPT

