SCAPPOOSE Oregon

Monday, August 4, 2025
City Council Meeting Agenda
Regular Meeting 7:00pm
Council Chambers
33568 East Columbia Avenue
Scappoose, Oregon 97056

ITEM AGENDA TOPIC **Action**

Call to Order

Pledge of Allegiance

Roll Call

Approval of the Agenda

Public Comment ~ Items not on the agenda
Please sign a speaker request form and turn it in to the City Recorder along with any written testimony

1. Consent Agenda ~ July 21, 2025 City Council work session minutes; and July 21, 2025 City Council meeting minutes

2. Oath of Office ~ Patrol Officer Shane Davis
Reaffirmed by Mayor Backus

New Business

3. Update on the Scappoose Outdoor Festival
JJ Duehren

4. Outside Water User (30754 Dutch Canyon Road) Application **Approval**
City Engineer Chris Negelspach

5. Ordinance 921: An Ordinance Amending the Comprehensive Plan Map and Zoning Map, Approving "Ofstad Self-Storage" Applications for Site Development Review and Sensitive Lands Development Permits **Public Hearing/First Reading**
Assistant to City Manager/City Planner N.J. Johnson

6. Ordinance 922: An Ordinance Renaming a Portion of SW Volendam Street to SW Rokin Way
Community Development Director Laurie Oliver Joseph **Public Hearing/First Reading**

7. Work Session ~ Discuss Functional Areas for Assessments

Announcements – information only

8. Calendar

9. Updates: City Manager; Police Chief; Councilors; and Mayor

Adjournment

Please note: If you would like to speak with City staff about a particular agenda item, please call City Hall at 503-543-7146, no later than 3:00 pm on the day of the meeting.

This meeting will be conducted in a handicap accessible room. If special accommodations are needed, please contact City Hall at (503) 543-7146, ext. 224 in advance.
TTY 1-503-378-5938

Monday, July 21, 2025
City Council Work Session ~ Exploration of Communication Tools to Facilitate Council and City Manager Feedback, 6:00pm

COUNCIL CHAMBERS
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON 97056

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone who wishes to view the full conversation can find a recording of this meeting on YouTube at www.youtube.com/watch?v=B4vJkgoNiws.

Mayor Backus called the work session to order at 6:00pm.

Present: Mayor Joseph A. Backus; Council President Tyler Miller; Councilor Jeannet Santiago; Councilor Kim Holmes; Councilor Marisa Jacobs; City Manager Benjamin Burgener; and City Recorder Susan M. Reeves.

Excused: Councilor Joel Haugen

Remote: Public Works Dave Sukau joined at 6:51pm.

Councilor Jacobs and Councilor Holmes went over the presentation.

Councilor Jacobs explained she and Councilor Holmes were tasked with exploring what the options are for us as Council, given our managerial responsibility, is to manage and evaluate the role of the city manager. As they were doing this work, they also identified an opportunity to reground us in our ways of working and really regrounding in our roles and responsibilities as Council and how that relates to the city manager's role. The information that will go over this evening is a compilation of research that was done through our Charter, what's coded in law, best practices in terms of ways of working. She explained halfway through the presentation she will turn the presentation over to Councilor Holmes and we'll talk about tools and feedback cadence. A lot of that research was done through LOC, CIS and ICMA.

Council Work Session

July 21, 2025

Recent Council & City Manager interactions highlighted an opportunity to realign expectations.

The following content is to reground in the roles & responsibilities as coded in law, Scappoose Charter along with external best practices. The intent is to foster positive working relations which will position Council to successfully perform their management responsibility to position the City Manager for success which directly impacts the health of the City.

