



Conditional Use Permit Staff Report and Recommendation

Community Development Department, Planning Division

REPORT DATE: December 8, 2021

HEARING DATE: December 20, 2021

LAND USE REQUEST: Conditional use permit for a 19,132-square-foot addition to a group living facility (The Grove)

FILE NUMBER(S): 311-21-000043-PLNG

PROPERTY LOCATION: 3308-3334 22nd Avenue

LEGAL DESCRIPTION: Washington County Tax Lot 1N332CC03500 and 3600

OWNER/APPLICANT(S): Applicant: Andy Harmon / Steele Architecture
1567 SW Chandler Avenue – Suite 230
Bend, Oregon 97702

Property Owner: Mosaic Management LLC
2735 12th Street SE - Suite 100
Salem, Oregon 97302

**COMPREHENSIVE PLAN
MAP DESIGNATION** High Density Residential (HDR)

**ZONING MAP
DESIGNATION** Residential Multi-Unit High (RMH)

**APPLICABLE
STANDARDS
AND CRITERIA:** Forest Grove Development Code:
§17.2.220 Conditional Use Review Criteria
§17.2.350 Design Review Criteria
§17.2.450 Site Development Review Criteria
§17.3.100 et. seq. Residential Zones
§17.8.500 et. seq. Off-Street Parking and Loading

REVIEWING STAFF: Amy Kreimeier, Senior Planner

RECOMMENDATION: Staff recommends approval with conditions

I. LAND USE HISTORY

The existing single-family home at 3308 22nd Avenue will be demolished to facilitate the construction of the proposed 19,132-square-foot addition. The existing Pacific Grove residential care facility at 3334 22nd Ave. was approved in 1998 and contains 63 assisted living units and 28 memory care units.

This application is for a conditional use permit to allow for a 19,132-square-foot addition to a group living facility (The Grove). Development Code (DC) §17.3.320 Table 3-2 *Residential Zones – Use Table* lists Group Living for 6 or more residents as a conditional use in the RMH zoning district, per Footnote #1. DC §17.2.210 *Procedure* authorizes the Planning Commission to act on a request for a conditional use permit after holding a public hearing pursuant to Type III review procedures.

Public notice for this application was mailed to property owners and residents within 300 feet of the site on December 1, 2021, as required by DC §17.1.160. Notice of this request was also provided to the Plans Review Board, and published in the *Forest Grove News-Times*. These comments were received from the Plans Review Board:

Fire Department:

- 1) *Install an additional fire hydrant at the south end of the new fire lane.*
- 2) *Provide the building with an approved standpipe system in the two end stairwells of the new addition.*

Code requirements of the Engineering Department are attached as Exhibit C. As of the writing of this report, no comments have been received from the public.

II. PROJECT DESCRIPTION AND ANALYSIS

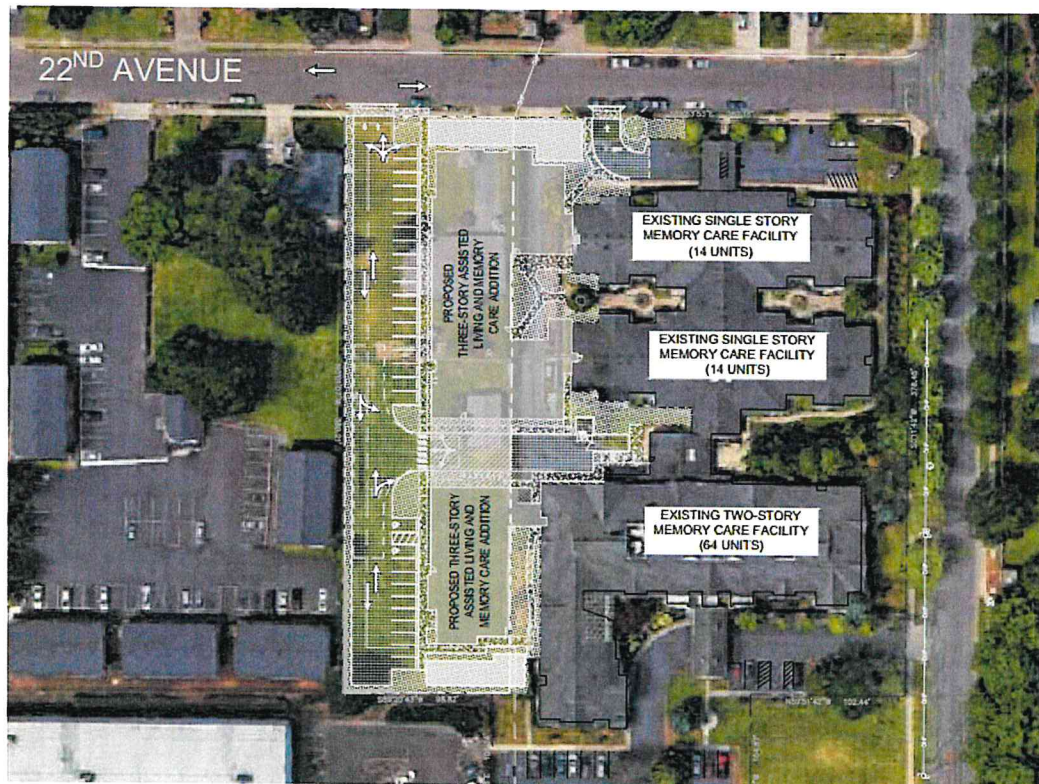
- A. Description of Proposal: Proposal to construct a 19,132-square-foot addition to the existing Pacific Grove residential care facility at 3308 22nd Avenue and combine 3308 and 3334 22nd Avenue into one parcel. The 3-story addition will consist of 40 assisted living units, 24 memory care units, and various common use facilities including a theater, dining halls, and physical therapy room. The project includes the addition of 30 parking stalls and internal sidewalks to connecting to the public right of way. Street trees and landscaping are proposed to be compatible with street trees on 22nd Ave and Oak Street.
- B. Site Examination: The 3308 22nd Ave. property is flat and totals 0.96 acres. The property is to be consolidated with 3334 22nd Ave. to eliminate the property line so that it would not bisect the proposed building addition. After the two properties are consolidated, the site would total 3.95 acres in area. Due to separation requirements of the building code, the lot consolidation process must be completed prior to the issuance of any building permits for any buildings on or near the existing lot lines.

The site fronts 22nd Avenue, a collector street. It has been fully improved with curb, gutter and sidewalk. 3308 22nd Ave. property is currently occupied by a single-family home, which will be removed. 5 trees are scattered about the property; they will also be removed. Any tree removal permit will be applied for at time of construction.

- C. Comprehensive Plan Designation and Zoning of Site and Area

LOCATION	COMPREHENSIVE PLAN DESIGNATION	ZONE DISTRICT	LAND USE
Site	High Density Residential (HDR)	Residential Multi-Unit High (RMH)	Single-Family Home
North	High Density Residential (HDR)	Residential Multi-Unit High (RMH)	Single-Family Homes
South	Community Commercial (CC)	Community Commercial (CC)	Bi-Mart, McDonald's Restaurant, Nectar Cannabis
East	High Density Residential (HDR)	Residential Multi-Unit High (RMH)	Jennings McCall Assisted Living
West	High Density Residential (HDR)	Residential Multi-Unit High (RMH)	Apartments

The image below shows the subject property in relation to the surrounding area. As the image shows, the subject property fronts 22nd Avenue west of Oak Street.



- D. Architecture: The current facility consists of two single story memory care wings running East-West and a 2-story assisted living wing running East-West. The proposal will consist of a 3-story assisted living and memory care wing, running North-South, to the west of current facility. The new addition connects to the 1-story wings with a 2-story portion stepping up to 3-story on the north side of property, creating a gradual transition in height. The addition has a maximum height of 45 feet. Smaller gable “eyebrow” roofs continue from existing building across new addition.

The addition continues to match the existing building’s roof lines, with gable and hip roofs. Façade materials will be the same, with the existing building being re-cladded to match the new addition and to create a cohesive look between the existing building and the addition. Window placements on the addition will match those of the existing building by

providing windows on the first story, facing the street frontage. All residential units will have a window that is over 25 square feet in size and look out over a car park, common open space, interior courtyard, or other outdoor area.

- E. Traffic and Circulation: The site abuts and takes access from 22nd Avenue, which is a designated Collector street on the Forest Grove Transportation System Plan. An existing service drive off 22nd Ave. will be relocated farther west from the intersection of 22nd and Oak. This new location will service the new parking lot for the new Assisted Living wing, and the existing service area between the new and existing buildings. The existing entry area will be reconfigured into a one-way access area. No frontage improvements are required at this time.
- F. Parking: DC §17.8.515 Table 8-5 *Parking Requirements* regulates the minimum number of parking stalls required and the maximum number of parking stalls allowed. For group living, the minimum parking required is 1 stall for every 2.5 beds with a maximum of 2.7 stalls for each 1,000 square feet of floor area. After the addition, total building square feet will be 63,366 and there will be 186 beds. A minimum of 75 parking stalls are required. 71 on-site parking stalls are proposed.

DC §17.8.520(A) (1) allows for a 10% reduction in parking when a site is located within 500 feet of a transit stop. The nearest transit stop is located at 3331 Pacific Avenue, about 200 feet from the site. The east loop of GroveLink is also routed nearby, proceeding west on Pacific Avenue from Oak Street. Because of the proximity to transit, on-site parking could be reduced by 7 spaces.

In addition, DC §17.8.510(H) allows parking spaces along a public street frontage to be eligible in fulfilling the on-site parking requirement. Nine on-street spaces would be available adjacent to this project on 22nd Ave, given the site's 321 feet of frontage along 22nd Ave.

- G. Environmental Quality: There is no City record of any prominent environmental conditions on this property.
- H. Public Services: The site has existing utility connections. All utilities (water, storm drainage, sewer, and power) are available. Capacities are adequate to serve the proposed use. Police, fire, and sanitation services are available and are also adequate to serve the proposed use.
- I. Landscaping: The proposal shows an 18-foot landscape buffer between parking spaces and right-of-way. A minimum 5'-0" landscape buffer is provided between the new parking lot and the abutting property to the west and south. No landscaping between 3 feet and 10 feet in height is proposed in the clear vision areas of the driveway. 8.3% of the interior parking area is landscaped and 11 trees are provided. The proposed landscape plan complies with the provisions of DC §17.8.415 *General Standards*, DC §17.8.420 *Landscaping Requirements by Zone*, and DC §17.8.545 et. seq. *Landscaping and Screening of Parking and Loading Areas*.

III. APPROVAL CRITERIA, FINDINGS AND ANALYSIS

§17.2.220 CONDITIONAL USE REVIEW CRITERIA

VI. Physical Compatibility

- 1. The proposed use will be compatible with adjacent developments based on characteristics such as site size, building scale and style, setbacks, and landscaping; or**
- 2. The proposed use will mitigate differences in appearance or scale through setbacks, screening, landscaping, and other design features.**

Applicant's Response: The current facility consists of two single story Memory Care wings running East-West and a 2-story Assisted Living wing running East-West. The proposal will consist of a 3-story Assisted Living and Memory Care wing, running North-South, to the west of current facility. The new addition is connected to the 1-story wings with a 2-story portion stepping up to 3-story on the north side of property. Utilizing building undulations, setbacks, roof lines, windows, building materials and style, the new addition relates back to the existing building. The taller portion of the building sets back farther from the street, allowing to maintain a 1 story street presence and pedestrian scale on the north side, matching the characteristics of the surrounding properties adjacent to the site. The building is painted with neutral colors to not draw attention. To the west of property is a single-story duplex residential building. Parking was placed between this property and 3-story Assisted Living building to provide a more open feel for the neighbors instead of crowding the property line. Street trees and landscaping is proposed to be compatible with street trees on 22nd Ave and Oak Street.

Finding: The proposed use uses stepped elevations and overhangs to divide the mass. Building recesses are placed at offset intervals to minimize building bulk. The addition is stepped back from the adjacent development to the west, and steps down in height to transition between existing and new. At its tallest height, the building will be setback approximately 57 feet from the adjacent property to the west and 32 feet from the adjacent property to the south.

Finding: The addition will match the existing building's roof lines, with gable and hip roofs. Façade materials will be the same as those used on the existing building. The existing building will be re-cladded to match new construction and painted to match the addition with a neutral color scheme.

Finding: The proposal shows an 18-foot landscape buffer between parking spaces and right-of-way. A minimum 5-foot landscape buffer is provided between the new parking lot and the abutting property to the west and south. 8.3% of the interior parking area is landscaped and 11 trees are provided. The proposed landscape plan complies with the provisions of DC §17.8.415 *General Standards*, DC §17.8.420 *Landscaping Requirements by Zone*, and DC §17.8.545 et. seq. *Landscaping and Screening of Parking and Loading Areas*.

Conclusion: The proposed building elevations mitigate differences in scale through the use of setbacks and other features. The landscape plan complies with Development Code standards. This criterion is met.

B. Public Services

- 1. The transportation system is capable of safely supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity and level of service, access to arterials, transit availability, on-street parking impacts, access requirements, neighborhood impacts, and pedestrian safety.**

2. Public services for water supply, sanitary sewer, storm water disposal, police and fire protection are capable of serving the proposed use and previously approved uses.

Applicant's Response: We anticipate no additional burden on the transportation system than what it can accommodate. Street capacity and level of service should remain as current. The proposed use is already operating at the development. The proposed development is providing more off-street parking than is required and adding parking spaces to cover a shortage of current parking spaces on-site. The additional parking should alleviate some on-street parking in the area.

Finding: The site abuts and takes access from 22nd Avenue, which is a designated Collector street on the Forest Grove Transportation System Plan. An existing service drive off 22nd Ave. will be relocated farther west from the intersection of 22nd and Oak. This new location will service the new parking lot for the new Assisted Living wing, and the existing service area between the new and existing buildings. The existing entry area will be reconfigured into a one-way access area.

Finding: The site has existing utility connections. Expansion of the use is not expected to have any adverse effect on public services for water supply, sanitary sewer, or storm water disposal. All utilities (water, storm drain-age, sewer, and power) are available. Capacities are adequate to serve the proposed use. Police, fire, and sanitation services are available and are also adequate to serve the proposed use. A new fire hydrant will be required at the south end of the new fire lane.

Conclusion: Public services for water supply, sanitary sewer, storm water disposal, police and fire protection are capable of serving the proposed use.

C. Livability

The proposed conditional use will not have significant adverse impacts on the livability of nearby lands due to:

- 1. Noise, glare from lights, late-night operations, odors, and litter; and**
- 2. Privacy and safety issues.**

Applicant's Response: The proposed development should not have significant adverse impacts on livability of nearby lands. The use for the site is already existing. Once construction is completed, there should be no additional noise, glare from lights, no late-night operations, odors and litter from the facility beyond what is currently occurring. Privacy and safety issues of nearby lands should not have an adverse impact in the area. The applicant feels that the proposed addition can meet all of the requirements above for approval of the Conditional Use, and would appreciate an approval on the conditional use request for an addition to a current "Group Living" facility with 6 or more residents.

Finding: Entrances to the facility are set back from the public right-of-way and all dwelling units are only accessible through the interior of the building. The entrance and parking area would be lit with existing street lights and new on-building lighting. None would be expected to create glare. The facility is designed to keep the residents safe and secure in their environment. Residents are provided interior open area courtyard spaces designed to prevent the residents from walking away from the facility eliminating the possibility of privacy of safety issues.

Conclusion: The expansion of the existing use will not have an adverse impact on the livability of the adjacent and nearby properties. The residential use is consistent with the surrounding residential neighborhood. This criterion is met.

IV. ALTERNATIVES

The Planning Commission may:

1. Approve the application as submitted by the applicant; or
2. Approve the application with conditions; or
3. Continue deliberations to a date certain; or
4. Deny this request.

V. RECOMMENDATION

Based on the information provided in the application and the findings above, staff recommends approval of the application for a conditional use permit for a 19,132-square-foot addition to an existing group living facility at 3308-3334 22nd Avenue, with the following conditions:

1. The applicant is bound to the project description and all representations made by the applicant during the application and decision-making proceeding.
2. The applicant shall continue to comply with all applicable City building and development standards, including all dimensional standards and public works specifications.
3. Install an additional fire hydrant at the south end of the new fire lane.
4. Provide the building with an approved standpipe system in the two end stairwells of the new addition.

VI. EXHIBITS

The following exhibits were received, marked, and entered into the record as evidence for this application at the time this staff report was written. Exhibits received after the date of this report will be marked beginning with the next consecutive letter and will be entered into the record at the time the public hearing is opened, prior to oral testimony.

- | | |
|------------------|---|
| Exhibit A | Conditional Use Permit narrative and application materials, prepared and submitted by the applicant |
| Exhibit B | PowerPoint Slides |
| Exhibit C | Engineering Department Standards and Specifications |

SITE PLAN REVIEW / CONDITIONAL USE PERMIT - BURDEN OF PROOF
PACIFIC GROVE ALMC – ADDITION

APPLICANT: Steele Associates Architects
1567 SW Chandler #203
Bend, Oregon 97702

OWNER: Forest Grove Senior Living, LLC
1900 Hines Street SE, Suite 150
Salem, Oregon 97703

LOCATION: The subject property has an assigned address of 3334 22nd Ave (2.98 Acres) and 3308 22nd Ave (0.96 Acres) in the City limits of Forest Grove, OR. The site is currently zoned RMH.

REQUEST: The Applicant is requesting a Site Plan Review to construct an addition to the existing Assisted Living and Memory Care facility at 3334 22nd Ave. The addition will be located on the 3308 22nd Ave parcel – 3 story, 19,132 SF, and will consist of 40 – Assisted Living Units and 24 – Memory Care Units.

The Applicant is requesting a Conditional Use Permit since the expansion will increase the existing area by more than 20%, and the facility is “Group Living” with 6 or more residents in a RMH Zone.

The Applicant is requesting a consolidated lot application to combine 3334 and 3308 into one Parcel.

STAFF CONTACT: James Reitz, Senior Planner
jreitz@forestgrove-or.gov

STANDARDS AND APPLICABLE CRITERIA

Title XVII: City of Forest Grove Development Code

17.2.220	Conditional Use
17.2.300	Design Review
17.2.440	Site Development Review – Submittal Requirements
17.3.130	Residential Development Standards
17.3.140	Residential Design Standards
17.5.130	Trees on Developable Land
17.6.025	Lot Line Adjustment – Application Materials (for the lot consolidation)
17.7.205	Solid Waste and Recycling
17.8.100	Access and Circulation
17.8.205	Open Space, Recreational Facilities and Common Areas
17.8.400	Landscaping, Screening and Buffering (particularly Tables 8-2 and 8-3)
17.8.515	Off-Street Parking Requirements - Table 8-4
17.8.755	Lighting Standards

Chapter 17.2.220 Conditional Use

17.2.200 Purpose.

Certain uses are conditional uses instead of being allowed outright, although they may have beneficial effects and serve important public interests. Conditional uses are subject to review because they may have adverse effects on the environment, overburden public services, change the desired character of an area or create nuisances. The conditional use review provides an opportunity to allow the use when there are minimal impacts, to allow the use but impose conditions to address identified concerns, or to deny the use if the concerns cannot be resolved.

17.2.210 Procedure

- A. *New conditional use.* A request for a new conditional use is reviewed under Type III procedures.

17.2.220 Review Criteria

All of the following criteria must be met for approval of a new conditional use, or the major modification of an existing conditional use:

A. *Physical compatibility.*

1. The proposed use will be compatible with adjacent developments based on characteristics such as the site size, building scale and style, setbacks and landscaping; or
2. The proposed use will mitigate differences in appearance or scale through setbacks, screening, landscaping and other design features.

