

STAFF REPORT  
GEOMAX INC.  
EIGHT UNIT COTTAGE CLUSTER  
SITE DESIGN REVIEW SDR 3-23  
February 21, 2024

PROPOSAL DESCRIPTION

Date application filed: June 13, 2023

Date application complete: January 22, 2024

Applicant: Ric Christian  
Geomax, Inc  
806 N. 9<sup>th</sup> St  
Cottage Grove, OR 97424

Owner: Brogan Weybright  
640 N. 9<sup>th</sup> St  
Cottage Grove, OR 97424

Location: 1242 Ostrander Ln  
Map 20-03-28-14-00200

Present Conditions: Vacant

Comp Plan Designation: M Medium Density Residential

Zoning: R-2 Medium Density Residential

Proposal: The applicant proposes to build eight single-family cottages on the subject parcel. The parcel is currently vacant, with the adjacent parcel to the east developed with six single-family dwellings, and one smaller single-family dwelling to the west. The proposed plan would place eight homes, ranging from 700 sqft to 880 sqft on the subject parcel, eight parking spaces, and both private and common open space. Each proposed cottage will be a two bedroom one bathroom.

The proposed development is located in the R-2 Medium Density Residential Zone, which allows for a minimum of four cottages and a maximum of 14 cottages.

While cottage clusters are permitted through a Type II process, this Type III application is due to the requested 40% reduced common open space, the infill setback standards, garbage location, pedestrian access, and the location of parking spaces. Due to the narrow width of the parcel, the proposed cottages could not be configured to where at least 50% opened onto the common open space, nor be within the 60' spacing requirement, hence the requested reduced common open space. The subject parcel qualifies as infill development; however, per 14.22.140(E), the applicant can apply for a Type III Site Design Review if they feel their proposed design meets the intent of this section without meeting the letter of the above standards. The Cottage Cluster section of the Development Code, Section 14.22.200(C), requires that the parking locations be placed to the side or rear of the development and not placed between the development and the primary street frontage. Additionally, the applicant has proposed a delineated pedestrian crossing along the drive aisle to Ostrander Ln, which is typically a raised crosswalk. Lastly, the Cottage Cluster code states that trash receptacles shall be set back at least 10' from adjacent residences,

which this application does not meet. For the above stated reasons, the applicant has submitted a Type III application.

**COMMENTS RECEIVED**

Comments were received from Eric Mongan, City Planner on February 8, 2024. Fire Marshal Danny Solesbee submitted comments on January 29, 2024. These comments are addressed in the staff report in the Exhibits and included in conditions of approval.

**MATERIALS TO BE PART OF THE RECORD**

- Application
- Plan Set & Narrative
- Completeness Letter
- Affidavit of Notice
- Affidavit of Posting
- Engineering Comments dated February 8, 2024
- Fire Marshall Comments dated January 29, 2024

**FINDINGS**

**APPROVAL CRITERIA; SDR 3-23**

**Chapter 14.22 – Residential Districts**

**14.22.110 Residential Districts – Allowed Land Uses**

**Table 14.22.110 identifies the land uses that are allowed in the Residential Districts. The specific land use categories are described and uses are defined in Chapter 14.13 and 14.14.**

**TABLE 14.22.110 -- Residential District Land Uses**

<b>USE Categories (Examples of uses are in Chapter 1.14; definitions are in Chapter 1.13)</b>	<b>Residential Restricted (R)</b>	<b>Low Density Residential (R-1)</b>	<b>Medium Density Residential (R-2)</b>	<b>Mobile Home Park (MHP)</b>	<b>High Density Residential (R-3)</b>	<b>Residential Commercial (RC)</b>
Cottage Cluster (4 or more detached housing units per acre with a footprint of less than 900 square feet each and that include a common courtyard) per Section 14.22.200(C), Special Use Standards	S	S	S	N	CU	S

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**Staff Finding:** The proposed development is a permitted use in the R-2 Medium Density Residential zone as listed under Table 14.22.110 with special standards addressed later. This criterion is met as proposed.

**14.22.120 Residential Districts – Development Standards**

The development standards in Table 14.22.120 apply to all new structures, buildings, and development, and major remodels, in the Residential Districts.