Roles: Council & Manager

- Council
  - Elected officials focus on policy development
  - Assess effectiveness of policies within the community
  - No individual authority
  - Must act as part of the collective council
  - Debate to decide & accept decision
  - Build relationships
  - Do not interfere with day-to-day administration of city business
  - Do not undermine authority of City Manager or department heads
- Manager
  - Appointed by Council as the administrative head of city government
  - Day-to-day service delivery, policy implementation, and performance management to align with policy goals
  - Fiscally responsible financial steward of City monies
  - Build stakeholder relationships within Cities, Counties & State
  - Inform council of affairs & needs of the City timely

Interactions: Council - Staff

- Council Working with Council
  - Review & adhere to the Team Agreement
  - Know & practice role responsibility
  - Adhere to Procedure
    - Requests of Staff Time for questions/research sent to CM & Mayor
    - Approval for Attorney time sent to Mayor & CM
    - Councilor/s provide material to all
- Council Working with Staff
  - Redirect Staff concerns to City Manager & notify City Manager
  - Refrain from requesting information directly from Staff members
  - Request information of Staff during session
  - Be curious – ask question to seek clarity

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Impact of Interactions

- Working within our Roles
  - Build Trust
  - Clear Communication
  - Smoother Decision Making
  - Efficient Operations
  - Alignment with Goals
  - Fiscally Responsible
  - Improved Service Delivery to Citizens
- Working outside our Roles
  - Mistrust
  - Confusing Communication
  - Reluctant to Decide
  - Disorganized Operations
  - Misalignment with Goals
  - Fiscally Irresponsible
  - Decreased Service Delivery to Citizens

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“The key to success is cooperation & collaboration.”

- Know your role
- Respect the boundaries
- Ground interactions by using the Team Agreement

Council Opportunity

Council Opportunity

The City Manager and Council form of government offers great benefits. However, for small cities, it can create challenges for Council to conduct their management responsibility. Council has limited visibility into the functioning of the City that makes Council oversight challenging. To bridge this gap, a meaningful feedback process should be developed.

- How does council provide meaningful feedback to a city manager to ensure success?
- How does council have the info to conduct a meaningful assessment?

Goal: To create a comprehensive feedback loop that:

- Builds trust
- Creates quality communication between the City Manager and Council
- Sets consistent expectations for both Council and the City Manager to ensure success of the City

Recommendation – 3 Prong Approach

Productive communication between the Council and the City Manager

- Communication needs to be a "two-way" street
- Build relationships that foster trust

Mechanism for Council to understand Staff feedback

- Insight into how the City Manager is leading the staff
- Create opportunities for staff to elevate issues that could be consequential to the long-term success of the City
- Mechanism to alert Council to issues that Council can offer consultation to the City Manager for resolution

Develop a meaningful tool for Council to assess performance of the City Manager to identify:

- Council priorities for the City Manager
- City Manager to identify their performance priorities
- Facilitate alignment to facilitate continued success for the City

Council and City Manager Input: Are these the right areas to focus on to build the communication tools around?

Recommendation – Communication Cadence

Communication area	Suggested tools
Council/City Manager feedback	• Implement 1:1 between each City Councilor and the City Manager • Quarterly Executive Session for the City Manager and Council to exchange information to ensure success for the City
Staff feedback	• Determine mechanism for staff to raise concerns that affect the success of the city • Fold staff feedback into the annual assessment process
Performance assessment tool	• Develop quantitative and qualitative assessment tool that assembles staff, City Manager and Council feedback on an annual basis

Goal: Develop a wrap-around communication strategy that leads to mutual success

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Next Steps

- 7/22 thru 8/4 Council Homework - review sample manager evaluations and bring recommendations for the functional areas within the assessment
- 8/4 Discuss the priority functional areas for the assessment (from homework)
- 8/18 Discuss elements of the assessment tool
- 9/2 Council approval of the assessment tool followed by public comment opportunity

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TEAM AGREEMENT (1)

The Council reaffirmed their team agreement from 2021 for the year ahead. The team agreement identifies how the Council agrees to work together in alignment with their Council rules and procedures. The purpose of this agreement is to guide the team in working together, establishing trust, and facilitating open communication and accountability.