Applicant Response: *The current facility consists of two single story Memory Care wings running East-West and a 2-story Assisted Living wing running East-West. The proposal will consist of a 3-story Assisted Living and Memory Care wing, running North-South, to the west of current facility. The new addition is connected to the 1-story wings with a 2-story portion stepping up to 3-story on the north side of property. Utilizing building undulations, setbacks, roof lines, windows, building materials and style, the new addition relates back to the existing building. The taller portion of the building sets back farther from the street, allowing to maintain a 1 story street presence and pedestrian scale on the north side, matching the characteristics of the surrounding properties adjacent to the site. The building is painted with neutral colors to not draw attention. To the west of property is a single-story duplex residential building. Parking was placed between this property and 3-story Assisted Living building to provide a more open feel for the neighbors instead of crowding the property line. Street trees and landscaping is proposed to be compatible with street trees on 22nd Ave and Oak Street.*

B. *Public services.*

1. The transportation system is capable of safely supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity and level of service, access to arterials, transit availability, on-street parking impacts, access requirements, neighborhood impacts and pedestrian safety; and

Applicant Response: We anticipate no additional burden on the transportation system than what it can accommodate. Street capacity and level of service should remain as current. The proposed use is already operating at the development. The proposed development is providing more off-street parking than is required and adding parking spaces to cover a shortage of current parking spaces on-site. The additional parking should alleviate some on-street parking in the area.

2. Public services for water supply, sanitary sewer, stormwater disposal, police and fire protection are capable of serving the proposed use and previously approved uses.

Applicant Response: The public services for water supply, sanitary sewer, stormwater disposal, police and fire protection can serve the existing and proposed uses of the development.

- C. Livability. The proposed conditional use will not have significant adverse impacts on the livability of nearby lands due to:
 1. Noise, glare from lights, late-night operations, odors and litter; and
 2. Privacy and safety issues

Applicant Response: The proposed development should not have significant adverse impacts on livability of nearby lands. The use for the site is already existing. Once construction is completed, there should be no additional noise, glare from lights, no late-night operations, odors and litter from the facility beyond what is currently occurring. Privacy and safety issues of nearby lands should not have an adverse impact in the area. The applicant feels that the proposed addition can meet all of the requirements above for approval of the Conditional Use, and would appreciate an approval on the conditional use request for an addition to a current "Group Living" facility with 6 or more residents.

Chapter 17.2.300 Design Review

17.2.300 Purpose

The purpose of design review is to:

- A. Establish guidelines and standards that will promote good neighborhood design.
- B. Encourage development that upholds property values and becomes a long-term asset to the community.
- C. Encourage creative and cost-effective building and site design; and
- D. Provide flexibility in the administration of development standards.

In addition to the requirements of this section, applications subject to design review are also subject to site development review as provided in § [17.2.400](#) (a separate application and fee is not required).

17.2.310 Applicability

Design review is required for the following:

- B. New multi-unit developments.

17.2.320 Overview Process

Design review applications will be processed in one of two tracks: Development Standards or Design Guidelines. The applicant shall identify the desired tract as part of the initial application. The tracks are described as follows:

- B. Track 2-Design Guidelines.
 1. Applications allow more flexibility in terms of design. Under this process the applicant shall be held to the intent of the standards, but is allowed to vary from these standards if demonstrated that related guidelines and objectives are adequately addressed and that the deviation results in a higher quality development than would result under a strict interpretation of the Code

Applicant Response: We are selecting Track 2-Design Guidelines for this submittal.

17.2.330 Procedure

The design review applicant must select one of two design review tracks: (1) development standards track or the (2) design guidelines track. Depending upon the tract and specific characteristics of the project, these are reviewed

under a Type II or Type III procedure, as described below.

- B. **Track 2 – Design Guidelines.** The review standards are intended to be flexible in nature. This process does not allow applicants to avoid any city requirements but may provide alternative methods for meeting requirements. Track 2 applications shall be reviewed under a Type II or III procedures as outlined below:
 - 2. **Type III Review.** The Planning Commission is the review authority for the following Track 2 design review applications:
 - a. Multi-family developments with more than six units.
 - b. Commercial alterations, remodels, renovation, and new construction of more than 3,000 square feet; and

Applicant Response: *We are selecting Track 2-Design Guidelines for this submittal.*

17.2.340 Submittal Requirements

In addition to the standard submittal requirements for a Type II or Type III application, and the submittal requirements of a site plan in § 17.2.440, the following documents are required for Design Review. Plans shall be drawn to scale and fully dimensioned. At the pre-application conference, the Director may specify more detailed submittal requirements or waive specific submittal requirements if warranted.

- A. Architectural drawings, renderings, sketches, and a materials board showing all elevations of proposed buildings as they will appear on completion.
- B. All existing and proposed walls and fences, including the location, height, type of design and composition.
- C. An open space plan showing the locations and dimensions of common and private open space, including active and passive recreational areas.

17.2.350 Review Criteria

Projects subject to design review by the Director (Type II) or the Design Review Commission (Type III) shall be evaluated based on the following:

- A. The development standards of the applicable zoning district and any overlay district;
- B. The general development standards of [Article 8](#);
- C. Departures from code requirements may be permitted as part of a Track 2 Design Review Process, when the following criteria are met.
 - 1. The design guidelines contained in the applicable section of the “Design Guideline Handbook” are adequately addressed.
 - 2. The applicant demonstrates that the overall development would result in a development that better meets the intent of the design guidelines than a design that simply meets the Code.

Chapter 17.2.400 Site Development Review

17.2.410 Applicability

Site development review is required for the following:

- B. An expansion of 20% or more of the existing building square footage on the development site.
- F. As part of a Conditional Use permit application (§ 17.2.200); and
- G. As part of a Design Review application (§§ 17.2.300 et seq)

17.2.440 Submittal Requirements

In addition to the standard submittal requirements for a Type II application, the following plans and information are required for Site Development Review. The Director may waive specific submittal requirements at the pre-application conference, if warranted.

Site Development Plans shall be drawn to scale and fully dimensioned, and shall illustrate the following:

- A. Boundaries of the development site, with lot line dimensions and land area in square feet.
- B. Boundaries of lots adjacent to the development site, with general locations of existing buildings and driveways and description of current land uses.
- C. Existing contours of the development site at two-foot intervals for slopes of less than 10% and at ten-foot intervals for slopes of more than 10%. Additional contour data may be required by the Director for slopes

greater than 20%.

- D. Major existing physical and natural features such as perennial and intermittent streams, wooded areas, marshes, rock outcroppings and vegetative cover types.
- E. Environmental resource areas subject to the provisions in § 17.8.305 and, where applicable, §§ 17.5.005 et seq. and environmental hazard areas subject to the requirements in § 17.8.310;
- F. Individual trees or groves of trees subject to the provisions of §§ 17.5.100 et seq.;
- G. Historic Landmarks subject to the provisions of §§ 17.5.200 et seq.;
- H. Location, dimensions and heights of existing and/or proposed structures, including area in square feet and designation of existing and/or proposed use.
- I. Setback dimensions from buildings to lot lines and lot coverage as a percentage of total lot size.
- J. Location and dimensions of existing and/or proposed streets, driveways, transit facilities, sidewalks, trails, off-street parking and loading space, bicycle parking facilities, landscaped areas, recreation areas and trash storage areas.
- K. Location of existing utilities and fire hydrants adjacent to the site, including the size of storm sewer, sanitary sewer, and water lines.
- L. Location and names of public street, parks, utility rights-of-way and easements within or adjacent to the site.
- M. Location and types of proposed drainage, water, and sewer facilities to serve the development.
- N. Elevation drawings of proposed buildings.
- O. Landscape plan depicting existing and proposed trees, shrubs, groundcover, irrigation, and architectural features such as fences or walls. Proposed plantings shall be designated as to species, quantities, and size at time of planting.
- P. Location, character and dimensions of proposed signs and lighting; and
- Q. Locations and dimensions of all existing and proposed outdoor storage areas, including but not limited to trash storage and recycling areas.

Applicant Response: *Refer to the submitted site plan and drawings with the submittal.*

17.2.450 Review Criteria

The Director shall review and approve, conditionally approve or deny the site development plan based on the following criteria:

- A. The site development plan complies with all applicable standards of the base zoning district, any overlay district and the applicable general development standards of [Article 8](#).
- B. The site development plan ensures reasonable compatibility with surrounding uses as it relates to the following factors:
 - 1. Building mass and scale do not result in substantial visual and privacy impacts to nearby residential properties; and
 - 2. Proposed structures, parking lots, outdoor use areas or other site improvements that could cause substantial off-site impacts such as noise, glare and odors are oriented away from nearby residential uses and/or adequately mitigated through other design techniques.
- C. The site development plan preserves or adequately mitigates impacts to unique or distinctive natural features including, but not limited to:
 - 1. Significant on-site vegetation and trees.
 - 2. Prominent topographic features; and
 - 3. Sensitive natural resource areas such as wetlands, creek corridors and riparian areas.
- D. The site development plan preserves or adequately mitigates impacts to designated historic resources.
- E. The site development plan provides adequate right-of-way and improvements to abutting streets to meet the street standards of the city. This may include, but not be limited to, improvements to the right-of-way, sidewalks, bikeways, and other facilities needed because of anticipated vehicular and pedestrian traffic generation.
- F. The site development plan promotes safe, attractive, and usable pedestrian facilities that connect building entrances, public sidewalks, bicycle and auto parking spaces, transit facilities and other parts of a site or abutting properties that may attract pedestrians.

Applicant Response: *See submitted site and grading plans. Requirements are met.*

17.3.130 Residential Development Standards

Table 3-3: Residential Zone Density Standards				
Zoning District	Average Lot Size	Target	Minimum	Incentive*
SR	43,560 square feet	1.00	0.80	1.20
R-10	10,000 square feet	4.35	3.48	5.22
R-7	7,000 square feet	6.22	4.98	7.15
R-5	5,000 square feet	8.71	6.97	10.02
RML	--	12.00	9.60	13.80
RMH	--	20.28	16.22	23.32
Density = dwelling units/NET ACRE Minimum Density = 80% of Target Incentive Density = 115% of Target except for SR and R-10, which is 120% of Target *Only allowed a part of a Planned Development (see § 17.4.200)				

B. *Calculating potential densities.* The number of dwelling units allowed on a parcel in any of the five residential zones is calculated using Table 3-3. Density calculations count dwelling units (not structures), i.e., a duplex is counted as two dwelling units. Accessory dwelling units are not counted as dwelling units for the purpose of calculating density.

1. The Target Density is permitted outright.
2. The Minimum Density is required to ensure:
 - a. Land is being used at the appropriate intensity planned for the area.
 - b. Enough dwelling units can be developed to accommodate the projected need for housing; and
 - c. Compliance with the Metro Functional Plan.
3. The Incentive Density provides the opportunity for a density bonus to reward design features, amenities and/or other improvements which can be shown to increase the value of the residential development for neighborhood residents and the general public and/or provide affordable housing. Incentive Density is only allowed as part of a Planned Development (see § 17.4.200).

Applicant Response: The density standards do not apply to a "Group Living" facility.

The city has established base minimum lot size and dimensional standards that apply after the potential number of units has been determined. These standards ensure that each lot has enough area for a house, garage, setbacks, and private outdoor area. To ensure that development can be built near to and oriented toward the street, a minimum width at the front setback line is required.

G. *Minimum lot size and dimensions (RML and RMH Zones).* Varied lot sizes and housing types are permitted and encouraged within the density ranges established for the RML and RMH Zones. However, construction of new single-family detached units is restricted to existing lots smaller than 5,000 square feet in the RMH Zone in order to retain land for multi-family housing.

Table 3-6: Lot Dimensional Requirements; Moderate-to-High Density Residential			
Housing Type	Minimum Lot Size	Lot Dimension [1]	
Multi-unit	7,000 square feet	Depth: 70 feet	Width: 50 feet
Footnotes:			
[1] Lot width is measured at the front building line			
[2] Depth allowed when vehicular access from a public alley			

Applicant Response: The proposed overall site is closer to 171,921 SF in size.

- H. *Setback standards.* Building setbacks have an important relationship to the character of the street. Because varied lot sizes and housing types are permitted in the residential zones, uniform setbacks are established to provide a consistent streetscape.

Table 3-7: Setback Requirements	
Front Yard, dwelling [1] [2]	20 feet (possible reduction to 14 feet)
Front Yard, garage	20 feet
Interior side yard [3] [4]	Either 5 feet or 1 foot for each 3 feet of building height, whichever is greater
Corner side yard	Same as front yard
Rear Yard [5] [6]	15 feet or two feet for every three feet in building height at the eave line, whichever is greater
Footnotes: [1] The front yard setback (for the dwelling or dwellings) may be reduced to 14 feet when the front facade is designed for orientation to and visibility from the street as follows: The front facade is designed to provide a line of sight starting at a point five feet above the floor and two feet directly back from any Standard Front Porch (see definitions) or front-facing window such that a person (if there were no vegetation) would be able to see 100% of their front property line. [2] On an infill lot in a developed neighborhood with established front yard setbacks that are less than the 20-foot standard, the setback for the new dwelling(s) and the location of the garage shall match front yard setback of the existing dwellings and garage location on abutting lots. Setback compatibility shall be determined through building plan check review, and shall not require a land use application or approval of an adjustment. [3] The side yard setback for attached single-family dwellings shall be a minimum of zero feet at common walls and five feet or one foot for each three feet of building height at the eave line, from the end of the unit series. Unless approved by the Director, the dwellings shall be arranged on lots in a manner that the non-zero setback portion for one lot shall be adjacent to the non-zero setback portion on the adjoining lot in order to provide greater continuous open space. [4] Accessory buildings (including accessory dwellings and detached garages) that do not exceed one story in height shall not be located closer than five feet to any side or rear property line. [5] Attached garages which exit to an alley may have a minimum rear yard setback of five feet. [6] A larger rear yard setback may be required for multi-family dwellings when the rear yard abuts a lower density residential zone. The need for a larger rear yard setback to provide privacy, access to sunlight and a transition between zones shall be evaluated in the Design Review Process. The screening and buffering standards of Article 8 will be used as guidelines.	

Applicant Response: Setback standards are met

Front setback off of 22nd Ave.: 20'-0"

Interior Side Yard Setback: 57'-10"

(1 foot for each 3 feet of building height [45'-0"] = 15' minimum)

Rear Setback: 32'-3"

(2 feet for every 3 feet of building height [38'-0"] to eave= 25'-4" minimum)

1. *Building height.* Building height standards are used to establish a compatible building scale. This can help to create a harmonious visual setting and helps to bring about a successful mixing of diverse housing types.
2. Buildings in the RMH Zone are limited to a maximum height of three stories or 45 feet, whichever is less. A step-down in building heights may be required for multi-family building(s) that abut a lower density residential zone. The need for a step down in building heights to provide privacy, access to sunlight and a transition between zones shall be evaluated in the Design Review Process.

Applicant Response: The building has a maximum height of 45' and 3 stories. The building is stepped back from the existing building, and steps down in height to transition between existing and new. The existing building will be re-cladded to match new construction. **The requirements are met.**

17.5.130 Trees on developable land, prior to and during development.

J. Protected trees prior to development.

1. A permit shall be required for the removal or major pruning for trees six inches or greater in diameter or Oregon White Oaks three inches or greater in diameter, measured four and one-half feet above natural grade, or other Protected Trees as defined in this Code. A permit may cover a tree management plan which specified cutting, pruning and thinning on a six-month to two-year basis.

Applicant Response: *Currently, the site is a single-family home. There are three 12" Deciduous Trees and two conifer trees – 20" and 26". The deciduous trees and the conifer trees will be removed for the benefit of the development. The tree locations would interfere with the development of the site and placement of utilities for the site. Any tree removal permit will be applied for at the time of construction.*

- K. *Tree removal criteria.* The permit for removal of tree(s) on developable land shall be granted if any of the following criteria have been met:
1. The tree is dead or diseased. Criterion 1 shall not be used as the sole reason for removal if the cost of curing the disease is less than one-fourth of the value of the tree. Criterion 1 is to determine if major pruning or removal is appropriate, and shall not be used to require treatment of the tree ;
 2. Removal of the tree is necessary to accomplish a public purpose, such as the installation of public utilities or provision of public streets by a public agency. The applicant shall show evidence of alternative designs; and
 3. Removal of the tree is for thinning purposes following accepted arboricultural practices.

Applicant Response: *The trees on the site are necessary to be removed to develop the site for parking, drainage, building and utilities. Additional landscaping and trees will be planted per the submitted landscape plan.*

Chapter 17.6.015 Lot Line Adjustments

17.6.015 Purpose.

This sub article provides the opportunity for adjustment of a common boundary between two lots. A lot line adjustment does not result in the creation of a new lot.

17.6.025 Application Requirements

An application for a lot line adjustment consists of a completed application, signed by all property owners involved in the proposed adjustment, and a map showing the following details:

- A. The scale, north arrow and date of the map.
- B. The tax map and lot number identifying each parcel involved in the adjustment.
- C. The location, width and purpose of any easements and driveway access to public right-of-way, existing or proposed.
- D. The area, before and after the lot line adjustment, of each parcel.
- E. The proposed property lines and dimensions of each parcel.
- F. Existing and proposed utility services and stub locations, including water, sanitary sewer, drainage, power, gas, and telephone; and
- G. Adjacent rights-of-way, with width shown.

Applicant Response: *See attached site plan drawings. The applicant will submit for a "Lot Consolidation" application to combine the existing building lot with the lot that the addition is being built on.*

Chapter 17.7.200 Solid Waste Recycling

17.7.200 Purpose.

The purpose of this sub article is to ensure that certain new construction incorporates functional and adequate space for on-site storage and efficient collection of solid waste and recycling prior to pick up and removal by haulers. These standards shall apply to new multifamily residential buildings containing three or more units and non-residential construction.

17.7.205 Size, Location, Design and Access Standards for Storage Areas.

The applicant shall indicate the size and location of the storage area for solid waste and recycling on the site plan required for site development review or design review.

- A. *Storage area size.* The following guidelines shall be used to determine the appropriate size for the storage area.
 2. More than ten units: 50 square feet plus five square feet for each unit above ten.
 7. Other: four square feet/1,000 square feet of GFA.
- B. *Location standards.*

1. To encourage its use, the storage area for recycling shall be co-located with the storage area for solid waste.
 2. Indoor and outdoor storage areas shall comply with Building and Fire Code requirements.
 3. Storage area space requirements can be satisfied with a single location or multiple locations and combine both interior and exterior locations.
 4. Exterior storage areas can be located within interior yard or rear yard areas. Exterior storage areas shall not be located within a required front yard setback or in a yard adjacent to a public or private street.
 5. Exterior storage areas shall be located in central and visible locations on a site to enhance security for users.
 6. Exterior storage areas can be located in a parking area, if the proposed use provides at least the minimum number of parking spaces required by this Code.
 7. The storage area shall be accessible for collection vehicles and located so that the storage area will not obstruct pedestrian or vehicle traffic movement on the site or on public streets adjacent to the site.
- C. *Design standards.*
1. The dimensions of the storage area shall accommodate containers consistent with current methods of local collection.
 2. Storage containers shall meet Fire Code standards and be made and covered with waterproof materials or situated in a covered area.
 3. A sight-obscuring fence, wall or hedge at least six feet in height shall enclose exterior storage areas. Gate openings, which allow access to users and haulers, shall be provided. Gate openings for haulers shall be a minimum of ten feet wide and shall be capable of being secured in a closed and open position.
 4. Storage area(s) and containers shall be clearly labeled to indicate the type of material accepted.
- D. *Access standards.*
1. Access to storage areas can be limited for security reasons. However, the storage area shall be accessible to users at convenient times of the day, and to collection service personnel on the day and approximate time they are scheduled to provide collection service.
 2. Storage areas shall be designed to be easily accessible to collection trucks and equipment, considering paving, grade and vehicle access. A minimum of ten feet horizontal clearance and eight feet of vertical clearance is required if the storage area is covered.
 3. Storage areas shall be accessible to collection vehicles without requiring backing out of a driveway onto a public street. If only a single access point is available to the storage area, adequate turning radius shall be provided to allow collection vehicles to safely exit the site in a forward motion.