<b>Standard</b>	<b>R</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>RC</b>
<b>Density (DU/acre) – Minimum</b>	3.0 min	4.0 min	8.0 min	14.0 min	8.0 min
<i>Minimum Lot Area* (square feet)</i>					
Single Family, not attached, or Duplex, Multifamily, Cottage Cluster, Nonresidential Uses	8,000 sf	4,500 sf	4,000 sf	4,000 sf	4,000 sf
Townhouse	4,000 sf	2,250 sf	2,000 sf	1,400 sf	2,000 sf
*Lot size may be reduced through lot size averaging. See related land division procedures in Section 14.43.115. Minimum lot sizes do not apply to open space tracts.	(not including panhandle and fire department turnaround, if required)	(not including panhandle and fire department turnaround, if required)	(not including panhandle and fire department turnaround, if required)	(not including panhandle and fire department turnaround, if required)	(not including panhandle and fire department turnaround, if required)
<i>Minimum Lot Width</i>					
Single Family, not attached	60 ft	45 ft	40 ft	N/A	40 ft
Townhouse	30 ft	20 ft	20 ft	18 ft	18 ft
Multiple-Family, Middle Housing or Cottage Cluster	60 ft	45 ft	40 ft	40 ft	40 ft
Nonresidential Uses	60 ft	40 ft	40 ft	40 ft	40 ft
<i>For flag lots, width is measured at the front building line.</i>					
<i>Minimum Lot Depth</i>					
*Lot area must conform to the standards above. Lot dimensions may be reduced for Flag Lots, Section 14.43.115.	80 ft	70 ft	70 ft	N/A	70 ft

<b>Standard</b>	<b>R</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>RC</b>
<p><i>Maximum Building/Structure Height</i></p> <p>(See also Sections 14.22.130, setback yards; 14.22.140, infill standards; 14.22.170, R/R-1 height step-down; 14.31.200, clear vision; and 14.32.500, Fences and Walls.)</p> <p>Building Height Transition</p> <p>Required Adjacent to R and R-1 District, per Section 14.22.170</p> <p>Fences, Retaining/Garden Walls</p> <p>Max. Height. – Front Yard</p> <p>Max. Height. – Interior Side</p> <p>Max. Height – Rear Yard</p>	28 ft	28 ft	40 ft	50 ft	40 ft
<p>Max. Height – Street Side or Reverse Frontage Lot (rear)</p> <p><i>Height Bonus</i></p>	4 ft, or 7 ft with 5 ft setback	4 ft, or 7 ft with 5 ft setback	4 ft, or 7 ft with 5 ft setback	4 ft, or 6 ft with 5 ft setback	4 ft, or 7 ft with 5 ft setback
	N/A	N/A	Add'l 10 ft if recreation increased to 15% of site	Add'l 10 ft if recreation increased to 15% of site	Add'l 10 ft if recreation increased to 15% of site
<i>Max. Building Coverage</i>	50%	50%	60%	N/A	60%
<p><i>Min. Landscape Area (% site area)</i>, except does not apply to Single Family Dwellings. Landscape area may include plant areas and some non-plant areas as allowed under Section 14.32.300(D).</p>	10%	10%	10%	10%	10%
<p><b>Minimum Setbacks (feet):</b> (See also Sections 14.22.130, setback yards; 14.22.140, infill standards; 14.22.170, R/R-1 height step-down; 14.31.200, clear vision, and 14.32.500, Fences and Walls.)</p> <p><b>Front/Street Setback</b></p> <p>Structure except garage/carport entries</p>	10 ft	10 ft	5 ft	5 ft	5 ft

<b>Standard</b>	<b>R</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>RC</b>
<u>Garage/Carport Entry</u> (measured from property line or rear of sidewalk, whichever is closer)	20 ft	20 ft	20 ft	N/A	20 ft
<u>Open Structures</u> (e.g., porch, balcony, portico, patio, wall) where structure is less than 50% enclosed on side elevations	5 ft	5 ft	5 ft	5 ft	5 ft
<u>Note:</u> Always avoid utility easements when building near property lines.					
<b>Side Setback, except alleys (total of 2 sides)</b>					
Structure >28' height	15 ft total	10 ft total	10 ft total	10 ft total	10 ft total
Structure 16' – 28' height	15 ft total	10 ft total	10 ft total	10 ft total	10 ft total
Structure <=16' height	15 ft total (3' min on each side)	10 ft total (3' min on each side)	10 ft total (3' min on each side)	10 ft total (3' min on each side)	10 ft total (3' min on each side)
Garage/Carport Entry, except alley	20 ft (rear of sidewalk)	20 ft (rear of sidewalk)	20 ft (rear of sidewalk)	20 ft (rear of sidewalk)	20 ft (rear of sidewalk)
<i>Exceptions:</i>					
Alley	5 ft min	5 ft min	5 ft min	5 ft min	5 ft min
Common Walls/Zero Lot Line	0 ft	0 ft	0 ft	0 ft	0 ft
<u>Note:</u> Building/Fire Codes require additional protection for structures less than 5 ft from property line.					
<b>Rear Setbacks, except alley</b>					
Structure >28' height	15 ft	10 ft	10 ft	10 ft	10 ft
Structure 16' – 28' height	10 ft	10 ft	10 ft	10 ft	10 ft
Structure <=16' height	10 ft	5 ft	5 ft	5 ft	5 ft
Accessory Structure <=16' height	5 ft	5 ft	5 ft	5 ft	5 ft
Garage or Carport Entry	20 ft	20 ft	20 ft	20 ft	20 ft
Common Walls/Zero Lot Line	0 ft	0 ft	0 ft	0 ft	0 ft
<b>Alley Setbacks</b>					