AGREEMENTS FOR CONDUCTING COUNCIL MEETINGS AND BUSINESS

1. Attendance at Council meetings is the first priority. If unable to attend, please contact the City Recorder.
2. Be on time to meetings.
3. Mayor will take the lead in keeping the meeting and discussion focused.
4. Distribute information in advance of Council discussion.
5. Mayor will recognize councilors when indicating they wish to speak.
6. Put a time limit on audience testimony and ask them not to repeat previous speakers.
7. Use formal procedure (point of order, call for question, etc.) to focus the meeting. Formal procedure may be used when necessary for effective discussion in lieu of Council's usual, more informal, process. Individuals should use procedure appropriately and courteously.
8. Council meetings are televised live; this requires Council to act professionally by:
9. Speaking in turn and on the issue;
    - Not interrupting;
    - No engaging in side conversations; and
    - Treating the public and each other with courtesy.
10. Information available to one council member will be available to all, in a timely manner.
11. Every effort will be made to adjourn meetings by 9:00 p.m.
12. Council shall interview prospective committee members and advise the Mayor through a public process. Appointments will be made by Mayor and approved by Council.

TEAM AGREEMENT (2)

INDIVIDUAL COUNCIL MEMBER CONDUCT AGREEMENTS

Council Members agree to:

1. Prepare and do our homework by reading staff reports and reaching out with questions in advance to ensure constructive dialogue during meetings
2. Not make assumptions other than assuming positive intentions
3. Being open to having conversations and healthy debate
4. Always be respectful, maintain dignity and humility
5. Hear each other out. Acknowledge contributions and make sure all ideas and voices are heard
6. Recognize your opinion may not always be shared, be open even if you don't agree
7. Disagree without being disagreeable. Respect differences of opinion
8. Follow the rules of order and procedure
9. Ensure equal access to information
10. Move on as a team after the decision has been made. Support each other even if we don't agree
11. Avoid saying or doing anything that would discredit or harm the City

COMMITMENTS AS A COUNCIL TO THE COMMUNITY

Council strives to:

- Continue to improve citizen involvement, awareness and participation
- Improve follow-up and resolution of citizen concerns or complaints
- Act as an advocate for the City

COMMITMENTS BETWEEN COUNCIL AND STAFF TO FOSTER A STRONG PARTNERSHIP

Council will:

- Work as part of one team with Staff
- Trust Staff to implement Council goals
- Communicate with the organization through the City Manager
- Provide questions in advance of meetings to the City Manager
- Support a mutually respectful and professional relationship with the Staff
- Ensure unity of the Council's vision and direct staff accordingly using one voice

Staff will:

- Provide timely facts, information, context and relevant City code information for decisions that come before Council – no surprises
- Offer the pros and cons for scenarios
- Provide summary and background information for issues that come before Council
- Support a mutually respectful and professional relationship with Council

Mayor Backus and Council discussed in more detail the presentation of the Exploration of Communication Tools to Facilitate Council and City Manager Feedback.

Mayor Backus and the Council reviewed the next steps.

- 7/22 thru 8/4 Council Homework - review sample manager evaluations and bring recommendations for the functional areas within the assessment
- 8/4 Discuss the priority functional areas for the assessment (from homework)
- 8/18 Discuss elements of the assessment tool
- 9/2 Council approval of the assessment tool followed by public comment opportunity

Adjournment

Mayor Backus adjourned the work session at 7:00 pm.

_____
Mayor Joseph A. Backus

Attest:

_____
City Recorder/HR Susan M. Reeves, MMC

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MONDAY, JULY 21, 2025
CITY COUNCIL MEETING AGENDA
REGULAR MEETING 7:00PM
COUNCIL CHAMBERS
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON 97056

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Call to Order

Mayor Backus called the July 21, 2025 City Council meeting to order at 7:00pm.

Pledge of Allegiance

Roll Call

Joseph A. Backus	Mayor	Benjamin Burgener	City Manager
Tyler Miller	Councilor President	Chris Fluellen	Police Chief
Jeannet Santiago	Councilor	Susan M. Reeves	City Recorder/HR
Kim Holmes	Councilor	Laurie Oliver Joseph	Community Development Director
Marisa Jacobs	Councilor		

Excused: Councilor Joel Haugen

Remote: Public Works Director Dave Sukau (left at 7:34pm); and Alicia Heiges (joined at 7:13pm).

Approval of the Agenda

Councilor Santiago moved, and Council President Miller seconded the motion to approve the agenda. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Public Comment ~ Items not on the agenda

Mayor Backus presented a plaque to Andrew Lafrenz, previously on the Council.



In special recognition of Andrew Lafrenz Scappoose City Council for your outstanding service, dedication and commitment to the Citizens of Scappoose January 2023 ~ June 2025. Thank you, Andrew!

