

STAFF REPORT
MODIFICATION TO APPROVAL MTA 3-22
2,240 SF ADDITION TO EXISTING INDUSTRIAL BUILDING
April 20, 2022

PROPOSAL DESCRIPTION

Date application filed: March 14, 2022

Date application complete: March 21, 2022

Owner/Applicant: Louis Howell – Diversified Hydraulic Concepts
2075 Getty Circle, Cottage Grove, OR 97424

Location: 2075 Getty Circle, Cottage Grove, OR 97424
Map: 20-03-32-43 TL: 00700

Present Conditions: Existing Industrial Building (70' x 148')
Hydraulic Repair & Maintenance

Comp Plan Designation: I - Industrial

Zoning: M - Industrial

Proposal:

The applicant proposes a 2,240 sf (32' x 70') addition to the west end of the existing building. The proposed addition is attached to the existing work area and will continue the existing roofline to the west approximately 32' utilizing the same engineered metal structure. There will be no change in the type of use currently existing in the building. Light industrial and light manufacturing and production are both listed as permitted uses in the Industrial zone. The site was originally reviewed and approved with conditions by Site Design Review File No. DR 7-04. The proposed expansion of a non-residential use is greater than 15%, therefore pursuant to Cottage Grove Municipal Code (CGMC) 14.46.300(B), this is considered a Major Modification subject to a Modification to Approval review.

COMMENTS RECEIVED

Comments received from City Planner, Eric Mongan, on April 4, 2022, are discussed below, and are attached as conditions.

APPROVAL CRITERIA;

14.46.300 Major Modifications

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

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

Staff response and findings of fact: Per Table 14.24.110, “Light Industrial” and “Light Manufacturing and Production” are both listed as permitted uses in the Industrial zone. The existing site and building was originally reviewed and approved by the Planning Commission at the August 11, 2004 public hearing, Site Design Review File No. DR 7-04. The proposed 2,240 sf addition will be reviewed as a Major Modification to this previous approval.

The following criteria are deemed applicable to this application:

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

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

Staff response and findings of fact: The application was submitted on March 14, 2022. The application was deemed complete on March 21, 2022.

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

Staff response and findings of fact: The proposed 2,240 sf addition to the existing building will continue to meet all required standards found in the M Industrial zone. Findings are made to the specific criteria later in this report.

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

Staff response and findings of fact: Not applicable. The existing building was reviewed and approved by land use action DR 7-04. The hydraulic repair and maintenance business is an allowed light industrial use in the M Industrial District. Both the building and the use are conforming to the M Industrial District standards.

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

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

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

Staff response and findings of fact: The building and site development was previously reviewed and approved by land use action DR 7-04. Condition 7 of the original approval states: "Garbage and external storage of materials shall be screened from view of the public right of way." Pursuant to 14.32.300.E.3.c, Garbage areas and/or containers shall be screened on all sides regardless of their location on the property. A condition of approval will be added requiring screening of the trash and recycling area. The existing building and

the proposed 2,240 sf addition will meet all other required standards found in the M Industrial zone.

14.24.120 Industrial Districts – Setback yards; Industrial Buffers

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

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

C. Front and Street Yard Setbacks.

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

D. Rear Yard Setbacks.

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

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

Staff response and findings of fact: The applicant has provided a site plan (Exhibit C) that demonstrates compliance with all of the setback standards listed above. Adjacent properties are all zoned Industrial. The building will maintain the front setback of approximately 43 feet. The north side setback will continue to be approximately 22 feet. The south side setback will continue to be approximately 50 feet. The west rear setback will be reduced from 52 feet to approximately 20 feet.

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

Staff response and findings of fact: The subject property includes approximately 3,153 sf of landscaped area which is approximately 8% of the site. This exceeds the minimum standard for the M Industrial District.

G. Buffering Other Yard Requirements.

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

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

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

Staff response and findings of fact: Not applicable. The subject property is not adjacent to a residential zone. The only buffering that will be required is the screening of the trash and recycling area. A pedestrian access connection to the public sidewalk was not required with the original land use approval in File No. DR 7-04.

14.24.130 Industrial Districts – Building Coverage

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

Staff response and findings of fact: The existing building and the proposed addition will encumber 12,653 sf of the total 37,897 sf lot or approximately 33% lot coverage. As the building covers less than 80% of the total lot, this standard is met.

14.24.140 Industrial Districts – Site Layout and Design

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

- 1. Mechanical equipment, lights, emissions, shipping/receiving areas, and other components of an industrial use that are outside enclosed buildings, shall be located away from residential areas, schools, parks and other non-industrial areas to the maximum extent practicable; and*
- 2. The City may require a landscape buffer, or other visual or sound barrier (fence, wall, landscaping, or combination thereof), to mitigate adverse impacts that cannot be avoided, as provided in Section 14.24.120.*

Staff response and findings of fact: The subject property is not adjacent to a residential zone or near any schools or parks. Mechanical equipment has already been established on the north side of the building. The only buffering that will be required is the screening of the trash and recycling area. Landscaping has been established that exceeds the minimum requirements. The proposed expansion area is at the back of the building, in the rear of the lot, inside a fenced and graveled area. The above standards have been satisfied.

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

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

Staff response and findings of fact: Not applicable. The subject property is less than 40,000 sf.

14.24.150 Industrial Districts – Building and Structure Height

The maximum allowable height of buildings and structures in the M districts is 35 feet, except that taller buildings and structures are allowed when approved as part of a Conditional Use Permit, provided they conform to the R/R-1 height step-down.

Staff response and findings of fact: The applicant has provided site plans (Exhibit C) that demonstrates compliance with all of the standards listed above from Table 14.23.120, as

described below. The applicant proposes to continue the same building height that is 26' at the ridge. This is below the allowed 35' permitted within the M Industrial zone, this standard is met.

14.34.010 Public Facilities -- Purpose and Applicability

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

Staff response and findings of fact: There will be no increased water and sewer usage as the new addition to the building does not contain any new plumbing. Consequently, additional findings on the City water and sanitary sewer system will not be required because there will be no increase in use. There will also be no additional findings made to transportation standards because the property is access via Getty Circle, which is a 60-foot wide public right-of-way that is built to standard and requires no improvements. Furthermore, there will be no significant increase in trips generated by the proposed development that would trigger any type of transportation system changes for the area. The property is currently served with underground utilities and will not require any new utilities such as power, data, communication, etc. This project will create approximately 2,240 sf of new impervious surface, therefore, additional findings will be made on Surface Water Management.

No new public facilities are planned for this project. City Development Comments dated April 4, 2022, have been included and any of the following conditions shall apply to this development:

Development Comments

General

- Developer shall be responsible for payment of all system development charges and review fees.
- Erosion control is required and shall be installed prior to and maintained during any construction. Provide erosion control sheets in the plan set for construction. Any spills or tracking dirt onto existing road shall be cleaned up immediately.

- Getty Circle is a City of Cottage Grove right-of-way. Any work within the right-of-way shall have an approved right-of-way permit.
- Manual of Uniform Traffic Control Devices for all work performed in the public right-of-way.

