



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125

FAX: (541) 298-5490

Planning Department

### AGENDA CITY OF THE DALLES PLANNING COMMISSION

CITY HALL COUNCIL CHAMBERS

313 COURT SREET

THE DALLES, OREGON 97058

*CONDUCTED IN A HANDICAP ACCESSIBLE MEETING ROOM*

**THURSDAY, JANUARY 16, 2014**

**6:00 PM**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF MINUTES
  - A. November 7, 2013 (Work Session #1)
  - B. November 21, 2013 (Work Session #2)
  - C. November 25, 2013 (Work Session #3)
- V. PUBLIC COMMENT (Items not on the Agenda)
- VI. QUASI-JUDICIAL HEARINGS
  - A. **Application Number: CUP 170-13; Mid-Columbia Council of Governments; Request:** Application to gain approval for the construction of a Transit Operation Center. The property is located at 802 Chenoweth Loop Road, The Dalles, Oregon, and is further described as 2N 13E 29DB tax lot 7500. Property is zoned "CG"- Commercial General District.
  - B. **Application Number: CUP 171-13 and SPR 424-13; Northern Wasco County Parks and Recreation District; Request:** Application to gain approval for the construction of a public pool and park. The property is located at 602 West Second Street, The Dalles, Oregon and is further described as 1N 13E 4AA tax lots 500, 600 & 700 and 801. Property is zoned "P/OS"- Parks & Open Space District.
- VII. RESOLUTIONS
  - A. P.C. Resolution No. 534-14; CUP 170-13; Mid-Columbia Council of Governments
  - B. P.C. Resolution No. 535-14; CUP 171-13 and SPR 424-13; Northern Wasco County Parks and Recreation District

VIII. STAFF COMMENTS

IX. COMMISSIONER COMMENTS/QUESTIONS

X. NEXT SCHEDULED MEETING DATE  
February 6, 2013

XI. ADJOURNMENT

**CITY OF THE DALLES PLANNING COMMISSION MINUTES**

**Thursday, November 7, 2013**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room*

6:00 PM

**CALL TO ORDER:**

Chair Lavier called the meeting to order at 6:00 PM.

**BOARD MEMBERS PRESENT:**

Bruce Lavier, Chris Zukin, Dennis Whitehouse, Jeff Stiles

**BOARD MEMBERS ABSENT:**

Mark Poppoff, Mike Zingg, Rob Raschio

**STAFF MEMBERS PRESENT:**

City Attorney Gene Parker, Planning Director Richard Gassman, Administrative Secretary Carole Trautman

**APPROVAL OF AGENDA:**

Chair Lavier noted to amend the agenda by designating agenda item VI (Staff Comments) as item number V, and agenda item V (Work Session) as item number VI.

It was moved by Zukin and seconded by Whitehouse to approve the agenda as amended. The motion carried unanimously; Poppoff, Zingg and Raschio were absent.

**APPROVAL OF MINUTES:**

It was moved by Whitehouse and seconded by Stiles to approve the October 3, 2013 minutes as submitted. The motion carried unanimously; Poppoff, Zingg and Raschio were absent.

**STAFF COMMENTS:**

Director Gassman suggested the Commission set a time limit for the work session. It was the consensus of the Commission to adjourn at 8:00 PM.

Director Gassman suggested the Commission set a meeting format of hearing staff's memorandum review, Commissioner questions and comments, and allow public comments. It was the consensus of the Commission to use the suggested format.

Director Gassman gave an explanation of the design of the Planning Commission work session and advised that public comments will be taken into consideration. Gassman said the Planning Commission and City Council both will eventually conduct public hearings where testimony will be heard and be considered public record.

**WORK SESSION:**

Director Gassman said there was one written comment received from concerned east side local citizens dated November 6, 2013. The comment was forwarded to the Planning Commissioners via email.

Director Gassman gave an extensive review of staff's memorandum.

Chair Lavier asked what if the existing waivers of remonstrance (WR) were eliminated. Director Gassman said if the property owners would want them removed, the City would have difficulty forming a Local Improvement District (LID), and that the existing WRs were not located in one concentrated area enough to form an LID. They were randomly located throughout the City.

Chair Lavier noted that one advantage to getting streets up to City Standards was that the streets would be maintained by the City. Director Gassman indicated that the large problem was the cost and the fact that many streets were not ready for improvements because of no storm water system or engineering.

Stiles asked if property owners were expected to pay the same amount for street improvements (SI) on a collector road as a street not on a collector road. Director Gassman said the cost was the same to the property owner. The City would actualize more cost because of the pavement thickness, but only in the case of the pay into the fund (PIF) method where cost estimates are utilized. Whitehouse asked if the property owner paid for SI engineering. City Engineer McCabe said the property owners would hire an engineer and submit plans to the City Engineer for engineering approval.

Director Gassman pointed out that the major problems in the past have come with the smaller lot property owners that wanted to divide, or property owners that wanted to build a house. With minor partitions and new development, owners built anywhere within the City's jurisdiction, and often not near anything where there were existing public improvements. The partitions or new developments were randomly scattered, and often there were no storm systems, water systems, engineering, etc., Gassman stated. It is often very difficult to get the public improvements installed. Then the property owners were forced to other alternative deferral arrangements.

Gassman reported that large areas on the east side have very few streets, and they do not have local residential streets. They are mostly collector streets. If a subdivision was developed in that area, then there would probably be some new streets classified as local residential, Gassman advised. Because the existing streets are collector streets, they do not fall into the set of alternative City standards adopted in 2010. Most of the streets that have reduced City standards are on the west side and arguably do not need the same set of public improvements that the longer, more heavily traveled collector streets require. This issue could be up for review, Gassman stated.

Director Gassman advised that the American Disabilities Act required local jurisdictions to provide for access, and although the Act does not require jurisdictions to "retro-fit" existing streets, the City would be required to abide by ADA requirements for new streets. Gassman said the City may be in potential financial jeopardy if full improvements were not installed for new streets. Whitehouse asked if property owners would be held accountable as well as the City. City Attorney Parker stated most financial liabilities were imposed in larger cities, but eventually it could be applied to the more rural areas.

Stiles suggested looking at using property taxes as a revenue source for street improvements. As property owners make improvements on a lot, the value increases. Perhaps, Stiles said, a portion of the tax increase could be used for street improvements. City Attorney Parker thought the property taxes were used for the City's general funds. Whitehouse said the Commission needed to look at all avenues and resources for funding, and he believed the City should share the costs with the property owners.

After some discussion, it was the consensus of the Commission to listen to citizens' testimony at this meeting, take a tour of the key areas of issue within the City and UGB boundaries with the Commission, staff and City Engineer, then prioritize the issues at the next meeting.

**Testimony**

Mary Merrill, 2437 East 10<sup>th</sup> Street, The Dalles, Oregon, asked the Commission to consider using swales rather than installing storm water systems. Ms. Merrill said she owns a home that has no WR, yet she lost a house sale because there was a "perception" that future owners were going to be responsible for improvements. Ms. Merrill also suggested the City consider pursuing state grants for 10<sup>th</sup> Street (possibly the only street in The Dalles that extends across the entire city), as it could be eligible for state funding for a bicycle path or other improvements.

Jerry Johnson, 3102 East 13<sup>th</sup> Street, The Dalles, Oregon, asked if the \$2 water fee goes into a fund for future storm water improvements. If it did, then the City should consider using those funds for storm water. Mr. Johnson said he believed everyone in the City should help pay for improvements on the east side, not just the east side people. City Attorney Parker reviewed the ordinance and reported that the money goes into special funds to pay for capacity increasing improvements, essentially for new projects to install storm systems.

**COMMISSIONER COMMENTS/QUESTIONS:**

None.

**NEXT MEETING:**

November 21, 2013

**ADJOURNMENT:**

The meeting was adjourned at 7:37 PM.

Respectfully submitted by Carole J. Trautman, Administrative Secretary.

---

Bruce Lavier, Chairman

**CITY OF THE DALLES PLANNING COMMISSION MINUTES**

**Thursday, November 21, 2013**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room*

6:00 PM

**CALL TO ORDER:**

Chair Lavier called the meeting to order at 6:00 PM.

**BOARD MEMBERS PRESENT:**

Bruce Lavier, Mark Poppoff, Chris Zukin, Jeff Stiles, Mike Zingg

**BOARD MEMBERS ABSENT:**

Dennis Whitehouse, Rob Raschio

**STAFF MEMBERS PRESENT:**

City Attorney Gene Parker, Planning Director Richard Gassman, City Engineer Dale McCabe, Administrative Secretary Carole Trautman

**APPROVAL OF AGENDA:**

It was moved by Stiles and seconded by Zingg to approve the agenda as submitted. The motion carried unanimously; Whitehouse and Raschio were absent.

**APPROVAL OF MINUTES:**

It was noted by Administrative Secretary Trautman to add City Engineer Dale McCabe as a staff member in attendance at the November 7, 2013 meeting.

It was moved by Stiles and seconded by Zukin to approve the November 7, 2013 minutes as amended. Lavier, Poppoff, Zukin and Stiles approved; Zingg abstained, the motion carried. Whitehouse and Raschio were absent.

**WORK SESSION**

Director Gassman presented his November 18, 2013 memorandum regarding a prioritization of residential development issues. Gassman suggested the Commission review all the issues whether or not they are recommended to City Council. It was the consensus of the Commission to review the issues as suggested.

**Big Discussion Items**

Director Gassman gave an overview of development requirements. Approximately three years ago, the City reduced some street standards that were local residential streets. Those reduced standards did not apply to collector streets, and most of the streets on the east side were listed as collector streets. Therefore, Gassman stated, full improvements were needed for collector streets which included sidewalks, curb, a 16 foot-wide road and a storm water system. In the past, the storm water has posed problems because the City did not have storm systems in place in all areas. Many such areas were on the east side. Gassman pointed out that the first issue would be to consider if these improvements should still be required.

Commissioner Poppoff commented that the standards should be lowered, i.e., use swales rather than storm water, and use paved parking strips and paved traffic lanes to reduce costs. He also felt the City should do away with all waivers of remonstrance. Regarding required fees, Poppoff suggested creating a stop loss of 10-15% of the developed lot's value so the lot could be developed. Poppoff also suggested utilizing the Downtown Improvement District monies and dedicate the City's property tax revenues for street improvements.

Stiles stated the issues were not a "one size fits all." Rural area requirements should be assessed at a different level than the higher residential requirements. The work should be prioritized and evaluated as to how to fund the work that needed to be accomplished.

Zukin said, in his mind, he believed some of the streets should be improved at some time. He felt it made sense to put paving on graveled roads, and it did not make sense for all streets to have sidewalks, gutters and curbs and storm drains, especially where the storm drain system was not installed. Possible bio swales could be an option. Zukin felt a matrix should be developed for when and how to put the improvements in place.

Chair Lavier stated that the community should be responsible for improvements. There needed to be a system to accumulate funds that would pay for the improvements and determine how much of the expense should be shared between property owners and other citizens. Zukin said he thought people who benefit from the improvements should pay something (the property owner) and other citizens also. Lavier said some property owners would not benefit from improvements if they lose a section of property. Stiles said the City needed to be responsible to help out.

Regarding when improvements should be required, Chair Lavier stated that the property owner would need to be included on the decision making. He said the issue became a problem when the property value was lower than the cost of improvements, and those with low income could not afford improvements. Stiles pointed out that property values increase with improvements.

Richard Havig, 3015 East 12<sup>th</sup> Street, The Dalles, Oregon, said the LID process didn't work and the Waivers of Remonstrance didn't work, so the City should pay for street improvements unless a subdivision was developed.

David Lee, 950 Pomona West, #115, The Dalles, Oregon, stated improvements should be funded by the taxpayers, and City leaders believed the property owners should fund the expenses.

Richard Havig, 3015 East 12<sup>th</sup> Street, The Dalles, Oregon, said he thought the Waivers of Remonstrance should be dropped.

Director Gassman stated that if the Commission wanted to recommend reduced standards for more streets, then guidelines would need to be developed. Zukin suggested developing a matrix or zones of standards.

RG Hager, 2804B East 10<sup>th</sup> Street, The Dalles, Oregon, suggested isolating portions of the center area of the City as a high priority, then move away from that central core over a period of time.

Mary Merrill, 2437 East 10<sup>th</sup> Street, The Dalles, Oregon, said the Commission should determine the costs then come up with the resources. Chair Lavier stated his thought was that the Commission

should look at the street standards first. He recommended a committee be comprised of Planning Commissioners, staff and citizens to review street standards and priorities.

Zingg said the Waivers of Remonstrance should be dropped, start over with a system of looking at the streets, prioritize the needs, and find the resources.

Linda Quackenbush, 1005 Richmond Street, The Dalles, Oregon, stated she was concerned about property owners on 10<sup>th</sup> Street having to pay \$351 per linear foot, and it seemed to her it was the community's responsibility. If the cost per linear foot was not reasonable, some property owners would not be able to pay.

RG Hager, 2804B East 10<sup>th</sup> Street, The Dalles, Oregon, referred to his September 5, 2013 letter that listed five manners of funding. (copy attached). Stiles said he felt it was not fair to place all of the funding on the City, the property owner needed to pay a portion.

It was the general consensus of the Commission to form two sub-groups as follows:

Street Standards: Bruce Lavier, Chris Zukin, Mark Poppoff (Commissioners); Richard Gassman, Dave Anderson, Dale McCabe (City Staff); Loyal Quackenbush and Ron Hagerman (Citizens)

Finance: Jeff Stiles, Mike Zingg, Dennis Whitehouse (Commissioners); Nolan Young (City Staff); Alex Hattenhauer, RG Hager, and Damon Hulit (Citizens).

It was the general consensus of the Commission to suspend the Planning Commission Work Sessions until the Standards and Finance sub-groups formulate their recommendations to go before the Planning Commission Work Session .

**STAFF COMMENTS:**

Director Gassman reminded the Commission that a bus tour was scheduled for Monday, November 25, 2013, 11:00 AM, to observe key areas within the City regarding street improvements.

**COMMISSIONER COMMENTS/QUESTIONS:**

None.

**NEXT MEETING:**

Tentatively scheduled for December 19, 2013 unless the sub-groups needed to reconvene.

**ADJOURNMENT:**

The meeting was adjourned at 7:45 PM.

Respectfully submitted by Carole J. Trautman, Administrative Secretary.

---

Bruce Lavier, Chairman

September 5, 2013

Dick Gassman  
Director of Planning  
City of The Dalles, OR 97058

Re: Financial Restructuring

Dear Dick,

Be it known by our presence that:

We the undersigned citizens of The Dalles/Wasco County Oregon, do herein present for the sake of consideration and as to our benefit in defense of our civil rights and on behalf of the civil duties of all councilmen, staff, planners, and commissioners, having attempted to establish a multitude of land-use ordinances, whose enactment has or will cause unbearable financial/emotional hardship; present the following available or viable sources of financial funding which given due consideration appear readily available and suitable for bearing costs or assisting in anticipated local improvements and associated infrastructure projects, thereby reducing or eliminating municipal demands and/or eliminating lien structures on privately held properties in ours and others' ownership.