Mayor Backus thanked Andrew for his service.

Stu Beutler, Scappoose, explained he is here due to lack of concern from the City dealing with the contractors for their houses. He stated his main complaint is the contractors are going to be contractors but the lack of concern from the City regarding his house vibrating. He explained the City Engineer said it was his foundation. He got a company to come out and look at his foundation and he was told they can't find anything wrong with his foundation, as it is so solid. He explained he went back to the City Engineer and stated he has a complaint with that too because they were draining Rick Waters property which is back of his property. He asked the City Engineer before he signed off on the permit, have him fix this, you know, work with it and so they really didn't do anything. So, the Engineer told him, well, you're going to have to go sue your neighbor. He stated well the City permitted it. He explained the City Engineer stated "well, I have no codes to get there." He stated with a plan review for the City of Portland, he knows if you want to do something, you do it. So the engineer could have done something if he wanted to. So then going back to the vibration and stuff, this has been going on over a year. He asked, "don't you guys care about the way our houses fall apart?" He stated they're vibrating. He stated a simple thing; he called the County and asked if they could just put a slow sign up because where they put the two roads together when they redid the water tower, ten years ago, maybe fifteen to twenty years ago, the trucks come through there and if they would just slow down, it wouldn't vibrate his house. He explained his daughter says "Dad, they're shaking the house." They are just running a track hoe across the property where they're putting the new development in. He just wishes there would be a little bit more concern from that. He stated then also the fireworks. He wishes they would do something about the fireworks. They used to have a police officer come by and patrol and then the last five years they just don't do anything at all. He called 911. He went and asked his neighbor if he could comply and knock it off and he replied yes, he will knock it off, but he did it anyway, but the police did come by this time. He just wishes they would do something more about that. He stated the overall thing is why are we building the City up so much too. Is it for pensions? Is it all about that money or how come we're not making more of a livable City versus, you know, just packing people in more. He is paying $5000 a year in taxes and it seems like you could care less about him. That's

his main complaints. He wishes they could do something about it or someone respond back and say, hey, we've done something, we're working behind the scenes. He explained he has talked to the city manager, super nice guy, love ya, but nothing seems to get done. He stated maybe there is stuff behind the wheels that least respond back and say, hey, we're working on it, got some roadblocks, whatever it takes. Much appreciated to feel like you're part of the community versus like this entity, like the government, it's all about pensions and their wages and were just a bunch of…. we're the conduit to the money, is how you feel.

Mayor Backus thanked Stu and explained he will talk with the City Manager and see if we can come up with some answers for you. He is hoping there are some answers that maybe Stu doesn't know about that we've been working on.

Timothy Watkins, Scappoose, stated good evening, everybody. He explained his concerns are the same as Stu as far as the vibration. He stated it is starting to settle in his house. He explained it seems like the walls are separating from the floor. Who knows what's going on underneath. He is just wondering, like, who's going to be responsible if he has damage under there for this? He hasn't had an engineer anyone come out yet, so those are some of his concerns and his back doors are now are sticking and won't even close all the way. So he has to lift it up to close it. As a matter of fact there's an earthmover parked right along his fence line, as we speak. He explained his mother-in-law is there all day but they are at work so they don't get the brunt end of it until 20 or 30 minutes after they get home. So it's not so bad for them, but you know, his mother lives there and she's like it's like really loud and today was the loudest she's ever heard it. He explained he didn't hit on this, but Stu brought up a good thing about the fireworks. It supposed to be quiet, but he knows they're shooting off illegal fireworks, because those are really loud as well. He stated those are his concerns on the property back there. He just doesn't want to be responsible for having to rebuild his foundation. He just moved in the house three years ago and what brought him out to Scappoose was the field in the backyard in the first place, the view, but now it's gone. He can accept that, that's not a problem, but it's just hard to deal with foundation problems in the future, that's all, and how that would be addressed later on.

Councilor Jacobs asked Mr. Watkins if this is related to the water treatment plant construction or is in relation to the housing?

Timothy Watkins replied both.