Street

- There are two existing driveway approaches that serve the subject property. A site visit conducted by staff showed that the existing approaches do not meet the current City Standard Detail 215, but do meet ODOT standards, which are accepted when needed. This development does not require the existing approaches to be brought to current standards. If damaged during construction the approach shall be replaced/repared as needed.
- Any sidewalk broken during construct shall be replaced

Water

- Currently the property is served by a $\frac{3}{4}$ inch water meter. The proposed development has only two bathrooms in the facility and the current water meter and service are adequate to serve the use.
- No new water fixtures are being proposed on the submitted plans.
- If Fire Marshall, requires sprinkling of the building, the existing service may need to be upsized or another water service will be required to serve the fire line only.
- If a new service is going to be installed, the City will require a backflow device be installed behind the water meter.
- If a new water service is installed for the fire line, Developer is responsible for constructing water service from water meter to building.

Storm Drainage

- There is a 10" storm sewer within Getty Circle and abuts the subject property. The existing development is connected to the City storm sewer system.
- Storm water runoff is not to adversely affect adjacent property owners; therefore no overland flow is allowed. All storm water runoff on commercial property shall be contained on the property prior to connecting the public storm drainage system.
- The proposed addition to the existing development will add additional impervious surface, therefore, hydraulic calculations shall be supplied at the time of building permit submittal to support that existing on-site pipes are large enough to handle existing hard surface areas as well as the proposed hard surface area. The design occasion shall be a 10-year storm with 60-minute duration. Calculations shall be submitted at the time of building application. A Professional Engineer registered in State of Oregon shall perform hydraulic calculations.

Sanitary Sewer

- Property is currently served with a sewer service.

Chapter 14.35 – Surface Water Management
14.35.100 Erosion Prevention

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

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

B. When Standards Apply.

1. When Standards Apply. *Unless otherwise provided, the standards in this chapter apply to all construction activities that result in any one or all of the following:*
 - a. *Land disturbance, including, but not limited to, clearing, grading, grubbing, logging, excavating, filling, and storing of materials;*
 - b. *Structural development or demolition, including, but not limited to, buildings, bridges, roads, and other infrastructure;*
 - c. *Impervious surfaces, including, but not limited to, parking lots, driveways, walkways, and patios; or*
 - d. *Dewatering.*
2. Exempt Activities. *Notwithstanding the foregoing, the following activities shall be exempt from the provisions of this section:*
 - a. *Actions by a public utility, the city, or any other governmental agency to remove or alleviate an emergency condition, restore utility service, or reopen a public thoroughfare to traffic; or*
 - b. *Actions by any other person when the city determines, and documents in writing, that the actions are necessary to remove or alleviate an emergency condition, restore utility service, or reopen a public thoroughfare to traffic.*

Staff response and findings of fact: The proposed development is not an exempt activity and will disturb approximately 2,240 sf of land, therefore, the erosion prevention standards do apply.

- C. Compliance.** *Regardless of whether a permit is required under subsection E of this section, no person shall engage in any construction activity covered by subsection (B)(1) of this section in a manner that can potentially impact water quality, adjacent properties or stormwater-related natural resource areas except as allowed by this code. All persons shall implement erosion prevention and sediment control measures designed to meet the outcomes below. Failure to meet those outcomes shall subject the person to the same enforcement provisions as those applicable to a permit holder under subsection F of this section.*
- D. Expected Outcomes.** *All persons conducting construction activities covered in subsection B of this section shall employ, to the maximum extent practicable, erosion prevention and construction site management practices that will achieve during both the construction period and wet weather season the following outcomes:*
- 1. Adjacent properties, water features, and related natural resource areas are kept free of deposits or discharges of soil, sediment or construction-related material from the site except those that would occur through natural processes from an undisturbed site;*
 - 2. Vegetation in water features, related natural resource areas, and associated bank and/or riparian areas adjacent to construction sites are preserved or protected from impacts that exceed those that occur through natural processes on an undisturbed site;*
 - 3. Public rights-of-way, the city stormwater system and related natural resource areas, private streets and private stormwater drainage systems that discharge to the city stormwater system are kept free of mud, soil, sediment, concrete washout, trash, or other similar construction-related material. Direct deposit, dropping, dumping, erosion, tracking, or other discharge by construction vehicles of materials shall not occur in excess of those that occur through natural processes from an undisturbed site. Any such discharges that occur shall be prevented from entering water features or the city stormwater system and removed not later than the end of the day in which the discharge occurred, or as directed by the city. During the wet weather season corrective action shall be taken immediately for such discharges;*
 - 4. Soils and stockpile areas shall not be exposed to precipitation or stormwater runoff without the provision of secondary containment, perimeter controls, and other approved BMPs;*
 - 5. Earth slides, mudflows, earth sloughing, or other earth movement which may leave the property shall not occur in excess of those that occur through natural processes on an undisturbed site;*

6. *No discharge into the city stormwater system or related natural resource areas of construction-related contaminants resulting from activities such as, but not limited to, cleaning or washing of equipment, tools, or vehicles shall occur; and*
7. *No hazardous substances, such as paints, thinners, fuels, and other chemicals shall be released onto the site, onto adjacent properties, or water features, the city stormwater system, or related natural resource areas.*

Staff response and findings of fact: Erosion prevention and sediment control will be required as part of the proposed development. The west property line of the subject property is adjacent to a protected wetland area that is identified on the Cottage Grove Local Wetland Inventory (LWI) as WD 1996-0030-1. No Sediment or other pollutants are allowed to enter the wetland or the city storm water system. Mud, soil, and debris shall not be tracked out onto the public right of way and must be maintained on site.

E. Erosion Prevention Permit.

1. *Permit Required. Except as otherwise provided in subsection (E)(6) of this section, no person shall commence any construction activity without first obtaining from the city one of the erosion prevention permits listed below if the construction activity:*
 - a. *Is located in a designated sensitive land area; and/or*
 - b. *Is located within the public right-of-way and requires permits from the Cottage Grove engineering department; and/or*
 - c. *Requires a building permit or sewer/water line permit from the Cottage Grove public works and development department.*

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

2. *Permit Classifications. The public works and development director or his designee may issue the following types of permits, either of which will meet the requirements of subsection (E)(1) of this section:*
 - a. *Individual Permit. A person, property owner, or easement holder of record may obtain an individual permit for each construction activity on the same development site, or for multiple construction activities proposed in connection with a development project on the same development site, including utility work, public improvements, private infrastructure, structures, and other site improvements.*

- b. *The erosion and sediment control measures required shall be the minimum required measures needed to meet anticipated construction, site conditions, and weather during construction. During the construction period, erosion and sediment control measures may be required to be upgraded as needed based on the activity and for unexpected storm events and to ensure that sediment and sediment-laden runoff do not leave the site.*

5. Permit Duration.

- a. *An individual erosion prevention permit shall remain in effect for the full period of the construction activity. The public works and development director may extend the duration of the permit for a period of up to, but not to exceed, two years after completion of the construction activity if the manager determines the extension is necessary to ensure that the construction activity has stabilized in accordance with the outcomes identified in the administrative rules.*
- b. *Annual permits may be issued for a full calendar year, and shall expire on or before December 31st of the year issued. Annual permits may not be extended.*

Staff response and findings of fact: The area of land disturbance will be less than 1 acre, therefore, a DEQ 1200C permit will not be required. The applicant will be required to obtain an Individual Erosion Prevention Permit (EPP). The existing building and impervious surface area exceeds the 60% threshold requiring an engineered Construction Site Management Plan (CSMP), however, this development was approved prior to the adoption of this section of code. The new proposed development area will disturb 2,240 sf, much less than 60% of the site. Staff finds that it is not appropriate to retroactively apply the surface water management guidelines to the entire property and will not require an engineered CSMP. However, it is appropriate to apply the guidelines to the new addition, thus an EPP will be required to ensure that sediment and sediment-laden runoff do not leave the site.