1. Held and available city/county capital infrastructure funds.
2. Local and state available gas tax revenues.
3. Corrected, restructured for availability urban renewal funds.
4. Funds redirected from collected revenue for discontinued projects.
5. Future potential revenues resulting at the termination of tax-exempt business enterprise zones.

These potentially available funds, and others which may accumulate as a result of our patience in place of the defects of present urgency.

**CITY OF THE DALLES PLANNING COMMISSION MINUTES**

**Special Meeting – Bus Tour**

**Re: Residential Infill Policies**

**Monday, November 25, 2013**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room*

11:00 AM

**CALL TO ORDER:**

Acting Chair Zukin called the meeting to order at 11:06 AM.

**BOARD MEMBERS PRESENT:**

Chris Zukin, Dennis Whitehouse, Jeff Stiles, Mike Zingg, Mark Poppoff

**BOARD MEMBERS ABSENT:**

Bruce Lavier, Rob Raschio

**STAFF MEMBERS PRESENT:**

Planning Director Richard Gassman, Public Works Director Dave Anderson, City Engineer Dale McCabe, and Administrative Secretary Carole Trautman

**BUS TOUR:**

Director Gassman handed out a map of the residential areas that were observed on the tour (copy attached).

Listed below are some of the items of discussion/observations from the tour:

- The participants observed a “stand alone” property developed on Old Dufur Road where the property owner put in full half street public improvements, other than storm water, and adjacent properties had only street improvements. The property owner paid into the fund for future storm improvements.
- Storm water improvements are almost always an issue that needs to be addressed when considering infill policy improvements.
- Director Anderson stated storm water is necessary because the City cannot rely upon residential lawns to absorb run off.
- At East 9<sup>th</sup> and Richmond Streets, the City considered forming a Local Improvement District (LID) in 2005.
- The participants observed various collector streets such as 10<sup>th</sup>, and 12<sup>th</sup> that serve many homes.
- The City and County have an interesting relationship regarding roads. Some roads are maintained by the County, and the County would like the City to take the roads that are in City limits. The City wants the roads improved to City standards before they accept them.
- West 13<sup>th</sup> Street at Cherry Heights was observed as a County road within City limits. West 13<sup>th</sup> was not developed to full City standards, and the County installed drains rather than storm water.
- Streets off of West 7<sup>th</sup> east of Hostetler was observed as an area where the City required lower public requirements because the side streets were short, some came to a dead end, and most lots were already built on.

- Public Works Director Anderson pointed out that the City has a Storm Water Master Plan. Part of the funding for the plan comes from the \$2 a-month fee for future capital projects. Anderson said the City has collected almost enough funds for the first project of installing a trunk system on West 2<sup>nd</sup> Street.

**ADJOURNMENT:**

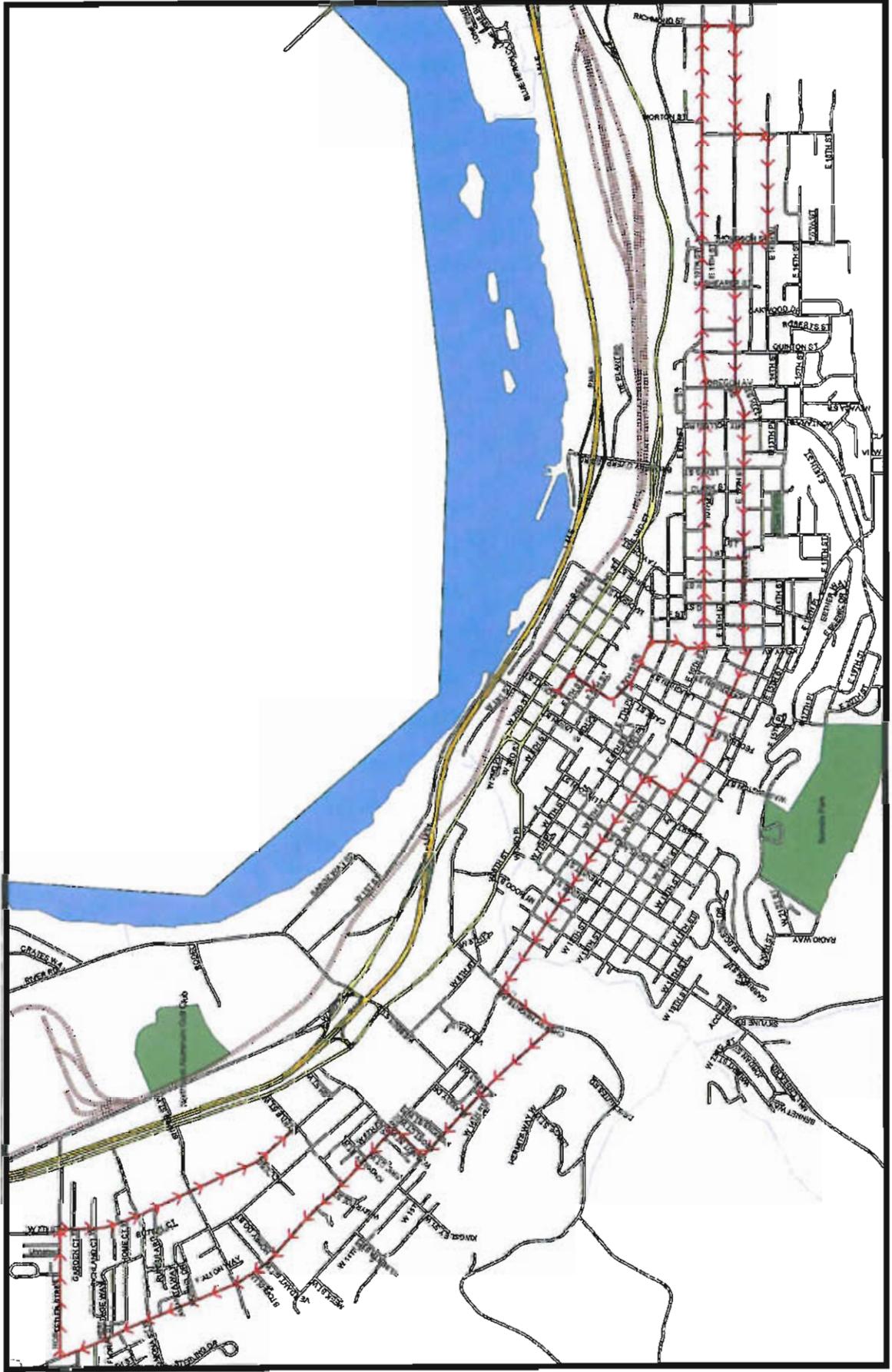
Acting Chair Zukin adjourned the meeting at 11:59 PM.

Respectfully submitted by Carole J. Trautman, Administrative Secretary.

---

Bruce Lavier, Chairman

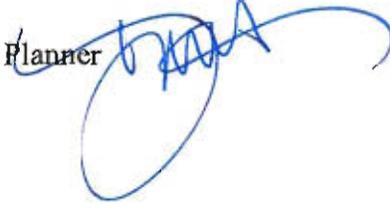
Planning Commission Field Trip  
November 25, 2013



# City of The Dalles STAFF REPORT

Conditional Use Permit No. 170-13

## Mid-Columbia Council of Governments – Transit Operation Center

Prepared by: Dawn Marie Hert, Senior Planner 

Procedure Type: Quasi-Judicial

Hearing Date: January 16, 2014

Assessor's Map: Township 2 North, Range 13 East, Map 29 DB

Tax Lot: 7500

Address: 802 Chenoweth

Zoning District: "CG" General Commercial

Request: To site and construct a Transit Operation Center.

### BACKGROUND INFORMATION

Mid-Columbia Council of Government (MCCOG) is applying to site and construct a new Transit Operation Center on a vacant lot that formerly had a building that housed a bowling alley. The lot has been vacant since a fire destroyed the bowling alley in 1987.

The transit center uses are proposed to include parking for customers, employees, the transit fleet and a modest Park and Ride lot for transit and regional/national bus passengers. The site will include an approximately 3,700 square foot building for operations and administrative offices as well as a 1,800 square foot shop for light vehicle maintenance. This application will also include fleet storage sheds to accommodate up to 18 vehicles.

The use as a public transportation depot requires that the application be reviewed as a Conditional Use Permit. This staff report will include both the Conditional Use Permit review, as well as a Site Plan Review.

### NOTIFICATION

Property owners within 300 feet, City Departments, franchise utilities, Mid-Columbia Fire & Rescue, Wasco County Health Department, and State Building Codes.

### COMMENTS RECEIVED

**Pre-Application –Site Team.** The application was reviewed by the Site Team members on October 31, 2013. The comments received from that application are included in this staff report.

**Property Owner Comments** – No comments were received as of the date this report. However, staff received one phone call from a neighbor who was inquiring about an existing easement.

**RECOMMENDATION:** Approval, with conditions, based upon the following findings-of-fact.

**A. LAND USE AND DEVELOPMENT ORDINANCE 98-1222:**

**Section 3.010.040 Applications:**

*Subsection B. Completeness.*

**FINDING A-1:** This application was found to be complete on December 19, 2013. The 120-day State mandated decision deadline is April 18, 2014.

**Section 3.020.050 Quasi-Judicial Actions:**

*Subsection A. Decision Types, (1) Site Plan Review; (3) Conditional Use Permits:*

**FINDING A-2:** This application is for a Conditional Use Permit and Site Plan Review as required by Section 5.050.040 (E). The decision criteria listed in this ordinance section is addressed in the body of this staff report.

*Subsection B. Staff Report. The Director shall prepare and sign a staff report for each quasi-judicial action, which identifies the criteria and standards applying to the application and summarizes the basic findings of fact. The staff report may also include a recommendation for approval with conditions, or denial.*

**FINDING A-3:** The staff report will detail criteria and standards relevant to a decision, all facts will be stated, and explanations given. This will be detailed through a series of findings directly related to relevant sections and subsections of the ordinance as they relate to this request.

*Subsection C. Public Hearings.*

**FINDING A-4:** The public hearing is scheduled for January 16, 2014.

*Subsection D. Notice of Hearing.*

**FINDING A-5:** Appropriate mailings to property owners within 300 feet and notice to affected departments and agencies have been completed.

**Section 3.050.030 Review Procedures:**

*Subsection A. Applications. Conditional Use Permit applications shall be accompanied by at least 15 copies of the concept site plan, and when required, two copies of the detailed landscape and construction/design plans, per the provisions of Section 3.030: Site Plan Review.*

**FINDING A-6:** Copies of the required plans have been submitted. Criterion met.

**3.050.040 Review Criteria:**

*Subsection A. Permitted Conditional Uses. The proposed use is conditionally permitted in the zone district where it is proposed to be located.*

**FINDING A-7:** The proposed use as a Transit Operation Center is conditionally permitted in the Commercial General Zoning District. Criterion met.

*Subsection B. Standards. The proposed use conforms to all applicable standards of the zone district where the use is proposed to be located. The proposed use will also be consistent with the purposes of this ordinance, applicable policies of the Comprehensive Plan, and any other statutes, ordinances, or policies that may be applicable.*

**FINDING A-8:** The proposed use is permitted through a Conditional Use Permit review process. The review will also include that all requirements of a Site Plan Review be met. The Site Plan Review criteria will be addressed later in this staff report. Criterion will be addressed later in this staff report.

*Subsection C. Impact. The proposed structure(s) and use(s) shall be designed and operated in such a way as to meet the standards of this section. Impacts caused by the construction of the conditional use shall not be considered regarding a decision on the validation of the application.*

*1. Noise impacts across the property line shall not exceed 60 decibels. Noise related to traffic impacts shall not be included in this determination. Nothing in this section shall modify other noise ordinance standards as adopted by the City.*

**FINDING A-9:** Office use typically generates minimal noise. The traffic impacts generated with this use cannot be used in making a determination. The applicant will be advised of the allowable noise levels.

*2. Lighting impacts across the property line shall not exceed 0.5 foot-candles (a foot-candle is the amount of light falling upon a 1-square-foot surface which is 1 foot away from a 1-candlepower light source.)*

**FINDING A-10:** The lighting will be addressed as a condition of approval and is discussed later in this report.

*3. Dust and other particulate matter shall be confined to the subject property.*

**FINDING A-11:** The proposed use would not typically create dust or other particulate matter. All areas of maneuvering for vehicles will be required to be a hard surface which should aid in a reduction in dust and particulate matter.

*4. The following odors shall be completely confined to subject property:*

- a. industrial and/or chemical grade chemicals, solvents, paints, cleaners, and similar substances;*
- b. fuels, and*
- c. fertilizers, manure, or other animal waste products, other than for landscape installation and maintenance.*

**FINDING A-12:** The proposed use will not be using any of the listed items that cause odors. This proposal does not indicate that many of these nuisances need to be reviewed in depth for mitigation purposes. Trash receptacles should be sized to fully accommodate the needs of the uses at the site. The applicant has indicated to staff that the refuse collection will be located in the enclosed shop building with residential scale wheeled carts that will be rolled to the curb for weekly pick-ups.

No outdoor storage of materials or supplies related to this proposed use will be allowed. Criterion can be addressed as a condition of approval.

5. *Vibrations shall not be felt across the property line.*

**FINDING A-13:** The proposed development does not include machinery or equipment that causes vibration. The site design provides covered parking structures and parking lots that are situated away from the adjacent residential zones.

6. *The transportation system is capable, or can be made capable, of supporting the additional transportation impacts generated by the use. Evaluation factors shall include, but are not limited to:*

- a. *Street designations and capacities; and*
- b. *On-street parking impacts.*

**FINDING A-14:** Access to this parcel is from Chenoweth Loop Road. Secondary access will be from West 7<sup>th</sup> Street. With the development of this parcel, construction of 7<sup>th</sup> Street is necessary. Currently there is a waiver of remonstrance from The Home Depot which would allow for West 7<sup>th</sup> Street to be constructed through a Local Improvement District. Street design has been determined to provide sidewalk and parking on one side of the street, two 12 foot travel lanes and two 5 foot bike lanes.

In order to meet the stated roadway design, the applicant will need to dedicate 5 feet of frontage along the 7<sup>th</sup> street frontage.

7. *In areas designated as Historic Districts, proposed development and redevelopment shall first require review and approval of the Historic Landmarks Commission in accordance with the procedures of the Historic Resources Ordinance (General Ordinance No. 94-1194.)*

**FINDING A-15:** The subject property is not a historic landmark nor is it located in a National Historic District. Criterion does not apply.

#### **Site Plan Review - Section 3.030.040 Review Criteria.**

**A. City Ordinance Provisions.** *All the provisions from the applicable City ordinances have been met or will be met by the proposed development.*

**FINDING A-17:** All provisions are met by this proposal or will be met as a condition of approval. This will be detailed in the staff report through a series of findings.

**B. Public Facilities Capacity.** *Adequate capacity of City facilities for water, sanitary sewer, storm sewer, and streets and sidewalks can and will be provided to, and were applicable, through, the subject property.*

**FINDING A-18:** Adequate capacity exists for facilities including water, storm sewer, and streets. As stated above, the applicant will be required to dedicate 5 feet for the West 7<sup>th</sup> Street frontage to meet the street width as designed by the City's Engineering Department. The applicant will have the option to either initiate a Local Improvement District or work with Home Depot to have the street improvements installed. The applicant is responsible for half street improvements on the linear frontage only. With the construction of the street, storm water will be also required to be designed and installed.