David & Teresa Archerd, Scappoose, explained they live right across the street, on Keys Road from the big construction. He stated first of all, which is way off the subject, he wanted to thank Council for actually doing the Pledge of Allegiance, that was way cool. He stated you don't see that anymore. He explained he has is pictures of all the damage so far to his house.
He read a memo to the Mayor and Council: Our beautiful home at 52290 SW KEYS RD is breaking apart in the walls, the ceilings, the light fixtures coming out of the ceiling, the concrete cracking, the stone work breaking, moldings coming apart,...EVERYWHERE because for Horrible vibrations caused by the relentless construction of the Huser project across the street.
I have less than 3 things hung on the walls of my home since I love the look of custom painted (custom created paint just for us) walls with a clean uncluttered look. These walls that have beautiful rounded corners in the hallways and now are full of cracks, cracks that go all the away

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to the 12' ceilings - and we see these cracks getting larger by the day! I get to see white sheet rock dust and paint on the hardwood floors and the carpeted hallways, in the bathroom and the bedroom almost every day. There's not 3 days goes by that we don't vacuum up this sheetrock debris. Nails in the ceiling in our master bedroom and master bathroom aren't just starting to come out of the ceiling they are falling completely out from the earthquake like vibrations that happen daily from the CAT tractors treads and pounding of the buckets and blades. I've put the nails back in, with some chalking and still they come back out. But now the vibrations (THAT I HAVE ON VIDEO) shaking the house all the way to the other side of the house shaking milk in the refrigerator, water glasses on the table, drape cords literally moving in the air back and forth is taking its toll on our home and our very lives! I had to take my wife into the ER for migraines that would not stop! This construction is destroying our house, and our health - our metal status is past the breaking point. I'm a self-labeled perfectionist that is to a point that Even the paint in our house is custom mix I created and had made for us. I say all that because of this - I pressure wash my driveway all the time - wash my cars ALL THE TIME – some points 3 or 4 times a week! - and I assure you, I couldn't stand a crack in that concrete that I take photos of my first place ISCA winning show cars all the time to prove there were never any cracks **in** that driveway and never a crack in the garage floor that WAS perfect - now it too has a 4 foot crack going through it. So I ask you - Who's coming over to perfectly repair our house because of all of this? This is thousands of dollars of damage to a home we loved in our super quiet little piece of Oregon of which I've live in OR my entire life of 65 years. This year I retired and my first year of retirement has been a living hell watching my house fall apart before my eyes. No way on earth to open our windows from all the dust and dirt, no way to relax and read a book as my pages wiggle before my eyes while wearing earplugs in the basement! You have taken the very peace and quiet away that I've worked 50 years for to see one day - and that sweet taste of the first days of retirement that are now so bitter with a destroyed house I can Never get back. How can you give that back to us? How can you make my house I worked so hard to have perfect inside the same again. You have no clue at all how bad the Huser Project has destroyed my wife's life and mine. No clue at all. None.
David and Teresa Archerd
(end of memo)

David Archerd stated he can go on and go on literally. Even when he thinks about it he starts getting so upset that, like he said, this is one of the reasons he didn't get an A, is because when things he's passionate about and he feels that he's probably just going to be speaking to just going to go off on the wayside, it it's kind of upsetting because nobody has to live through it. He is there every single day to the point that his wife gets migraine so bad for it and he had to take her into the ER two weeks ago because their house is shaking so bad as she walked into the bathroom and the nail fell on her head as she was leaning towards the mirror. That's after the light fixture came out of the ceiling. This is how bad their house shakes. It is literally, they have to get in the car and drive away just to keep their sanity. It is insane and now he looks like he said, every time he comes in there he goes why? This House was just sitting here and the day he bought it the real estate guy goes, man, I love the decoration they put in the front yard, those deer almost look real. He replied "they are", and the four deer stood up. That was in his front yard. Now he sees the deer maybe about every two or three weeks because there's a creek behind his house. He is just here to say this construction has destroyed his way of life, their retirement. There is thousands upon thousands of dollars damage to their house. Who is going to cover this, please don't say his insurance because he already found that out when the

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County's tree hit their house how bad they can skate out of that. He stated the County didn't cover it. He found out if you don't sue the County in 300 days there was a law that after that they are scott free. He was left with a $81,000 bill. So he is not going to let this happen this time. He stated you need to somehow figure out why this is happening and stop it from happening before the house comes down on top of us. He stated he can give anybody that wants the videos for any of this. He explained he left his e-mail and can send you all these pictures, all the insane amount of videos he has, you won't like it.