Chapter 14.37 – Sensitive Lands

14.37.500 Wetland Protection

- I. Notification and Coordination with State Agencies.** *The City of Cottage Grove shall notify the Oregon DSL in writing of all applications to the City of Cottage Grove for development activities - including development applications, building permits, and other development proposals - that occur in, or within 20 feet of, any wetland identified on the Local Wetlands Inventory map.*
- L. Approval Criteria for Wetland Review.** *In approving Allowed Uses under Section H, and/or ensuring compliance with Prohibited Uses, the approval body shall base its decision on the following criteria through a Type I or II process:*
 - 1. *The proposed project will not result in excavation or filling of a wetland or reduction of wetland protection area, except as allowed elsewhere in this code;*

2. *Specified criteria for proposed use in Section H. Allowed Uses; and*
3. *Comments and recommendations on proposed uses received from DSL and ODFW.*

Staff response and findings of fact: The west property line of the subject property is adjacent to a protected wetland area that is identified on the Cottage Grove Local Wetland Inventory (LWI) as WD 1996-0030-1. The proposed site plan shows the project will meet the 20-foot setback requirement from the west property line, therefore, notification to DSL is not required. The LWI map shows a small portion of the west edge of the property included within a wetland, however, this area was impacted and mitigated during the subdivision of this entire area (File MS 3-96). This development impact was mitigated on the adjacent property to the west, Tract B of the Cottage Grove Industrial Park Subdivision. This wetland mitigation area was reviewed and approved by the Oregon Department of State Lands on January 5, 2012 with the adoption of the Cottage Grove Local Wetland Inventory. Therefore, the subject property contains no wetlands and the applicant does not propose any development in a wetland area. With appropriate erosion and sediment control measures installed prior to any land disturbing activities, there is not expected to be any impact on the adjacent wetland area.

CONCLUSION

Modification to Approval, pursuant to Section 14.46.300 Major Modification Criteria and subject to the recommended conditions is supported by the findings of fact that establish compliance with the applicable state and local standards.

STAFF RECOMMENDATION

That MTA 1-22 be **APPROVED** for the proposed 2,240 sf addition to the existing industrial building, pursuant to Section 14.46.300 Major Modification Criteria which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

CONDITIONS OF APPROVAL

1. Major modifications to these plans shall be approved by the Planning Commission.
2. Conditions of approval of Site Design Review DR 7-04 are applicable to this Conditional Use Permit.
3. Building and Electrical permits are required.
4. Trash/recycling receptacles shall be oriented away from building entrances and screened from view.

5. All man-made features required by this approval shall be maintained by the property owner in good condition, or otherwise replaced by the owner per this approval. Modifications to the design, materials, or features of buildings, structures, parking areas or other improvements shall require a Modification of Approval from the Planning Commission or approval of the Public Works & Development Director.
6. Prior to beginning any land disturbing activities, submit an Erosion Prevention Permit (EPP) with a Construction Site Management Plan (CSMP). The CSMP shall include Best Management Practices or equivalent measures will be taken for preventing erosion and controlling sediments, surface runoff and other pollutants from leaving the site.
7. Hydraulic calculations shall be supplied at the time of building permit submittal to support that existing on-site pipes are large enough to handle existing hard surface areas as well as the proposed new hard surface area. The design occasion shall be a 10-year storm with 60-minute duration. Calculations shall be submitted at the time of building application. A Professional Engineer registered in State of Oregon shall perform hydraulic calculations.
8. City Development Comments (Exhibit A), dated April 4, 2022, shall be considered conditions of approval.

MATERIALS TO BE PART OF THE RECORD

Files: MTA 3-22 & DR 7-04 & MS 3-96

EXHIBITS

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

EXHIBIT A

MEMO

To: Matt Laird, Assistant Planner

From: Eric Mongan, City Planner

Subject: DEVELOPMENT COMMENTS FOR MTA 3-22 (DIVERSIFIED HYDRALICS – 2075 GETTY CIRCLE)

Date: April 4, 2022

The following comments are based on the set of plans (10 – 11”x17” sheets) dated March 21, 2022. Changes may occur during the design phase that will be in conflict with statements below and some issues may have been overlooked that will be commented on during the design phase of this project.

Development Comments

General

- Developer shall be responsible for payment of all system development charges and review fees.
- Erosion control is required and shall be installed prior to and maintained during any construction. Provide erosion control sheets in the plan set for construction. Any spills or tracking dirt onto existing road shall be cleaned up immediately.
- Getty Circle is a City of Cottage Grove right-of-way. Any work within the right-of-way shall have an approved right-of-way permit.
- Manual of Uniform Traffic Control Devices for all work performed in the public right-of-way.

Street

- There are two existing driveway approaches that serve the subject property. A site visit conducted by staff showed that the existing approaches do not meet the current City Standard Detail 215, but do meet ODOT standards, which are accepted when needed. This development does not require the existing approaches to be brought to current standards. If damaged during construction the approach shall be replaced/repared as needed.
- Any sidewalk broken during construct shall be replaced

Water

- Currently the property is served by a ¾ inch water meter. The proposed development has only two bathrooms in the facility and the current water meter and service are adequate to serve the use.
- No new water fixtures are being proposed on the submitted plans.
- If Fire Marshall, requires sprinkling of the building, the existing service may need to be upsized or another water service will be required to serve the fire line only.
- If a new service is going to be installed, the City will require a backflow device be installed behind the water meter.
- If a new water service is installed for the fire line, Developer is responsible for constructing water service from water meter to building.

Storm Drainage

- There is a 10" storm sewer within Getty Circle and abuts the subject property. The existing development is connected to the City storm sewer system.
- Storm water runoff is not to adversely affect adjacent property owners; therefore no overland flow is allowed. All storm water runoff on commercial property shall be contained on the property prior to connecting the public storm drainage system.
- The proposed addition to the existing development will add additional impervious surface, therefore, hydraulic calculations shall be supplied at the time of building permit submittal to support that existing on-site pipes are large enough to handle existing hard surface areas as well as the proposed hard surface area. The design occasion shall be a 10-year storm with 60-minute duration. Calculations shall be submitted at the time of building application. A Professional Engineer registered in State of Oregon shall perform hydraulic calculations.