<b>Standard</b>	<b>R</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>RC</b>
All Structures	2 ft	2 ft	2 ft	2 ft	2 ft
Garage or Carport Entry (no conversion allowed)	5 ft	5 ft	5 ft	5 ft	5 ft
<i>Note:</i> Always avoid utility easements when building near property lines.					
<i>Vision Clearance (per Section 14.31.200(N))</i>					
Corner Lots (intersection of two streets)	20 ft	20 ft	20 ft	20 ft	20 ft
Alley-Street intersection	15 ft	15 ft	15 ft	15 ft	15 ft
Alley-Sidewalk intersection	10 ft	10 ft	10 ft	10 ft	10 ft
<i>Build-To Line (feet):</i> <u>New Buildings Only:</u> At least one primary building entrance shall be built no farther from the street right-of-way than the build-to line; except where a greater setback is required for a planned street improvement, then the build-to line increases proportionately. The build-to line may also be increased through site design review when pedestrian amenities are provided between a primary building entrance and the street right-of-way. (See also Section 14.22.180.)	N/A	N/A	N/A	10 ft, may be increased when pedestrian amenities are provided between a primary building entrance and street	10 ft, may be increased when pedestrian amenities are provided between a primary building entrance and street

**Staff Finding:**

**Density:** The minimum required density for a cottage cluster in the R-2 zone is four cottages, with a maximum of 14 cottages. The proposed development contains a total of eight cottages. This criterion is met as proposed.

**Minimum Lot Width and Depth:** The R-2 zone requires minimum lot dimensions for a cottage cluster development to be a 40' width and a 70' depth. Additionally, the minimum lot area for the R-2 zone and cottage clusters are 4,000 square feet. The subject parcel is 20,473 square feet, and is 65' wide and ranges from 321.84' to 326.7' long. The development site exceeds the minimum required lot dimensions. This criterion is met as proposed.

**Building/Structure Height:** The proposed development is located in the R-2 zone, and per Table 14.22.120, the maximum structure height is 40 feet. The tallest proposed structure is 23' 1", which is within the requirement. This criterion is met as proposed.

Height Step-down – R/R-1 District Transition: This parcel does not abut R or R-1 zoning, and therefore this criterion is not applicable.

Building Coverage: The building coverage maximum in the R-2 Zone is 60%. The applicant has proposed eight buildings for a total footprint of 4,900sqft, which is a total of 26% building coverage (700sqft + (1) 440sqft + (6) 720sqft = 5,460sqft / 20,473sqft = ~26%). This criterion is met as proposed.

Minimum Landscape Area: A minimum 10% of the site must be landscaped. The applicant did not provide a landscaping plan with this submittal. Before the Certificate of Occupancy can be issued, the applicant will need to provide at least 10% landscaping on the parcel, and this shall be a condition of approval. This criterion is met as conditioned.

Minimum Setbacks: The front setback in the R-2 zone are 5'. Side setbacks for structures less than or equal to 16' is a total of 10', with a 3' minimum on each side, and for structures between 16' and 28' tall, the setback is 10'. Rear setbacks for structures less than or equal to 16' in height are 5', and for structures between 16' and 28', the rear setback is 10'.

The applicant has proposed a 20' setback for the dwelling abutting the front property line. There is a proposed 10' rear setback for the two dwellings on the south end of the parcel. For both side setbacks, the applicant has proposed a 5' setback on the west side and 5' on the east side. All proposed setbacks meet the criteria.

This criterion is met as proposed.

Build-To Line (feet): This criterion not applicable.

Fences/Walls: The maximum height of fences is 4' in the front setback, and 7' on the interior side and rear yard. The applicant has detailed a wood fence along the rear setback of the development, but did not provide a height. Fence heights shall comply with standards of Section 14.32.500. This criterion is met as conditioned.

Infill Standards: 14.22.140: The subject parcel qualifies as infill development, as both adjacent parcels are already developed. Both residences flanking the subject parcel have similar front setbacks (approx. 33' and 29'). There was development in 2007 to the east of the east parcel abutting the subject property, which was setback only approx. 10' from the front property line. The single story residence to the west is considered re-developable, due to the current size of the residence not being the highest and best use of the 0.47ac. Due to the potential re-development and the continuity discrepancies of the parcels surrounding the subject parcel on the same side of the street, staff finds it acceptable to have a 20' front setback.