Applicant Response: *The location of the existing solid waste and recycling area on the site is not changing but will be revised to have a dedicated recycle area and a 20 yard compactor. It is in the interior courtyard service area that is created with the new building addition. The location is accessible for collection trucks and equipment. The waste area is not covered. Collection vehicles do not need to back onto a public street. **The requirement is met.***

Chapter 17.8.100 Access and Circulation

17.8.100 Purpose.

The purpose of this sub article is to establish standards and regulations for safe and efficient vehicle access and egress on a site and for general circulation within the site, including pedestrian circulation.

17.8.110 General Provisions.

- A. *Continuing obligation of property owner.* The provision and maintenance of access and egress stipulated in this section are continuing requirements for the use of any structure or parcel of real property in the city.
- B. *Access plan requirements.* No building or other permit shall be issued until a scaled site plan is submitted that shows how access, egress and circulation requirements are to be fulfilled. The Director shall provide the applicant with information about the submittal requirements for an access plan.
- D. *Public street access.* All vehicular access and egress shall connect directly with a public or private street approved by the city for public use, except where joint access is provided through adjacent

or other property which is connected to a street. Vehicular access to a residential use shall be provided within the same lot for single-family and two-family dwellings, and within the same lot or development for multi-family dwellings. Access to multi-family units shall avoid being located through single-family residential areas before being connected to a collector or arterial as designated by the city's Transportation Plan.

Applicant Response: The existing facility has a one-way entry/exit for the memory care wing off 22nd Ave. The Existing Assisted Living wing has vehicular access off Oak Street (Collector). An existing service drive off 22nd Ave. will be relocated farther west from the intersection of 22nd and Oak. This new location will service the new parking lot for the new Assisted Living wing, and the existing service area between the new and existing buildings. **The requirement is met.**

Per Track 2 of Design Standards for Site Circulation, the proposed development provides the following criteria:

- Access to site from a collector or local roadway.
 - Comprehensive, pleasant and direct pedestrian pathways linking buildings.
 - Minimum vehicular crossings within the site.
 - Provides adequate circulation for services to avoid excessive turning or backing up vehicles
- E. **Transit agency referral.** The city shall submit all development proposals located along the Pacific Avenue/19th Avenue transit corridor to Tri-Met and along existing and proposed collectors and arterials in the Westside Planning Area to Ride Connection/Grovelink for review and comment regarding facilities necessary to support transit. The following facilities may be required as a condition of a permit:
1. Walkways to transit stops;
 2. Bus stop shelters or waiting areas; and
 3. Turnouts for buses.
- F. Where hard surfaces are stipulated by these requirements, pervious surfaces are encouraged to be used. Where improvements are within the public rights-of-way, such surfaces can be used upon approval by the City Engineer.
- G. Landscaped areas should include water quality features such as bio-swales or wetlands, trees, grass, shrubs and other plant material when possible so as to cover landscape areas.

Applicant Response: Providing trees, grass, non-toxic shrubs and plant materials. **The requirement is met.**

17.8.115 On-Site Pedestrian Walkways.

- A. **Required walkways.** On-site pedestrian walkways are required as follows:
1. Walkways shall extend from the ground floor entrances or from the ground floor landing of stairs, ramps or elevators of all commercial, institutional and industrial uses to the public sidewalk or curb of the public street or streets which provide the required access and egress. Walkways shall provide convenient connections between buildings in multi-building commercial, institutional and industrial complexes. Walkways shall be constructed between a new development and neighboring developments. If connections aren't currently available, then planned connections shall be designed to provide an opportunity to connect adjoining developments.

Applicant Response: Walkways from ground floor entrances to the public sidewalks. **The requirement is met.**

2. The maximum distance between a parking space and a walkway shall not exceed 45 feet. All walkways constructed within parking lots shall be raised to standard sidewalk height. All surface treatment of walkways shall be firm, stable and slip resistant.

Applicant Response: New parking is located within 45 feet of walkway. **The requirement is met.**

3. Required walkways shall be paved with hard-surfaced materials such as concrete, asphalt, stone, brick, etc. Walkways may be required to be lighted and/or signed as needed for safety purposes. Lighting and or signs may be required for walkways for safety purposes.

Applicant Response: Concrete sidewalks lighted by parking and building lights. **The requirement is met.**

4. Whenever required walkways cross vehicle access driveways or parking lots, such crossings shall be designed and located for pedestrian safety. Required walkways shall be physically separated from motor vehicle traffic and parking by either a minimum six-inch vertical separation (curbed)

or a minimum three-foot horizontal separation, except that pedestrian crossings of traffic aisles are permitted for distances no greater than 36 feet if appropriate landscaping, pavement markings or contrasting pavement materials are used. Walkways shall be a minimum of four feet in width, exclusive of vehicle overhangs and obstructions such as mailboxes, benches, bicycle racks and signposts, and shall be in compliance with ADA standards.

Applicant Response: Pedestrian crossing of service driveway is 5' wide and 26' long. **The requirement is met.**

5. Where required for pedestrian access, interior landscape areas in combination with pedestrian walkways between rows of parking shall be at least ten feet in width to accommodate walkways, shrubbery and trees 20 to 30 feet on-center. This ten-foot width may be reduced between tree areas depending on the characteristics of the vegetation. Angled or perpendicular parking spaces shall provide bumper stops or widened curbs to prevent bumper overhang into interior landscaped areas or walkways.

Applicant Response: The proposed development doesn't have any pedestrian walkways between rows of parking. The pedestrian walkway is on the front of a row of parking. **This requirement is not applicable.**

17.8.120 Minimum Access Requirements for Residential Uses.

- C. Service drives for multi-family dwellings shall be fully improved with hard surface pavement with a minimum width of:
 - a. Twelve feet when accommodating one-way traffic; or
 - b. Twenty feet when accommodating two-way traffic.

Applicant Response: Providing a service drive of 26'-0" wide. **The requirement is met.**

In no case shall the design or said service drive or drives require or facilitate the backward movement or other maneuvering of a vehicle within a street

Applicant Response: **The requirement is met.**

- E. Dead-end access drives in excess of 150 feet shall be provided with approved provisions for the turning around of fire apparatus by one of the following:
 - a. A circular, paved surface having a minimum turn radius measured from center point to outside edge of 35 feet;
 - b. A hammerhead, paved surface with each leg of the hammerhead having a minimum depth of 40 feet and a minimum width of 20 feet; or
 - c. The maximum cross slope of a required turnaround is 5%.
- F. Driveway grades shall not exceed a maximum of 20%.

Applicant Response: A hammerhead, paved surface is provided with legs a minimum depth of 40 feet and minimum width of 20 feet. The max. cross slope is 5% or less and the driveway grades are 20% or less. **The requirement is met.**

17.8.130 Widths and Locations of Driveways and Curb Cuts.

- A. Minimum driveway widths at the street right-of-way line shall be 15 feet for institutional, commercial, industrial and multi-family residential uses, and ten feet for single-family and two-family residential uses.
- B. Maximum driveway widths at the street right-of-way line shall be as follows.
 1. In residential zones:
 - a. Twenty-four feet for lots with less than 60 feet of street frontage;
 - b. Thirty feet for lots with street frontages of 60 feet or greater; and
 - c. There shall be a minimum distance of 30 feet between any two adjacent curb cuts on the same lot.
 2. Thirty-six feet in institutional, town center or commercial zones; and
 3. Forty feet in industrial zones.
- C. Location of curb cut. No portion of a curb cut shall be located closer to an intersecting street right-of-way line than:
 1. One hundred feet on an arterial street with four or more travel lanes;
 2. Fifty feet on an arterial street with two or three travel lanes;
 3. Fifty feet on a collector street; or

4. Twenty feet on a local street.

Applicant Response: The existing enter only curb cut for the existing memory care is more than fifty feet from intersection on collector street. **The requirement is met.**

- D. Minimum distance between curb cuts. On arterial and collector streets, minimum distances shall be maintained as follows between adjacent curb cuts on the same side of any such street:
 1. Eighty-five feet where the speed limit is 20 mph or less;
 2. One hundred five feet where the speed limit is 25 mph;
 3. One hundred twenty-five feet where the speed limit is 30 mph;
- E. In measuring the distance between curb cuts on arterial and collector streets, existing curb cuts, or accesses serving single-family and two-family dwellings shall not be considered.
- F. City Engineer's authority to restrict driveway widths and locations. To ensure that driveways do not conflict with public infrastructure, the City Engineer has the authority to restrict the width and location of any driveway.

Applicant Response: The three curb cuts along 22nd Ave. (One Existing and Two new) are spaced 134 feet apart and 154 feet apart. **The requirement is met.**

17.8.135 Special Access-Egress Provisions.

- A. One-way vehicular access points. Where a proposed parking facility indicates only one-way traffic flow on the site, it shall be accommodated by a specific driveway serving the facility; the entrance drive shall be situated closest to oncoming traffic and the exit drive shall be situated farthest from oncoming traffic.

Applicant Response: The one-way drop off area / Parking in front of the existing memory care wing meets this requirement. **The requirement is met.**

17.8.140 Specific Site Access and Circulation Standards.

The following access and circulation standards apply specifically to certain types of development or apply within certain locations within the community.

- A. Multi-unit development . A functional and safe environment for vehicles and pedestrians is important within residential areas. Multi-unit development should be visually appealing from the adjacent street right-of-way and be functionally and aesthetically tied to adjacent residential neighborhoods.

1. Circulation.

- a. A continuous pedestrian connection shall be provided from the front door of all residential buildings to the public sidewalk.
- c. On-site pedestrian walkways are required to be a minimum width of five feet connecting dwelling units to parking/open space /recreation areas.

Applicant Response: A continuous five feet wide pedestrian connection is provided from the front doors of the facility to the public sidewalk. **The requirement is met.**

2. Parking areas.

- a. Separate physically and visually parking areas greater than 10,000 square feet in area with landscape planter bays at least 18 feet in width. Individual parking areas may be connected by a driveway.
- b. The sidewalk system shall connect the front door of all residential buildings to parking area(s).

Applicant Response: Landscape planter bay provided at entry to street to separate physically and visually parking area from street. All buildings are connected from front door to parking areas. **The requirement is met.**

3. Pedestrian environment.

- a. Residential doors which face a public right-of-way shall be setback a minimum of three feet plus any additional width needed to meet the minimum sidewalk requirements (where applicable) from a public sidewalk.
- b. The following types of doors shall not provide the primary entrance into a dwelling unit: sliding glass or solid metal doors without glazing.

Applicant Response: This proposed development is a multi-unit facility with main entrances. Entrances are set

back from the public right-of-way. Sliding doors and solid metal doors are not used for entrances into dwelling units. All dwelling units enter from interior hallways inside the building. **The requirement is met.**

4. Screening/service areas.

- a. All mechanical equipment shall be screened from view by an opaque fence or solid landscape screen eight feet high.
- b. Service/refuse collection areas shall not be located within 20 feet of public rights-of-way.
- c. All development of two or more stories in height shall be required to provide screening of garbage collection and storage areas from above.
- d. All roof mounted mechanical equipment other than vents shall be screened from ground level view. The screening shall be as high as the height of the equipment and shall be integrated with the exterior building facade.

Applicant Response: The service /refuse collection area is shielded from public right-of-way. Mechanical equipment will be screened from view with an opaque fence. Roof mounted mechanical equipment will be in a roof well and not visible from the ground level. **The requirement is met.**

Per Track 2 Design Guideline – Site Parking, the development provides the following criteria:

- The building addition is acting as a screen to the service area from the street.
- Loading and service areas are located centrally and not visible from street. Access is provided for truck maneuvering to minimize conflict with parking.
- Roof top mounted equipment will be in roof wells and screened from the ground level.
- Ground mounted mechanical units will be located away from pedestrian areas and screened, where applicable.

5. Landscaping.

- a. At least 75% of required landscaped area shall be planted with any suitable combination of trees, shrubs or evergreen ground cover.
- b. A maximum of 25% of required landscaped area may include architectural features or artificial ground covers such as sculptures, benches, masonry or stone walls, rock groupings, decorative hard paving and gravel areas interspersed with planting areas.

Applicant Response: In an Assisted Living and Memory Care environment, it is important to provide landscaping to create a home like setting for the residents. It is also important to provide non-toxic and non-prickly plants around the facility. See landscape plan for location of combination of trees, shrubs, or evergreen ground cover. See Landscape plan for compliance. **The requirement is met.**

Per Track 2 Design Guideline – Landscaping, the development provides the following criteria:

- Provide landscaping to define and accentuate entry ways.
- Provide landscaping to soften visual impact along exterior walls.
- Provide landscaping to buffer abutting properties.
- Distribute canopy trees along roadways.
- Large species street trees to provide shade and emphasize residential character.

6. Crime Prevention Through Environmental Design (CPTED).

- a. No landscaping, fences, walls or plant materials greater than five feet in height shall be installed which obstruct the visibility of a dwelling entry from a public street.
- b. A minimum of 25 square feet of window area shall be provided within each dwelling unit facing a common open space , pedestrian path or car park to allow visual surveillance.
- c. A clear line of sight between all front building entries and the public sidewalk or car park shall be maintained.
- d. Lighting shall be provided at all exterior dwelling unit entrances.
- e. Guard or a keyed variation of gated residential development is prohibited.
- f. Motion activated security lighting is prohibited along public rights-of-way.

Applicant Response: No entrances to the building will be obscured with landscaping, fence, walls, etc. that is over 5 feet in height. All residential units have a window from their unit that is over 25 square feet in size and look

out over a car park, common open space, interior courtyard, etc. Clear sight lines are maintained between building entrances and public sidewalks. Lighting is provided at the building public entrances. There are no individual dwelling entrances. **The requirement is met.**

Per Track 2 Design Guidelines – CPTED, the development provides the following criteria:

- Entrances are not obscured by landscaping and fencing.
- Visual surveillance is not obscured by landscaping/fencing of open spaces, parking areas or entryways.
- Active rooms face the street and open spaces
- Lighting is provided to illuminate entrances and walkways.

Chapter 17.8.200 Open Space, Recreational Facilities and Common Areas

17.8.200 Purpose

The purpose of this sub article is to establish standards for the provision of open space and recreational facilities, and where part of development , requirements for common areas.

17.8.205 Standards.

- A. Open space areas may be required to avoid placing structures or other improvements either in identified hazard or resource areas as required by §§ [17.5.005](#) et seq. and [17.8.300](#) et seq.
- B. Areas retained to comply with Clean Water Services (CWS) water quality sensitive area and vegetative corridor requirements of the Design and Construction Standards or surface water quality or quantity facilities requiring over 100 square feet of area shall be considered open space but not be considered a recreational area unless so designed as to be integrated with a development 's site design and available for access for residents in the development.
- C. Except for developments in TCC or TCT zones, any development not involved in a division of land, open space and recreation areas shall be held in common for residential condominiums or by the primary land owner for apartment complexes or non-residential development. The area shall be placed within an easement unless waived by the Director for minor recreation facilities or recreation facilities that are integrated with the developed portion of the project. Developments within the NMU zone may modify the standards below through an approved MUPD.
 7. State law and administrative codes pertaining to residential care facilities , assisted care and nursing facilities shall supersede the provisions of this section where there is a conflict.

Applicant Response: *The facility is designed to keep the residents safe and secure in their environment. Residents are provided interior open area courtyard spaces. These areas are designed to prevent the residents from walking away from the facility. Most residents would not be allowed outside in open spaces without supervision, per the code requirements for Assisted Living and Memory Care facilities. **The requirement is met.***

Per Track 2 Design Guideline - Open Space, the development provides:

- Pedestrian amenities such as benches are provided in the courtyards and on the grounds.
- Buildings have ground floor windows to amenity spaces within the facility.

17.8.400 Landscaping, Screening and Buffering

17.8.400 Purpose.

The purpose of this sub article is to establish standards for landscaping, buffering and screening of land use within Forest Grove in order to enhance the aesthetic and environmental quality of the city :

- A. By requiring street trees in new developments;
- B. By using plant materials as a unifying design element.
- C. By using plant materials to define spaces and articulate the uses of specific areas; and

By using trees and other landscape materials to mitigate the effects of noise and lack of privacy and provide buffering and screening.

17.8.415 General Standards.

- A. Non-invasive native vegetation is encouraged to be used for all landscaping except within 100 feet of a natural resource area. In such situations, native vegetation is required.
- B. Installation of bio-swales or preservation of wetlands should be located where possible in landscaped areas.

- C. Required landscaping adjacent to public rights-of-way. A strip of land at least five feet in width located between the abutting right-of-way and the off-street parking area or vehicle use area which is exposed to an abutting right-of-way, except in required vision clearance areas.
- D. Perimeter landscaping relating to abutting properties. On the site of a building or structure or open lot use providing an off-street parking area or other vehicular use area, where such areas will not be entirely screened visually by an intervening building or structure from abutting property, a five-foot landscaped strip shall be between the common lot line and the off-street parking area or other vehicular use area exposed to abutting property. Landscaped areas should include where possible water quality features such as bio-swales or wetlands, trees, grass, shrubs and other plant material so as to cover the landscape area.
- E. Parking area interior landscaping. Landscaped areas shall be appropriately distributed to break up large expanses of pavement, improve the appearance and climate of the site, improve safety and delineate pedestrian walkways and traffic lanes. Except for industrial development within industrial zones, the following interior landscaping shall be met.
 - 1. Percentage approach. For the purpose of this section, **INTERIOR PARKING LOT AREA** is defined as the hard surface parking area (parking stalls and aisles). Such area does not include loading and unloading zones or perimeter landscaping around the lot. Where perimeter landscaping intrudes into the parking lot four or more feet, that area is included in both the interior parking lot area and interior parking lot landscaping.
 - 2. A required landscaped area shall have a minimum interior dimension of six feet and be no less than 48 square feet in area.
 - 3. At least 8% of the Interior Parking Lot Area shall be landscaped. Landscaped areas may include water quality features such as bio-swales or wetlands, trees, grass, shrubs and other plant material so as to cover the landscape area.
 - 4. One tree shall be required for every 1,600 square feet of interior parking lot area as defined in subsection 1. above. Trees shall have a minimum two-inch caliper and six-foot branch height at time of planting.
 - 5. Interior parking area landscaping and trees must be dispersed throughout the parking area. Some trees may be grouped, but the groups must be dispersed. Required trees may be planted within five feet of the edges of the parking area.
 - 6. Perimeter landscaping area may not substitute for interior landscaping. However, interior landscaping may join perimeter landscaping as long as it extends four feet or more into the parking area from the perimeter landscape line.

17.8.420 Landscaping Requirements by Zone.

- E. *Seventy-five percent coverage.* Except in the Town Center Core Zone, at least 75% of the required landscaped area shall be planted with any suitable combination of trees specified time as follows:
 - 1. Trees – within five years from the date of final inspection by the Building Official.
 - 2. Shrubs – within two years from the date of final inspection by the building Official; and
 - 3. Ground covers – at the time of final inspection by the Building Official.
- F. *Twenty-five percent architectural features.* Except in the Town Center Core Zone, landscaped areas as required by this article may include architectural features or artificial ground covers such as sculptures, benches, masonry or stone walls, fences, rock groupings, decorative hard paving and gravel areas, interspersed with planting areas. The exposed area developed with such features shall not exceed 25% of the required landscaped area. Artificial plants are prohibited in any required landscaped area.