Sanitary Sewer

- Property is currently served with a sewer service.



EXHIBIT B

File No.: MTA 3-22
Date Submitted by Applicant: 3/14/2022
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: Louis Howell Phone No.: 541-913-7376
- 2. Mailing Address: 2075 Getty Circle
- 3. Email Address: L.howell@diversifiedhydraulics.com
- 4. Status: Owner Agent

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

B. Owner (if not applicant)

- 5. Owner's Name: _____ Phone No.: _____
- 6. Owner's Mailing Address: _____
- 7. Email Address: _____

C. Location of Property

- 8. Address/Location: 2075 Getty Circle
- 9. Map & Tax Lot Number: _____
- 10. Present Use: Hydraulic Repair and Maint.
- 11. Proposed Use: Same

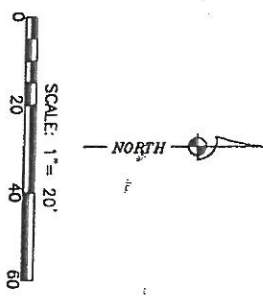
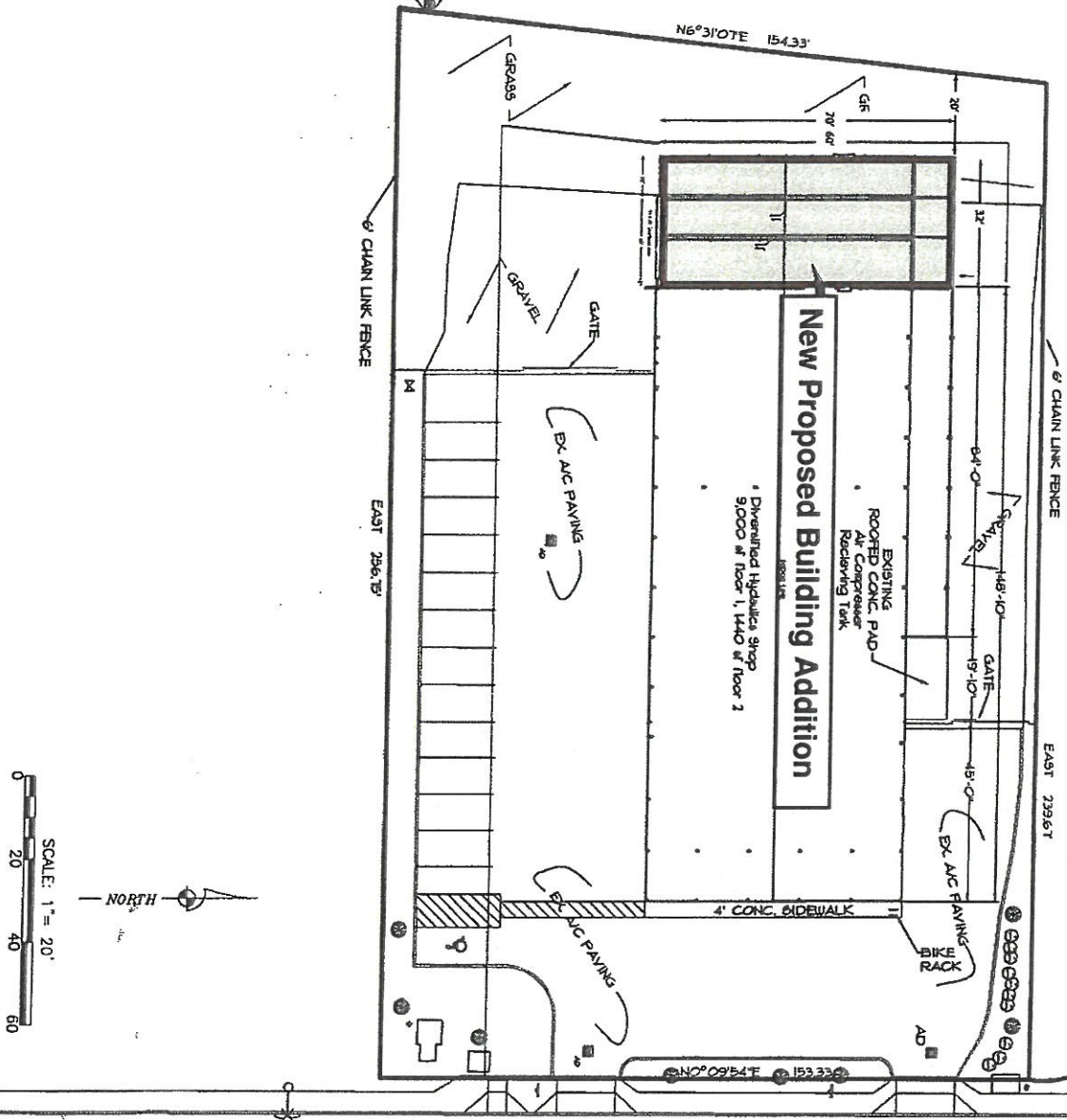
D. Request for Consideration

- 10. Type of Land Use Application applying for: _____
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?

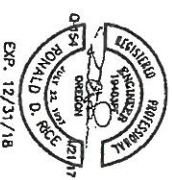
Yes No

- 12. Project Description: Addition 32' x 70'