Additional infill standards include compatibility with the building height of adjacent residences. With the residence to the east being two-story, the proposed 23' 1" height of the one two-story residence complies with this standard.

This criterion is met as proposed.

#### **14.22.180 Residential Districts – Building Orientation**

**C. Building orientation standards. All developments that are subject to Section 14.22.180 shall have buildings that are oriented to a street. This standard is met when all of the following criteria are met:**

**1. Compliance with the setback and build-to line standards in Section 14.22.120;**

**Staff Finding:** Due to the proposed cottage cluster being in the R-2 zone, there are no build-to-line standards. All setback requirements are met as proposed.

**2. Except as provided in subsections 3 and 4, below, all buildings in the Residential Districts shall have at least one primary building entrance (i.e., dwelling entrance, a tenant space entrance, a lobby entrance, or breezeway/courtyard entrance serving a cluster of units or commercial spaces) facing an adjoining street, or if on a side elevation, not more than 20 feet from a street sidewalk. See Figures 14.22.180.C(1).**

**Staff Finding:** The proposed development is a cottage cluster. Per Section 14.22.200(C), this type of development has its own specific standards and criteria. However, the cottages that do not have frontage on Ostrander Ln are connected to the road with a proposed walkway on the western end of the drive aisle. Additional standards regarding this walkway are included later in the staff report. This criterion is met as proposed.

**3. Off-street parking, driveways, and other vehicle areas shall not be placed between buildings and the street(s) to which they are oriented, as per subsection 2 and Figure 14.22.180.C(1); except the following vehicle areas are allowed:**

- a. Schools, multiple family buildings, assisted living facilities, and other institutional uses may have one driveway not exceeding 20 feet in width plus parallel parking, including ADA accessible spaces, located between the street and the primary building entrance, provided that the building's primary entrance is connected to an adjacent street by a pedestrian walkway and the driveway/parking area is crossed by a clearly defined pedestrian walkway, as required by Section 14.31.300. The intent of this exception is to create driveways that have street-like features;
- b. Attached single family housing developments (townhomes) with street-facing garages may have one driveway access located between the street and the primary building entrance for every two dwelling units, provided they meet the following criteria, as generally shown in Figure 14.22.180.C(2):
  - a. Where two abutting townhomes have street-facing garages, they shall share one driveway access that does not exceed 20 feet in width where it crosses the sidewalk and intersects the street;
  - b. All primary building entrances shall be connected to a driveway (and sidewalk) via a pedestrian walkway that is not less than 5 feet wide;
  - c. The maximum number of consecutively attached townhomes with garages facing the same street is four (4) (two driveways); and
  - d. Street-facing garages shall be setback at least 20 feet from the street or sidewalk, whichever is closer.
- c. Commercial buildings and uses (e.g., neighborhood commercial or mixed-use) shall have all of their off-street parking located behind or to the side of such buildings and uses and screened from abutting properties in accordance with Chapter 14.32, as generally shown in Figure 14.22.180.C(3). Off-street parking shall not be located between any building and any street.
- d. Driveways for single-family or duplex homes that meet all requirements of 14.31.200 Vehicular Access and Circulation.



***Staff Finding:*** The applicant has proposed off-street parking in the middle of the development, with one parking space located along Ostrander LN, abutting the drive aisle. This criterion is met as proposed.

4. **Where a development contains multiple buildings and there is insufficient street frontage to which buildings can be oriented, a primary entrance may be oriented to common green, open space, plaza, or courtyard. When oriented in this way, the primary entrance(s) and green, plaza, or courtyard shall be connected to the street by a pedestrian walkway meeting the standards in Section 14.31.300. See example in Figure 14.22.180.C(1) “acceptable site plan.”**

***Staff Finding:*** The development as proposed has a required common open space standard addressed in Section 14.22.200(C), which are addressed below.

#### **14.22.190 – Residential Districts – Architectural Design Standards**

- A. **Purpose. The architectural design standards require a minimum level of design on every building, which is intended to promote attention to detail, human-scale design and street visibility, while affording flexibility to use a variety of building styles.**

***Staff Finding:*** The proposed cottage cluster has additional design standards which are addressed below, in Section 14.22.200.