17.8.425 Buffering And Screening Standards.

- A. *General provisions.*
 - 1. It is the intent that these requirements shall provide for privacy and protection and reduce or eliminate the adverse impacts of visual or noise pollution at a development site, without unduly interfering with the view from neighboring properties or jeopardizing the safety of pedestrians and vehicles;
 - 2. Buffering and screening is required to reduce the impacts on adjacent uses which are of a different type in accordance with the matrices in this chapter (Tables 8-2, 8-3 and 8-4). The

owner of each proposed development is responsible for the installation and effective maintenance of buffering and screening.

3. In lieu of these standards, a detailed buffer area landscaping and screening plan may be submitted for the Director's approval as an alternative to the standards, provided it affords the same degree of buffering and screening as required by this Code.

B. Buffering and screening requirements.

1. A buffer consists of an area within a required setback adjacent to a property line and having a depth equal to the amount specified in the buffering and screening matrix and containing a length equal to the length of the property line of the abutting use or uses.
2. Utilities, screening, sidewalks and bikeways, and landscaping may only occupy a buffer area. No buildings, accessways or parking areas shall be allowed in a buffer area except where an accessway has been approved by the city.
3. The minimum improvements within a buffer area shall consist of combinations for landscaping and screening as specified in Tables [8-2](#), [8-3](#) and [8-4](#). In addition, improvements shall meet the following specifications:
 - a. At least one row of trees shall be planted. They shall have a minimum caliper of two inches at four feet in height above grade for deciduous trees and a minimum height of five feet high for evergreen trees at the time of planting. Spacing for trees shall be as follows:
 1. Small or narrow-stature trees, less than 25 feet tall or less than 16 feet wide at maturity shall be spaced no further than 20 feet apart;
 2. Medium-sized trees between 25 to 40 feet tall and with 16 to 35 feet wide branching at maturity shall be spaced no greater than 30 feet apart; and
 3. Large trees, over 40 feet tall and with more than 35 feet wide branching at maturity, shall be spaced no greater than 40 feet apart.
 - b. In addition, at least ten five-gallon shrubs or 20 one-gallon shrubs shall be planted for each 1,000 square feet of required buffer area; and
 - c. The remaining area shall be planted in lawn or other living ground cover.
4. Where screening is required the following standards shall apply in addition to those required for buffering:
 - a. A hedge of narrow or broad leaf evergreen shrubs shall be planted which will form a four-foot continuous screen of the height specified in [Table 8-3](#) within two years of planting;
 - b. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen of the height specified in [Table 8-3](#) within two years; or
 - c. A fence or wall of the height specified in [Table 8-3](#) shall be constructed to provide a continuous sight-obscuring screen.
5. Buffering and screening provisions shall be superseded by the clear vision area requirements as set forth in [§ 17.8.150](#).
7. Fences and walls.
 - a. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, stone, rock or brick, or otherwise acceptable by the Director;
 - b. Such fence or wall construction shall be in compliance with other city regulations;
 - c. Walls shall be a minimum of six inches thick; and
 - d. Chain link fences with slats shall qualify for screening. However, chain link fences without slats shall require the planting of a continuous evergreen hedge to be considered screening.

C. Screening: special provisions.

1. *Screening and landscaping of parking and loading areas.* Screening and landscaping of parking and loading areas is required as provided in this article.
2. *Screening of service facilities.* Except for one-family and two-family dwellings, any service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area shall

be screened from view by placement of a solid wood fence or masonry wall between five and eight feet in height.

3. **Screening of refuse containers.** Except for one- and two-family dwellings, any refuse container or refuse collection area which would be visible from a public street, parking lot, residential or commercial area, or any public facility such as a school or park shall be screened or enclosed from view by placement of a solid wood fence, masonry wall or evergreen hedge. All refuse shall be contained within the screened area.

D. Buffer Matrix.

1. The Buffer Matrices contained in Table 8-2 shall be used in calculating widths of buffering/screening and required improvements to be installed between proposed uses and abutting uses or zoning districts.
2. An application for an adjustment or variance to the standards required in Tables 8-2 and 8-3 shall be processed as a Type I, II or III procedure, as regulated by Article 2 provisions for Adjustments and Variances

Table 8-2: Buffer Matrix Proposed Use						
Development Site to Abutting Use	Single Units, Detached; Manufacturing units	Attached Single Units and Multi-family, 1-5 Units, Duplexes	Attached Single Units and Multi-family, 5+ Units	Commercial and Institutional Zones (NC, CC, INST)	Town Center Zone (TCC, TCT)	Industrial Zones (LI, GI)
Detached Single Units; manufactured Units	-	A	C	D	C	E
Attached Single Units and Multi-family, 1-5 Units, Duplexes	A	-	B	D	C	E
Attached Single Units and Multi-family, 5+ units	A	A	-	D	C	E
Commercial Zone (NC, CC)	C	C	C	-	-	D
Town Center Zone(TCC, TCT)	C	C	C	-	-	D
Industrial Zones (LI-GI)	D	D	D	B	-	-
Note: See Table 8-3 for alternative combinations for meeting these screening requirements.						

Table 8-3: Buffer Combinations for Landscaping and Screening [1]					
	Options	Minimum Width (feet)	Trees (per linear feet of buffer)	Shrubs or Groundcover	Screening
A	-	10	-	Lawn/Living Groundcover	-
B	-	10	20' min. /30' max	Lawn/Living Groundcover	-
C	1	10	15'min / 30' max	Shrubs	4' hedges
	2	8		Shrubs	5' fence
	3	6		Shrubs	6' wall
D	1	20	10' min / 20' max	Shrubs	6' hedge
	2	15		Shrubs	6' fence
	3	10		Shrubs	6' wall
E	1	30	10' min / 20' max	Shrubs	6' hedge or fence
	2	25		Shrubs	5' earthen berm or wall
[1] Buffers are not required between abutting uses that are not of a different type when the uses are separated by a street. Adjustments from these requirements can be obtained, see Article 2.					

Applicant Response: The development meets the requirements for landscaping and screening on the site.

17.8.500 Off-Street Parking and Loading

17.8.505 Applicability.

- B. **Expansion of existing use .** At the time of an enlargement of a structure, which increases the on-site vehicle parking requirement, off-street vehicle parking shall be provided in accordance with this section, subject to the following:
 1. On the date of adoption of this Code, the number of vehicle parking and loading spaces required shall be based only on floor area or capacity of such enlargement.

17.8.510 General Provisions.

- A. **When site development /design review is not required.** Where the provisions of Article 2 for Site Development Review and Design Review do not apply, the Director shall approve, approve with conditions, or deny a parking plan submitted under the provisions of this article by means of a Type I review.

- B. *Parking plan requirements.* The parking plan, drawn to scale, shall show all elements necessary to indicate that off-street parking requirements are met. The parking plan shall include but not be limited to:
 - 1. Delineation of individual parking and loading spaces and their dimensions.
 - 2. Circulation area necessary to serve parking spaces.
 - 3. Access to streets, alleys and properties to be served;
 - 4. Curb cuts;
 - 5. Location and dimensions of all parking area landscaping (does not apply to single-family dwellings and duplexes);
 - 6. Grading and drainage (does not apply to single-family dwellings and duplexes); and
 - 7. Specifications as to signs and bumper guards (does not apply to single-family dwellings and duplexes).
- E. *Parking area connections.* In order to eliminate the need to use public streets for movements between commercial or industrial properties, parking areas shall be designed to connect with parking areas within a project site and on adjacent properties unless not feasible. Access easements between properties shall be required where necessary to provide for parking area connections.
- F. *Walkway connections.* In order to facilitate pedestrian and bicycle circulation, access and parking area plans shall provide an efficient sidewalk and/or walkway connection between neighboring developments and land uses.
- G. *Standards of measurement.* Except as otherwise defined in this Code, “one standard parking space” means a parking stall of nine feet in width and 18 feet in length. To accommodate compact cars more efficiently, up to 50% of the available parking spaces may have a minimum dimension of eight feet in width and 16 feet in length so long as they are identified as compact car stalls and are not readily accessible to large cars.
- H. *Eligible parking.* Parking spaces available along the public street frontage or alleys are eligible in fulfilling the parking requirements, except for single-family dwellings and duplexes.
- I. Where improvements subject to these off-street parking and loading provisions result in hard surfaces, pervious surfaces are encouraged to be used. Where improvements are within the public rights-of-way, such surfaces can be used upon approval by the City Engineer.

17.8.515 Off-Street Parking Requirements.

- A. *Multiple uses.* In the event several uses occupy a single building or parcel of land, a reduction of 25% of the total required parking is allowed for projects that utilize shared parking on a blended ratio for complementary uses.
- B. *Location of off-street parking.* Off-street parking spaces for dwellings shall be located on the same lot with the dwelling. For all other uses, required off-street parking spaces shall be located not farther than 500 feet from the building or use they are required to serve, except as exempted in the Town Center zones.
- C. *Improvements.* Required parking spaces shall be improved to the standards as contained in this article and available for use at the time of the final building inspection.
- D. *Carpool and vanpool parking.* Commercial, industrial and institutional developments (including but not limited to hospitals, nursing and retirement homes, schools, churches, auditoriums and transit park-and-ride facilities) with 20 or more long-term parking spaces shall designate at least 10% of those spaces for carpool and vanpool parking. These spaces shall be located closer to the primary public or employee entrance than all other parking spaces with the exception of handicapped parking spaces. Carpool and vanpool parking spaces shall be full-sized and clearly designated for use by carpools or vanpools.
- E. *Minimum/maximum parking.* Unless specified below or otherwise exempted by this Code, the minimum and maximum number of required parking spaces shall be provided for all uses in accordance with the specifications of [Table 8-4](#).
- G. *Unlisted use.* Where a use is not specifically listed in [Table 8-4](#), determination of the applicable parking standards shall be made in accordance with the following procedure:
 - 1. The Director shall determine the minimum and maximum parking spaces for all uses not listed in [Table 8-4](#), unless an application is under review by the Planning Commission or Design Review Commission, in which case the Commission shall make the determination.

2. In all determinations for unlisted uses, the applicant shall be required to submit studies or technical information about the use, parking demand, vehicle trip generation and/or other information as deemed necessary to make a determination. The city may consider testimony and publications of individuals, agencies or institutions experienced in parking and traffic engineering in its determination of parking standards.
- H. **Determination of parking zone classification.** Except as provided for in this article or as modified under the variance process outlined in § 17.2.700, parking provided shall not be less than the amount specified in the “Minimum Parking Required” column nor greater than the amount specified in the “Maximum Parking Allowed” column of Table 8-4 based on the appropriate Parking Zone Classification.
1. **Parking Zone A.** All properties located within one-quarter mile walking distance of a transit bus stop that provide 20-minute peak hour service shall be classified as Parking Zone A. In determining walking distance, the shortest distance measured along sidewalks, improved pedestrian ways or streets, where sidewalks or improved pedestrian ways are not present, shall be used. Walking distance shall be measured from the nearest point of the subject lot located along the nearest street frontage that allows for the shortest walking distance. The transit provider shall be the official source for transit stop location and peak service availability.
 2. **Parking Zone B.** All properties not located within Parking Zone A shall be classified as Parking Zone B.

Table 8-4: Parking Requirements			
Land Use	Minimum Parking Required	Maximum Parking Allowed	
		Parking Zone A	Parking Zone B
RESIDENTIAL			
Household Living			
Single Units, Attached	See Multi-family	None	None
Single Units, Detached	1.0 / Dwelling Unit	None	None
Accessory Units	1.0 / Dwelling Unit	None	None
Duplexes	1.0 / Dwelling Unit	None	None
Multi-family units (Outside Town Center)	Dwelling Unit < 500 sq. ft.: 1.0 / DU	None	None
	1 bedroom: 1.25 / Dwelling Unit	None	None
	2 bedrooms: 1.5 / Dwelling Unit	None	None
	3 bedrooms: 1.75 / Dwelling Unit	None	None
Multi-Family Units (Within Town Center)	DU < 500 sq. ft.: 0.5 / Dwelling Unit	None	None
	1 Bedroom: 0.75 / Dwelling Unit	None	None
	2 Bedroom: 1.25 / Dwelling Unit	None	None
	3 Bedroom: 1.75 / Dwelling Unit	None	None
Manufactured Units	1.0 / Dwelling Unit	None	None
Mobile Home Parks	1.0 / Dwelling Unit	None	None
Group Living	1.0 / Room	None	None
	1.0 / 2.5 Beds	2.7 / 1000 [2]	None
Transitional Housing	1.0 / 2.5 Beds	None	None
Home Occupation	None	None	None

[2] Refers to 1,000 square feet of floor area, unless otherwise stated

17.8.520 Reduction or Modification of Off-Street Parking Requirement.

- A. **Parking reductions allowed by right.** The following reductions of minimum required parking may be taken by right. Reductions provided below may not be taken jointly. The reductions allowed by this section may not be used in conjunction with the reductions allowed by subsection B. below. In determining walking distance, the shortest distance measured along sidewalks, improved pedestrian ways or streets, where sidewalks or improved pedestrian ways are not present, shall be used. Walking distance shall be

measured from the point on the subject lot located nearest to the transit stop along the shortest course.

2. Parking for multi-family uses may be reduced by 10% providing the development is within 500 feet walking distance of a transit stop.

Applicant Response: After the addition, total building square feet will be 63,366. There will be 155 units (186 beds). 1 parking stalls per 2.5 beds = 75 parking spaces. 10% Reduction for proximity to transit = 75 – 10% = 68 parking spaces required. **71 on-site Parking stalls provided. Requirements are met.**

Per Track 2 Design – Site - Guidelines, the development provides the following criteria:

- Minimizes continuous blocks of parking spaces.
- Screens parking from adjacent properties with fences, landscaping, etc.
- Minimize views of parking by placing behind building and running perpendicular to the right-of-way.
- No surface parking between building and public sidewalk on street.
- Parking area is used for water run-off retention and water quality improvement.

17.8.525 Design and Maintenance Standards for Off-Street Parking and Loading.

- A. No backing movement. Excluding single-family and duplex residences, groups of more than two parking spaces shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way would be required.

Applicant Response: Requirements are met.

- B. Free flow of traffic. Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.

Applicant Response: Requirements are met.

- C. Parking accessible from street. Each parking and/or loading space shall be accessible from a street and the access shall be of a width and location as described in §§ 17.8.100 et seq. for Access and Circulation.
- D. Parking space, stall, and access aisle dimensions. Parking space configuration, stall and access aisle size shall be of sufficient width for all vehicles turning and maneuvering, based on the standards shown in Figures 8-10 and 8-11.

Applicant Response: Requirements are met.

- E. Permanent marking. Except for single-family and duplex residences, any area intended to be used to meet the off-street parking requirements shall have all parking spaces clearly marked using permanent paint. All interior drives and access aisles shall be clearly marked and signed to show direction of traffic flow and maintain vehicular and pedestrian safety.

Applicant Response: Requirements are met.

- F. Surfacing.

Except for single-family and duplex residences, all areas used for the parking and/or storage and/or maneuvering of any vehicle, boat and/or trailer shall be improved with asphalt or concrete surfaces according to the same standards required for the construction and acceptance of city streets.

Where possible, pervious surfacing should be used for off-street parking areas.

Applicant Response: Requirements are met.

- G. Wheel stops. Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located one and one-half feet back from the front of the parking stall as defined in Figure 8-7.

Applicant Response: Requirements are met.

- H. Drainage. Off-street parking and loading areas shall provide stormwater drainage in accordance with specifications approved by the City Engineer. Off-street parking and loading facilities shall be drained to avoid flow of water across public sidewalks.

Applicant Response: **Requirements are met. See civil drawings.**

- I. **Lighting.** Artificial lighting on all off-street parking facilities shall be designed to deflect all light away from surrounding residences and so as not to create a glare hazard to the public use of any road or street.

Applicant Response: **Requirements are met.**

17.8.535 Off-Street Loading Space.

- A. **Required.** Buildings or structures to be built or substantially altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading and maneuvering space in accordance with the requirements of [Table 8-6](#).

Applicant Response: *Per Table 8-6, a dedicated off-street loading space is not required for a residential multi-unit facility. **This requirement is Not Applicable.***

17.8.540 Bicycle Parking.

- A. **When required.** Bicycle parking shall be provided on-site in conjunction with the following uses:
 1. Multi-family housing;
- B. **Required number of spaces.** The number of bicycle parking spaces required shall be at least 20% of the required automobile parking for the use, but not less than two spaces.
- C. **Location and design standards.** Bicycle parking facilities shall be:
 1. Located within 75 feet of a primary building entrance and dispersed for multiple entrances.
 2. Designed to provide direct access to a public right-of-way, but not to obstruct sidewalks or walkways. Public sidewalks may be utilized for bicycle parking when parking can't be reasonably accommodated on-site, and the location is convenient to the building's primary entrance. If a public sidewalk is used for bicycle parking, a minimum of six feet of clear and unobstructed sidewalk must be maintained.
 3. In a location visible to building occupants or from the main parking lot.
 4. Thoroughly illuminated during working hours. Bicycle parking areas shall be at least as well-lit as automobile parking areas.
 5. Bicycle parking facilities shall offer security in the form of either a lockable enclosure in which the bicycle can be stored or a stationary rack to which the bicycle can be locked. All bicycle racks, lockers or other facilities shall be securely anchored to the ground or to a structure. Bicycle racks shall be designed so that bicycles may be securely locked to them without undue inconvenience. Such racks shall be designed to hold bicycles securely by means of the frame, with the frame supported so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels; and
 6. Bicycle parking spaces shall be at least six feet long and two feet wide with an overhead clearance of at least seven feet. An access aisle of at least five feet shall be provided and maintained beside or between each row of bicycle parking. Each required bicycle parking space shall be accessible without moving another bicycle.

Applicant Response: *Based on parking requirement of 68 stalls, the required bicycle parking would be 20% of 68 = 14 Bicycle parking spaces. The applicant is showing 14 covered bicycle parking spaces. **The requirement is met.***

17.8.545 Landscaping and Screening of Parking and Loading Areas.

- A. **Purpose.** The purpose of this section is to improve the appearance of off-street parking and open lot sales and service areas in Forest Grove and to protect and preserve the appearance, character and value of the surrounding neighborhoods. It is also the purpose of this section to allow for increased seepage by providing openings in impervious surface; increased safety by breaking up large expanses of pavement; and increased shading to reduce overheating of car interiors, and reduce glare and radiation from large number of vehicles.
- B. **Applicability.** This section is applicable to all areas used for the display or parking of any and all types of vehicles, boats or heavy construction equipment, whether such vehicles, boats or equipment are self-propelled or not, and all land upon which vehicles traverse the property as a function of the primary use, hereinafter referred to as "other vehicular uses," including but not limited to activities of a drive-in nature such as, but not limited to, filling stations, grocery and dairy stores, banks, restaurants and the

like. Screening and landscaping of parking and loading areas is required, with the exception of parking areas serving single-family dwellings and duplexes, and parking areas that are under or within buildings. The interior landscaping requirements do not apply to parking areas for industrial uses in the industrial zones.