GETTY CIRCLE

CAFRONT

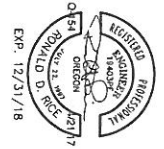
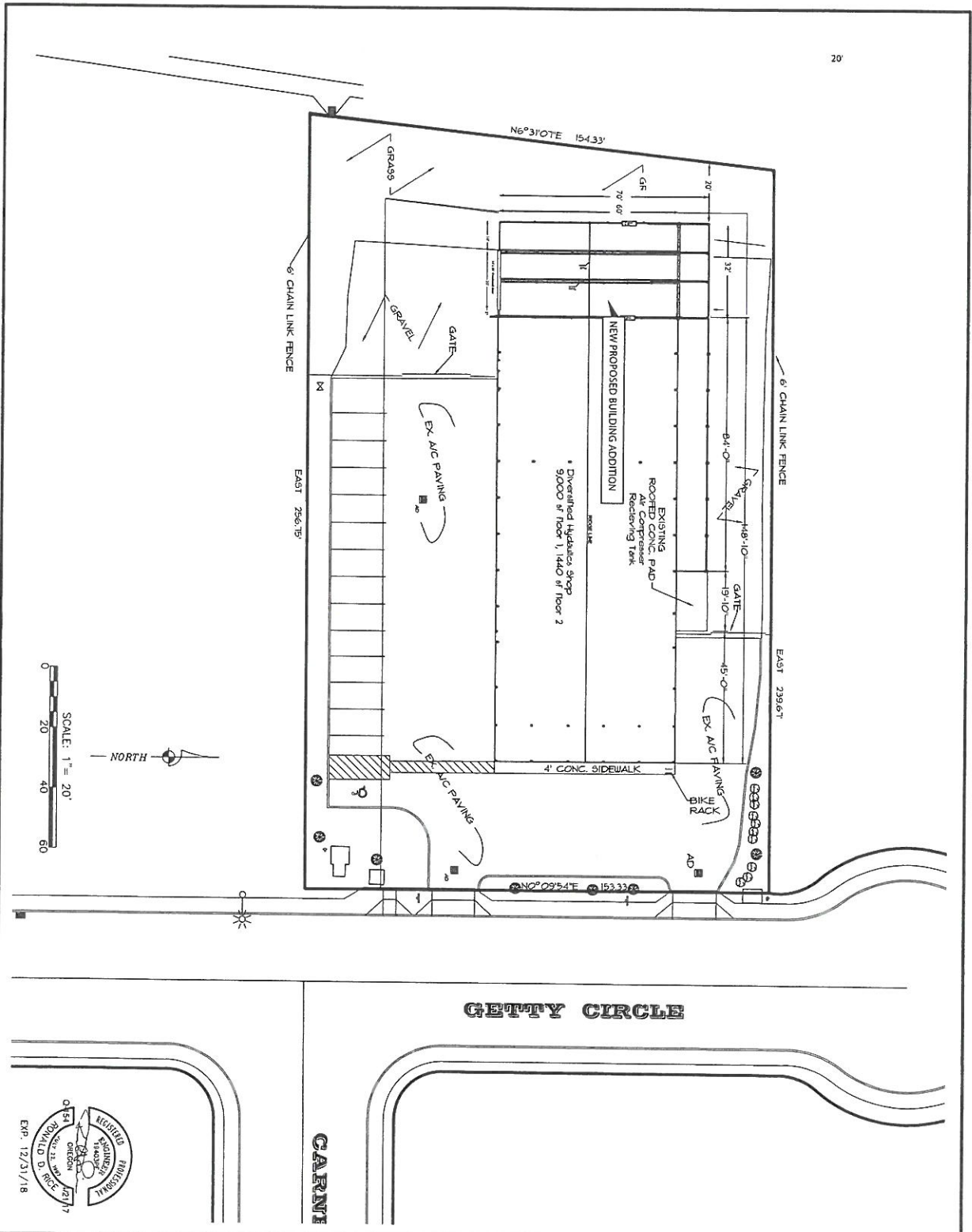


SHEET NO. CE-1	JOB NO. 0-154	FILE NO. 0154 Site.dwg	DRAWN BY rdr	CHECKED BY rdr	DATE Dec. 20, 2016	PROJECT TITLE: DIVERSIFIED HYDRAULIC CONCEPTS 2075 GETTY CIRCLE Cottage Grove, Oregon	<p>ENGINEERING, LAND SURVEYING, BUILDING DESIGN 605 N. NORTH STREET COTTAGE GROVE, OREGON 97124 TELEPHONE - (541) 942-0126 FAX - (541) 942-7935</p>	REV
						SHEET TITLE: EXISTING SITE CONDITIONS		

2075 Getty Circle



Proposed 32' x 70' Building Addition

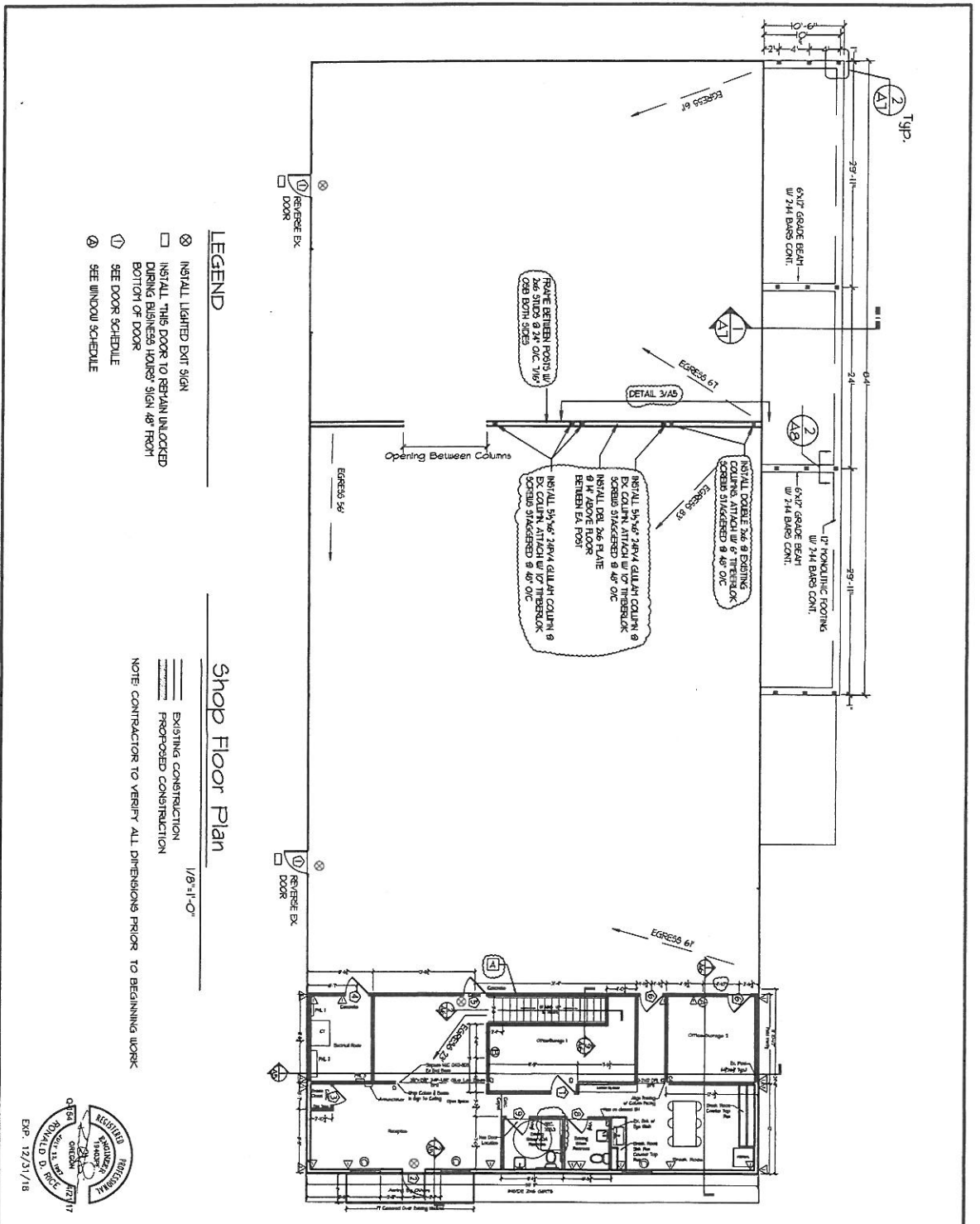


SHEET NO. **CE-1**
 JOB NO. **O-154**
 FILE NO. **Q154**
 DATE **12/31/18**
 PROJECT TITLE: **EXISTING SITE CONDITIONS**

PROJECT TITLE: **DIVERSIFIED HYDRAULIC CONCEPTS**
2075 GETTY CIRCLE
Cottage Grove, Oregon
 SHEET TITLE: **EXISTING SITE CONDITIONS**