#### **14.22.200 – Residential Districts – Special Use Standards**

- A. **Purpose. Section 14.22.200 provides standards for specific land uses and building types that are identified as permitted with “Special Use (‘S’) Standards” in Table 14.22.110. These standards control the scale and compatibility of those uses within the Residential Districts. The standards in Section 14.22.220 supplement (are in addition to and do not replace) the standards in Sections 14.22.100 through 14.22.190. These standards are implemented through Land Use Review (Type I) or Site Design Review procedures, as applicable, prior to building permit review and approval.**

**C. Cottage Cluster Housing.** A cottage cluster or cottage housing development is an alternative type of small scale housing. By definition, cottage clusters are developments of no fewer than four detached housing units per acre with a footprint of less than 900 square feet each and that include a common courtyard. By design, cottage housing is geared toward single-family tenancy. The nature of cottage housing is one of community where shared space and semi-private space are favored over purely private space. Cottage housing developments are usually focused around community courtyards where housing clusters numbering four to 12 units open onto the shared space.

Where allowed, cottage clusters are subject to the following standards, which are intended to encourage affordability, innovation and variety in housing design and site development while ensuring livability for residents and compatibility with nearby uses.

Compliance with these standards shall be reviewed through a Type II Site Design Review. Proposals that do not comply with the standards below may request to vary these standards through the Type III Site Design Review Application to vary these standards. This application is a Type II, due to diminished common open space, change in infill setback standards, and the location of parking spaces.

**1. Number of Units.** In cottage housing developments, the permitted number of dwelling units shall be as follows:

<b>Zoning District</b>	<b>R Single Family Residential</b>	<b>R-1 Low Density Residential</b>	<b>R-2 Medium Density Multifamily</b>	<b>R-3 High Density Multifamily</b>	<b>RC Residential Commercial</b>
Minimum number of cottages per cottage housing development	4	4	4	N/A	4
Maximum number of cottages per cottage housing development	8	8	14	N/A	14

**Staff Finding:** The proposed cottage cluster contains eight total cottages. This criterion is met as proposed.

**2. Existing Nonconforming Structures and Accessory Dwelling Units.**

a. On a lot to be used for a cottage housing development, an existing detached single-family residential structure, which may be nonconforming with respect to the standards of this chapter, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included towards the total number of units.

**Staff Finding:** The proposed cottage cluster does not utilize an existing residence. This criterion is not applicable.

b. New accessory dwelling units (ADUs) are not permitted in cottage housing developments. All residential units in a cottage housing development count towards the maximum number of units. An existing attached or detached ADU that is accessory to an existing nonconforming single-family structure may be counted as a cottage unit if the property is developed subject to the provisions of this chapter.

**Staff Finding:** There are no proposed accessory dwelling units (ADU). This criterion is not applicable.

**3. Covered Main Entry Porches.**

a. Cottage homes shall have a covered main entry porch with a floor area measuring at least 60 square feet in size.

b. The floor of the covered main entry porch shall have minimum dimensions of not less than five feet in any direction (length or width).

**Staff Finding:** The proposed cottage clusters each have a covered main entry porch with a proposed floor area of 120 sf, with dimensions of 6' by 20'. This criterion is met as proposed.

**4. Street-Facing Facades.** All cottages shall include one or more of the following features on street-facing facades:

- a. Changes in exterior siding material and paint color;
- b. Windows, which may include bay windows; and/or
- c. Building articulation with a depth measuring at least one foot.

**Staff Finding:** The applicant has proposed one cottage to face Ostrander Ln. The submitted elevations show that the residences have Snaplok steel roofing as the porch roof, and T 1-11 siding, as well as a porch protrusion, and windows. This criterion is met as proposed.

**5. Building Coverage.** The maximum building coverage permitted for all structures in cottage housing developments, including accessory structures, preexisting nonconforming structures, and cottages, shall not exceed the requirements of the underlying zoning district in Table 14.22.120.

**Staff Finding:** This criterion was addressed above under Section 14.22.120.

**6. Cottage Floor Area.** The maximum ground-floor area for an individual principal structure in a cottage housing development shall be as follows:

- a. The footprint of the living area may not exceed 900 square feet.
- b. Porches, patios and garages/carports shall be exempt from the ground-floor area calculation.

**Staff Finding:** The proposed cottage cluster designs provided by the applicant show one 700sqft dwelling, one 880sqft dwelling, and six 720sqft dwellings. This criterion is met as proposed.

**7. Building Setbacks from Exterior Lot Lines.** Exterior lot line building setbacks in cottage housing developments are based upon setbacks from surrounding residential districts. Flexible setbacks are allowed through the Type III Site Design Review.

**Staff Finding:** This criterion was addressed above under Section 14.22.120.

**8. Common Open Space.**

**a. Common Open Space.** A minimum of 400 square feet per cottage unit of common open space is required. Parking areas, yard setbacks, spaces between buildings of 10 feet or less in width, private open space, and driveways do not qualify as common open space.