- C. *Required landscaping for parking lots adjacent to public rights-of-way.* A minimum five-foot landscaped strip is required between the abutting right-of-way and the off-street parking area or vehicle use area.
- D. *Perimeter parking lot landscaping.* When the off-street parking area or other vehicular use area is not visually screened from an abutting property by an intervening building or structure, a minimum five-foot landscaped strip shall be installed between the common property line and the off-street parking area or other vehicular use area that is visually exposed.
- E. *Interior parking lot landscaping.* Landscaped areas shall be appropriately distributed to break up large expanses of pavement, improve the appearance and climate of the site, improve safety and delineate pedestrian walkways and traffic lanes. For the purpose of this section, interior parking lot area is defined as the hard surface parking area (parking stalls and aisles). Such area does not include loading and unloading zones or perimeter landscaping around the lot.
 - 1. At least 8% of the interior parking lot area shall be landscaped. Landscaped areas should include water quality features such as bio-swales or wetlands , trees , grass, shrubs and other material when possible so as to cover the landscape area.
 - 2. A required landscaped area shall have a minimum interior dimension of six feet and be no less than 48 square feet in area. Landscaping shall be protected from vehicular damage by some form of wheel guard or curb.
 - 3. One tree shall be required for every 1,600 square feet of interior parking lot area. Trees shall have a minimum two-inch caliper and six-foot branch height at the time of planting.
 - 4. Interior parking area landscaping and trees must be dispersed throughout the parking area. Some trees may be grouped, but the groups must be dispersed.
 - 5. Perimeter landscaping may not substitute for interior landscaping. However, interior landscaping may join perimeter landscaping as long as it extends four feet or more into the parking area from the perimeter landscape line.
- F. *Landscaping within clear vision areas .* All landscaping of parking lots within clear vision areas shall provide unobstructed cross-visibility at a level between three to ten feet above the curb line. With the exception of grass or groundcover, no landscaping shall be located closer than three feet from the edge of any accessway pavement

Applicant Response: The development is showing a 18' landscape buffer between parking spaces and right-of way. A minimum 5'-0" landscape buffer is between the new parking lot and the abutting property to the west and south. No landscaping is between 3' and 10' in height in the clear vision areas of the driveway. A minimum of 8% of the parking area is provided with landscaped areas and trees as required. **Requirements are met.**

17.8.750 Lighting Standards

17.8.750 Purpose.

Lighting should provide security; help create a lively environment at night and highlight building and landscape features. Lighting should create a pleasant and inviting environment to encourage the use of the town center at night. Utilitarian lighting at excessive height or that creating excessive glare is discouraged.

17.8.755 General Provisions.

- A. *When standards apply.* Unless otherwise provided, the provisions of this sub article apply to lighting that is part of a multi-family or commercial project, or lighting within one of the Town Center zoning districts.
- B. *Adjustments.* Adjustments to the provisions in this section may be considered as part of the Adjustment, Design Review, Conditional or Planned Development Process.
- C. *Luminous standards.* Light intensity standards shall be as follows:
 - 1. Outdoor lighting shall be provided in a manner that enhances security, is appropriate for the use, and avoids adverse impacts on surrounding properties. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 foot-candles of light.
 - 2. Streetlights shall meet the lighting requirements of the Public Works Director upon consultation with the Light and Power Director.
 - 3. Pedestrian lighting standards:

- a. Lighting for on-site pedestrian circulation system shall be lighted to a minimum level of 0.5 foot-candles, a 1.5 foot-candle average, and a maximum to minimum ratio of seven-to-one to enhance pedestrian safety and allow employees, residents, customers or the public to use the walkways at night.
 - b. Pedestrian walkway lighting through parking lots shall be lighted to a 0.5 foot-candle average and a maximum to minimum ratio of ten-to-one to light the walkway and enhance pedestrian safety. Artificial lighting which may be provided shall enhance security, be appropriate for the use, and avoid adverse impacts on surrounding properties and the night sky through appropriate shielding. The lighting shall not cause a measurement in excess of 0.5 foot-candles of light on other properties.
- D. *Lighting standards for multi-unit development.*
1. All exterior dwelling unit entrances and pedestrian walkways shall be lighted.
 2. Poles outside of the public right-of-way shall be a maximum of 14 feet in height if the lot is less than 20,000 square feet and 18 feet for lots larger than 20,000 square feet.
 3. Concrete light fixture bases taller than eight inches are prohibited.
 4. Area lighting shall be directed downward with no splay of light off the site. Any light source over ten feet high shall incorporate cut-off shield.
 5. Plastic signs with internal light source are prohibited.

Applicant Response: *The requirements are met.*

Building – Massing and Form – Design Guidelines

Per Track 2 Design Guidelines, the development meets the following criteria:

- Avoids long monotonous exterior walls. Building uses recesses, overhangs and stepped elevations to divide the mass.
- Minimizes the building bulk with offset intervals.
- Building “wraps” existing buildings to create courtyards and “outdoor room” for residents.

Building – Compatibility – Design Guidelines

Per Track 2 Design Guidelines, the development meets the following:

- The new addition transitions with the existing 1 story building with a 1 story that steps up to 2 story and 3 story.
- The addition continues to match the existing roof lines, with gable and hip roofs. Façade materials and colors will be the same, with the existing building being re-cladded to match the new addition and eliminate the look of an “addition”.
- Window placements on the addition are like the existing buildings where both can be seen together along the street frontage. Smaller gable “eyebrow” roofs continue from existing building across new addition.
- Landscape is like existing landscape with spacing and orientation of building.



A place where families and businesses thrive.

Land Use Application

OFFICIAL USE ONLY

Planning File Number: _____ Internal File Number: _____

Received By: _____ Date Received: _____ Receipt No.: _____

Application Fee: _____ Deposit - Rate per Hour: _____

APPLICATION TYPE:

- ☒ Site Plan Approval
- ☒ Conditional Use
- ☐ Variance
- ☐ Appeal of _____

Zoning Ordinance Amendment:

☐ Text ☐ Map

Land Division:

☐ Subdivision ☐ Partition
☐ Tentative Plat ☐ Final Plat

Establish a Planned Development:
☐ PRD ☐ CPD ☐ PID

☐ Lot Line Adjustment

Comprehensive Plan Amendment:
☐ Text ☐ Map

Other: _____

APPLICANT INFORMATION:

Name: Andy Harmon

Mailing Address: 1567 SW Chandler Ave. Suite 203, Bend, OR 97702

Phone: 541-508-7536 Email: aharmon@steele-arch.com

PROPERTY OWNER INFORMATION:

Name: Mosaic Management LLC

Mailing Address: 1900 Hines St. SE, Suite 150

Phone: 503-391-9999 Email: dougs@mosaicms.com

SUBJECT SITE(S) INFORMATION:

Property Address: 3334 22nd Ave and 3308 22nd Ave, Forest Grove, OR

Map & Tax Lot Numbers(s): R2190223, R749541

Current Zoning: RMH Total Size of Site: 3.94 Acres

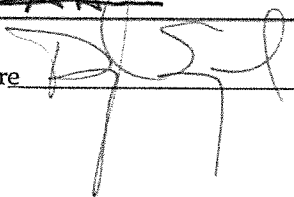
Existing Use: Assisted Living and Memory Care Facility

Proposed Use/Project Summary: Expansion of existing facility and existing use

Continued

In order to expedite and complete the processing of this application, the Planning Division requires that all pertinent material required for review be submitted at the time application is made. If the application is found to be incomplete, review and processing of the request will not begin until the application is made complete. The submittal requirements relative to this application may be obtained from the specific sections of the Zoning or Land Division Ordinances pertaining to this application and from Planning Division staff. Pre- application conferences with Planning Division staff are encouraged. If there are any questions as to submittal requirements, contact the Planning Division prior to formal submission of the application. In submitting this application, the applicant should be prepared to give evidence and information which will justify the request. *The filing fee must be paid at the time of submission. This fee in no way assures approval and is non- refundable.*

I certify that the statements made in this application are complete and true to the best of my knowledge. I understand that any false statements may result in denial of this application.

Applicants Signature  Date 9/16/2021
Property Owner's Signature  Date 9/17/2021

09.21.2021



DRAWING INDEX:	
GENERAL	COVER SHEET
001	
ARCHITECTURAL	
AS101	LEVEL PLAN
AS102	LEVEL 2 & 3 PLAN
AS103	ROOF PLAN
AS104	ELEVATIONS

[illegible]

PROPOSED PACIFIC GROVE ALMC ADDITION
2112 OAK ST. FOREST GROVE
COVER SHEET

COVER SHEET

DATE	21102.01
DATE	09.21.2001
NAME	ANATOLIO
NAME	ANATOLIO
NAME	ANATOLIO

G001
COVER SHEET

LAND USE REVIEW SET

PROJECT TEAM

Client	Architect	Civil Engineer	Landscape Architect	Structural Engineer	MEP Engineer
Goodman Construction, LLC 1400 New York St., Suite 110 Chicago, IL 60610 Phone: 312.331.1608 Email: doug@goodman.com	Smith Associates, Inc./LLC 1000 West Erie St. #150 Chicago, IL 60610 Contact: Dan Chen Phone: 312.321.5617 Email: dan@smithassoc.com	Structural Concepts, LLC 1600 West Erie St. #150 Chicago, IL 60610 Contact: Dan Chen Phone: 312.321.5617 Email: dan@scconcepts.com	Lucas Design, LLC 911 Park Avenue Chicago, IL 60611 Contact: Ben Johnson Phone: 312.764.6441 Email: ben@lucasdsgn.com	Adrian & Vance Engineering 211 North Dearborn Chicago, IL 60610 Contact: John Fleck Phone: 312.447.1143 Email: jvf@adrian-vance.com	Adrian & Vance Engineering 211 North Dearborn Chicago, IL 60610 Contact: Chris Ruhl Phone: 312.352.2314 Email: chris@adrian-vance.com

A101
LEVEL 1 PLAN

DATE	21.02.20
REV	09.11.20
BY	ALM
CHK	ALM
APP	ALM

PROPOSED PACIFIC GROVE ALMC ADDITION
2112 OAK ST. FOREST GROVE
LEVEL 1 PLAN

STEEL
Architecture Interiors Planning
888 NEW YORK DRIVE SUITE 100
FOREST GROVE, OR 97131
503.262.9067 FAX 503.262.9015 www.steel-arch.com

NOT FOR CONSTRUCTION

GENERAL NOTES AND LEGEND:

- 1. ALL DIMENSIONS ARE IN FEET AND INCHES.
- 2. DO NOT SCALE DRAWING.
- 3. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING STRUCTURES AND UTILITIES PRIOR TO CONSTRUCTION.
- 4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE (IRC).

LEGEND:

- 1. 1/4" = 1'-0"
- 2. 1/8" = 1'-0"
- 3. 1/16" = 1'-0"
- 4. 1/32" = 1'-0"
- 5. 1/64" = 1'-0"
- 6. 1/128" = 1'-0"
- 7. 1/256" = 1'-0"
- 8. 1/512" = 1'-0"
- 9. 1/1024" = 1'-0"
- 10. 1/2048" = 1'-0"
- 11. 1/4096" = 1'-0"
- 12. 1/8192" = 1'-0"
- 13. 1/16384" = 1'-0"
- 14. 1/32768" = 1'-0"
- 15. 1/65536" = 1'-0"
- 16. 1/131072" = 1'-0"
- 17. 1/262144" = 1'-0"
- 18. 1/524288" = 1'-0"
- 19. 1/1048576" = 1'-0"
- 20. 1/2097152" = 1'-0"
- 21. 1/4194304" = 1'-0"
- 22. 1/8388608" = 1'-0"
- 23. 1/16777216" = 1'-0"
- 24. 1/33554432" = 1'-0"
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- 29. 1/1073741824" = 1'-0"
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- 31. 1/4294967296" = 1'-0"
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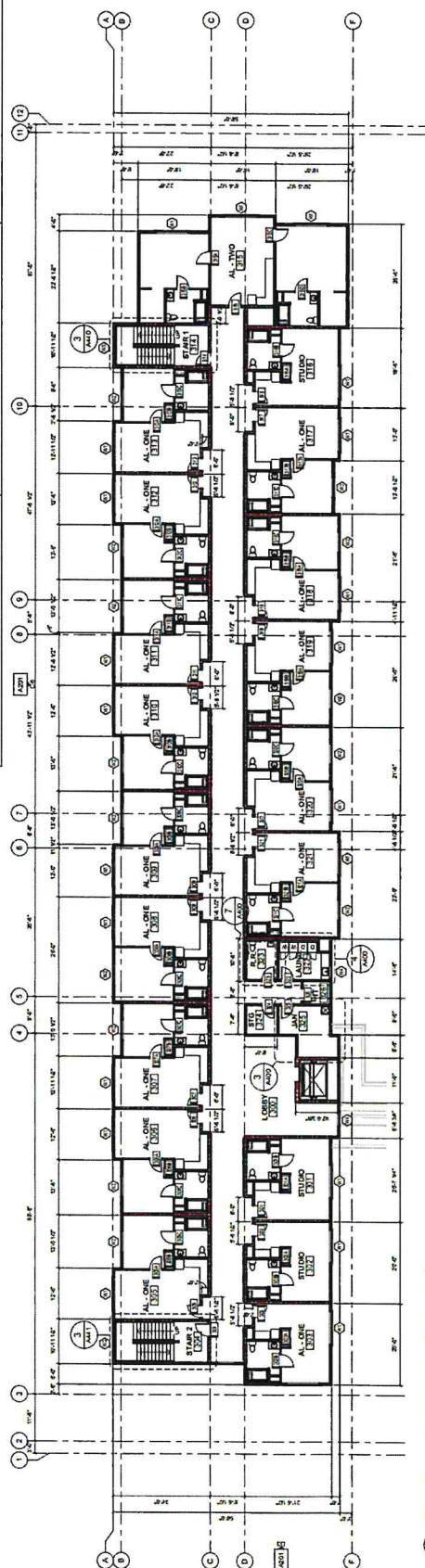
GENERAL NOTES AND LEGEND:

SEE TITLE SHEET FOR DRAWING NO.
DO NOT SCALE DRAWING

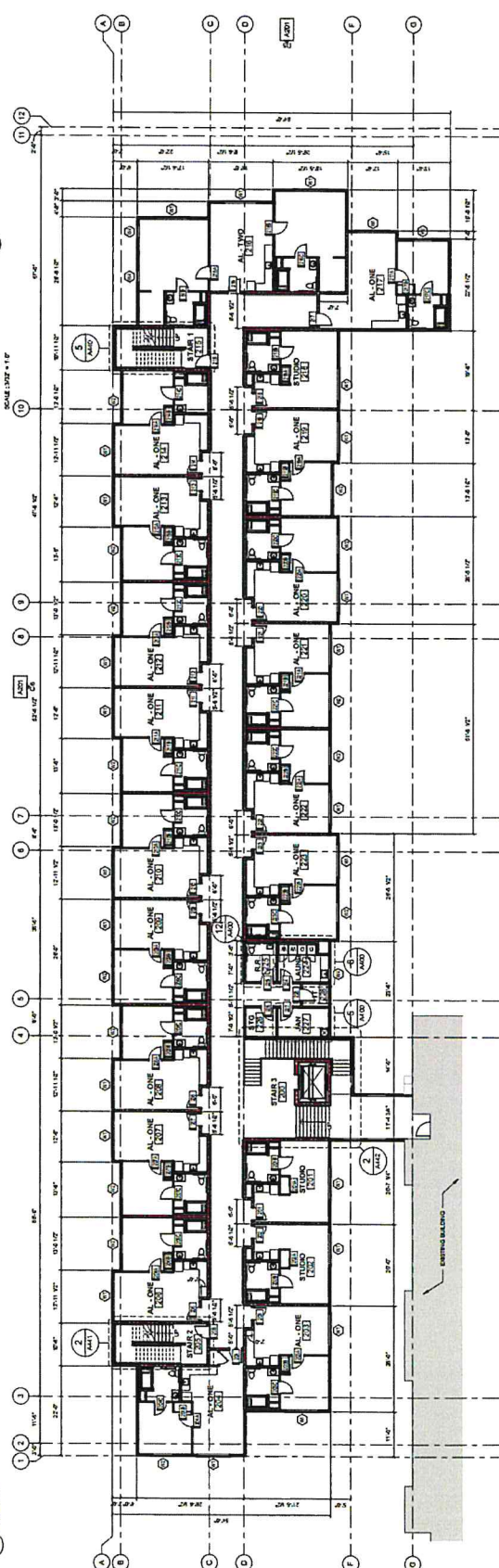
LEGEND:

WALL VEH TAG - SEE WALL
WALL VEH TAG - SEE WALL
WALL VEH TAG - SEE WALL

KEYED NOTES:



C6 ADDITION LEVEL 3 OVERALL FLOOR PLAN



ES ADDITION LEVEL 2 OVERALL FLOOR PLAN

PROPOSED PACIFIC GROVE ALMC ADDITION
2112 OAK ST. FOREST GROVE
ROOF PLAN

STEELE
Architecture Interiors planning
5411 2ND AVE
STEEL ASSOCIATES ARCHITECTS LLC
680 NW YORK DRIVE SUITE 450
DENVER, CO 80203
541 362 9957 FAX 541 362 9957
www.steele-arch.com

NOT FOR
CONSTRUCTION

ANCHOR 114

GENERAL NOTES AND LEGEND:

LEGEND:

KEYED NOTES:

SEE SHEET FOR USUAL NOTES, LEGENDS, AND ABERRATIONS.
SEE TITLE SHEET FOR GRADING NOTES.
DO NOT SCALE DOWN NOTES.
CONTRACTOR TO CONFIRM THE BULK VERIFY ALL THE RELEVANT
CONDITIONS FOR EACH ROAD AND RAIL, AND SHALL REPORT TO THE
ARCHITECT ANY SPECIAL CONCERNATIONS OR OBSERVATIONS BEFORE
RECOMMENDING ANY SET, INCLUDING NOTES AND SPECIFICATIONS.
FOR A REVERSE ELEVATION OF BUILDING AND A CROSS SECTION WITH THE ELEVATION
OF BUILDING AREA A.