Geomax INC.
 ENGINEERING, LAND SURVEYING, BUILDING DESIGN
 806 N. NINTH STREET COTTAGE GROVE, OREGON 97424
 TELEPHONE- (541) 942-0125 FAX- (541) 942-7935

REV.	DESCRIPTION



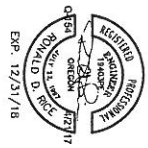
- LEGEND**
- ⊗ INSTALL LIGHTED EXIT SIGN
 - INSTALL THIS DOOR TO REMAIN UNLOCKED DURING BUSINESS HOURS SIGN 48" FROM BOTTOM OF DOOR
 - ⬇ SEE DOOR SCHEDULE
 - ⊙ SEE WINDOW SCHEDULE

LEGEND

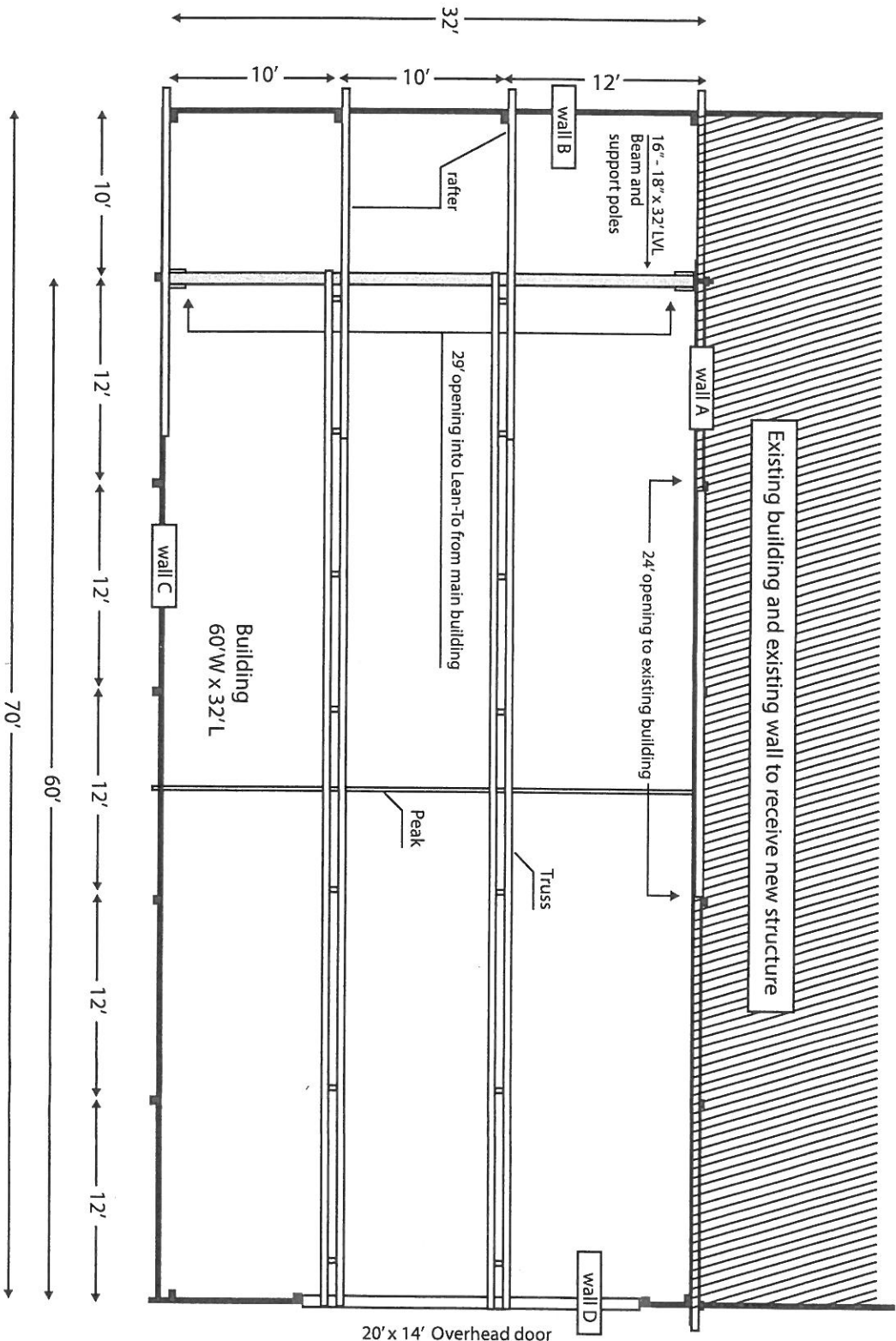
Shop Floor Plan

1/8" = 1'-0"

NOTE CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO BEGINNING WORK



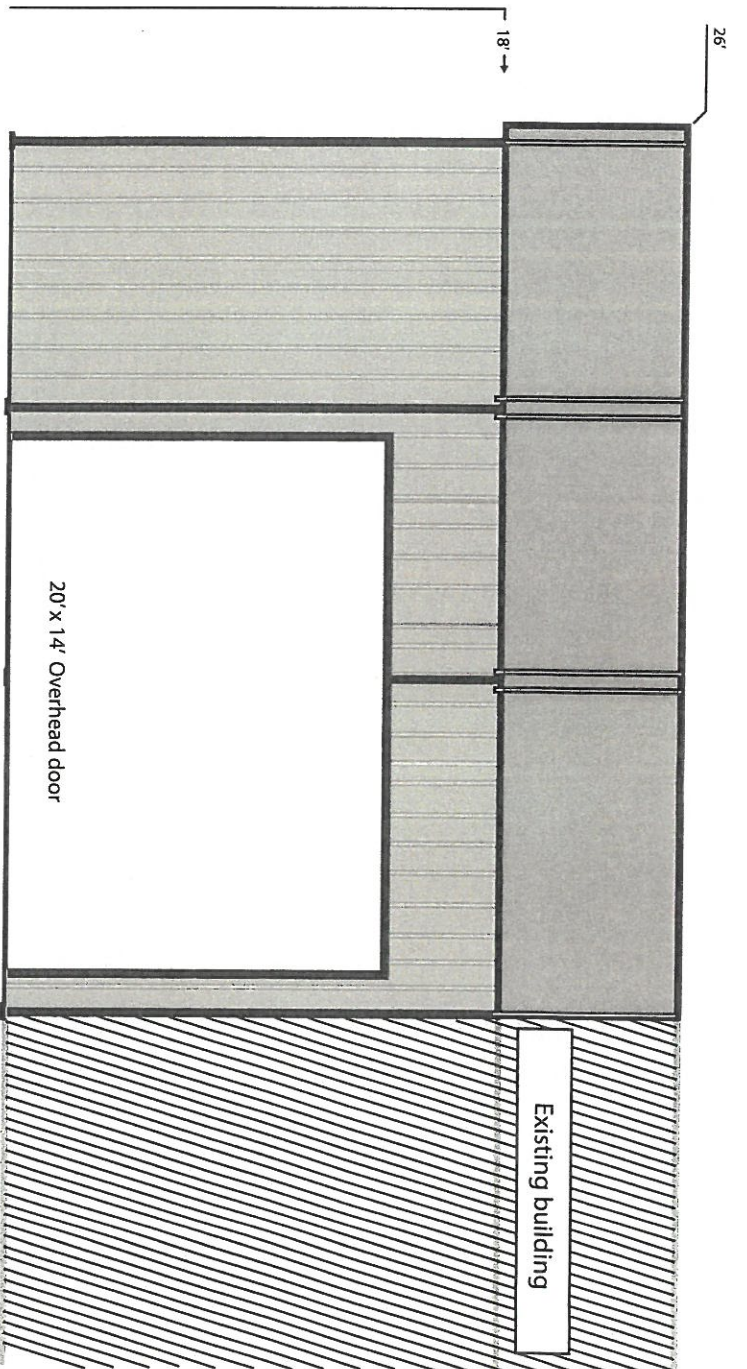
SHEET NO. A-1	JOB NO. O-154	FILE NO. 0154 Site.dwg	DESIGNED BY jdh	DATE Dec. 20, 2016	PROJECT TITLE DIVERSIFIED HYDRAULIC CONCEPTS 2075 GETTY CIRCLE Cottage Grove, Oregon	SHEET TITLE SHOP FLOOR	 Geomax INC. ENGINEERING, LAND SURVEYING, BUILDING DESIGN 806 N. NINTH STREET COTTAGE GROVE, OREGON 97424 TELEPHONE- (541) 942-0126 FAX- (541) 942-7935	REV.
								4/17/17 LABEL OSB SHEATHED WALL
								4/17/17 LABEL SHOP CENTER WALL