**b. Proximity to Common Open Space.**

i. At least 50 percent of the cottage units shall abut a common open space. All of the cottage units shall be within 60 feet walking distance measured from the nearest entrance of the cottage along the shortest safe walking route to the nearest point of the common open space. The common open space shall have cottages abutting at least two sides.

ii. For the purposes of cottage housing, “common open space” shall be the central space that may be used by all occupants of the cottage complex.

**Staff Finding:** The proposed cottage cluster has unique narrow parcel dimensions, making it difficult for at least 50% of the cottages to open to the required 3,200 sqft of open space required, or be within 60', hence this Type III application. As proposed, there is an approximately 1,300sqft square of paving between the third and fourth dwelling. This space will be utilized as a fire turn around, as well as a common use space (basketball court). The proposed open space does meet the requirement of it being surrounded by cottages on at least two sides. As a condition of approval, the fire turnaround area shall be labeled as no parking, curbs painted red, and the basketball court will be distinguished prior to occupancy. This criterion is met as conditioned.

**9. Private Open Space.**

- a. Each cottage unit shall be provided with a minimum 200 square feet of usable private open space separated from the common open space by a hedge or fence not to exceed 48 inches in height.
- b. No dimension of the private open space shall be less than eight feet.

**Staff Finding:** The applicant does not identify specific dimensions of the private open space located to the south of the proposed cottages, but per the site plan and scale provided, each cottage has over 200 sf of private open space, with dimensions over 8'. These private open spaces shall be identified by a hedge or fence not to exceed 48" in height. This shall be a condition of approval. This criterion is met as conditioned.

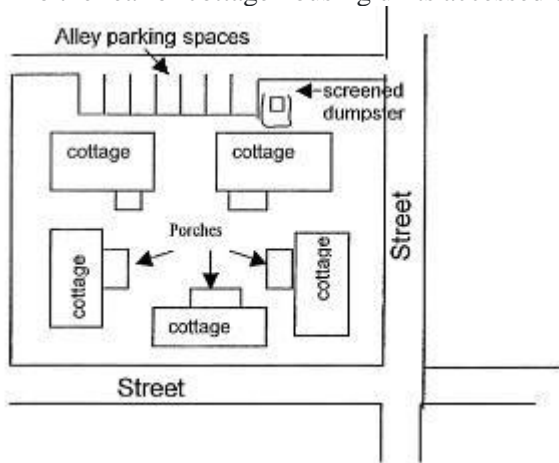
**10. Tree Conservation.** Significant trees (eight inches in diameter or more) shall be preserved to the greatest extent possible and the overall site design shall take advantage of the location of existing trees as well as other natural vegetation and features.

**Staff Finding:** There are no existing significant trees located within the proposed development area. This criterion is not applicable.

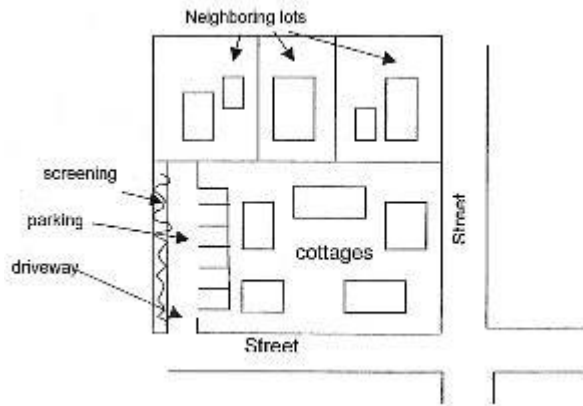
**11. Off-Street Parking.**

- a. **Required Parking.** One off-street parking space shall be required per dwelling unit.
- b. **Off-Street Parking Location.** Off-street parking lots shall be located to the side or rear of the cottage housing development. Parking lots shall not be located between the cottage housing development and the primary street frontage.
- c. **Off-Street Parking Screening.** Off-street parking may be located in or under a non-cottage parking structure (such as a single- or multi-auto carport or garage). Uncovered parking is also permitted; provided, that off-street parking shall be screened from direct street view from one or more street facades by garage doors, or by a fence and landscaping.
- d. Preferred locations for parking, in descending order of preference, are as follows:

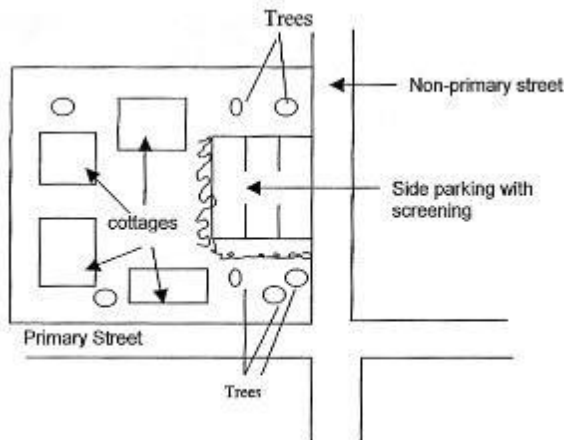
- i. To the rear of cottage housing units accessed by an alley.