The site plan indicates a pull-out along the Chenoweth Loop Road frontage for the transportation buses. The pull-out area will push the public use sidewalk onto private property. The applicant will need to either provide the City with an easement or dedicate the sidewalk area as public right-of-way. Criterion will be addressed as a condition of approval.

Water is available from Chenoweth Water PUD. Sanitary sewer is available from the City. The Dalles Public Works Department and Chenoweth Water PUD have verified this information.

**C. Arrangement of Site Elements.**

*1. Promote pedestrian, bicycle, and vehicular safety and welfare.*

**FINDING A-19:** Pedestrian safety and welfare is promoted by the installation of sidewalks around the property. A walkway is provided from the public sidewalk to the main entrance of the building as well as provided from the parking lot to the building. Parking is provided at the front and the rear of the building. Bicycle parking is shown in a few locations throughout the site as well as a bike locker being provided. Bike lanes exist on Chenoweth Loop and are included in the design of 7<sup>th</sup> Street. Due to additional right-of-way needed for 7<sup>th</sup> Street to install the bikes lanes, the lanes will not be marked until the additional right-of-way is acquired. Vehicular safety is promoted by having adequate stall and aisle dimensions as well as improved access points along both Chenoweth Loop Road and West 7<sup>th</sup> Street. Criterion met.

*2. Preserve and maintain public amenities and significant natural features.*

**FINDING A-20:** There are no known public amenities or significant natural features on this site. The site used to have a bowling alley that was demolished over 25 years ago. Criterion does not apply.

*3. Avoid traffic congestion.*

**FINDING A-21:** The provided on-site parking meets minimum spacing and lane requirements. Access to the parking lot will be via three access points, two on the newly constructed West 7<sup>th</sup> Street and one on Chenoweth Loop Road. Criterion met.

*4. Minimize potential adverse impacts on surrounding properties.*

**FINDING A-22:** The range of uses for this site does not have a high potential for off-site impacts. Nuisance conditions that may develop are addressed on a complaint basis; this includes noise, dust, vibration, and odor. The applicant has provided a 10 foot buffer from the back of the building to the neighboring property. Criterion will be addressed as a condition of approval.

**D. Lighting.** *Proposed lighting shall not directly illuminate adjoining properties.*

**FINDING A-23:** General lighting of the parking areas and the buildings is not shown on the site plan. Lighting is not allowed to illuminate adjoining properties. A detailed site lighting/photometric plan shall be submitted and approved prior to the issuance of building permits. The plan shall demonstrate that the maximum illumination at the property line will not exceed an average horizontal foot candle

of 0.3 for non-cut-off lights and 1.0 for cut-off lights. These items will be addressed as a condition of approval.

**E. City Engineer Approval.** *Detailed construction/design plans for public infrastructure, improvements, or rights of way affected by or located within a proposed development site shall be approved by the City Engineer as a condition of Site Plan Review approval.*

**FINDING A-24:** The detailed construction/design plans for all improvements located within the proposed development site shall be approved by the City Engineer prior to construction. Criterion will be addressed as a condition of approval.

**F. Waiver of Remonstrance.** *Where applicable, the applicant shall agree to waive any future rights to remonstrate against future improvements, per the provision of Section 6.110: Waiver of Right to Remonstrate of this ordinance.*

**FINDING A-25:** All improvements adjacent to the site will be required to be installed with this application. A Waiver of Remonstrance will not be necessary. Criterion does not apply.

**Section 5.060.040 - Conditional Uses**

*J. Public or Private transportation depots and terminals. (Passengers and freight.)*

**FINDING A-26:** As indicated on the application submitted by the applicant, the proposed use is a Transit Operation Center. The use is allowed conditionally in the Commercial General zoning district. Criterion met.

**Section 5.060.050 Development Standards:**

The following table specifies General Commercial development standards applicable to this application.

<b>General Commercial</b>	<b>Standard</b>	<b>Proposal</b>	<b>Meets Requirements</b>
Lot Size	<i>10,000 sq. ft. minimum</i>	Existing lot, 1.7 acres or 74,052± square feet	Yes, existing lot.
Setbacks	<i>Front and Side Yard: None, except 10 ft. on corner lots and 15 ft. where bordering a residential district. Rear Yard: 5 ft. minimum, 15 ft. min. where bordering a residential district. Accessory structures can reduce the side setback to 3 feet.</i>	Office Building, shop and covered bus parking are setback approximately: Front - 60± feet Rear - 15 feet Side-Interior - 10 feet Side-Exterior - 40±feet Passenger Shelter - Front - 8 feet Side-Exterior - 8 feet	The office building, shop and covered parking meet setbacks. The bus shelter on Chenoweth Loop Road . The front setback for the bus shelter can be reduced with an approved Adjustment application. This will be addressed as condition of approval.
Building Height	<i>55 ft. maximum</i>	23feet 6 inches	Yes
Building Orientation	<i>New buildings shall be</i>	New building is oriented	Yes

	<i>oriented primarily toward a street or designated accessway. Building orientation shall include an entrance.</i>	towards Chenoweth Loop Road.	
Pedestrian Access	<i>All building entrances shall have a clear pedestrian connection to the street/sidewalk in accordance with subsection 5.050.060{C}: Pedestrian Walkways</i>	Detailed below.	Detailed below.
Off-Street Parking	<i>General Office/Administration- 2(min) spaces per 1000 sf floor area—3.5(max). &amp; Bicycle spaces @ .5 per 1000 sf floor area. Allows for a range of 25-43 automotive spaces and 6 bicycle space.</i>	36 parking spaces provided, with two spaces being ADA van-accessible parking. 4 bicycle parking spaces were provided on the site plan as well as bike lockers.	Automotive parking met, bicycle parking can be met with the addition of two parking spaces. Bicycle parking will be addressed as a condition of approval.
Landscaping	<i>Detailed Below</i>	Detailed Below	Detailed Below

**FINDING A-27:** Criterion will be addressed with conditions of approval.

**Section 5.050.060 Design Standards:**

**Subsection A. Exterior Elevations.** *Exterior elevations of buildings (except allowed 1 and 2 family dwellings) shall incorporate architectural design features such offsets, balconies, projections, base/wall/cornice design, windows, entries, bays, seating, wall articulation, traditional storefront elements, or similar elements to preclude large expanses of uninterrupted building surfaces.*

1. **Horizontal.** *At least 3 architectural design features shall be incorporated along the horizontal face (side to side) of the structure.*
2. **Vertical.** *At least 2 architectural design features shall be incorporated along the vertical face (top to bottom) of the structure.*

**FINDING A-28:** The proposed building elevation drawings were submitted with the application. The exterior elevations show multiple architectural features both horizontally and vertically. Wall articulation, windows, entries, offsets and traditional storefront elements are shown. Criterion met.

**Subsection B. Entries.**

1. **Commercial and Residential.** *Primary entries shall face a public street or designated access drives and shall be accessed from a public sidewalk in accordance with the provisions of Subsection (C) below. Secondary entries may face parking lots or loading areas. Doors shall not swing into public rights-of-way.*

**FINDING A-29:** The primary entrance will face the public street Chenoweth Loop Road. Doors will not swing into the public right of way. Criterion met.

**Subsection C. Pedestrian Walkways.** *Each developed site shall include pedestrian walkway(s) designed to connect buildings and other accessible site facilities clearly and directly to adjacent public street/sidewalk(s). Walkways shall meet City standards for sidewalk construction, and be the shortest practical distance between the main entry(ies) and the public right-of-way. If adjacent to parking where vehicles overhang the walkway, then the walkway shall be to the City standard plus 2 ½ feet in width for each side vehicles overhang. Walkways shall be distinguished from internal driveways and accessways using at-grade distinctive paving materials or other appropriate surfaces which contrast visually with adjoining surfaces. Walkways, including driveway and accessway crossings, shall be constructed and maintained for pedestrian safety, and shall meet the requirements of the Oregon Americans With Disabilities Act, the State of Oregon Structural Specialty Code, and the Oregon Revised Statutes.*

**Section 10.040 Pedestrian Requirements:**

**Subsection B. Connectivity.**

- (3) (a) *The on-site pedestrian circulation system shall connect the sidewalk on adjacent street(s) to the main entrance of the primary structure on the site to minimize out-of-direction pedestrian travel.*
- (b) *Walkways shall be provided to connect the on-site pedestrian circulation system with existing or planned pedestrian facilities which abut the site but are not adjacent to the streets abutting the site.*
- (c) *Walkways shall be as direct as possible and avoid unnecessary meandering.*
- (d) *Walkway/driveway crossings shall be minimized, and internal parking lot circulation design shall maintain ease of access for pedestrians from abutting streets and pedestrian facilities.*
- (e) *Walkways shall be separated from vehicle parking or maneuvering areas by grade, different paving material, or landscaping. They shall be constructed in accordance with the sidewalk standards adopted by the City Engineer. (This provision does not require a separated walkway system to collect drivers and passengers from cars that have parked on site unless an unusual parking lot hazard exists).*

**FINDING A-30:** The site plan shows a proposed pedestrian walkway from the office building to the public sidewalk on Chenoweth Loop Road. Criterion met.

**Section 6.010 Landscaping Standards:**

**6.010.030 General Provisions**

**Subsection B. Landscape Plans;** *where landscaping is required by this Ordinance, detailed landscape plans may be submitted with the development application. If not submitted for approval with the application, approval of detailed landscape plans shall always be a condition of the concept plan approval of the Site Plan Review process.*

**FINDING A-31:** The “CG” General Commercial zones requires 20% of the first floor area of all structures and that landscaping is required to be 100% irrigated. The buildings total 12,210 square feet which would require a minimum of 2,442 square feet of landscaping. The preliminary landscaping plan shows 36,129 square feet of landscaping and states only 38% will be irrigated. Criterion met for minimum requirement and irrigation requirement will be addressed as a condition of approval.

**Section 7.030.110 Refuse Collection** *Where refuse collection is provided in, or adjacent to a parking area the following shall be required:*

**Subsection A. Screening.** *Refuse storage facilities shall be screened by a solid wall, fence, evergreen hedge, or a combination of these methods. Screening shall be designed to screen the refuse storage area from streets, accessways, and adjacent properties.*

**FINDING A-32:** The applicant has indicated to staff that the refuse collection will be located in the enclosed shop building with residential scale wheeled carts that will be rolled to the curb for weekly pick-ups. Criterion met.

### **Section 10.060 Street Requirements**

**Subsection A. Traffic Studies.** *Traffic studies shall be required of all development proposals with the potential for significant trip generation. Unless specifically waived by the City Engineer, development proposals for 16 or more single or multi-family dwellings, and any commercial, industrial, or public or quasi-public development proposal shall be considered as having the potential for significant trip generation. The traffic study shall be conducted in accordance with the following:*

1. *A proposal establishing the scope of the traffic study shall be submitted for review to the Director. The study requirements shall reflect the magnitude of the project in accordance with accepted traffic engineering practices. Large projects should assess all nearby key intersections. Once the scope of the traffic study has been approved, the applicant shall present the results with an overall site development proposal. The study shall be sealed and signed by a Licensed Professional Engineer specializing in traffic.*

**FINDING A-33:** A traffic analysis was completed for the proposed development by Hatch Mott MacDonald. The project engineer provided calculations of the trip generation for the proposed use as a Transit Operation Center. They determined that the five proposed buildings and their uses will generate approximately 170 net new trips. The City Engineer will make the final determination on the traffic study at the time of permit submittal. If he concurs that the trip generation is less than 400 average daily trips, a full Traffic Impact Analysis will not be required, and the traffic memo in lieu of a full traffic impact analysis that has been provided will be adequate. This criterion will be addressed as a condition of approval.

### **Section 7.030 General Design Standards for Surface Parking Lots:**

**7.030.040 Subsection C. Interior parking Lot Landscaping.** *In addition to buffer landscaping along public right-of-way (excluding alleys and accessways) and along interior lot lines where required, all surface parking lots greater than 6 spaces shall include landscaping to cover not less than 10% of the interior of the parking area in accordance with the following:*

1. *A planting strip bay shall be located at the end of each parking row and at intervals between parking rows. Planting bays shall be a minimum of 9' wide; to allow doors to open without damage, and a minimum of 180 square feet. Each bay shall be curbed, and planted with 1 approved tree having a clear trunk height of at least 9 feet when mature. Height of all plantings, other than trees, in planting bays is limited to 24 inches.*
2. *All trees shall be selected from a list of acceptable parking lot trees provided by the Director.*
3. *Trees shall not be placed within 10 feet of a public utility easement without prior approval of the City Engineer.*
4. *Parking area shall be separated by a 5 foot landscaped planting bed from all exterior walls that include no pedestrian entranceways or loading areas.*

5. *Driveways, accessways, and access drives into vehicle parking lots from public and private streets shall be bordered (both sides) by a minimum 5 foot wide landscape planter strip with approved trees planted 20-30 feet on center and low shrubs.*
6. *Trees shall be evenly distributed throughout the parking area according to the applicable requirements of this section and the following table....Zone District "CG"- Commercial General – Parking Lot Tree Requirement Ratio – 1 tree per 12 parking spaces.*

**FINDING A-34:** The proposed vehicular areas were not calculated in the submittal. The parking lot landscaping will need to be a minimum of 10% of the parking area. The application states that the project will provide 1,763 square feet of parking lot landscaping.

A planting bay is located at the end of each parking row and is a minimum of nine feet wide and 180 square feet in area. Each bay contains one tree and assortment of shrubs and small plants. All trees will be required to be planted outside of any public utilities or easements.

All proposed parking that abuts a building is separated from the building by a pedestrian pathway. All proposed accessways into the parking lot are bordered on both sides by a 5 foot wide landscape planter strip.

The project includes 29 parking spaces which require a total of 3 trees (one tree per 12 spaces in the CG zone). The proposed landscaping for the project includes 14+ trees within the provided landscape planters. These criteria are therefore met.

#### **Section 7.020.100 Storm Water Pretreatment:**

*All parking areas which are designed to accommodate 25 or more vehicles, or to contain 2 or more levels, shall be required to install an oil/water separator to treat storm water capture before discharging to the storm water system. The separator design and maintenance schedule shall be approved by the City Engineer. (Note: See City Ordinance number 97-1213, Sewer Regulations and Ordinance number 96-1205, Pretreatment.)*

**FINDING A-35:** The project will be required to provide an oil/water separator or an approved alternative to treat all parking lot drainage prior to discharge to the public storm water system. This system will be required to be shown at the time of permitting. Review and approval of the storm water pre-treatment device will be addressed as a condition of approval.

#### **Section 6.050 Access Management**

##### ***Subsection 6.050.030 General Requirements***

**E. Emergency Access** *All development shall be arranged on site so as to provide safe and convenient access for emergency vehicles.*

**FINDING A-36:** The proposed project includes one access on Chenoweth Loop Road and two on West 7<sup>th</sup> Street. These access points meet the minimum width for emergency vehicles. All on-site vehicular aisles meet code required minimums and all for the safe and convenient access of emergency vehicles. This criterion is, therefore, met.