Mayor Backus asked if he could you leave some pictures with City Manager Ben, just so he can look at them later.

David Archerd stated even though you have signs up there for the truck drivers, not to use Jake brakes, guess what they can't read?

Mayor Backus stated good information, thank you. He explained typically, we'll take all your information, and we'll talk and hopefully we can get back something, pool our information and get back to you all. Thanks again.

James Mier, Scappoose, explained he has a lot to say so he is going to talk quick. He explained if you're familiar with the Huser project he lives on the southeast corner of it right where everything comes in and enters. He has pictures right here of quarter inch cracks in his walls, an 8th inch crack running the span of his 14 foot wide living dining room ceiling. Okay, this is just some of them. His kitchen counter now has a 3/16th inch crack on one side and has sunken a 1/4 inch. His house was built in 1931. It has wood on wood on the ground foundation. The damage that that construction is doing is not his fault. He is so perturbed at people that work for this City and please take it as personally as you can feel like it, because imagine somebody walking up to your house and whacking it with a car or a truck and doing it day after day after day after day and the City officials, officials who are supposed to protect you and supposed to stand up for you, say sorry, there's nothing we can do, they're following their permits, they're within their permits. He stated "Well, I tell you what, they're not within their permits." This is just some of the dust. He is going to put everybody on notice right now he has three cameras up and they record 24/7 of all the BS that's going on over there. He stated to someone in the audience did you forget to mention the green space back there where they have, what he understood to have, a protective frog and the spring doesn't flow anymore.

David Archerd stated (from the audience) there's a stream that's behind his house that he wasn't even allowed to walk down there.

James Mier stated he has contacted the City people, the people who work for the City, and the response was first, oh crap, this ain't good, we might have to stop construction and see what's going on. He stated suddenly a week later, It's oh, we can't do nothing, sorry, you're going to have to contact them. And they say, well, he has to contact the owner and the owner said, well, he has to contact the construction company and he has to contact the City and the city says he has to contact the owner and it's a big circle. Well, you know what, this is ruining his house, beyond repair. Right now, a conservative estimate is going to be about $100,000. His entire upstairs needs to be rebuilt, not counting the bottom. So you know, because he does have ring cameras that record everything, the conversation with the lead over there is yeah, dude, you're

sitting on a bowl of Jello. The seismic activity caused by their equipment is measuring over a 4.0 earthquake, and when you have that for two 300 seconds a week or a day imagine what that does to your house that was not built for seismic standards, because it was built, you know, almost 100 years ago. He stated he apologizes for his attitude, but he has tried and he's tried and he's tried to talk to specific people, and he doesn't want to call them out, but dagnammit man. He has talked to Chris a number of times and it's like, sorry, can't do nothing for you. You people work for the residents, not for construction companies coming in and building things. First off, you work for the residents, not for them and when they're coming in, wronging so many residents, he knows of at least six different people now seven, who have complaints about cracking in their house and if this is the first you've heard about it, that's a shame, because he has been talking about this for over a year. His question to all of you is what are you going to do about it? Why do we have to come down here and beg and plead for our City Council, who represents us, to actually represent us? Why? He stated pictures if you'd like. This dust, this dust goes on every day. These cracks, these cracks were not there when he moved in, and they weren't there two years ago. He painted the entire house. He knows that house, like the back of his hand.

Mayor Backus replied he appreciates it.

James Mier stated you don't understand, Sir. You can say I appreciate it, but you don't. You can't possibly comprehend unless you have somebody coming up to your house and literally freaking hitting it with a hammer and hitting it with a car everyday, and there's nothing you can do about it because he can't call the police, he can't talk to his City. All he can do is hire an attorney and try to sue them. That's his only recourse.

Mayor Backus replied yeah, he doesn't know what the only recourse is. He stated we've heard you guys tonight and I'm sure we're all interested. We have members on this Council that live close by too, and we're all Scappoose City residents. He stated this isn't our job.