- ii. To the side of the cottage housing units accessed by a private driveway.



- iii. Parking on the side (non-primary street) screened from the side street by either garage doors, landscaping, and/or fencing.



**Staff Finding:** The required number of parking required for a cottage cluster development is one space per dwelling unit. Per 14.22.200(C)(11), parking shall be located to the side or rear of the cottage housing development. The applicant has proposed a total of eight parking spaces, but with a parking space at the

front of the development, hence this Type III application. The drive aisle for the proposed development is a total of 24' wide, and the first two parking spaces abut the western edge of the drive aisle. The additional six parking spaces are located towards the rear (southern) end of the development. The applicant has proposed a pedestrian connection between Ostrander Ln and the rear parking / dwelling units, which is located on the southern end of the drive aisle. As this pedestrian connection intersects the parking areas of the proposed development, all pedestrian crossings of vehicle maneuvering areas shall be clearly delineated crosswalk and be clearly marked with striping or contrasting paving materials (e.g., light-color concrete inlay between asphalt), which may be part of a raised/hump crossing area. This criterion is met as conditioned.

- e. **Parking Lot Lighting.** Parking lot lighting is not required. If proposed, parking lot lighting shall not exceed one foot-candle per square foot.

**Staff Finding:** The applicant has not proposed parking lot lighting at this time. If, at time of issuance of building permits, the applicant does include parking lot lighting, adherence to the one foot-candle per square foot shall be required. This shall be a condition of approval.

**12. Trash Receptacles.** Trash receptacles shall be set back at least 10' from any public street and adjacent residences, or 5' from an alley. Trash receptacles shall be screened with an evergreen hedge or solid fence or wall of not less than 5' in height. Receptacles must be accessible to trash pick-up trucks.

**Staff Finding:** The applicant has proposed individual trash receptacles for each dwelling. The proposed layout does not allow for adherence to the standards of 10' away from adjacent residences. At this time, staff recommends placing the individual trash receptacles in or near the private open spaces of each residence. These receptacles must be accessible to trash pick-up trucks, and shall be screened. This shall be a condition of approval. This criterion is met as conditioned.

## CONCLUSION

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

## STAFF RECOMMENDATION

That the Site Design Review SDR 3-23 be **approved with conditions** for the proposed cottage cluster located at 1242 Ostrander Ln (Tax Map 20-03-28-14 tax lot 200) pursuant to Section 14.42.600 Site Design Review Approval Criteria which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

## CONDITIONS OF APPROVAL

1. Modifications to these plans shall be reviewed by the Planning Division for compliance or referral to Planning Commission.
2. Prior to issuance of Certificate of Occupancy, the applicant shall landscape at least 10% of the subject parcel.
3. A Site Development Permit shall be required for the installation of water, sewer and storm water infrastructure, parking, sidewalk/curb cut, landscaping, etc. Building permits are required. Occupancy on building permits will not be approved until the Site Development Permit is complete and all conditions of approval are met and approved by the City of Cottage Grove

unless the applicant develops an approved phasing plan in coordination with the Public Works Department.

- a. Projects that are constructed in phases require that the minimum site development relevant to occupancy (i.e. open space, landscaping in completed areas, parking (auto/bike), lighting, garbage enclosures, etc.) be completed prior to the issuance of a certificate of occupancy
4. New fences shall comply with Development Code standards.
5. Prior to issuance of Certificate of Occupancy, the applicant shall label the fire turnaround area with “No Parking” signs, paint the curbs, as well as distinguish the basketball court.
6. Prior to issuance of Certificate of Occupancy, the applicant shall install a hedge or fence no taller than 48” to identify the private open spaces for each cottage.
7. All pedestrian crossings of vehicle maneuvering areas shall be clearly delineated crosswalk and be clearly marked with striping or contrasting paving materials (e.g., light-color concrete inlay between asphalt), which may be part of a raised/hump crossing area
8. 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.
9. No external storage of materials, abandoned vehicles, appliances, metal or other debris shall be allowed on the site.
10. All trash receptacles shall be screened and must be accessible by the trash pick-up trucks.
11. If parking lot lighting is placed within the development, it shall not exceed one foot-candle per square foot.
12. Backflow devices shall be required for all irrigation systems.
13. New mailboxes will be required to meet the approval of the United States Postal Service.
14. Engineering Comments from City Planner Eric Mongan (Exhibit A), dated February 8, 2024 shall be considered conditions of approval.
15. Comments from Fire Marshall Danny Solesbee (Exhibit B), dated January 29, 2024 shall be considered conditions of approval.