#### Section 6.100 Vision Clearance

**6.100.040 Clear Vision Requirements** *Vision clearance areas shall contain no plantings, fences, walls, screens, structures, or permanent or temporary obstructions exceeding 24 inches in height, measured from the top of the pavement, with the following exceptions:*

- A. *Trees.* Trees are allowed in the clear vision area only when all branches and foliage are removed from the trunk to a height of 8 feet above the top of the curb.
- B. *Other.* Traffic control devices, street lights, signs erected for public safety, and utility installations meeting the approval of the City Engineer.

**FINDING A-37:** A review of the applicant's Site Plan and Planting Plan indicates that there may be an obstruction in the required clear vision areas. The applicant will need to provide a vision clearance measurement to ensure that the bus shelter is not located in the vision clearance area. Criterion will be addressed as a condition of approval.

**IF APPROVED, RECOMMENDED CONDITIONS OF APPROVAL:**

1. All onsite and offsite improvements must be installed by the applicant in accordance with the Land Use Development Ordinance and the AWPAs standards, specifications, and drawings, as amended and adopted by the City, and approved by the City Engineer, or otherwise guaranteed to be completed by the applicant to the satisfaction of the City.
2. Proposed development and final detailed construction plans will be required to be reviewed and approved by the City Engineer per established standards.
3. Prior to the issuance of a building permit, the applicant shall submit a completed Wastewater Survey Questionnaire to the City Planning Department.
4. Prior to the start of any work, the City requires that a pre-construction meeting be held with the applicant, the City Engineer, and the Development Inspector.
5. A Physical Constraints Permit will be required for the excavation on-site. An erosion and dust control plan will need to be submitted for construction and be included in the detailed drawings.
6. All materials and supplies must be stored within the structure. No outside storage of business materials or supplies will be allowed.
7. The City Engineer will make the final determination on the traffic study at the time of the building permit submittal. If he concurs with the applicant's engineers that the trip generation is less than 400 average daily trips, a full Traffic Impact Analysis will not be required.
8. Details of the bicycle parking rack will need to be provided. A minimum of 6 total spaces will be required.
9. A detailed site lighting/photometric plan shall be submitted and approved prior to the issuance of building permits. The plan shall demonstrate that the maximum illumination at the property line will not exceed an average horizontal foot candle of 0.3 for non-cut-off lights and 1.0 for cut-off lights. The plan shall also demonstrate that the bicycle parking has a minimum lighting level of 3.0 foot candles.
10. Any activity that produces radio or television interference, noise, glare, dust or particulate matter, vibration, smoke or odor beyond the site, or beyond allowable levels as determined by local, state, and federal standards shall not be allowed.
11. A detailed landscape plan will be required to be submitted at the time of building permit. Details of the irrigation system will need to be provided indicating that the irrigation of live plantings is 100%.
12. The City Engineer will need to review and approve the storm water pre-treatment device. A maintenance agreement for the oil/water separators must be on file with the City, and the owner must submit annual reports to the City.

13. Dedication of 5 feet along the West 7<sup>th</sup> Street right of way is required for street widening and construction.
14. The applicant will be required to improve the frontage on West 7<sup>th</sup> Street by either initiating a Local Improvement District or working with The Home Depot to have the street constructed.
15. The applicant will need to either provide the City with an easement or dedicate the sidewalk area as public right of way along the Chenoweth Loop Road frontage bus pull-out area.
16. Construction or modifications to the Chenoweth Street frontage or sidewalk requires review by both Wasco County Roads and The City of The Dalles. Bus pull-out signage and striping will be the responsibility of the applicant.
17. The bus shelter will need to meet the front setback or the applicant can make application for an Administrative Adjustment to reduce the setback for the shelter.
18. Vision clearance will need to be met. The applicant will need to provide vision clearance measurements to ensure that no obstructions are in the vision clearance area.
19. Signs will be applied for under a separate permit.
20. The Fire Marshal may require an additional hydrant if it is determined that the proposed use warrants additional protection.

CONDITIONAL USE PERMIT APPLICATION

CITY OF THE DALLES
Community Development Department
313 Court Street
The Dalles, OR 97058
(541) 296-5481, ext. 1125
Fax (541) 298-5490
www.ci.the-dalles.or.us

Date Filed 12/19/13
File# CUP 170-13
Date Deemed Complete 12/31/13
Hearing Date 1/16/14
Approval Date
Permit Log #
Other Cross Reference#

DEC 19 2013

APPLICANT

Name PIVOT Architecture, on behalf of MCCOG
Address 44 West Broadway, STE #300
Eugene, OR 97401
Telephone # (541) 342-7291
E-mail address: fthaxter@pivotarchitecture.com

LEGAL OWNER (If Different than Applicant)

Name Mid-Columbia Council of Governments, Dan Schwanz
Address 1113 Kelly Avenue
The Dalles, OR 97058
Telephone # 541-296-7595

PROPERTY INFORMATION

Address 802 Chenoweth Loop Road, The Dalles 97058
Map and Tax Lot 2N-12E-29DB-7500
Size of Development Site 1.7 Acres
Zone District/Overlay GC - General Commercial/ no overlay In City Limits: Yes X No
Comprehensive Plan Designation Commercial Geohazard Zone: No

PROJECT INFORMATION

[X] New Construction [ ] Expansion/Alteration [ ] Change of Use [ ] Amend Approved Plan

Current Use of Property Vacant. Previously a bowling alley, but building has been demolished

Proposed Use of Property Transit Operation Center

Briefly Explain the Project Proposed use is for a transit operations center for MCCOG. Uses would include parking for customers, employees, the transit fleet and a modest Park & Ride lot for transit and Greyhound passengers. The site will include an approx. 3700 square foot building for operations and administrative offices as well as an 1800 square foot shop for light vehicle maintenance. Also considered are fleet storage sheds to accommodate up to 18 vehicles.

**PROPOSED BUILDING(S) FOOTPRINT SIZE (in square feet)** 5,500 square feet +/-

**PARKING INFORMATION**

Total Number of Spaces Proposed 38 passenger vehicles

Square Footage of Parking Lot Landscaping Proposed 1763 sf

**LANDSCAPING INFORMATION**

Total Square Footage Landscaping Proposed 36,129 sf Percent of Landscaping Irrigated 38

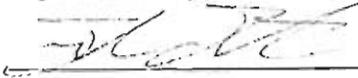
**ECONOMIC DEVELOPMENT INFORMATION**

Proposed Project is located in the Enterprise Zone

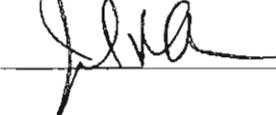
10 Full Time Equivalent (FTE) jobs are currently provided.

5 FTE jobs are expected to be created by the proposed project.

Signature of Applicant

  
Date 12-4-13

Signature of Property Owner\* or Owners Agent

  
Date 12/17/13

\* Notarized Owner Consent Letter may substitute for signature of property Owner

**NOTE:** This application must be accompanied by the information required in Section 3.050: Conditional Use Permits, contained in Ordinance No. 98-1222, The City of The Dalles Land Use and Development Ordinance.

- PLANS REQUIRED:**
- At least 12 copies of concept site plan.
  - At least one 11 x 17 concept site plan.
  - 2 copies detailed landscape plans  2 full size copies construction detail plans



**MEMORANDUM**

Date: November 22, 2013

To: Dawn Hert  
Senior Planner & Historic Landmarks Coordinator  
City of The Dalles Planning Department

From: Jeff Waller, Hatch Mott MacDonald

**RE: The Dalles Transit Center – Trip Generation Assumptions**

Dear Ms. Hert;

This memorandum documents the assumptions used by Hatch Mott MacDonald (HMM) to prepare the following 10-year forecasted daily trip generation estimate for The Dalles Transit Center project:

**Employees:**

The project will have a total of 16 employees (8 office employees and 8 bus drivers). It was assumed that each office employee would generate 3 trips per day, for a total of 24 trips (12 in, 12 out). It was assumed that each bus driver would generate 3 trips per day, for a total of 24 trips (12 in, 12 out).

**Visitors:**

There will be 4 parking spaces for visitors. It was assumed that each visitor parking space would be utilized twice per day, for a total of 8 daily visitors. Each visitor will arrive and depart the site, for a total of 16 daily trips (8 in, 8 out).

**Buses:**

The bus fleet will consist of 14 vehicles. It was assumed that each bus will generate 3 trips per day, for a total of 42 daily trips (21 in, 21 out). There will be one Greyhound bus, which was assumed to visit the site twice per day, for a total of 4 trips (2 in, 2 out).

**Park & Ride:**

There will be 15 parking spaces in the Park & Ride lot. It was assumed that each Park & Ride lot parking space would be utilized twice per day (2 in, 2 out) and generate 4 trips per day, for a total of 60 trips (30 in, 30 out).



Hatch Mott  
MacDonald

Based on the above assumptions, the project is estimated to generate a total of 170 daily trips.

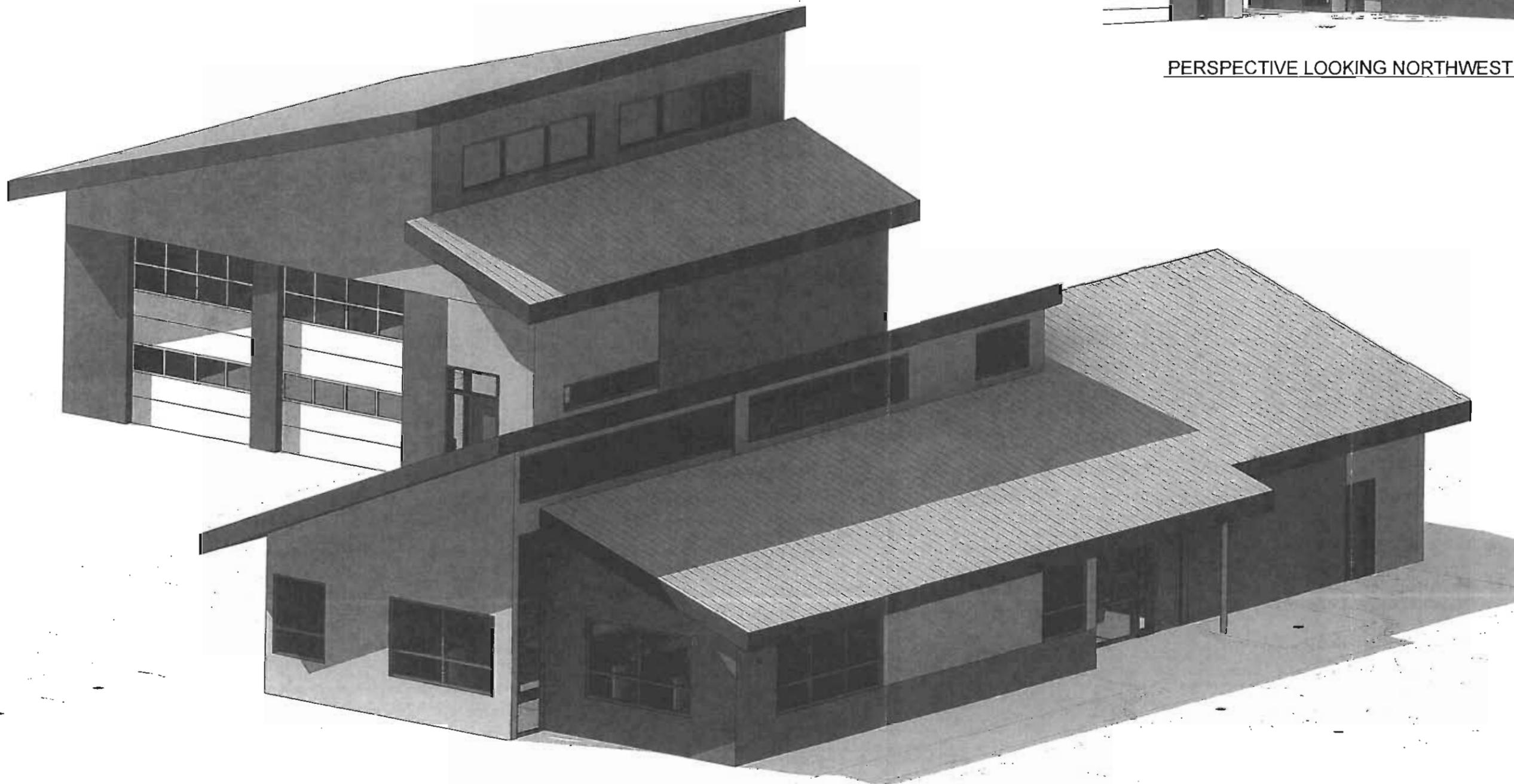
If you have any questions regarding this memo or need additional information, please do not hesitate to contact me at your convenience. Thank you for the opportunity to assist you with this project.