Poles 10'/12 ft o/c
 Width Elevation
 Not to Scale

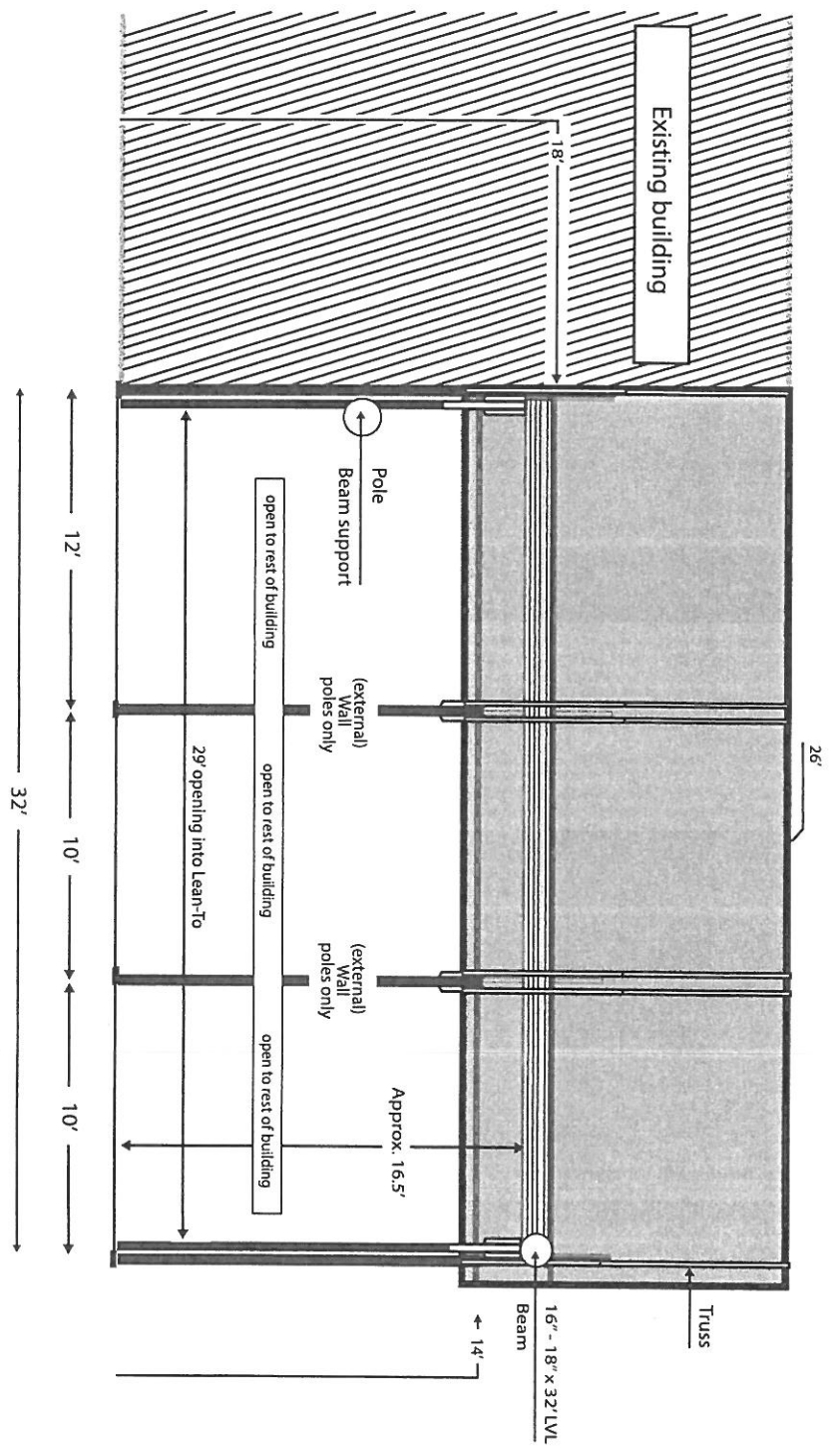
⑤ Louis Howell
 Proposal: 60'W x 32' L x 18' H
 Lean-To 10'W x 32' L
 Elevation 5.