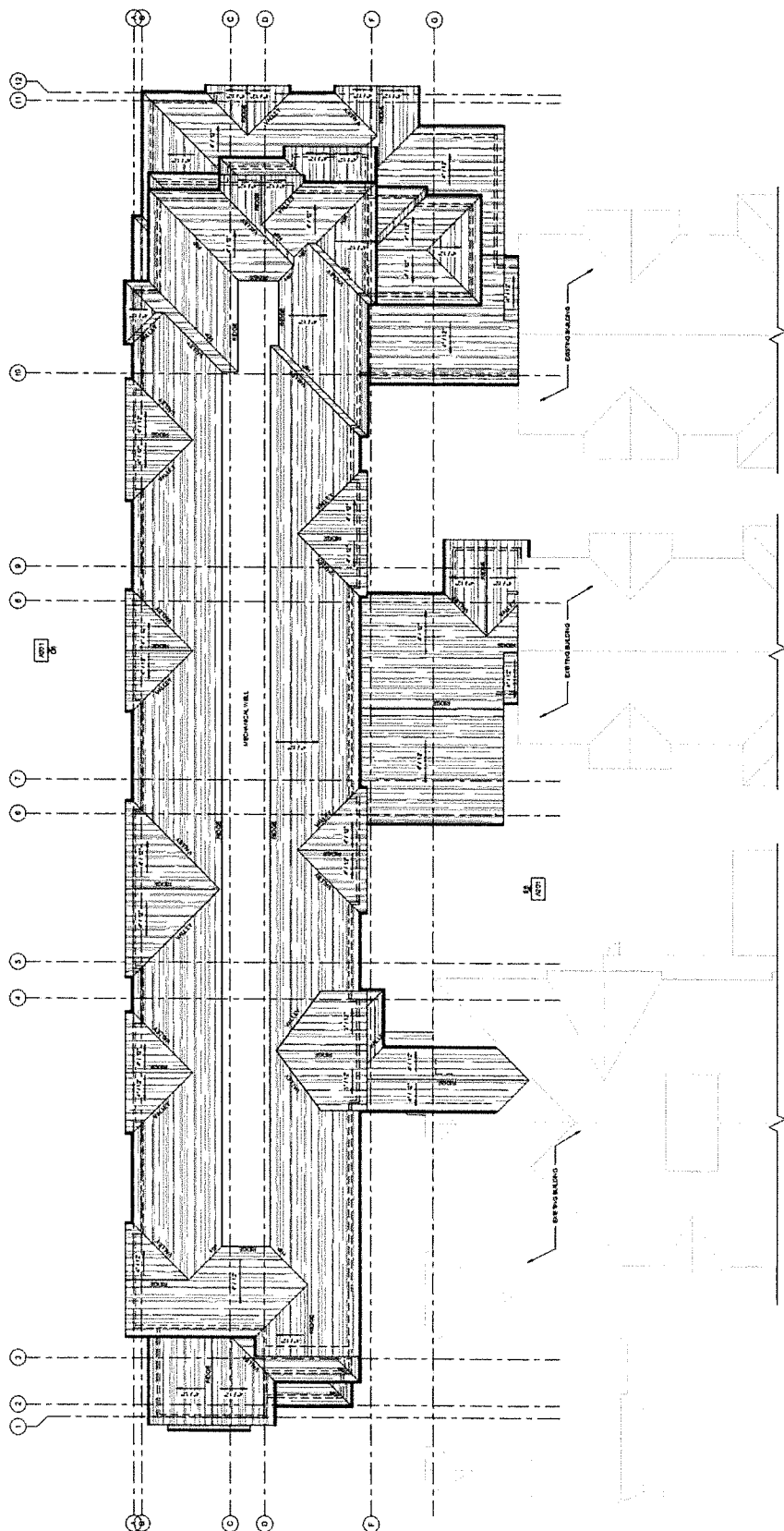
11/24/61 NEW YORK

6'-0" 10'-0" 3'-0" 3'-0"

12"

SECTION: 3/3 + 1 F

1 ROOF PLAN
3/32" = 1'-0"



A201
ELEVATIONS

DATE	2/15/2017
BY	STEELE
CHECKED BY	STEELE
SCALE	AS SHOWN
PROJECT	PROPOSED PACIFIC GROVE ALMC ADDITION
LOCATION	2112 OAK ST. FOREST GROVE
OWNER	STEELE ASSOCIATES ARCHITECTS, LLC
ARCHITECT	STEELE ASSOCIATES ARCHITECTS, LLC
DATE	2/15/2017
BY	STEELE
CHECKED BY	STEELE
SCALE	AS SHOWN
PROJECT	PROPOSED PACIFIC GROVE ALMC ADDITION
LOCATION	2112 OAK ST. FOREST GROVE
OWNER	STEELE ASSOCIATES ARCHITECTS, LLC
ARCHITECT	STEELE ASSOCIATES ARCHITECTS, LLC

ELEVATIONS

PROPOSED PACIFIC GROVE ALMC ADDITION
2112 OAK ST. FOREST GROVE

STEELE
Architecture Interiors Planning
1000 N. 10th Street, Suite 100
Portland, OR 97228
503.222.2887 FAX 503.222.8815 www.steele-arch.com

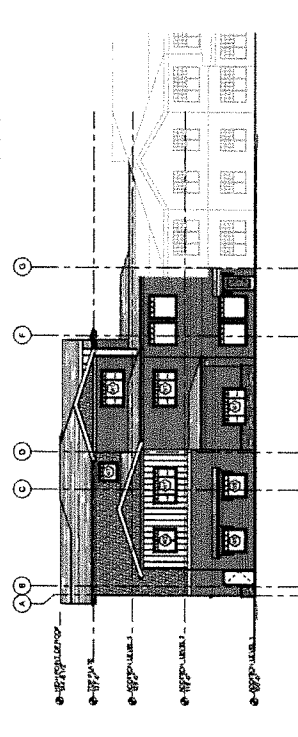
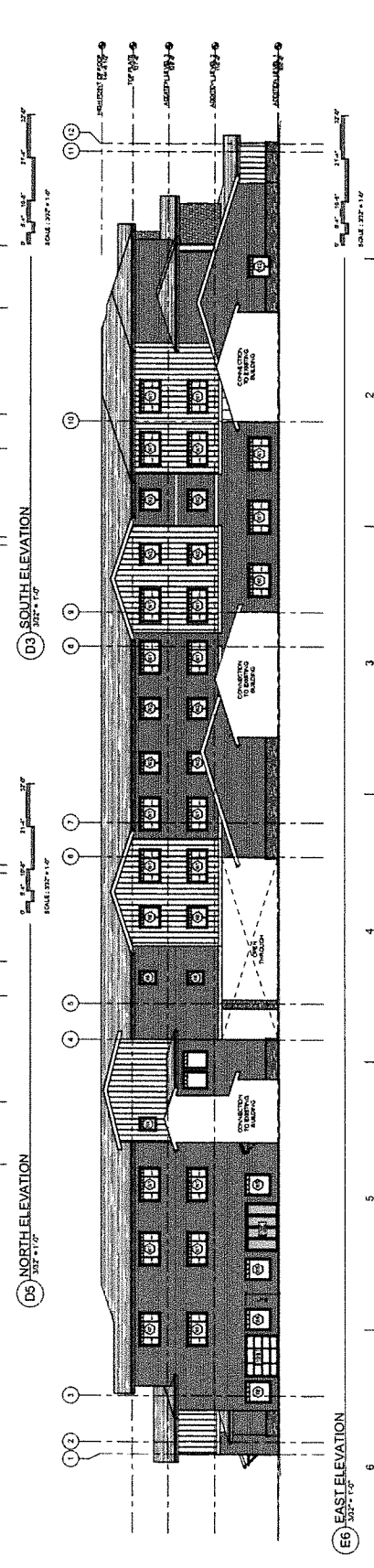
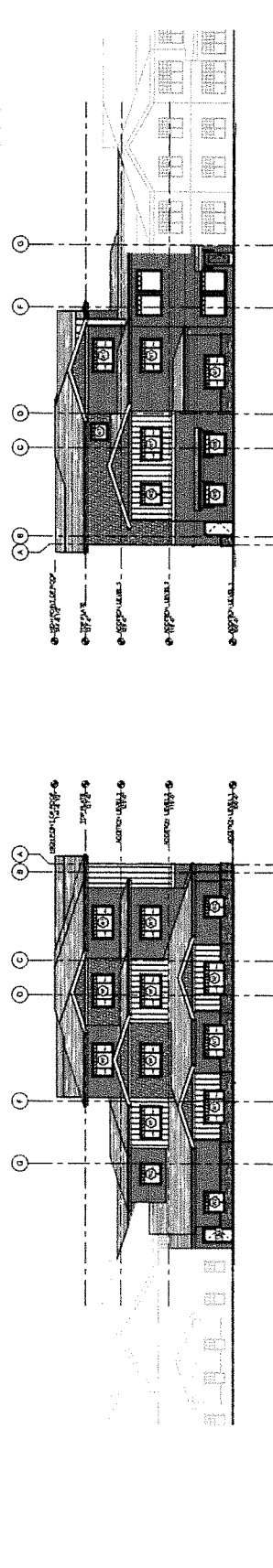
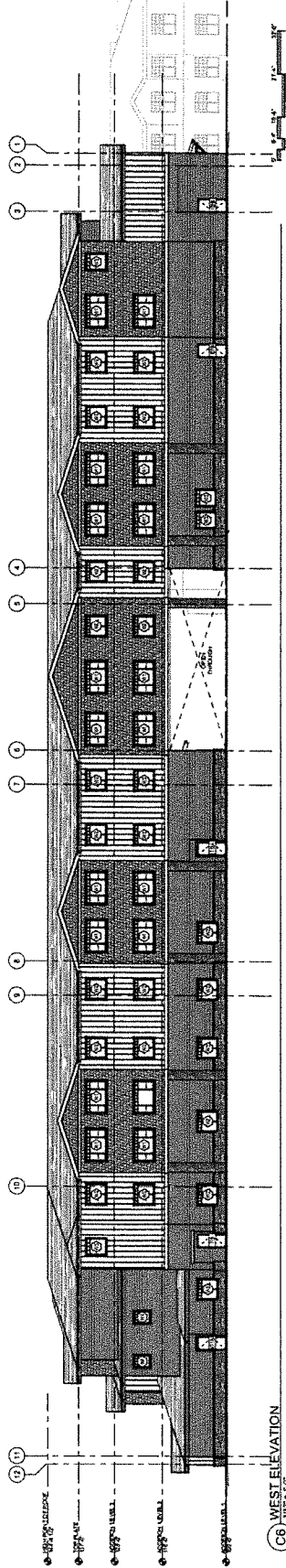
NOT FOR
CONSTRUCTION

GENERAL NOTES AND LEGEND:

- SEE SHEET ARCHITECTURAL LEGENDS AND ASSEMBLY DATA
- ALL MATERIALS TO BE USED SHALL BE APPROVED BY THE ARCHITECT
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS
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- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS

KEYED NOTES:

MATERIAL LEGEND:

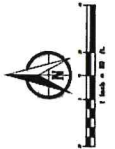


DD01
EXISTING CONDITIONS
PLAN

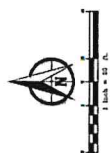
PACIFIC GROVE ALMC
2112 OAK STREET
FOREST GROVE, OR
EXISTING CONDITIONS PLAN

PACIFIC GROVE ALMC
2112 OAK STREET
FOREST GROVE, OR
EXISTING CONDITIONS PLAN

KITTELEDGE ENGINEERS, LLC
CIVIL ENGINEERING
ALBANY, OR 97321 (503) 882-1234



LEGEND
1. EXISTING BUILDING FOOTPRINT
2. EXISTING EXTERIOR WALL, 1/2" THICK
3. EXISTING EXTERIOR WALL, 1/4" THICK
4. EXISTING EXTERIOR WALL, 1/8" THICK
5. EXISTING EXTERIOR WALL, 1/16" THICK
6. EXISTING EXTERIOR WALL, 1/32" THICK
7. EXISTING EXTERIOR WALL, 1/64" THICK
8. EXISTING EXTERIOR WALL, 1/128" THICK
9. EXISTING EXTERIOR WALL, 1/256" THICK
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209. EXISTING EXTERIOR WALL, 1/41137



KITTEDGE ENGINEERS, LLC
 CIVIL ENGINEERING
 1000 W. 10TH STREET, SUITE 200
 DENVER, CO 80202
 PHONE: 303.733.1100
 FAX: 303.733.1101
 WWW.KITTEDGEENGINEERS.COM

PACIFIC GROVE ALMC
 2112 OAK STREET
 FOREST GROVE, OR
 PRELIMINARY GRADING PLAN

DD03
 PRELIMINARY GRADING PLAN

CONDITIONAL USE REVIEW

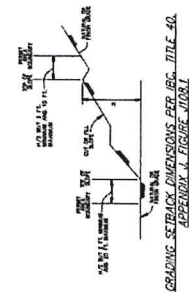
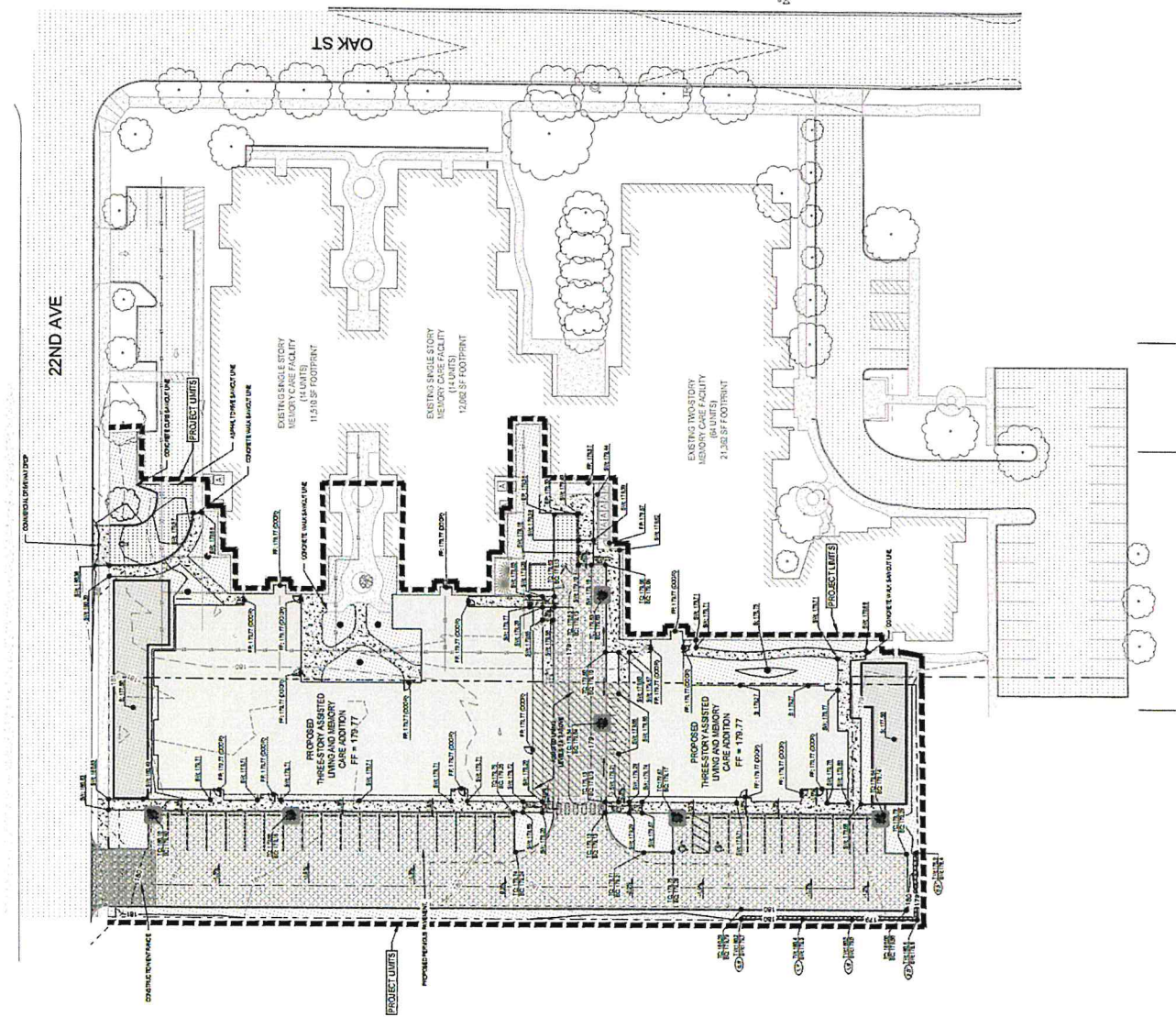
1" = 20' H.