Sincerely yours,

Jeff Waller, T.E.  
Project Engineer  
408.848.3163  
Jeff.waller@hatchmott.com

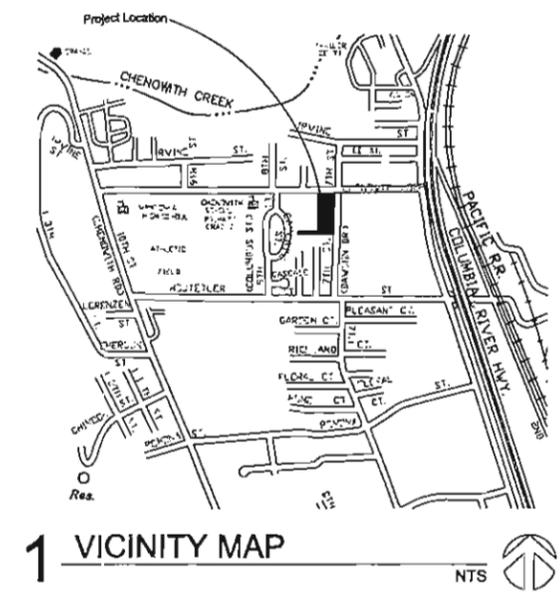


PERSPECTIVE LOOKING NORTHWEST



AXONOMETRIC LOOKING SOUTHWEST

PRELIMINARY NOT FOR CONSTRUCTION

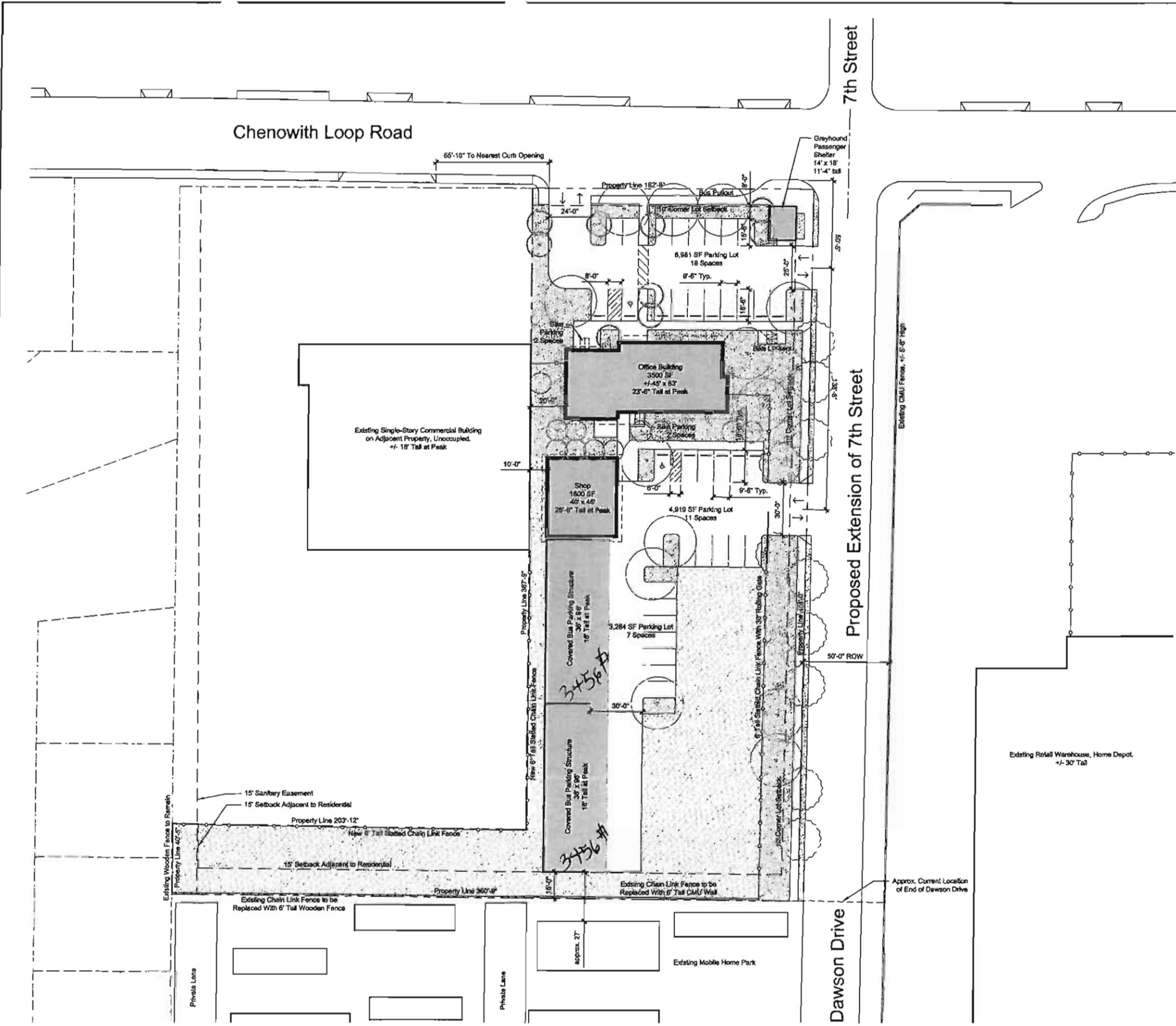


**NOTES**

Parking Count: 36 Spaces

Bicycle Parking Count: 4 Spaces

Trash Storage: Trash storage will occur within the shop building with residential scale wheeled carts that will be rolled to the curb for weekly pick up.



2 SITE PLAN

1" = 30'-0"

CONCEPTUAL SITE PLAN  
MID COLUMBIA COUNCIL OF GOVERNMENTS  
THE DALLES TRANSIT CENTER

PROJECT NO:	REVISIONS
1310	
DATE:	12.04.13
DRAWN:	DS
CHECKED:	FT

A001

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY PLANTING PLAN  
MID COLUMBIA COUNCIL OF GOVERNMENTS  
THE DALLES TRANSIT CENTER

PRELIMINARY PLANTING PLAN

PROJECT NO:	1510	REVISIONS:	
DATE:	12/24/13	BY:	
DRAWN:		CHECKED:	

KEYNOTES

PLANT LEGEND

TREES

- CANOPY SHADE TREES - 2 1/2" CAL. B&B  
ACER RUBRUM 'OCTOBER GLORY' - (OCTOBER GLORY MAPLE)  
FRAXINUM PENNSYLVANICA 'PATMORE' - (PATMORE ASH)
- STREET TREES - 2 1/2" CAL. B&B  
ACER RUBRUM 'RED SUNSET' - (RED SUNSET RED MAPLE)  
QUERCUS COCCINEA - (SCARLET OAK)
- CONIFEROUS TREES - 7'-8" B&B  
THUJA PLICATA 'FASTIGIATA' - (HOGAN CEDAR)  
PINUS SYLVESTRIS FASTIGIATA - (COLUMNAR SCOTCH PINE)
- VERTICAL / COLUMNAR ACCENT TREES - 2" CAL. B&B  
ACER RUBRUM 'ARMSTRONG' - (ARMSTRONG RED MAPLE)  
GINKGO BILOBA 'PRINCETON SENTRY' - (PRINCETON SENTRY GINKGO)  
TILIA CORDATA 'CORZAM' - (CORINTHIAN LINDEN)
- FLOWERING AND SMALL ACCENT TREES - 8'-9" B&B  
ACER CIRCINATUM - VINE MAPLE  
AMELANCHIER X G. 'AUTUMN BRILLIANCE' - (AMELANCHIER AUTUMN BRILLIANCE)  
CERCIS CANADENSIS - (EASTERN REDBUD)

SHRUBS / GROUNDCOVERS

- BACKGRO. ND BUFFER PLANTING  
MYRICA CALIFORNICA - PACIFIC WAX MYRTLE  
RIBES SANGUINEUM - RED FLOWERING CURRANT  
ROSA 'WHITE MEIDLAND' - WHITE MEIDLAND ROSE  
VACCINIUM OVATUM - EVERGREEN HUCKLEBERRY
- TRANSITION BACKGROUND PLANTING  
CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER' - FEATHER REED GRASS  
CORNUS SERICEA 'BAILEY' - REDOSIER DOGWOOD  
MISCANTHUS SINENSIS 'ADAGIO' - ADAGIO MISCANTHUS  
RIBES SANGUINEUM - RED FLOWERING CURRANT  
ROSEMARINUS OFFICINALIS 'ARP' - ROSEMARY  
SALIX PURPUREA 'NANA' - DWARF ARCTIC WILLOW  
SPIRAEA DOUGLASII - DOUGLAS SPIRAEA
- MIXED SHRUB, GRASSES, AND GROUNDCOVER PLANTING  
HELIOTRICHON SEMPERVIRENS - BLUE OAT GRASS  
ILEX GLABRA 'COMPACTA' - COMPACT INKBERRY  
NANDINA DOMESTICA 'NANA' - HEAVENLY BAMBOO  
PENNISSETUM ALOPECUROIDES 'CASSIAN' - FOUNTAIN GRASS  
PINUS MUGO VAR PUMILIO - MUGHO PINE  
SEDUM X 'AUTUMN FIRE' - AUTUMN FIRE STONECROP
- ACCENT PLANTING - POTENTIAL RAINGARDEN  
CAREX OBNUPTA - SLOUGH SEDGE  
IRIS TEXAS - OREGON IRIS  
JUNCUS EFFUSUS - COMMON RUSH  
JUNCUS PATENS - SPREADING RUSH  
SCIRPUS MICROCARPUS - SMALL-FRUITED BULRUSH
- LOW GROUNDCOVER PLANTING  
ACORUS GRAMINEUS 'VARIEGATUS' - VARIEGATED JAPANESE SWEET FLAG  
COTONEASTER DAMMERI 'LOWFAST' - LOWFAST COTONEASTER  
SEDUM SPATHULIFOLIUM 'CAPE BLANCO' - OREGON STONECROP  
WALDSTEINIA FRAGAROIDES - BARREN STRAWBERRY
- LOW FLOWERING ACCENT PLANTING  
ACHILLEA 'MOONSHINE' - MOONSHINE YARROW  
AJUGA REPTANS 'CATLIN'S GIANT' - CATLIN'S GIANT CARPET BUGLE  
ROSA X 'NOARE' PATENT NO. 113208 - FLOWER RED CARPET ROSE  
RUDBECKIA FULGIDA VAR. S. 'COLDSTURM' - GOLDSTURM BLACK EYED SUSAN  
SALVIA X SUPERBA 'MAY NIGHT' - MAY NIGHT SALVIA
- FLOWERING MEADOW

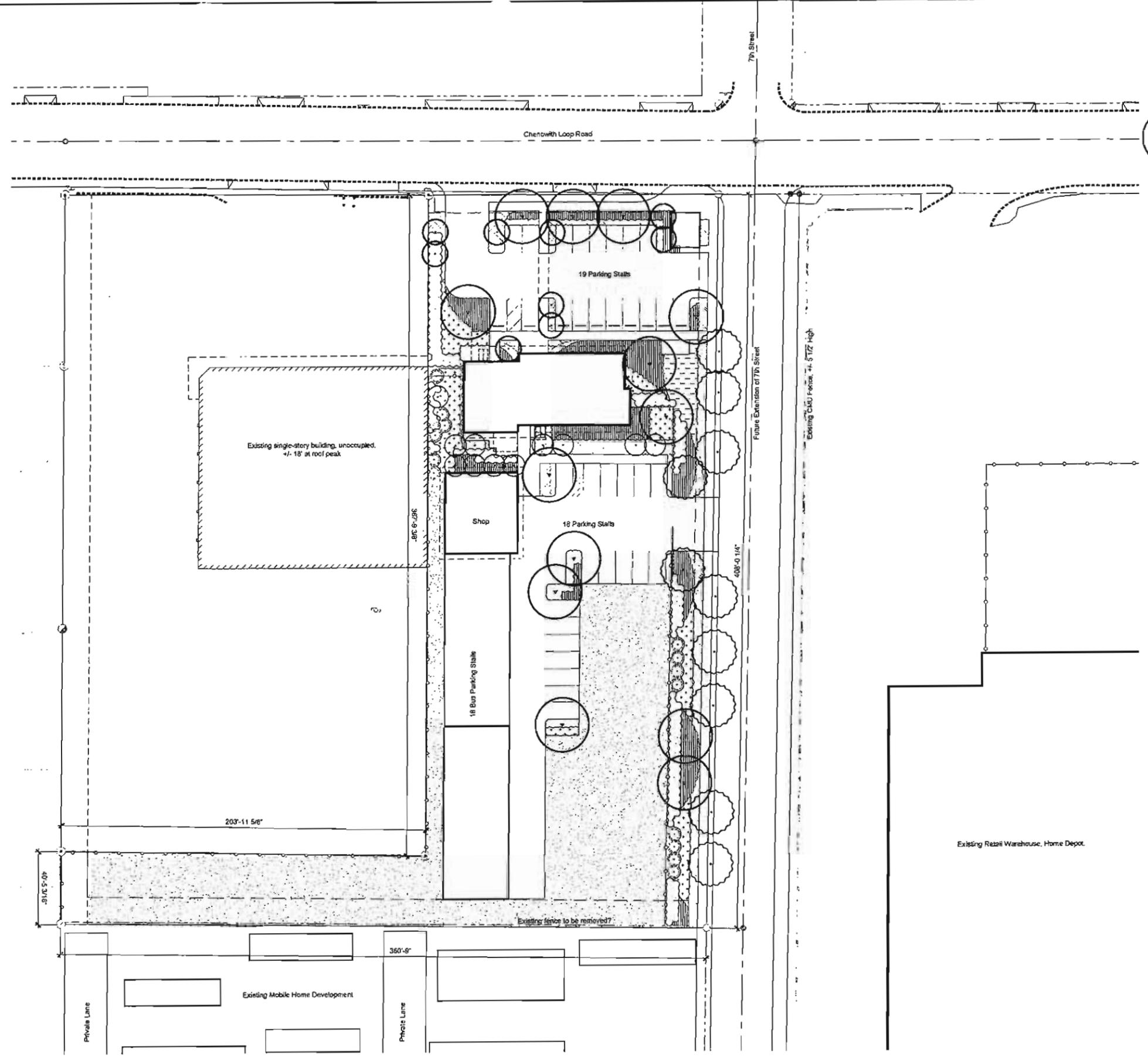
NOTES:

1. ALL NEW LANDSCAPE AREAS TO BE IRRIGATED BY A FULLY AUTOMATIC UNDERGROUND IRRIGATION SYSTEM WITH THE EXCEPTION OF THE SEEDED FLOWERING MEADOW WHICH SHALL BE NON-IRRIGATED
2. CONTRACTOR SHALL PROVIDE TOPSOIL, SOIL AMENDMENTS AND MULCH AS SPECIFIED.
3. ALL PLANTS SHALL BE INSTALLED IN ACCORDANCE WITH THE DETAILS AND SPECIFICATIONS.



GreenWorks, P.C.  
Landscape Architecture  
Environmental Design  
24 NW 2nd Avenue, Suite 100  
Portland, Oregon 97209  
PH 503.222.5552 / F 503.222.2283  
Email: info@greenworks11.com

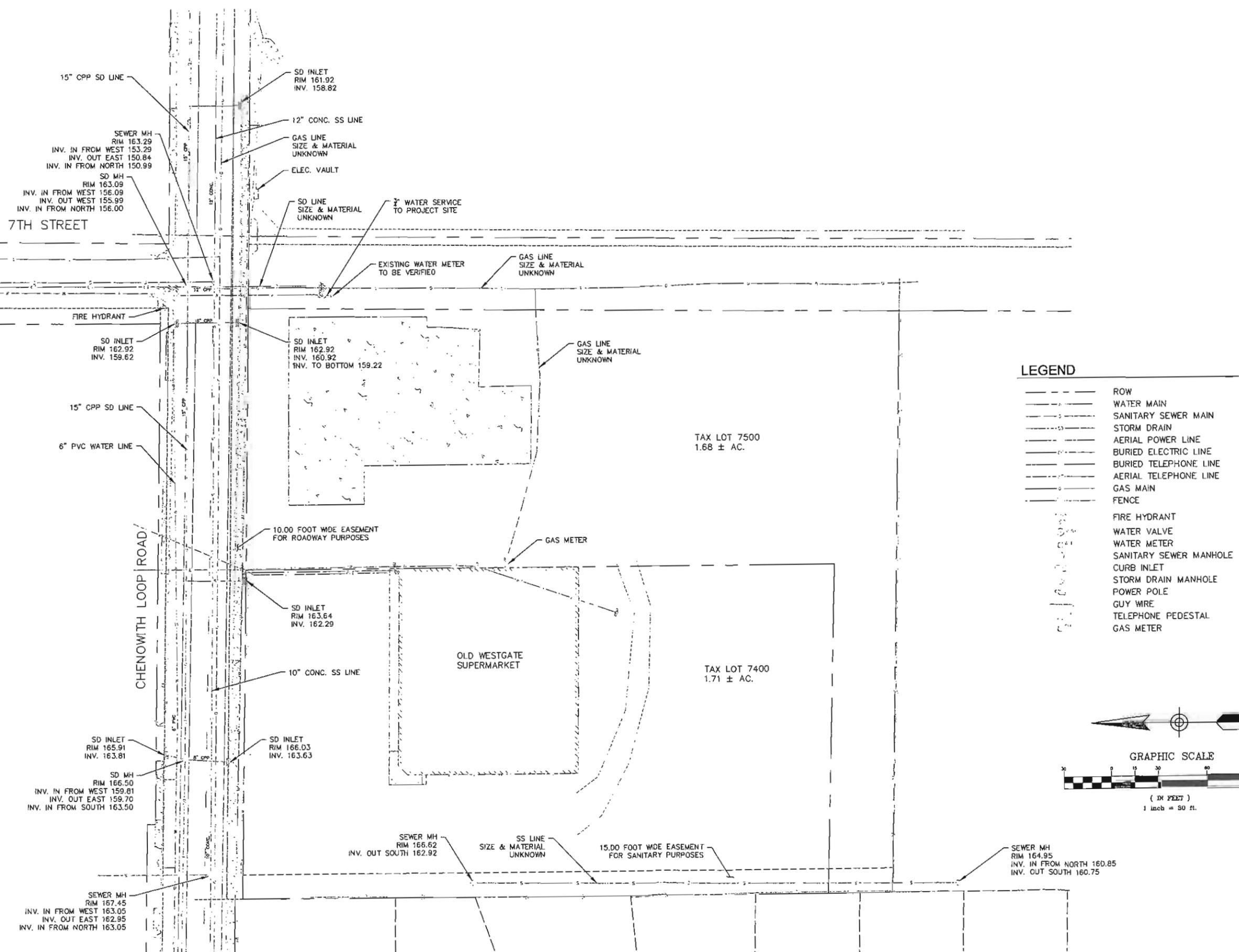
1" = 30'-0"