Cottage Grove, OR
 Pacific Pole Buildings



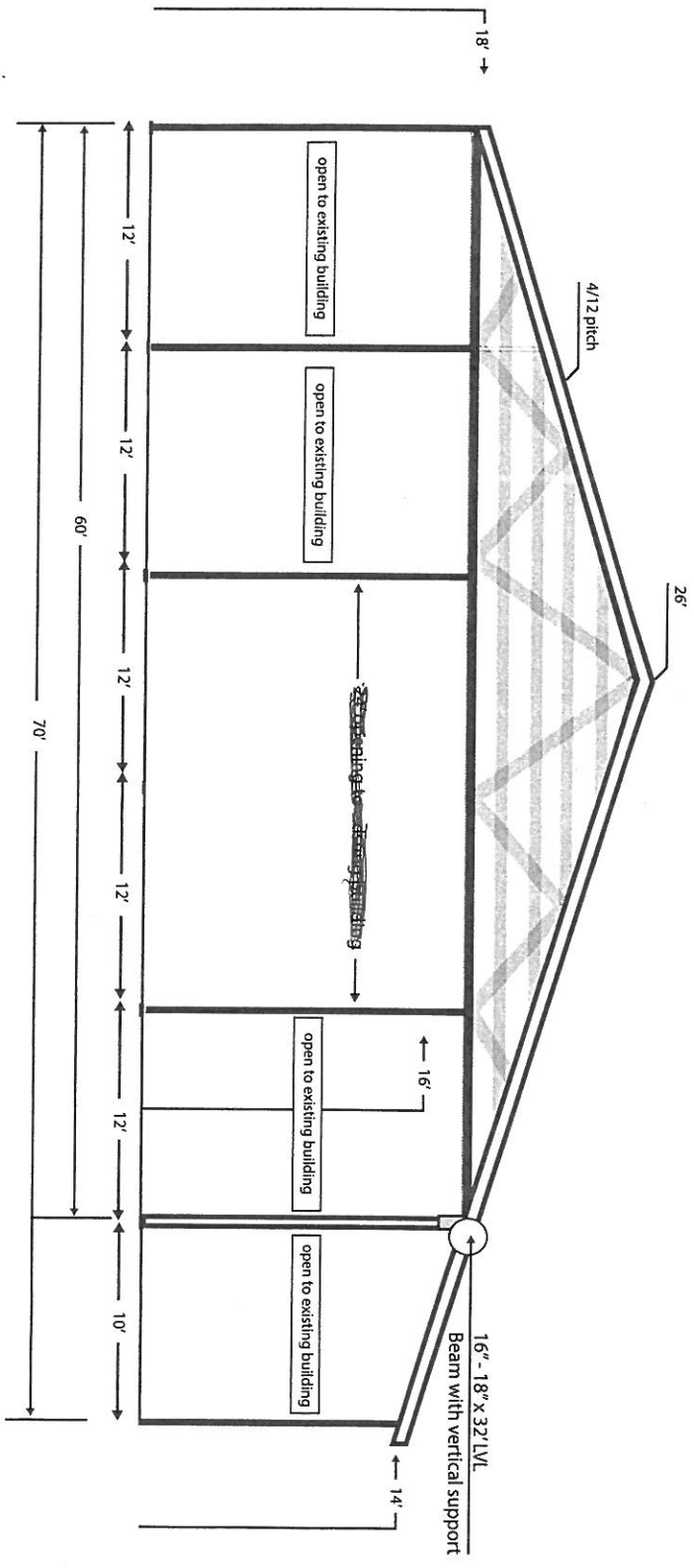
Poles 10' / 12 ft o/c
 Length Elevation
 Not to Scale

④ Louis Howell
 Proposal: 60' W x 32' L x 18' H
 Lean-To 10' W x 32' L
 Elevation 4.
 Cottage Grove, OR
 Pacific Pole Buildings



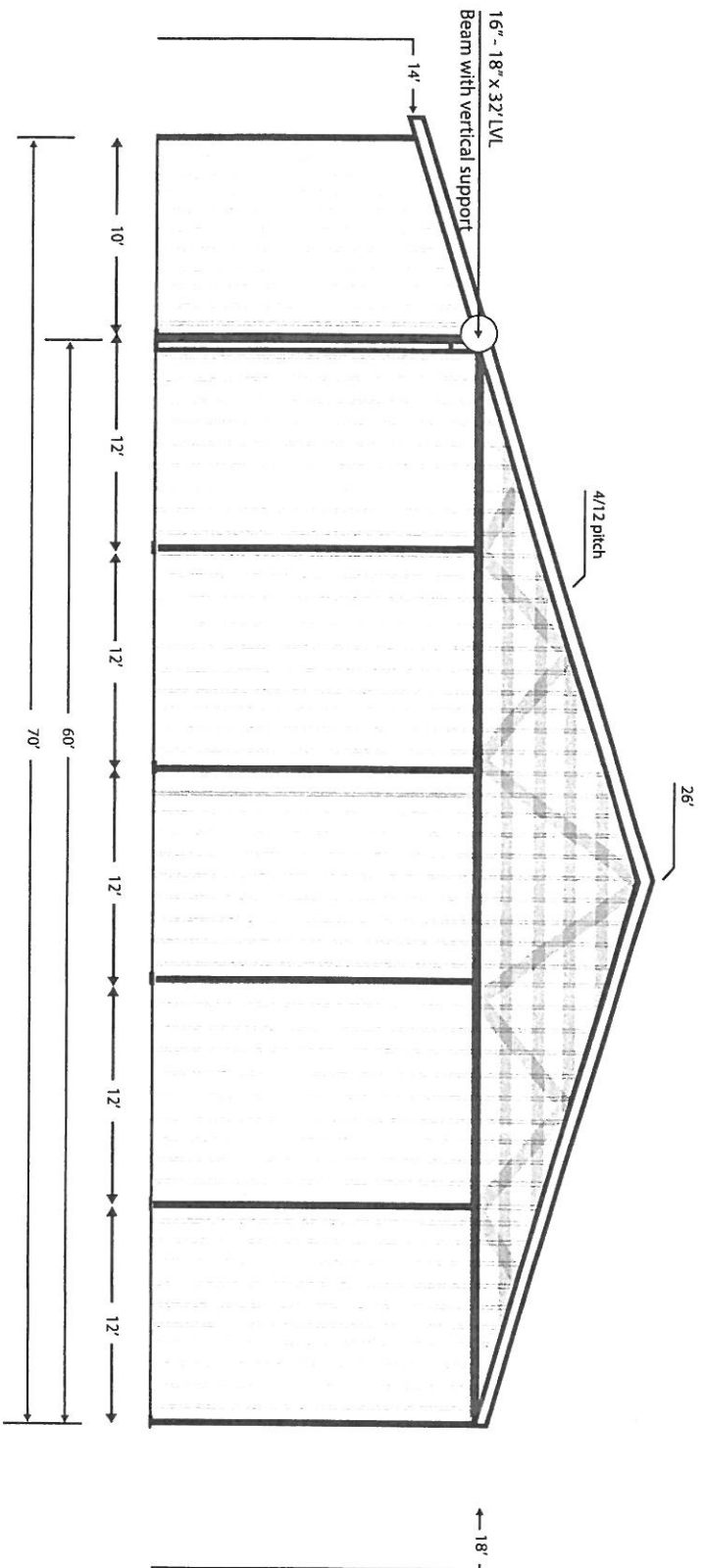
Poles 12' / 10 ft o/c
 Length Elevation
 Not to Scale

③ Louis Howell
 Proposal: 60'W x 32' L x 18' H
 Lean-To 10'W x 32' L
 Elevation 3.
 Cottage Grove, OR
 Pacific Pole Buildings



Poles 12' / 10 ft o/c
 Width Elevation
 Not to Scale

② Louis Howell
 Proposal: 60' w x 32' L x 18' H
 Lean-To 10' W x 32' L
 Elevation 2.
 Cottage Grove, OR
 Pacific Pole Buildings



Poles 10' / 12 ft o/c
 Width Elevation
 Not to Scale

① Louis Howell
 Proposal: 60' w x 32' L x 18' H
 Lean-To 10' W x 32' L
 Elevation 1.
 Cottage Grove, OR
 Pacific Pole Buildings