EXISTING LEGEND

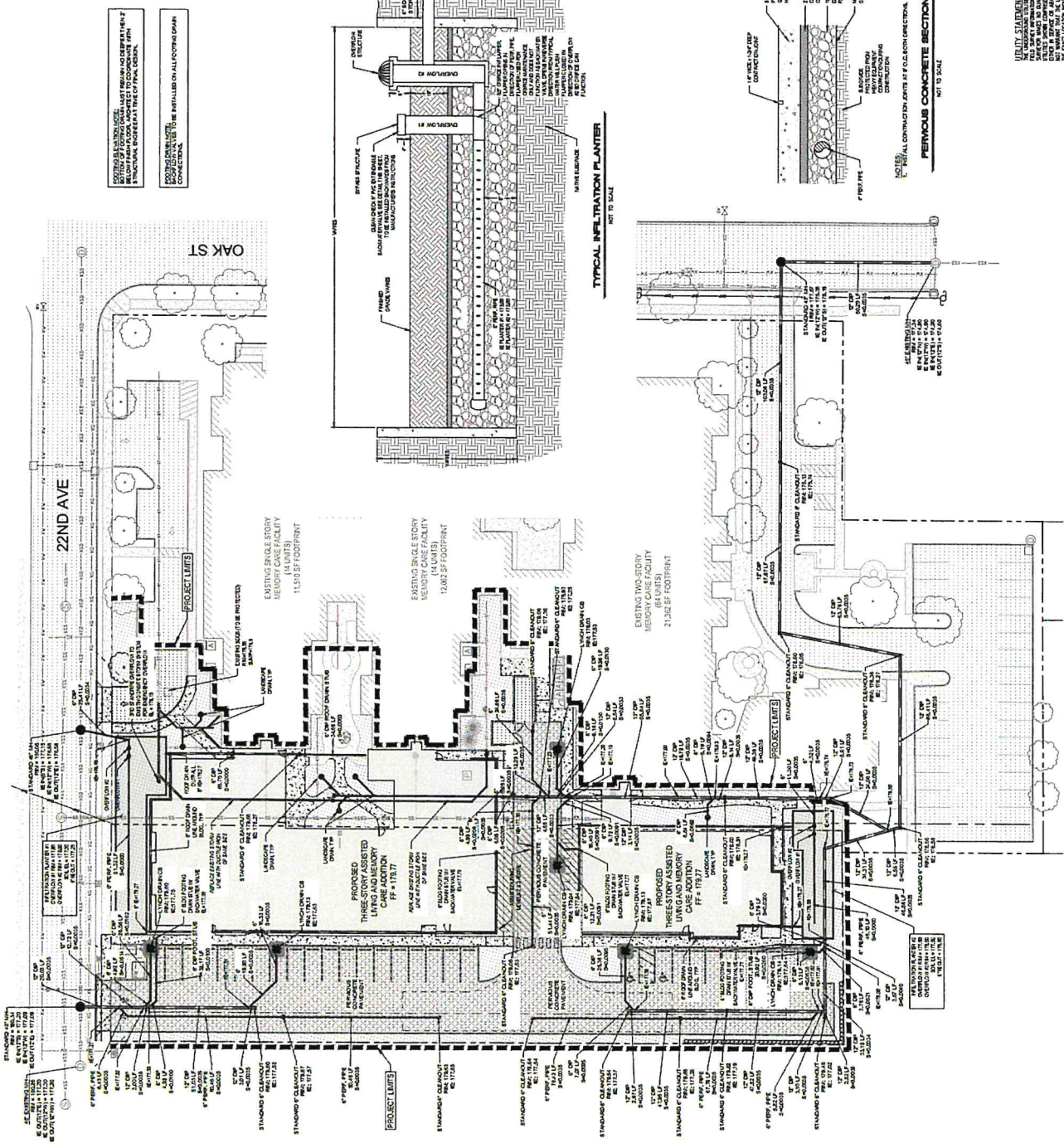
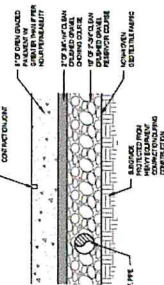
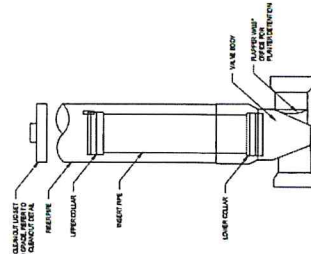
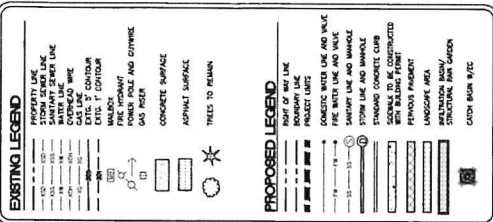
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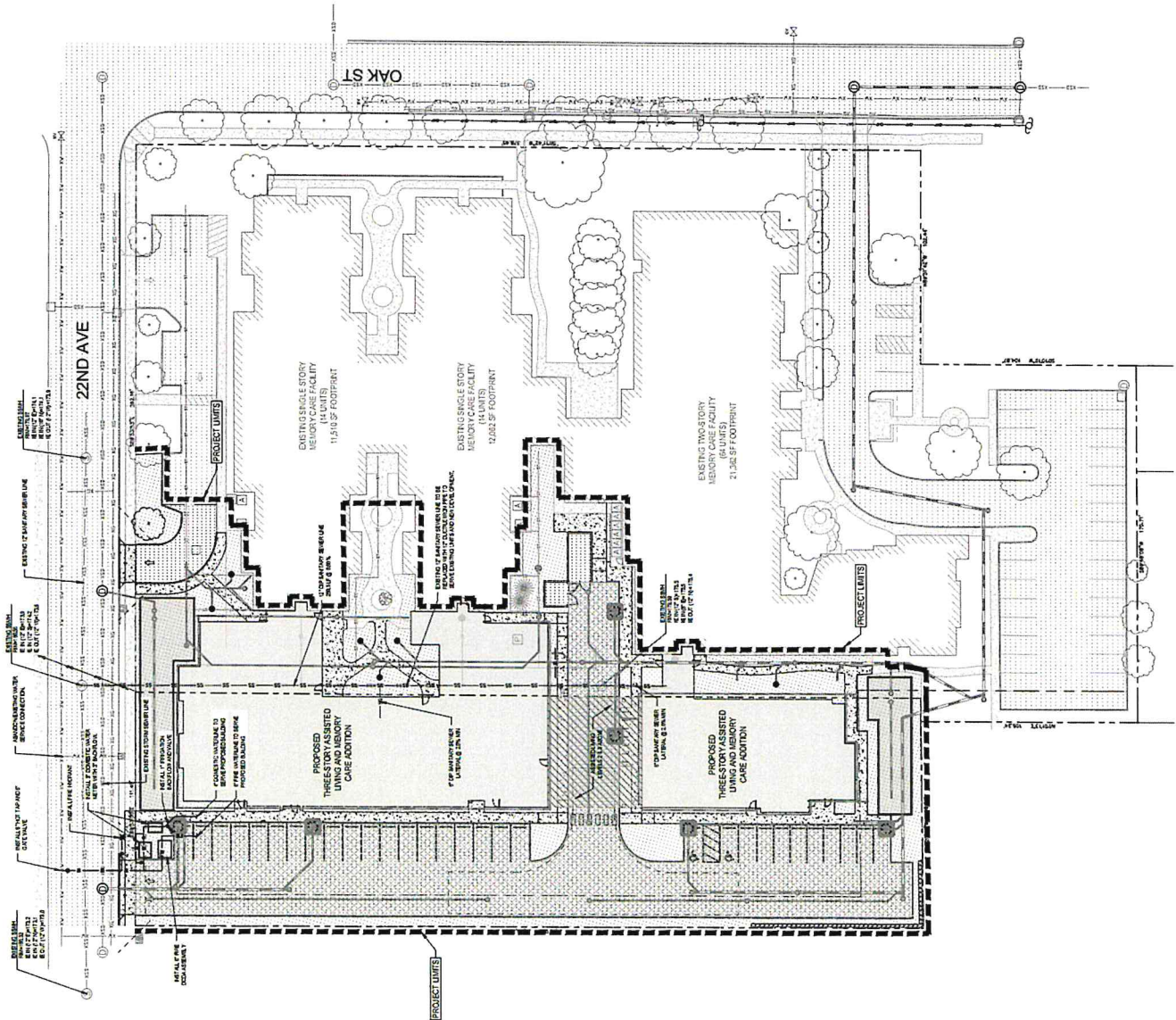
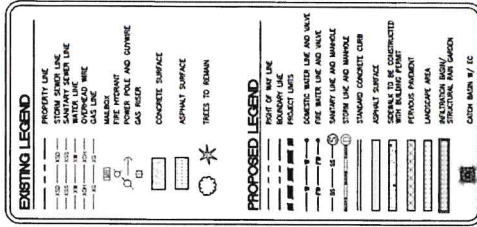
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UTILITY STATEMENT
 THE ENGINEER HAS CONDUCTED A VISUAL INSPECTION OF THE PROJECT SITE AND HAS IDENTIFIED THE FOLLOWING UTILITIES:
 1. THE PROJECT SITE IS LOCATED IN AN AREA WITH A HIGH DENSITY OF UTILITIES.
 2. THE ENGINEER HAS IDENTIFIED THE FOLLOWING UTILITIES:
 - WATER MAINS
 - SEWER MAINS
 - GAS MAINS
 - TELEPHONE CABLES
 - FIBER OPTIC CABLES
 - POWER LINES
 - RAILROADS
 - HIGHWAYS
 - AIRPORTS
 - PORTS
 - CANALS
 - DAMS
 - LEVEES
 - FLOOD WALLS
 - EROSION CONTROL MEASURES
 - LANDSLIDE PROTECTION MEASURES
 - OTHER UTILITIES
 THE ENGINEER HAS IDENTIFIED THE FOLLOWING UTILITIES:
 - WATER MAINS
 - SEWER MAINS
 - GAS MAINS
 - TELEPHONE CABLES
 - FIBER OPTIC CABLES
 - POWER LINES
 - RAILROADS
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 - PORTS
 - CANALS
 - DAMS
 - LEVEES
 - FLOOD WALLS
 - EROSION CONTROL MEASURES
 - LANDSLIDE PROTECTION MEASURES
 - OTHER UTILITIES





UNITY STATEMENT

THE UNDERGROUND UTILITIES DIVISION HAS BEEN LOCATED FROM FIELD SURVEY INFORMATION AND RECORDS EXAMINED. THE LOCATIONS OF THE UTILITIES ARE AS SHOWN ON THE ATTACHED MAPS AND ALL UTILITIES ARE LOCATED IN THE SAME MANNER AS OTHER UTILITIES. THE SURVEY INFORMATION DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. HOWEVER, THE LOCATIONS SHOWN ARE THE BEST LOCATIONS AVAILABLE. THE SURVEY HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.



**3308-3334 22nd Avenue
TAX LOT 1N332CC03500
and 3600**

**FILE NO.
311-21-000043-PLNG**

**CONDITIONAL USE
PERMIT**

AMY KREIMEIER, Senior Planner

12/20/2021



SUBJECT PROPERTY



COMPREHENSIVE PLAN

Comprehensive Plan Name

	A-Medium
	B-Standard
	B-Standard/C-Low
	Business Industrial Park
	C-Low
	Community Commercial
	D-Suburban
	Existing Park
	General Industrial
	High Density Residential
	Institutional
	Light Industrial
	Medium Density Residential
	Neighborhood Commercial
	Neighborhood Mixed Use
	Open Space
	Public
	Semi-Public
	Town Center Core
	Town Center Transition
	Urban Growth Boundary
	City Boundary



ZONING

Zoning Designations

	Suburban Residential (SR) 1.0 du/ac.
	Single Family (R-10) 4.35 du/ac.
	Single Family (R-7) 6.22 du/ac.
	Single Family (R-5) 8.71 du/ac.
	Residential Multifamily Low (RML) 12.0 du/ac.
	Residential Multifamily High (RMH) 20.28 du/ac.
	Neighborhood Mixed Use (NMU)
	Town Center Core (TCC) 40.0 du/ac.
	Town Center Transition (TCT) 40.0 du/ac.
	Community Commercial (CC) 30.0 du/ac.
	Neighborhood Commercial (NC)
	Institutional (INST)
	Business Ind. Park (BIP)
	Light Industrial (LI)
	General Industrial (GI)
	City Boundary
	Urban Growth Boundary



EXISTING BUILDING & SITE

3334 22nd Ave.



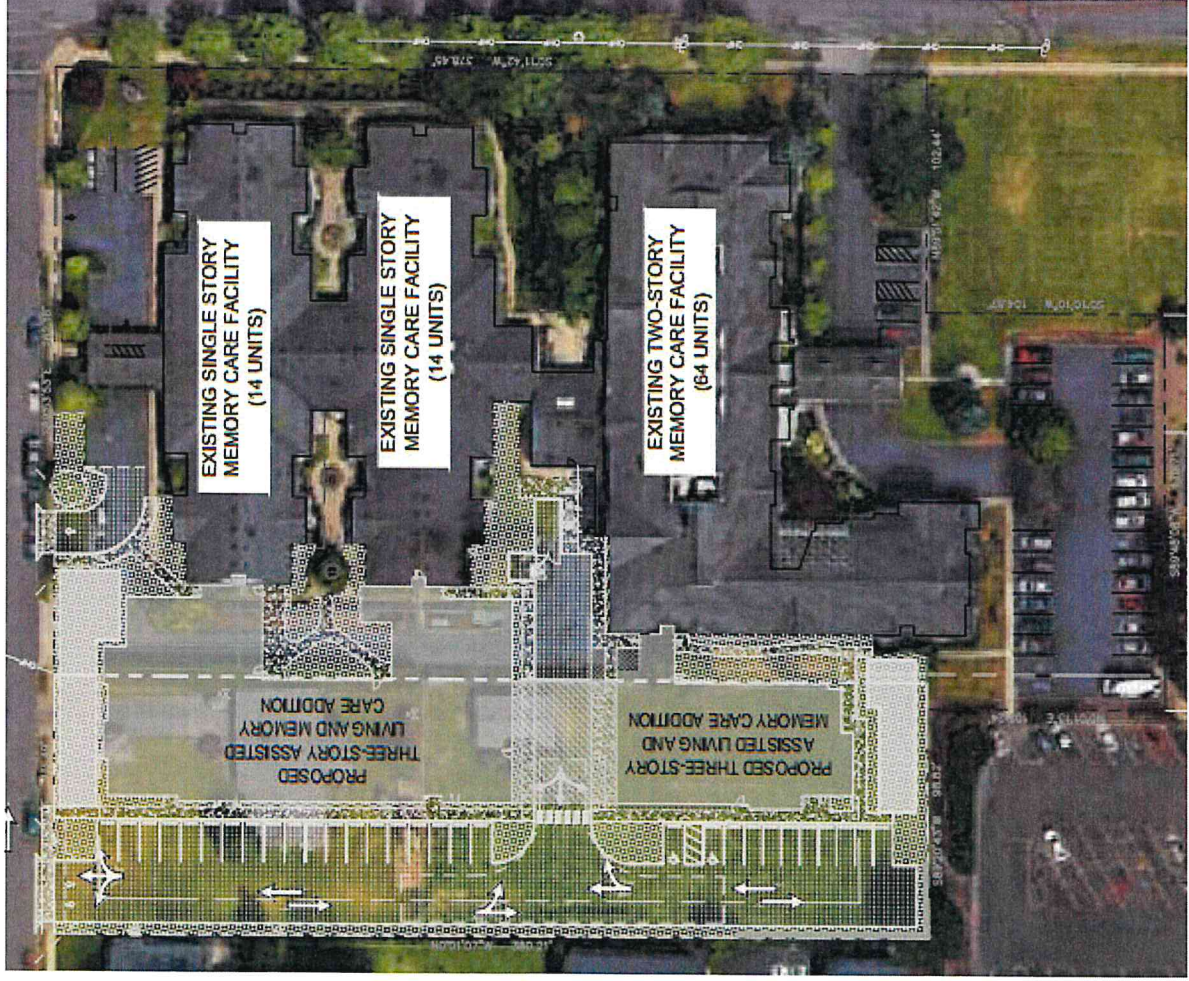
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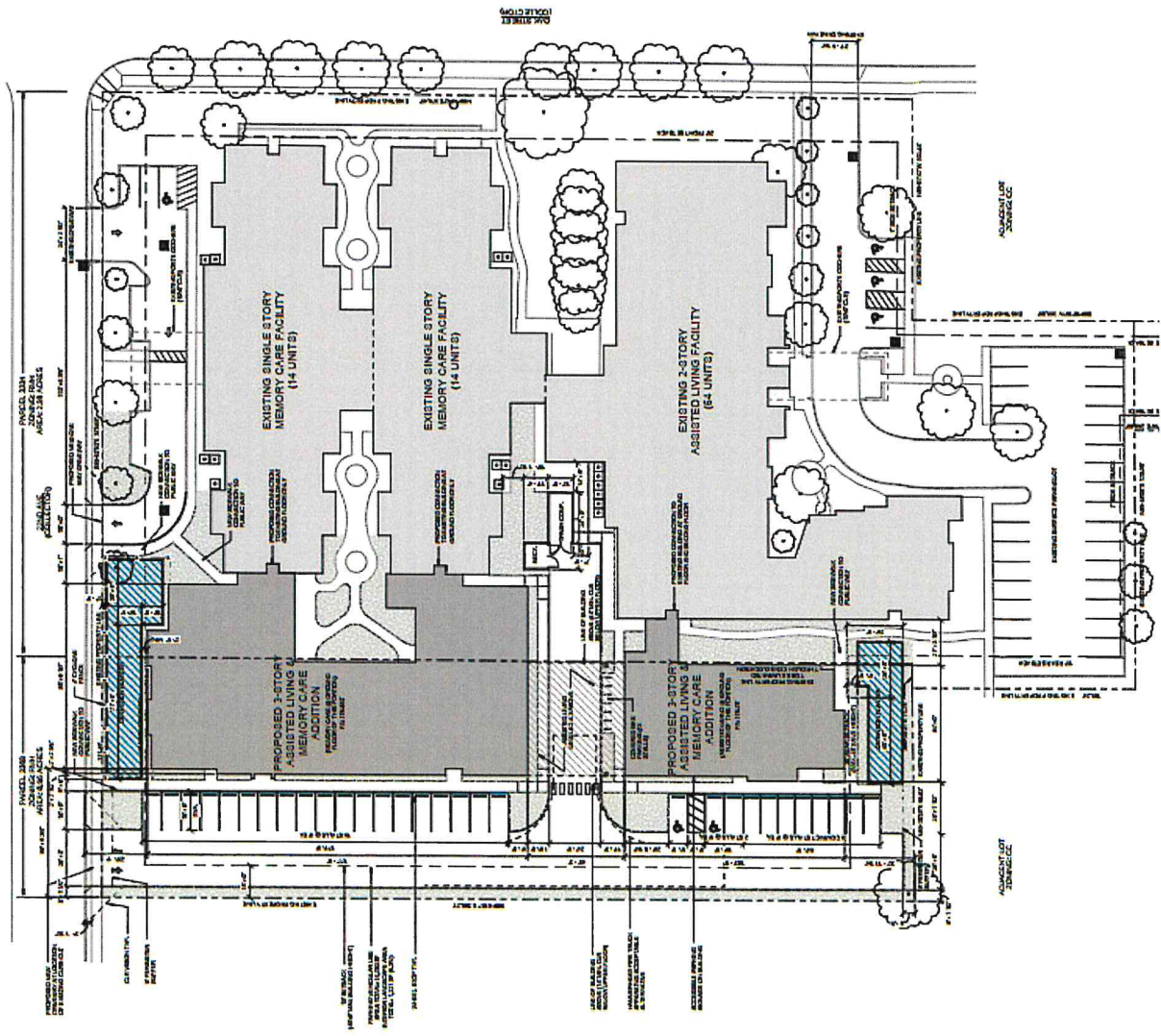
PROJECT DESCRIPTION

- ❑ Group Living for 6 or more residents is a conditional use in the RMH zoning district
- ❑ Conditional Use Permit Request:
 - ❑ 19,132-square-foot addition to a group living facility
 - ❑ 3-story addition
 - ❑ 40 assisted living units, 24 memory care units, and various common use facilities including a theater, dining halls, and physical therapy room
 - ❑ addition of 30 parking stalls

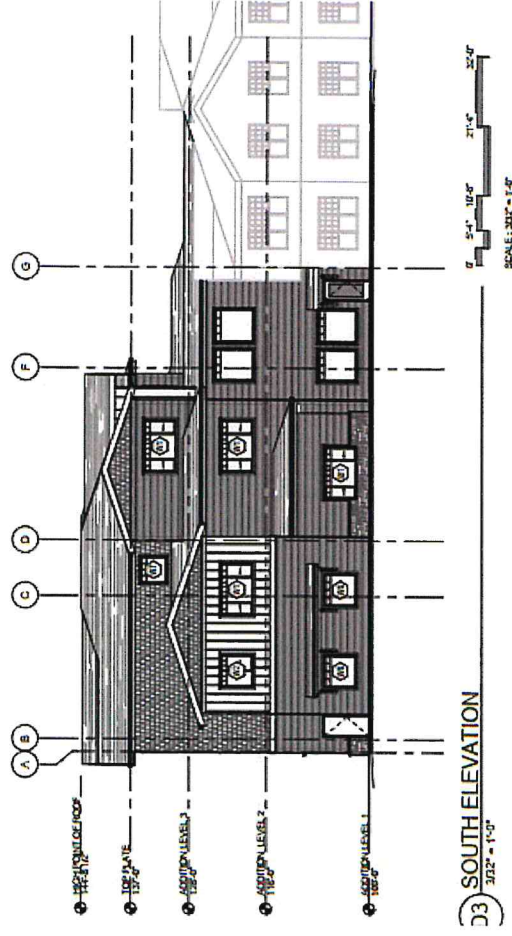
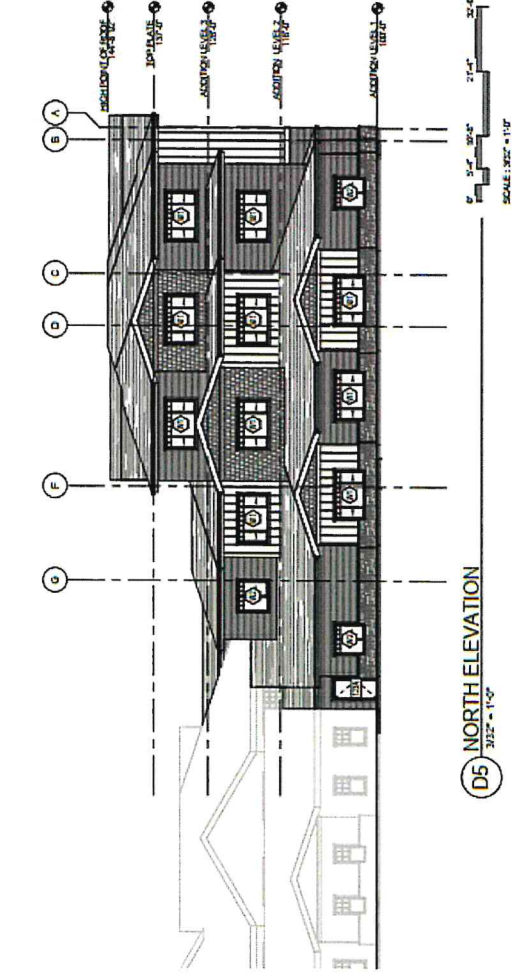
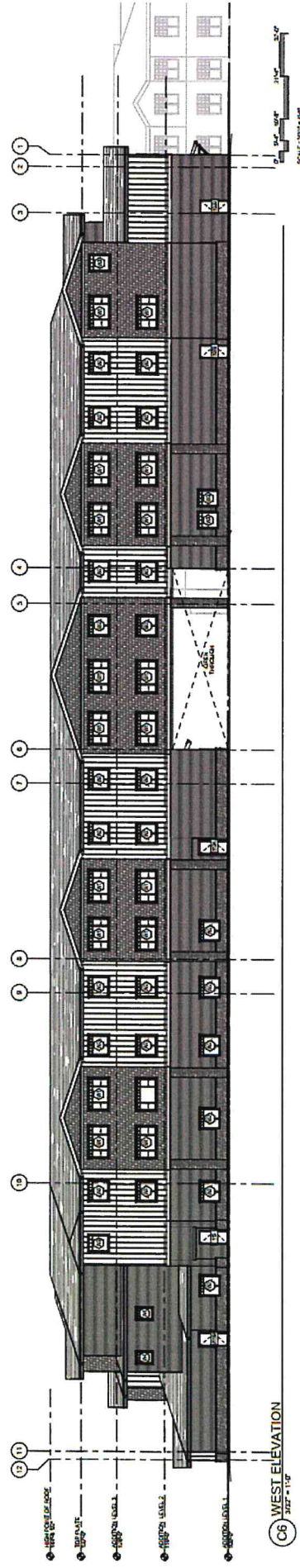
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SITE PLAN



ELEVATIONS



ARCHITECTURAL RENDERING



STAFF RECOMMENDATION

- ❑ Staff recommends approval of the Conditional Use Permit request subject to the following conditions:
 - ❑ The applicant is bound to the project description and all representations made by the applicant during the application and decision-making proceeding.
 - ❑ The applicant shall continue to comply with all applicable City building and development standards, including all dimensional standards and public works specifications.
 - ❑ Install an additional fire hydrant at the south end of the new fire lane.
 - ❑ Provide the building with an approved standpipe system in the two end stairwells of the new addition.