## EXHIBITS

- A. Engineering Comments, February 8, 2024
- B. Fire Marshall Comments, January 29, 2024
- C. Application
- D. Plan Set & Narrative

**MEMO**

To: Leni Crow, Assistant Planner

From: Eric Mongan, City Planner

**Subject: ENGINEERING COMMENTS FOR SDR 3-23 (CLUSTER HOUSING – 1242 OSTRANDER LANE)**

Date: February 8, 2024

The following comments are based on application SDR 3-23. 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.

**Development Comments**

General

- Development of the property will require that all cable utilities be placed underground including telephone, television and power. This requirement is inclusive of any connections to the feeder main. Separate permits from the individual private utilities will be required. Private utilities designs will be required prior to construction.
- Applicant is required to apply for an Erosion Control Permit per Chapter 14.35 of the CGMC.
- Traffic control shall be in accordance of the Manual of Uniform Traffic Control Devices for all work performed in the public right-of-way.
- Developer will be responsible for payment of all system development charges and design review and other associated fees.
- The City of Cottage Grove requires a minimum of five feet horizontal separation from its utilities and all other utilities. This distance is measured from outside of pipe to outside of pipe. Other utility companies may have stricter standards than this. The standard with the greatest separation will apply.
- Any infrastructure improvements (streets, water, sanitary sewer and storm drainage) that is to be owned and operated by the City of Cottage Grove shall be designed and stamped by a Registered Professional Engineer in the State of Oregon. Plans shall be reviewed and approved by city staff prior to construction.
- Some of the proposed infrastructure improvements may qualify for SDC credits or reimbursements, as outlined in Chapter 15.16 of the Cottage Grove Municipal Code for costs of eligible capital improvements that are the City's fair share and for the costs of any over sizing of the public facilities.



- Upon completion of the infrastructure and any required testing, the public infrastructure improvements will be accepted by the City of Cottage Grove for maintenance and operation.

### 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 Ostrander Lane.
- 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.
- Also, if a street intersection type entrance is used, the curb radius needs to be 36 feet for South Lane County Fire and Rescue's ladder truck. Confirm with Danny Solesbee, South Lane Fire and Rescue Fire Marshall.
- A five (5) foot sidewalk shall be installed per City Standard Detail No. 216. Contact Engineering department for details.
- Any new utility work or repair of any utility work or connection to any utility within South Ostrander Lane shall conform to the City of Cottage Grove Standard Drawing No. 602. Contact Engineering Department for details

### Water

- An 6-inch ductile iron water main is available on the south side of Ostrander Lane.
- Water service lines shall be copper or HDPE as per city standard.
- A fire hydrant is located at the northeast corner of the subject property.
- 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.
- The Oregon Administrative Rules requires a 10-foot horizontal separation between water lines and sanitary sewer lines include water and sewer services within the public right of way. The proposed plans meet this requirement.
- 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.
- Show water fixtures for each unit on the building plans so staff can check meter size for each unit as outlined in the plumbing code.
- Please include any hose bibbs on the building permit plans. Please indicate which water service they are to be attached too.

### Sanitary Sewer

- An 8-inch sanitary sewer main is located on the north side of Ostrander Lane and drains to the west.
- Developers are responsible for the costs and the construction of the sewer services on private property.

### Storm Drainage

- A 12-inch storm drainage main is located in the middle of Ostrander Lane.
- Storm water runoff shall not 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.
- 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.



Leni Crow &lt;assistantplanner@cottagegrove.org&gt;

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## Cottage cluster ostrander

1 message

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**Danny Solesbee** <dsolesbee@southlanefire.org>  
To: Eric Mongan <assistantplanner@cottagegrove.org>

Mon, Jan 29, 2024 at 2:47 PM

Leni, below is my concerns with this project. I spoke to Rick Christian and he is aware and will be working on it. I will check my emails this week on vacation.

- 1) For buildings other than one- and two-family dwelling, hydrants need to be **within 400 feet (122 m) of the building with a maximum spacing of 500 feet (152 m)**. Additionally, hydrants must also be located within 12 feet (3.7 m) of the fire department access road.
- 2) turn around is not 70' deep
- 3) From the drawings it appears the fire access does not put us within the max of 150' to furthest part of structure.

I can make exceptions for some, but this just adds up to too many waivers. My suggestion is to sprinkler these with a residential system. That would help tremendously with access issues.  
Sincerely, Danny Solesbee, Fire Marshal

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