PRELIMINARY NOT FOR  
CONSTRUCTION

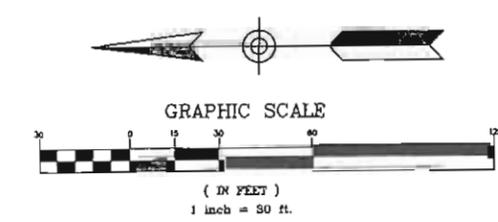
**EXISTING UTILITIES PLAN**  
MID COLUMBIA COUNCIL OF GOVERNMENTS  
THE DALLES TRANSIT CENTER

Drawing: I:\2012\315666 - The Dalles Transportation Center\14.0 Drawings\14.1 Conceptual\315666 C2.dwg  
Nov 22, 2013, 1:39pm



**LEGEND**

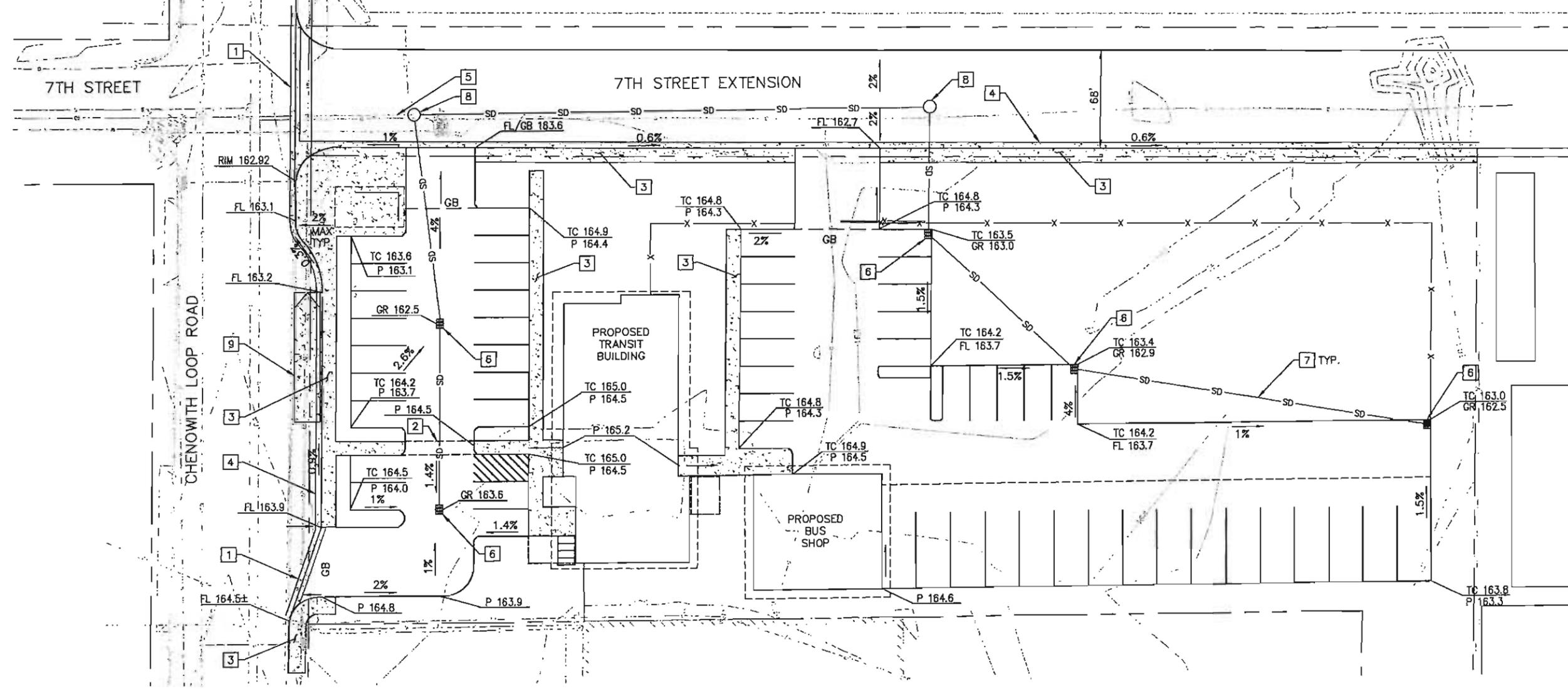
---	ROW
---	WATER MAIN
---	SANITARY SEWER MAIN
---	STORM DRAIN
---	AERIAL POWER LINE
---	BURIED ELECTRIC LINE
---	BURIED TELEPHONE LINE
---	AERIAL TELEPHONE LINE
---	GAS MAIN
---	FENCE
○	FIRE HYDRANT
○	WATER VALVE
○	WATER METER
○	SANITARY SEWER MANHOLE
○	CURB INLET
○	STORM DRAIN MANHOLE
○	POWER POLE
○	GUY WIRE
○	TELEPHONE PEDESTAL
○	GAS METER



PROJECT NO:	1510	REVISIONS
DATE:	11-20-13	CL
DRAWN:		LT
CHECKED:		

EARTHWORK QUANTITIES (CY)		
CUT	FILL	TOTAL
1670	100	1570 CUT

PRELIMINARY NOT FOR CONSTRUCTION



**PROJECT NOTES**

- 1 CONSTRUCT NEW P.C.C. VALLEY GUTTER PER ODOT STANDARO PLAN RD7DD.
- 2 CONSTRUCT 3" HIGH RAISED A.C. CROSSWALK.
- 3 CONSTRUCT NEW P.C.C. PEDESTRIAN WALKWAY WITH 2% MAXIMUM CROSS SLOPE.
- 4 CONSTRUCT NEW P.C.C. CURB AND GUTTER PER ODOT STANDARD PLAN RD700.
- 5 EXTENT OF EXISTING STORM DRAIN, SIZE AND MATERIAL TO BE DETERMINED.
- 6 FURNISH AND INSTALL NEW STORM ORAIN INLET WITH OIL/WATER SEPARATOR FILTER.
- 7 FURNISH AND INSTALL NEW 12"Ø STORM DRAIN WITH MIN. SLOPE OF 1%.
- 8 FURNISH AND INSTALL NEW STORM DRAIN MANHOLE PER ODOT STANDARO PLAN RD336.
- 9 CONSTRUCT NEW BUS PAD.

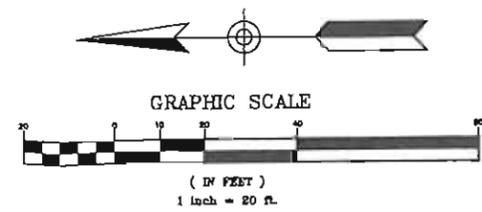
**GENERAL NOTES**

1. ALL NEW PEDESTRIAN SIDEWALKS AND ACCESS RAMPS SHALL CONFORM TO CURRENT A.D.A. STANDARDS.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL GRADING AND LANDSCAPING IMPROVEMENTS AS NECESSARY TO ACCOMMODATE THE PROPOSED IMPROVEMENTS AND AS DIRECTED BY THE CITY INSPECTOR (IE: PARKING STRIP AREA, NEAR AND AROUND PROPOSED SIDEWALK IMPROVEMENTS, ETC.)

**LEGEND (THIS SHEET)**

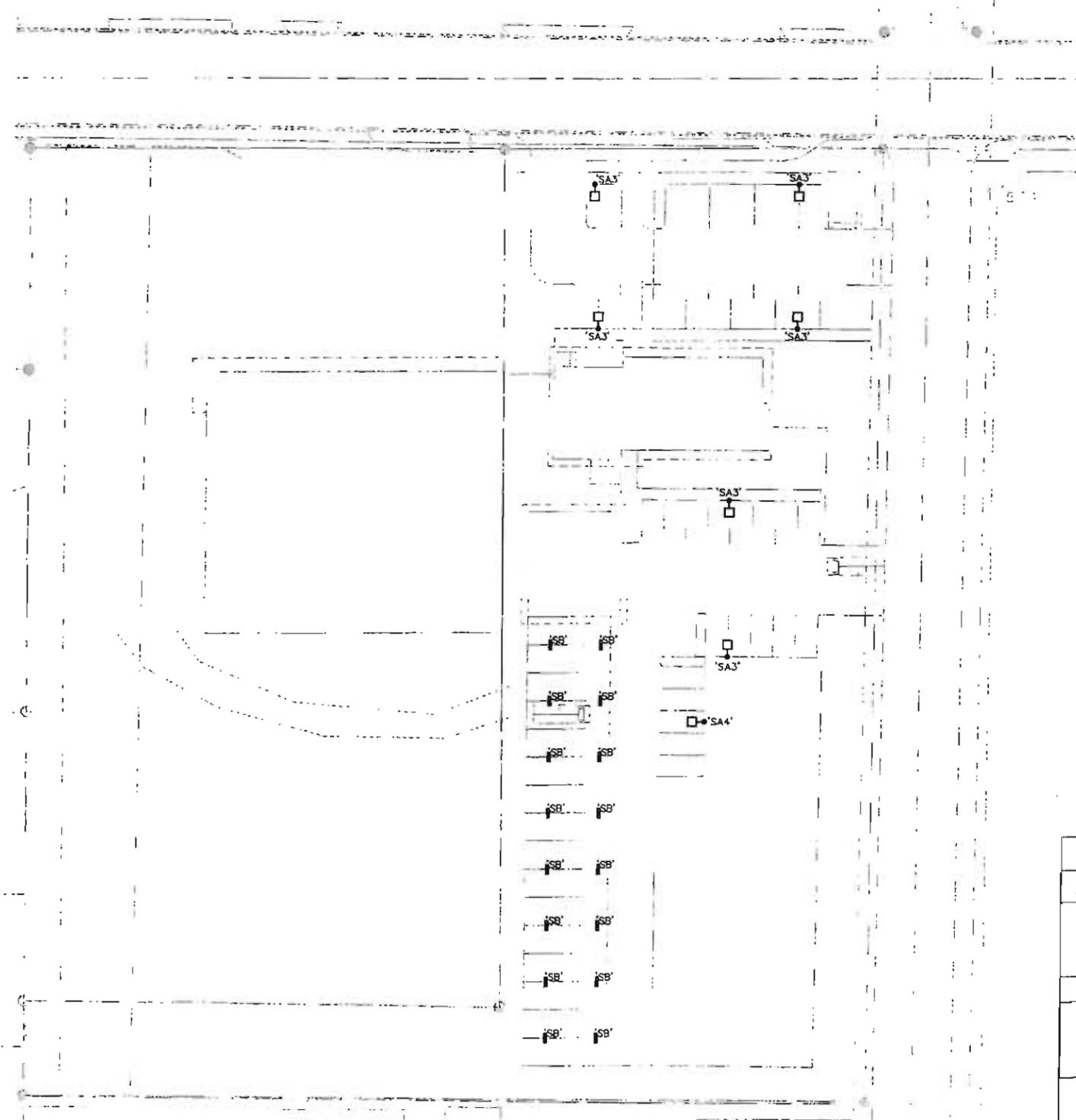
- SD = NEW STORM DRAIN
- = NEW STORM DRAIN INLET
- = NEW STORM DRAIN MANHOLE
- X.X% = PAVEMENT/FLOW LINE SLOPE & DIRECTION
- FL = FLOW LINE
- GB = GRADE BREAK
- P = PAVEMENT
- TC = TOP OF CURB
- TYP. = TYPICAL
- [Pattern] = NEW A.C. PAVEMENT
- [Pattern] = NEW P.C.C. IMPROVEMENTS

CONCEPTUAL PLANS  
SUBJECT TO REVISION



**GRADING AND DRAINAGE PLAN**  
 MID COLUMBIA COUNCIL OF GOVERNMENTS  
 THE DALLES TRANSIT CENTER

PROJECT NO.	DATE	BY	CHECKED	LT
1310	11.22.13	JR		



**1 SITE PLAN - LIGHTING**  
0 30' 60'  
SCALE: 1"=30'-0"

**ELECTRICAL SYMBOL LIST**

NOTE: This is a standard symbol list and not all items listed may be used.

**Lighting**

- ◻-□ AREA LUMINAIRE ARM MOUNTED WITH POLE AND CONCRETE BASE
- ◻-□ SURFACE OR PENDANT MOUNTED 1' X 4' LUMINAIRE

**LUMINAIRE SCHEDULE**

TYPE	DESCRIPTION	HOUSING	SHIELDING	MOUNTING	FINISH	UL/P RATING	LAMP(S)	INPUT WATTS	MFG/CATALOG #	NOTES
SA3	LED EXTERIOR SITE LUMINAIRE WITH T3 OPTICS	16-INCH BY 11-INCH DIE-CAST ALUMINUM	TEMPERED GLASS LENS	12-FOOT HIGH, STRAIGHT STEEL ROUND POLE WITH 3-FOOT HIGH CONCRETE PEDESTAL BASE	AS SELECTED BY ARCHITECT	WET	LED ARRAY 90 WATTS	90 WATTS	BEACON SMALL VIPER SERIES OR APPROVED	INCLUDE INTERNAL PHOTOCELL CONTROLS
SA4	SAME AS TYPE 'SA3' BUT WITH T4 OPTICS									
SB	LED SURFACE VAPOR TIGHT REAPAROUND WITH T5 OPTICS	NOMINAL 5-INCH BY 4-FOOT, STEEL SEPARATELY ENCLOSED IN FIBERGLASS	ONE-PIECE IMPACT RESISTANT FIBERGLASS REINFORCED POLYESTER		OFF-WHITE	WET	ONE 28 WATT T5 FLUORESCENT	28 WATTS	LAMAR LIGHTING DV SERIES	

- 1 THIS LUMINAIRE SCHEDULE IS NOT COMPLETE WITHOUT A COPY OF THE PROJECT MANUAL CONTAINING THE ELECTRICAL SPECIFICATIONS.
- 2 PROVIDE +/- 12 INCH ADJUSTABILITY IN AIRCRAFT CABLE LENGTH WHERE USED.
- 3 SPECIFIED MANUFACTURERS ARE APPROVED TO SUBMIT BID. INCLUSION DOES NOT RELIEVE MANUFACTURER FROM SUPPLYING PRODUCT AS DESCRIBED.
- 4 PROVIDE SUBMITTALS THAT INCLUDE THE LUMINAIRE, LAMP AND BALLAST INFORMATION OF EACH LUMINAIRE, WITH APPLICABLE OPTIONS CLEARLY CHECKED OR HIGHLIGHTED. SUBMITTALS NOT INCLUDING THIS INFORMATION WILL BE RETURNED AS REJECTED BY THE ENGINEER OF RECORD.
- 5 REMOTE BALLASTS/DRIVERS: UL LISTED FOR THEIR APPLICATION. BALLASTS/DRIVERS MARKED AS UL RECOGNIZED COMPONENT BUT NOT UL LISTED ARE SUBJECT TO REMOVAL AND REPLACEMENT AT NO COST TO OWNER.