James Mier stated he understands this is volunteer work for you and he appreciates it. However, the frustration point, he has had stuff literally shaking off his shelves. He has now bought a big pod and packed up things from his upstairs and things from his dining room, his China hutch, part of his wine collection. He has some other collections that he packed up because he is afraid that his living room's going to fall. He has a three inch drop in his roof. Now it goes from the edge and it goes down like 3 inches. This is real and this is because of the construction and whatever is because of the makeup of our ground around it. This is not just our imagination, and explained he beseeches you and he prays that you all hear them tonight and you actually take some action and represent us. He stated he is begging man, this is insanity.

Mayor Backus stated thank you. We'll have to end the public comment for now.

James Mier stated he has had conversations with City officials, with all parties involved with the construction, from George Dunkel to Dave Cady, to Bruce, with David Weekly, several people at IE Construction, which is the construction company actually doing the work and when he spoke to the head at IE Construction in Reno his quote was, after saying all that he had to say and whatnot, his quote was "Go ahead and sue us, we are the big fish. We are a national company,

we are going to tie you up in court for ten years and you're not going to get nothing." He stated that is their attitude, sir. That is what they are up against. 1,000,000 companies against families just trying to survive and live a life with their house. He stated thank you all for your time and he really hopes you have heard them.

Mayor Backus stated thank you all and we are now closing public comments.

Consent Agenda ~ June 16, 2025 City Council meeting minutes; and Reappointment of Brian Rosenthal and Christine Collins to the Economic Development Committee

Councilor Holmes moved, and Councilor Santiago seconded the motion to approve the Consent Agenda ~ June 16, 2025 City Council meeting minutes; and Reappointment of Brian Rosenthal and Christine Collins to the Economic Development Committee. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

New Business

Public Works Vehicle Purchase

Public Works Director Dave Sukau went over the staff report for the purchase of one new vehicle for the Public Works Department. The City of Scappoose Public Works Department is in need of an additional dump truck for everyday operations. Staff had initially budgeted $190,000 for the purchase of this vehicle, having built in contingency while expecting the quotes to come in closer to $125,000. City staff reached out to several dealerships and received three quotes for the purchase of a Ford F-550 with a dump truck body, a plow, and a sander. Other brands were evaluated, but a comparable model was not available in a gasoline version. Gasoline is preferred because City staff does not drive the extended distances required by modern diesel vehicles to provide proper regeneration of the emission systems. City staff were pleased to discover that the quotes for the vehicle and the requested upgrades were lower than anticipated. Those quotes are listed below:

Newberg Ford	$120,049.51
Titus-Will Ford	$106,175.00
Northside Ford	$97,204.66

Northside Ford provided the lowest bid at $104,076.11, with a government discount that brought the total to $97,204.66. This includes the base price of the vehicle, plus the upfitting and additions requested by the City. Staff recommends Council approve the purchase of the Ford F-550 dump truck for the price of $97,204.66.

Council President Miller moved, and Councilor seconded the motion that Council approve of the purchase of the Ford F-550 dump truck for the price of $97,204.66.

Councilor Holmes asked if this was in the budget?

Public Works Director Dave Sukau replied yes.

Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-11: A Resolution of the Council of the City of Scappoose Authorizing the City Manager to Make Application to DLCD to the TGM Grant Program to Update the TSP

Community Development Director Laurie Oliver Joseph went over the staff report. Scappoose is growing and must account for that growth by updating its adopted 2016 Transportation System Plan (TSP). More specifically, the TSP update will need to:

- Plan for transportation improvements for lands not already included in the current TSP due to a UGB expansion that is expected to be adopted later this year.
- Integrate population and job growth projections as a result of an updated Economic Opportunities Analysis and Housing Capacity Analysis (to be adopted at the same time as the UGB expansion).
- Update the Capital Improvement Project list to reflect projects that have recently been completed and to add needed projects.
- Create an Industrial Benefit Zone to establish a funding mechanism to support transportation infrastructure to serve the City's industrial acreage.
- Review and update the City's streetscape standards within the downtown overlay to encourage mixed-use development along with multi-modal transportation options that connect the city center to the City's growing trail system.