Pacific Grove Residential Care Facility Expansion
Engineering Conditions

City of Forest Grove Engineering Conditions of Approval

Applicant/representative shall sign below and return to City Engineering. Applicant/representative has read this Engineering conditional approval form and understands the conditions of approval outlined to this project. Not agreeing to or meeting conditions applicable to this project may result in withdrawal of engineering approval to project.

GENERAL

1. All plans submitted to date are considered preliminary only. Upon completion of land use application approval, detailed construction plans and specifications must be submitted to engineering that demonstrate compliance with standards and regulations adopted by the City of Forest Grove and/or all other agencies that have jurisdiction including Clean Water Services, Washington County, Oregon Department of Transportation, and the conditions of approval as passed by the City Planning Commission for Land Use Approval. Contact engineering for questions on detail construction plan check process and the required number of construction plan sets/specification required for the detailed review.
2. All detailed construction plans submitted shall be stamped by an Oregon registered professional engineer.
3. All information related to vertical and horizontal location including in documents containing legal description, Draft Development Plan, Final Development Plan, Final Plat, Right-of-Way Deed, or Easement, and Record Drawings shall be in accordance with the current version of the City of Forest Grove Electronic Data Submittal Standards for GIS and Engineering (Electronic Submittal Standards). The Electronic Data Submittal Standards can be found on the Forest Grove Web Page under the Engineering Department. Narrative of City Datum including Bench Mark information is available through City Engineering Department.
4. Prior to issuance of Building Permit, Applicant will enter into an agreement with the City of Forest Grove for the construction of public facilities as applicable. City will prepare Agreement Allowing Developer to Construct Public facilities. The Agreement document shall be fully executed by City and Developer prior to start of construction.
5. Public improvements shall be in place and accepted by the City Engineer prior to issuance of building permits for new lots of record, as applicable.
6. Final Development Plans and Specifications containing design for construction of public facilities shall receive approvals (as applicable) from City of Forest Grove, Clean Water Services, and other affected jurisdictional agencies. Developer is responsible for all submittals, approvals and permit acquisitions, unless advised otherwise by the City. Permits, if required, shall be secured by developer or authorized representative prior to start of construction (e.g. both on-site and off-site construction).
7. It is the responsibility of the Applicant to ensure that the project contractor is aware of, and abides by, all conditions of approval. Prior approval from engineering must be received

before any changes are constituted in site design, grading, building design, building colors or materials, etc.

8. Applicant shall, at applicant's expense, and under City's direction, provide for traffic control, during construction, so as to minimize the impact on residents surrounding or adjacent to the Project. Applicant agrees that, during any construction within or as a part of the overall Project, all existing roadways as of the date of approval of this project, at all times, remain passable to a minimum of two lanes of traffic, one in each direction, or an acceptable detour approved by City. Applicant further agrees that if, at any time, City shall determine that there are not sufficient acceptable traffic lanes or acceptable detours which are passable, that all construction by applicant shall immediately cease upon written demand therefore, by City.
9. Applicant shall replace, or have replaced, or repair or have repaired, as the case may be, all existing infrastructure which have been destroyed or damaged, and applicant shall replace or have replaced, repair, or have repaired, as the case may be, or pay to the owner, the entire cost of replacement by reason of any work done hereunder, whether such property be owned by the City or any agency thereof, by any private, or by any person whomsoever, or by any combination of such owners. Any such repair or replacement shall be to the satisfaction and subject to the approval of the City Engineer.
10. Applicant shall provide such monumentation as may be required by City Engineer, in accordance with accepted standards. The applicant shall post security guaranteeing the payment of the cost of setting the monuments. The cost of setting the monuments will be determined by the City Engineer upon approval of the improvement plans. The Applicant shall pay the engineer or surveyor for the cost of setting the monuments within three (3) months from date of notification by the engineer or surveyor that the monuments have been set. If the applicant does not pay the engineer or surveyor within the three (3) months from date of notification, the City shall pay the engineer or surveyor for the security and refund the difference, if any, to the Applicant.
11. Prior to commencement of project work the project Applicant shall provide proposed trucking routes for all equipment and material deliveries as may be required by the City Engineer. The City shall, at Applicant expense, video the routes to establish preconstruction conditions. Damage to any public improvements, on or off site caused by construction operations, during construction on the subject property shall be repaired to the satisfaction of the City Engineer at full expense to the Applicant. This shall include slurry seal, overlay, or street reconstruction if deemed warranted by the City Engineer.
12. Project Applicant shall obtain, at Project Applicants sole expense, any and all easements or real property which may be required for the development of the Project, and which may be necessary and required in order for Project Applicant to comply with these Conditions of Approval, and the applicable ordinances and resolutions of the City.
13. All engineering design, including, but not limited to, storm sewers and appurtenances, sanitary sewers and appurtenances, streets including, but not limited to, geometrics, sight distances, lighting and sound walls, water systems and appurtenances, signing and striping, landscaping

and appurtenances, shall be supported by applicable engineering studies/calculations, as required by the City Engineer.

14. Project applicant shall design/install all improvements and perform all work required for this project in accordance with established City Standards or as approved by the City Engineer and Public Works. Plans for all improvements, including, but not limited to, storm drainage, water and sewer main sizes, either on-site or off-site, shall be in accordance with City Specifications and shall be approved by the City Engineer.
15. The Project Applicant shall be responsible for all work performed by any and all contractors and subcontractors.
16. Detailed plans reflecting the design and construction of all public infrastructure improvements for street, sewer, water, fiber optics and storm drain, both on- and off-site, shall be as directed by the City Engineer. Developer shall have written approval from the City Engineer for any variations from the City's master plans or standards prior to any final approval.
17. The applicant, in order to reduce the tracking of mud throughout the City, shall design/install standard construction entrances, and shall be responsible for cleaning up (or any expenses incurred by the City for cleaning up) mud, debris, etc. from City streets that is attributed to his project during construction.
18. As-built work in the public right of way are to be submitted to the engineering department in accordance with the City of Forest Grove Electronic Data Submittal Standards for GIS and Engineering (Electronic Submittal Standards), current version. The Electronic Data Submittal Standards can be found on the Forest Grove Web Page under the Engineering Department. Digitized information shall be submitted prior to final acceptance of Public Improvement agreement and should reflect as-built status and information as approved by engineering.
19. Public facilities serving the proposed development, including but not limited to, sanitary sewers, water, streets, storm sewers, electrical power facilities, parks, public safety and schools shall be adequate and meet current City standards; or it is guaranteed that inadequate or nonexistent public facilities will be upgraded or constructed by the applicant prior to occupancy of the project.
20. Except as provided otherwise, in the City's conditions of approval or special specifications for construction of public improvements, the Design and Construction Standards for Sanitary Sewer and Surface Water Management by Clean Water Services shall apply in all matters concerning sanitary sewers and the management of storm and surface water runoff.
21. The recommendations of the traffic study, geotechnical report, and drainage report shall be incorporated into the detailed construction plans and specification review.
22. Unless approved otherwise applicant shall extend utilities and roadways through the project to site boundaries for purposes of future development.

23. Identify in plans and profile, any potential vertical conflict points between utilities. Show provisions necessary to accommodate any such questionable or otherwise close conditions.
24. During construction of public improvements, City of Forest Grove "Testing and Inspection Practice" shall be followed.

DEDICATIONS

25. The Applicant shall provide all necessary easements for streets, alleys, sewer, and water facilities, irrigation, fiber optics, district facilities, and other facilities as may be required by the City. Utility easements shall be at a minimum a clear fifteen feet (16') for one utility and a clear twenty feet (20') for two or more utilities. Easements shall not be split between property lines or as otherwise determined by the City Engineer. The easement widths identified are minimums and in certain circumstances, additional easement widths may be required as determined by the City Engineer.

GRADING/DRAINAGE

26. It is the responsibility of the Applicant to meet all Clean Water Service Standard. City engineering will coordinate and submit a set of completed detailed construction plans (completed City engineering review process) for Clean Water Services review.
27. Regarding drainage, the applicant must identify if the project will impact existing surrounding uses including but not limited to agricultural uses. The applicant shall submit a drainage plan showing enough detail to address the mitigation of impacts on these existing surrounding uses or to conclusively show that there will be no impacts to the satisfaction of the City Engineer. The mitigation of these impacts is the financial responsibility of the Applicant until the City formally accepts the mitigation. Additionally, the Applicant shall bear the financial responsibility of, and shall dedicate to the City, runoff control easements, as needed.
28. The applicant must identify issues where the finished grade of the property is higher or lower than the abutting property or adjacent lots, and a suitable solution acceptable to City Engineering shall be required. Solutions including retaining walls shall be shown on grading plans. Retaining walls shall be structurally engineered if over four (4) feet in height, including surcharge, and will require a separate building permit. Applicant shall ensure proper setback requirement on these measures for mitigating grade differences, including building code requirement of two foot setback from toe of slopes.
29. A geotechnical report shall be prepared and submitted by a geotechnical engineer who will be retained by the Applicant to observe, test, and certify that all recommendations outlined in the Report are fulfilled during construction. The reports shall be less than one year old. The reports shall include information on the nature, distribution, physical, and engineering properties of the soils onsite and/or soils to be used as fill, and include recommendations on grading procedures.
30. Prepare and submit hydrology/hydraulic calculations for sizing of all proposed drainage devices. The analysis shall also determine if changes in the post-development versus pre-development conditions have occurred. The analysis shall be stamped and signed by an Oregon

Civil Engineer and prepared per area standard, including Clean Water Services requirements. Local regulations requires certain new development and redevelopment projects/activities to incorporate post construction Best Management Practices (BMPs) into the grading/drainage plans to control pollutants. Please refer to the Clean Water Service guidelines for specific comments and requirements.

31. The applicant shall take every step necessary to contain all dirt, construction materials, and construction run-off on site. No grading or construction-related debris, either directly or indirectly carried by water, will be permitted to leave the construction site.
32. All grading projects require an Erosion Control Plan as part of the grading plans. Grading permits will not be issued until an Erosion Control Plan is approved. Please refer to Clean Water Services requirements.
33. The project shall incorporate site design measures for reducing water quality impacts of the project, in compliance with Clean Water Services requirements. Where feasible, parking lots and other impervious areas shall be designed to drain stormwater runoff to, private water quality facilities, vegetated drainage swales, filter strips, and/or other treatment devices that can be integrated into required landscaping areas and traffic islands prior to discharge into storm drain systems. The use of permeable paving for parking and driveway surfaces is encouraged, to reduce runoff from the site. Such paving should meet fire department requirements and be structurally appropriate for the location. Such water quality mitigations should plan to meet manufacture required maintenance provision.
34. All new private water quality facilities will be required to sign a Private Water Quality Facility Maintenance Agreement and provide information for City master storm water connection report prior to receiving building permit.
35. Project applicant shall, at Project Applicant expense, shall prepare and submit a Dust Emission Control Plan for Project Grading. The Plan shall require that contractor work specifications shall include provisions for adequate water to be applied during construction in order to control dust disturbance resulting from grading operations. The Plan and related contractor work specifications shall be reviewed and approved by the
36. Prior to City issuance of a grading permit, dust control measures shall be applied in accordance with all ordinances, rules and regulations of the City, including regarding use of water for compaction or dust control purposes.
37. The Applicant shall submit a grading plan to the City Engineer for approval which reflects the recommendations of a final Geologic and Geotechnical study, including construction procedures and/or design criteria. Construction plans submitted to the City Engineering shall conform to the City Engineering Design Standards and include specifications necessary to minimize potential impacts resulting from soil conditions on the project site. The City Engineer or his representative shall verify in the field that all conditions have been satisfied.

38. The project plans shall include erosion control measures to prevent soil, dirt and debris from entering the storm drain system, in accordance with Clean Water Service standards. Drainage from parking lots and private streets to the public right-of-way will be filtered through a City approved systems. The system shall be located on the development property and maintained by the property owner.
39. Pre-development flow from adjacent properties onto the project site shall be maintained or accounted for in the final design.
40. The on-site drainage system must be properly designed to maximize infiltration of roof and/or surface runoff into the underlying soil before discharging into public storm drain, street or alley. Also, the storm drainage from project site cannot become a nuisance to surrounding property.
41. Storm pipe video inspection shall be provided to the Engineering Division prior to final approval.

RIGHT OF WAY IMPROVEMENTS

42. Any existing damage or damage incurred during construction to the approaches, curb, gutter and/or sidewalk shall be repaired and/or replaced to the approval of the City Engineer.
43. A State Encroachment permit or Washington County Right-of-Way permit shall be secured prior to the construction of improvements on their facilities..
44. All street improvements shall conform with the requirements of the Americans with Disabilities Act, including the placement of sidewalk at the rear of the driveway at all driveway locations and adjacent to the back of curb at all non-driveway locations.
45. All proposed streets shall be fully improved in conformance with the City standards to the width required by the City. The Project shall install normal and necessary public improvements along the property street frontages to the satisfaction of the City Engineer.
46. These improvements may include, but are not necessarily limited to, grading, curb and gutter, sidewalk, paving, make-up paving and wheel chair ramps, along with construction of all standard utilities necessary including water facilities, sanitary sewer, and storm drainage systems, street lighting, underground utilities, traffic control devices, landscaping, and automatic irrigation systems.
47. All approved driveway locations shall be constructed to City standards.
48. Public sidewalk location shall be shown on the approved plans. Sidewalks (parallel with public streets) shall be located near property/R.O.W. line unless approved otherwise by the City Engineer. Unless designated otherwise on the approved plans, sidewalks shall be installed concurrent with development of lot(s) of record.

TRAFFIC & LIGHTING

49. Arrange for relocation of all utilities, poles, signals, street lights, etc.
50. Developer shall provide and install the following : (1) all signing including, but not limited to, street names, speed, warning, no parking, vehicular and pedestrian traffic protection and direction, for public rights-of-way and easements; and (2) pavement striping, marking and reflective pavement markers. All such signing, striping and marking shall be shown on the approved plans.
51. All signing shall conform to the City Sign Ordinance in regards to size, design, and location. All signs shall be reviewed, approved, and a sign permit obtained prior to installation.
52. Prior to acceptance of improvements by the City, the developer shall perform roadway surface improvements, such as slurry seal or overlay as required by the City Engineer, and shall install any additional traffic signs, striping and pavement markings determined necessary by the City's Traffic Engineer, after inspection of the final physical improvement, to insure safe operation of all intersections and segments of streets before any building can be occupied.
53. Establishment of new pedestrian crossings at uncontrolled intersections or at mid-block locations on roadways under control of the City shall be based upon an engineering study by applicant, and reviewed and approved by the City Engineer according to evaluation process set by Washington County.

STORM AND SANITARY SEWER IMPROVEMENTS

54. Sewer pipe video inspection shall be provided to the Engineering Division prior to final approval.
55. Regarding septic systems, the applicant must identify if the project will impact existing surrounding systems. The applicant shall submit a plan showing enough detail to address the mitigation of impacts on these existing surrounding uses or to conclusively show that there will be no impacts to the satisfaction of the City Engineer. The mitigation of these impacts is the financial responsibility of the Applicant until the City formally accepts the mitigation. Additionally, the Applicant shall bear the financial responsibility of, and shall dedicate to the City, runoff control easements, as needed. County standards on setbacks to existing system shall be followed.
56. Public Storm Drain and Sewer pipe materials shall be in accordance with the latest Clean Water Services design and construction standards.
57. Location of sewer and storm mains shall follow City standards or approved otherwise by the City Engineer.

58. Submit Drainage Report. Include (therein) data relevant to treatment and detention of storm and surface water runoff per the current version of Clean Water Services design and construction standards.

EXCAVATION, PAVING, and GRADING

59. Paving shall be per City Standards where the street is under City jurisdiction. Paving on facilities owned by the State or County shall be as defined in their permits.
60. Limits of Paving Restoration shall be determined by the City Engineer or Public Works Inspector.
61. All site grading and public improvement work shall conform with the City of Forest Grove Municipal Code, development Conditions of Approval, City of Forest Grove Standard Specifications, Uniform Building Code Appendix Chapter 33-Excavation and Grading, and, if applicable, the Agreement Allowing Developer to Construct Public Improvements.

WATER

62. Water facilities must comply with plumbing cross-connection control standards as required by City Ordinance and State law for the protection of water supplies. Information on acceptable back-flow assemblies is available from the City Water Division.
63. The size and location of all water meters shall be determined by the Engineer/Architect or authorized representative. All water meters will be furnished and installed by the Water Division at the expense of the Applicant.
64. All public water system components must be constructed within public right-of-way or public easements.
65. All water connections to the City Water Distribution system shall be shown on the construction plan submittal review. This includes irrigation water meters for general open areas in a development project. Water irrigation meters and related impact fees will be paid before the Civil/Grading plans are approved and will be based on the City current meter fee schedules.
66. Municipal Code requires that water systems shall be designed to flow a minimum 2000 gpm (medium density) with 20 psi residual pressure at all new fire hydrants. New public water mains shall be sized 8-inch minimum dia. and be D.I.P. unless approved otherwise by the City Engineer.
67. Standard location for public water mains is on the West and/or South side of the public street R.O.W. and additionally, West and/or South of public storm drains unless approved otherwise by the City Engineer.
68. Public Fire Hydrant spacing and location shall conform to City Code and as otherwise required by the City Fire Marshal.

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69. All new Fire Hydrants shall conform to current City Standards. City Standards require that all hydrants be equipped with a 4-inch Storz fitting. Where possible, each hydrant location shall be identified with installation of blue reflective pavement marker, adjacent to hydrant, near centerline of street or as determined otherwise by the City Fire Marshal. Hydrants situated outside of public street R.O.W. shall be clearly marked and protected from damage as deemed necessary by the City Fire Marshall.
70. Size of the new water meter service shall be shown on the plans and shall be installed by the Applicant at his/her expense per City Standard Specifications.
71. Domestic and fire backflow-prevention devices, designed to protect the public water supply, shall be approved by the City Engineer in addition to the City Building & Plumbing Official.
72. Water used in conjunction with construction of the project shall be obtained only from pre-approved sources. A permit to take City water for this purpose shall be secured by applicant or representative prior to start of construction activity.

SPECIAL CONDITIONS:

- All required permits shall be secured by developer prior to start of construction (e.g. both on-site and off-site construction permits)
- **Additional project specific conditions shown in bold.**

If you've any questions about any of the above items, please contact me at djrobbins@forestgrove-or.gov or (503) 992-3292.

Project Engineer:

Derek Robbins, PE



Date: 10-14-2021

Applicant: Print Name: _____

Signature _____ Date _____