SCHEMATIC DESIGN  
MID COLUMBIA COUNCIL OF GOVERNMENTS  
THE DALLES TRANSIT CENTER

SITE PLAN  
LIGHTING

PROJECT NO:	1310	REVISION:	
DATE:	11.21.13	BY:	OB
DRAWN:		CHECKED:	AO

**City of The Dalles  
Staff Report**

**Conditional Use Permit No. 171-13**

**Site Plan Review No. 424-13**

**Northern Wasco County Park and Recreation District**

Prepared by: Richard Gassman, Director 

Procedure Type: Quasi-Judicial

Hearing Date: January 16, 2014

Assessor's Map: 1N 13E 4AA tax lots 500, 600, 700, and 801

Address: 602 West Second Street, The Dalles

Comprehensive Plan Designation: "P/OS" Parks and Open Space District

Zoning District: "P/OS" Parks and Open Space District

City Limits: Inside

Request: To construct a new swimming pool, bath house, and Park District Office building.

**BACKGROUND INFORMATION**

The subject property is currently occupied with a swimming pool and other recreational facilities. The applicant is proposing to remove the existing pool and bath house to build a new pool with new bath house and offices, all located in approximately the same location as the existing pool and bath house. The application is processed as a Conditional Use Permit based on the requirements in the Land Use and Development Ordinance (LUDO) for swimming pools. A request such as this also requires a site plan review, but since the proposed new pool and building is similar to existing structures, and

the parking areas, landscaping, and other features will continue mostly unchanged, we are processing the Site Plan Review application concurrently with this Conditional Use Permit application. The emphasis is on the Conditional Use Permit requirements.

## **COMMENTS**

As of the date of the preparation of this report, no comments have been received from the public. A Site Team meeting was held on January 9, 2014 and comments from that meeting were sent to the applicant.

## **RECOMMENDATION**

Approval of the Conditional Use Permit and Site Plan Review applications, with conditions, based upon the following findings of fact.

## **CONDITIONAL USE PERMIT**

### **LAND USE AND DEVELOPMENT ORDINANCE 98-1222**

#### **Section 3.010.040 Applications**

##### **B. Completeness.**

**FINDING 1:** The application was found to be complete on December 31, 2013. Criterion met.

#### **Section 3.020.050 Quasi-Judicial Actions**

##### **A. Decision types. 3. Conditional Use Permits:**

**FINDING 2:** This application is for a Conditional Use Permit per Section 5.110.030 B. Conditional Use Permits require a quasi-judicial hearing per Section 3.050.030. The hearing is a quasi-judicial hearing. Criterion met.

##### **B. Staff Report. The Director shall prepare and sign a staff report for each quasi-judicial action, which identifies the criteria and standards applying to the application and summarizes the basic findings of fact. The staff report may also include a recommendation for approval with conditions, or denial.**

**FINDING 3:** The staff report will detail criteria and standards relevant to a decision, all facts will be stated, and explanations given. This will be detailed through a series of findings directly related to relevant sections and subsections of the ordinance as they relate to this request. Criterion met.

##### **C. Public Hearings. Applications for quasi-judicial planning actions shall be heard within 45 days from the date the application is deemed complete.**

**FINDING 4:** The application was deemed complete on December 31, 2013. The public hearing is scheduled for January 16, 2014, within 45 days from December 31, 2013. Criterion met.

D. Notice of Hearing.

**FINDING 5:** At least 10 days prior to a scheduled quasi-judicial hearing, notices shall be mailed to a variety of parties, including property owners within 300 feet. Notices were sent on January 6, 2014. A notice was published in the newspaper on January 5, 2014. Criterion met.

**Section 3.050.030 Review Procedures**

A. Applications. Conditional Use Permit applications shall be accompanied by at least 15 copies of the concept site plan, and when required, two copies of the detailed landscape and construction/design plans, per the provisions of Section 3.030: Site Plan Review.

**FINDING 6:** The plans that were submitted were adequate for this review. Criterion met.

**Section 3.050.040 Review Criteria**

A. Permitted Conditional Uses. The proposed use is conditionally permitted in the zone district where it is proposed to be located.

**FINDING 7:** Swimming pools are conditionally allowed in the P/OS zone. Criterion met.

B. Standards. The proposed use conforms to all applicable standards of the zone district where the use is proposed to be located.

**FINDING 8:** Section 5.110.050 sets out the development standards for the P/OS zone. The proposed pool and building will meet all development standards. Criteria met.

C. Impact. The location, size, design, and operating characteristics of the proposed use shall be made reasonably compatible with, and have minimal adverse impact on, the legal development of abutting properties and the surrounding neighborhood, with consideration given to:

1. Harmony of scale, bulk, building coverage, and density.

**FINDING 9:** The proposed structures are compatible with the existing park. They are similar in scale to the existing facilities with an additional floor for the District office. The height of the building is limited to 32 feet, which will be reviewed again at the time of a building permit. Criterion met conditionally.

2. The availability of public facilities.

**FINDING 10:** This is an existing site with all public facilities including sewer, water, public access, and other private utilities – power, telephone, etc. Criterion met.

3. Any harmful effects on desirable neighborhood characteristics and livability.

**FINDING 11:** This use is similar to the existing use. There is nothing about the pool or building or the use that will have any harmful effects on the neighborhood. It is simply a modification of an existing use. Criterion met.

4. Traffic generation, the capacity and safety of surrounding streets and alleys.

**FINDING 12:** The property is located on the southeast corner of West Second and Mt. Hood Streets, both fully improved streets. The intersection

will likely need signalization in the near future. Participation in signalization will be required. There is a supply of off street parking along Second Street and elsewhere on the property. Criterion met conditionally.

5. Bicycle and pedestrian circulation, access and safety.

**FINDING 13:** The uses are existing and will not create any issues in this area. The bicycle parking requirements will be reviewed at the time of the building permit. Criterion met conditionally.

6. Any other impacts of the development deemed relevant to the Commission.

**FINDING 14:** No other impacts are deemed relevant. Criterion met.

### **SITE PLAN REVIEW**

Normally one of the conditions of approval for a CUP is a Site Plan Review application. See LUDO Section 3.050.030B 2. However, due to the fact that most of the site will not change, and the changes are mostly in the nature of replacement of existing uses, it is recommended that this application also be considered approval of a site plan review application. Those details required in a site plan review that are not included with this application can be reviewed at the time of a building permit application.

### **IF APPROVED, RECOMMENDED CONDITIONS OF APPROVAL:**

Staff recommends approval subject to the following conditions:

1. Any improvements must be completed in accordance with Land Use and Development Ordinance 98-1222.
2. Applicant will need to show that the number of existing parking spaces is adequate. There are no specific requirements for parks or swimming pools, but for offices the minimum is 2 spaces for every 1,000 square feet of floor space. For offices the bicycle parking requirement is .5 spaces per 1,000 square feet. The required number of parking spaces will be set by the Planning Commission, but staff is recommending no additional automobile parking, other than what is proposed.
3. If additional parking spaces are required, the construction must meet LUDO requirements for surface parking lots.
4. Applicant to provide a 15 foot easement to the City for the existing sewer line that runs across the property.
5. Applicant will provide a Knox box for the new building placed in a location acceptable to the Fire Marshal.
6. Applicant will need to satisfy fire hydrant requirements of the Fire Marshal.
7. A cut and fill permit is required for all cuts/fills that exceed 50 cubic yards. Those over 250 cubic yards require engineered plans.
8. Building permits will be required for each structure. System Development Charges, if applicable, will be assessed at that time.
9. Height of the building is limited to 32 feet.

10. Approval of this CUP is also considered approval of a site plan review application, as required in LUDO Section 3.050.030 B 2.
11. Applicant will be required to sign a non-remonstrance agreement for future signalization at the corner of Mt. Hood and West Second Streets.
12. No additional landscaping is required.

CONDITIONAL USE PERMIT APPLICATION

CITY OF THE DALLES
Community Development Department
313 Court Street
The Dalles, OR 97058
(541) 296-5481, ext. 1125
Fax (541) 298-5490
www.ci.the-dalles.or.us



Date Filed 12/31/13
File# 171-13
Date Deemed Complete 12/31/13
Hearing Date
Approval Date
Permit Log #
Other Cross Reference#

APPLICANT

LEGAL OWNER (If Different than Applicant)

Name Scott Green

Name N Wasco Co Parks District

Address 414 Washington St
Suite 1-D The Dalles, OR 97058

Address 414 Washington St
Suite 1-D The Dalles, OR 97058

Telephone # 541 296 9533

Telephone # 541-296-9533

E-mail address: scott@nwprd.org

PROPERTY INFORMATION

Address 602 West 2nd St The Dalles, OR 97058

Map and Tax Lot IN 13E 4AA 600 & 500 & 700

Size of Development Site 5.07 + 2.51 + 3.88 = 11.46 ac

Zone District/Overlay Parks/open Space In City Limits: Yes X No

Comprehensive Plan Designation Trevitt's Historic District Geohazard Zone:

PROJECT INFORMATION

Checkboxes: New Construction, Expansion/Alteration, Change of Use, Amend Approved Plan

Current Use of Property Public Pool & Park

Proposed Use of Property Public Pool & Park

Briefly Explain the Project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROPOSED BUILDING(S) FOOTPRINT SIZE (in square feet)** 6300 S.F. TOTAL

**PARKING INFORMATION**

Total Number of Spaces Proposed NO CHANGE FROM EXIST'G.

Square Footage of Parking Lot Landscaping Proposed NO CHANGE

**LANDSCAPING INFORMATION**

Total Square Footage Landscaping Proposed SIT PLANS percent of Landscaping Irrigated UNKNOWN @ THIS TIME

**ECONOMIC DEVELOPMENT INFORMATION**

Proposed Project is located in the Enterprise Zone

\_\_\_\_\_ Full Time Equivalent (FTE) jobs are currently provided.

\_\_\_\_\_ FTE jobs are expected to be created by the proposed project.

Signature of Applicant

Signature of Property Owner\* or Owners Agent

[Signature] 12-31-13  
Date

\_\_\_\_\_  
Date

**SUDER ARCH + URBAN DESIGN**

\* Notarized Owner Consent Letter may substitute for signature of property Owner

**NOTE:** This application must be accompanied by the information required in Section 3.050: Conditional Use Permits, contained in Ordinance No. 98-1222, The City of The Dalles Land Use and Development Ordinance.

**PLANS REQUIRED:**

At least 12 copies of concept site plan.

At least one 11 x 17 concept site plan.

2 copies detailed landscape plans  2 full size copies construction detail plans

CONFIDENTIAL

process as one app #

### SITE PLAN REVIEW APPLICATION

CITY OF THE DALLES  
Community Development Department  
313 Court Street  
The Dalles, OR 97058  
(541) 296-5481, ext. 1125  
Fax (541) 298-5490  
www.ci.the-dalles.or.us

SITE TEAM  
APPLICATION  
ONLY

Date Filed 12/31/13  
File# 424-13  
Date Deemed Complete 12/31/13  
Hearing Date \_\_\_\_\_  
Approval Date \_\_\_\_\_  
Permit Log # \_\_\_\_\_  
Other Cross Reference# \_\_\_\_\_



#### APPLICANT

#### LEGAL OWNER (If Different than Applicant)

Name SCOTT Green

Name NORTHERN WASH CO PARKS DISTRICT

Address 414 WASHINGTON ST.  
Suite 1-D The Dalles, OR 97058

Address 414 WASHINGTON ST.  
Suite 1-D The Dalles, OR 97058

Telephone # 541-296-9533

Telephone # 541-296-9533

Email address: SCOTT@NWPCD.CITY

#### PROPERTY INFORMATION

Address 602 West 2nd STREET The Dalles, OR 97058

Map and Tax Lot 1N 13E 4AA 600 ± 500 ± 700

Size of Development Site 5.07 + 2.51 + 3.88 = 11.46 ac

Zone District/Overlay Parks/OpenSpace ± Trevi In City Limits: Yes  No \_\_\_\_\_

Comprehensive Plan Designation " Historic District Geohazard Zone: \_\_\_\_\_

#### PROJECT INFORMATION

New Construction     Expansion/Alteration     Change of Use     Amend Approved Plan

Current Use of Property Public Pool and Park

Proposed Use of Property Public Pool and Park

Briefly Explain the Project Construct new public pool, Bath house, District office, SPLASH PAD and Amenities

**PROPOSED BUILDING(S) FOOTPRINT SIZE (in square feet)** 6300 S.F. TOTAL

**PARKING INFORMATION**

Total Number of Spaces Proposed NO CHANGES FROM EXISTING

Square Footage of Parking Lot Landscaping Proposed NO CHANGES

**LANDSCAPING INFORMATION**

Total Square Footage Landscaping Proposed SEE PLANS Percent of Landscaping Irrigated UNKNOWN @ THIS TIME

**ECONOMIC DEVELOPMENT INFORMATION**

Proposed Project is located in the Enterprise Zone

\_\_\_\_\_ Full Time Equivalent (FTE) jobs are currently provided.

\_\_\_\_\_ FTE jobs are expected to be created by the proposed project.

Signature of Applicant

Signature of Property Owner\* or Owners Agent

 12.31.13  
Date  
**SPIDER ARCH + URBAN DESIGN**

\_\_\_\_\_ Date

\* Notarized Owner Consent Letter may substitute for signature of property Owner

**NOTE:** This application must be accompanied by the information required in Section 3.030: Site Plan Review, contained in Ordinance No. 98-1222, The City of The Dalles Land Use and Development Ordinance.

**Site Team/Pre-Application :**  6 copies of concept site plan.  
 One 11 x 17 concept site plan.

**Official Site Plan Review App.**  4 full size copies construction detail plans  
 One 11 x 17 construction detail plan  
 4 copies detailed landscape plans



# LOCATION PLAN



# THOMPSON PARK POOL & RELATED FACILITIES

NORTHERN WASCO COUNTY PARK & RECREATION DISTRICT

SEDER ARCHITECTURE + URBAN DESIGN

DEC. 30, 2013

New concrete or asphalt & new striping, signage & wheel stops @ six existing parking spaces, including new ADA parking stall

Pedestrian bridge from upper park to second (office) level of new building, providing full ADA access  
RETAIL SHOPPING CENTER

New on-grade stairway from upper to middle park level, at existing stone embankment

New trees & landscaping, benches, bike racks along bottom of existing rock embankment

New Bath House & Office Structure on two levels, approximately 6,500 s.f. total

New approximately 1,800 s.f. Splash Park

Possible new shade structure, possibly with solar PV panel roof generating power

New community lawn area with connecting pathway from existing site stairway to new facilities

Possible future playground site



New hardsurface ADA compliant pathway to second level of new building

Concrete Paver plaza/walkway from existing main parking lot to new building main entry, continuing under pedestrian bridge to new Splash Park & other park facilities. New curbing, bollards & ADA curb cuts

New lawn or other landscape treatment @ removed existing bath house & wading pool

New replacement 50 meter pool with 8 lanes, new pool deck, etc. Exact final location utilizing most of existing pool excavation to be determined

New bleachers under possible shade structure with possible solar PV panes generating power

Existing playground to remain

Existing stair from lower to middle Park level to remain

New one-level pool mechanical & storage building

Existing Tennis Courts, footbridge & informal parking area to remain, unchanged

**SITE PLAN**



OVERLAID ON SURVEY PROVIDED BY TENNESON ENGINEERING, 2-6-02

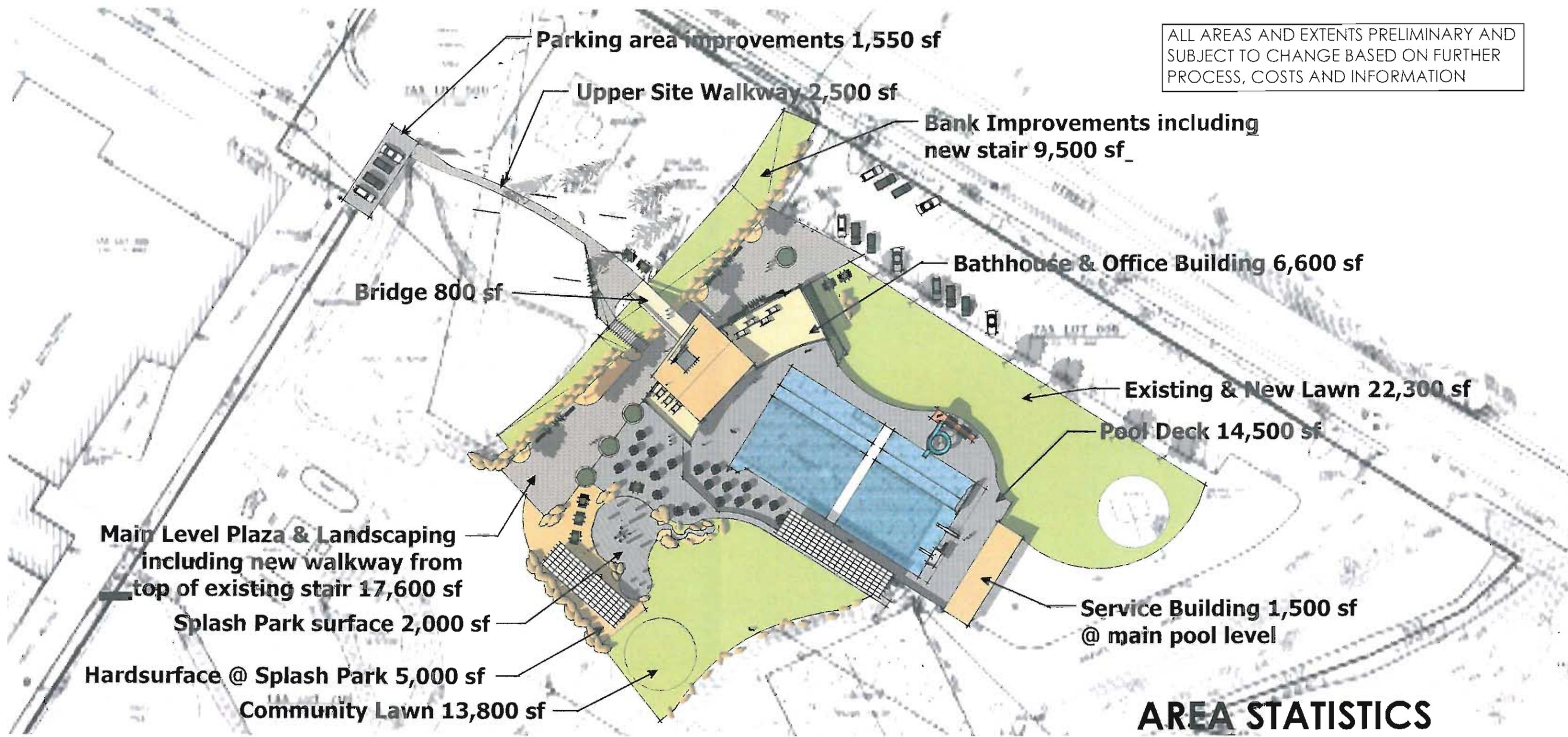
# THOMPSON PARK POOL & RELATED FACILITIES

NORTHERN WASCO COUNTY PARK & RECREATION DISTRICT

SEDER ARCHITECTURE + URBAN DESIGN

DEC. 30, 2013

ALL AREAS AND EXTENTS PRELIMINARY AND SUBJECT TO CHANGE BASED ON FURTHER PROCESS, COSTS AND INFORMATION



**Parking area improvements 1,550 sf**

**Upper Site Walkway 2,500 sf**

**Bank Improvements including new stair 9,500 sf**

**Bathhouse & Office Building 6,600 sf**

**Bridge 800 sf**

**Existing & New Lawn 22,300 sf**

**Pool Deck 14,500 sf**

**Main Level Plaza & Landscaping including new walkway from top of existing stair 17,600 sf**

**Splash Park surface 2,000 sf**

**Service Building 1,500 sf @ main pool level**

**Hardsurface @ Splash Park 5,000 sf**

**Community Lawn 13,800 sf**

## AREA STATISTICS

# THOMPSON PARK POOL & RELATED FACILITIES

**RESOLUTION NO. P.C. 534-14**

Adopting Conditional Use Permit Application #170-13 of Mid-Columbia Council of Governments to gain approval for the construction of a Transit Operation Center. The property is located at 802 Chenoweth Loop Road, The Dalles, Oregon, and is further described as Township 2 North, Range 13 East, Map 29 DB, tax lot 7500. Property is zoned “CG” – Commercial General.

**I. RECITALS:**

- A. The Planning Commission of the City of The Dalles has on January 16, 2014 conducted a public hearing to consider the above request. A staff report was presented, stating the findings of fact, conclusions of law, and a staff recommendation.
- B. Staff’s report of Conditional Use Permit #170-13 and the minutes of the January 16, 2014 Planning Commission meeting, upon approval, provides the basis for this resolution and are incorporated herein by reference.

**II. RESOLUTION:**

Now, therefore, be it FOUND, DETERMINED, and RESOLVED by the Planning Commission of the City of The Dalles as follows:

- A. In all respects as set forth in Recitals, Part “1” of this resolution. CUP #170-13 is hereby approved with the following conditions of approval:
  - 1. All onsite and offsite improvements must be installed by the applicant in accordance with the Land Use Development Ordinance and the AWPAs standards, specifications, and drawings, as amended and adopted by the City, and approved by the City Engineer, or otherwise guaranteed to be completed by the applicant to the satisfaction of the City.
  - 2. Proposed development and final detailed construction plans will be required to be reviewed and approved by the City Engineer per established standards.
  - 3. Prior to the issuance of a building permit, the applicant shall submit a completed Wastewater Survey Questionnaire to the City Planning Department.
  - 4. Prior to the start of any work, the City requires that a pre-construction meeting be held with the applicant, the City Engineer, and the Development Inspector.
  - 5. A Physical Constraints Permit will be required for the excavation on-site. An erosion and dust control plan will need to be submitted for construction and be included in the detailed drawings.
  - 6. All materials and supplies must be stored within the structure. No outside storage of business materials or supplies will be allowed.
  - 7. The City Engineer will make the final determination on the traffic study at the time of the building permit submittal. If he concurs with the applicant’s engineers that the trip generation is less than 400 average daily trips, a full Traffic Impact Analysis will not be required.
  - 8. Details of the bicycle parking rack will need to be provided. A minimum of 6 total spaces will be required.
  - 9. A detailed site lighting/photometric plan shall be submitted and approved prior to the issuance of building permits. The plan shall demonstrate that the maximum illumination at the property line will not exceed an average horizontal foot candle of

- 0.3 for non-cut-off lights and 1.0 for cut-off lights. The plan shall also demonstrate that the bicycle parking has a minimum lighting level of 3.0 foot candles.
10. Any activity that produces radio or television interference, noise, glare, dust or particulate matter, vibration, smoke or odor beyond the site, or beyond allowable levels as determined by local, state, and federal standards shall not be allowed.
  11. A detailed landscape plan will be required to be submitted at the time of building permit. Details of the irrigation system will need to be provided indicating that the irrigation of live plantings is 100%.
  12. The City Engineer will need to review and approve the storm water pre-treatment device. A maintenance agreement for the oil/water separators must be on file with the City, and the owner must submit annual reports to the City.
  13. Dedication of 5 feet along the West 7<sup>th</sup> Street right of way is required for street widening and construction.
  14. The applicant will be required to improve the frontage on West 7<sup>th</sup> Street by either initiating a Local Improvement District or working with The Home Depot to have the street constructed.
  15. The applicant will need to either provide the City with an easement or dedicate the sidewalk area as public right of way along the Chenoweth Loop Road frontage bus pull-out area.
  16. Construction or modifications to the Chenoweth Street frontage or sidewalk requires review by both Wasco County Roads and The City of The Dalles. Bus pull-out signage and striping will be the responsibility of the applicant.
  17. The bus shelter will need to meet the front setback or the applicant can make application for an Administrative Adjustment to reduce the setback for the shelter.
  18. Vision clearance will need to be met. The applicant will need to provide vision clearance measurements to ensure that no obstructions are in the vision clearance area.
  19. Signs will be applied for under a separate permit.
  20. The Fire Marshal may require an additional hydrant if it is determined that the proposed use warrants additional protection.

**III. APPEALS, COMPLIANCE, AND PENALTIES:**

- A. Any party of record may appeal a decision of the Planning Commission to the City Council for review. Appeals must be made according to Section 3.020.080 of the Land Use and Development Ordinance, and must be filed with the City Clerk within ten (10) days of the date of mailing of this resolution.
- B. Failure to exercise this approval within the time limits set either by resolution or by ordinance will invalidate this permit.
- C. All conditions of approval must be met within the time limits set by this resolution or by ordinance. Failure to meet any condition will prompt enforcement proceedings that can result in: 1) permit revocation; 2) fines of up to \$500.00 per day for the violation period; 3) a civil proceeding seeking injunctive relief.

The Secretary of the Commission shall (a) certify to the adoption of the Resolution; (b) transmit a copy of the Resolution along with a stamped approved/denied site plan or plat to the applicant.

APPROVED AND ADOPTED THIS 16<sup>TH</sup> DAY OF JANUARY, 2014.

\_\_\_\_\_  
Bruce Lavier, Chairman  
Planning Commission

I, Richard Gassman, Planning Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at the regular meeting of the City Planning Commission, held on the 16th day of January, 2014.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST: \_\_\_\_\_  
Richard Gassman, Planning Director  
City of The Dalles

**RESOLUTION NO. P.C. 535-14**

Adopting Conditional Use Permit Application #171-13 of Northern Wasco County Parks and Recreation District to gain approval for the construction of a new swimming pool, bath house, and Park District Office building. The property is located at 602 West Second Street, The Dalles, Oregon, and is further described as Township 1 North, Range 13 East, Map 4 AA, tax lot 500, 600 and 700 and 801. Property is zoned "P/OS" – Parks & Open Space District.

**I. RECITALS:**

- A. The Planning Commission of the City of The Dalles has on January 16, 2014 conducted a public hearing to consider the above request. A staff report was presented, stating the findings of fact, conclusions of law, and a staff recommendation.
- B. Staff's report of Conditional Use Permit #171-13 and the minutes of the January 16, 2014 Planning Commission meeting, upon approval, provides the basis for this resolution and are incorporated herein by reference.

**II. RESOLUTION:**

Now, therefore, be it FOUND, DETERMINED, and RESOLVED by the Planning Commission of the City of The Dalles as follows:

- A. In all respects as set forth in Recitals, Part "I" of this resolution. CUP #171-13 is hereby approved with the following conditions of approval:
  - 1. Any improvements must be completed in accordance with Land Use and Development Ordinance 98-1222.
  - 2. Applicant will need to show that the number of existing parking spaces is adequate. There are no specific requirements for parks or swimming pools, but for offices the minimum is 2 spaces for every 1,000 square feet of floor space. For offices the bicycle parking requirement is .5 spaces per 1,000 square feet. The required number of parking spaces will be set by the Planning Commission, but staff is recommending no additional automobile parking, other than what is proposed.
  - 3. If additional parking spaces are required, the construction must meet LUDO requirements for surface parking lots.
  - 4. Applicant to provide a 15 foot easement to the City for the existing sewer line that runs across the property.
  - 5. Applicant will provide a Knox box for the new building placed in a location acceptable to the Fire Marshal.
  - 6. Applicant will need to satisfy fire hydrant requirements of the Fire Marshal.
  - 7. A cut and fill permit is required for all cuts/fills that exceed 50 cubic yards. Those over 250 cubic yards require engineered plans.
  - 8. Building permits will be required for each structure. System Development Charges, if applicable, will be assessed at that time.
  - 9. Height of the building is limited to 32 feet.

10. Approval of this CUP is also considered approval of a site plan review application, as required in LUDO Section 3.050.030 B 2.
11. Applicant will be required to sign a non-remonstrance agreement for future signalization at the corner of Mt. Hood and West Second Streets.
12. No additional landscaping is required.

**III. APPEALS, COMPLIANCE, AND PENALTIES:**

- A. Any party of record may appeal a decision of the Planning Commission to the City Council for review. Appeals must be made according to Section 3.020.080 of the Land Use and Development Ordinance, and must be filed with the City Clerk within ten (10) days of the date of mailing of this resolution.
- B. Failure to exercise this approval within the time limits set either by resolution or by ordinance will invalidate this permit.
- C. All conditions of approval must be met within the time limits set by this resolution or by ordinance. Failure to meet any condition will prompt enforcement proceedings that can result in: 1) permit revocation; 2) fines of up to \$500.00 per day for the violation period; 3) a civil proceeding seeking injunctive relief.

The Secretary of the Commission shall (a) certify to the adoption of the Resolution; (b) transmit a copy of the Resolution along with a stamped approved/denied site plan or plat to the applicant.

APPROVED AND ADOPTED THIS 16<sup>TH</sup> DAY OF JANUARY, 2014.

\_\_\_\_\_  
Bruce Lavier, Chairman  
Planning Commission

I, Richard Gassman, Planning Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at the regular meeting of the City Planning Commission, held on the 16th day of January, 2014.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST: \_\_\_\_\_  
Richard Gassman, Planning Director  
City of The Dalles