The City has an opportunity to apply for the Transportation and Growth Management grant program to fund an update to the current TSP. The grant is due on July 31, 2025. The grant request will be for $250,000. There is a grant match requirement of 11.5% of requested funds, for a total grant match of $28,613. The City will provide an in-kind match of labor and supplies during the project rather than a cash match. Quarterly reports that document staff and volunteer time spent on the project will be submitted in order to demonstrate the in-kind match is being met. The Advisory Committee volunteer hours also count towards the in-kind match amount. Staff recommends that Council adopt Resolution 25-11, a resolution of the Council of the City of Scappoose authorizing the City Manager to make application to the Department of Land Conservation and Development's TGM grant program to update the City's TSP, as written.

Councilor Santiago moved, and Councilor Jacobs seconded the motion to approve Resolution No. 25-11: A Resolution of the Council of the City of Scappoose Authorizing the City Manager to Make Application to DLCD to the TGM Grant Program to Update the TSP. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-12: A Resolution of the Council of the City of Scappoose Authorizing the City Manager to Make Application to DLCD to the TGM Grant Program to Develop a Downtown Strategic Plan

Community Development Director Laurie Oliver Joseph went over the staff report. A major focus of the Economic Development Committee in recent years, and an adopted 2025 – 2026 City Council priority, is to develop a Downtown Strategic Plan. With a completed Downtown Strategic Plan, the City will be well positioned to implement Urban Renewal projects related to the downtown area and to seek grant funding to bring the Plan to life in the coming years, establishing a new vibrancy to Scappoose's downtown core. The Plan will:

- Review and potentially make updates to the downtown overlay boundary and code language around design/aesthetic requirements.
- Assess parking standards in the downtown core and make recommendations for potential reductions to parking requirements for businesses and assess the potential for a public parking lot.
- Make recommendations on attracting and retaining businesses, as well as supporting entrepreneurs and start-ups.
- Propose incentives to encourage redevelopment in focus areas of downtown leading to mixed-use development that will encourage and support economic development.
- Update streetscape standards for the downtown area with an increased focus on connecting the city center to the City's growing trail network.

The City has an opportunity to apply for the Transportation and Growth Management grant program to complete a Downtown Strategic Plan. The grant is due on July 31, 2025. The grant request will be for $150,000. There is a grant match requirement of 11.5% of requested funds, for a total grant match of $17,250. The City will provide an in-kind match of labor and supplies during the project rather than a cash match. Quarterly reports that document staff and volunteer time spent on the project will be submitted in order to demonstrate the in-kind match is being met. The Advisory Committee volunteer hours also count towards the in-kind match amount. Staff recommends that Council adopt Resolution 25-12, a resolution of the Council of the City of Scappoose authorizing the City Manager to make application to the Department of Land Conservation and Development's TGM grant program to develop a Downtown Strategic Plan, as written.

Council President Miller moved, and Councilor Santiago seconded the motion to approve Resolution No. 25-12: A Resolution of the Council of the City of Scappoose Authorizing the City Manager to Make Application to DLCD to the TGM Grant Program to Develop a Downtown Strategic Plan also known as the Downtown Improvement Plan. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-13: A Resolution Declaring Planning Department Surplus Property

Community Development Director Laurie Oliver Joseph went over the staff report. Consideration of Resolution 25-13 for declaring surplus property of the Planning Department. Scappoose Planning Department has identified surplus personal property, a 1999 Jeep Wrangler, that no longer reliably meets the Department's needs. Pursuant to Resolution 24-01, Section J., Disposal of Surplus Property, a declaration of surplus property made by the City Council is required before the City may auction, donate, or dispose of such property. Staff recommends that the property be disposed of via public auction. Revenue from auctioned

items will add revenue to the Planning Department's budget. Staff recommends that Council adopt Resolution 25-13 – A Resolution Declaring Planning Department Surplus Property.

Councilor Holmes moved, and Councilor Jacobs seconded the motion to approve Resolution No. 25-13: A Resolution Declaring Planning Department Surplus Property. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-14: A Resolution Declaring a Vacant Position on the City Council for the City of Scappoose

Mayor Backus explained Council needs to declare a vacant position so they can fill the vacancy.

Council President Miller moved, and Councilor Santiago seconded the motion to approve Resolution No. 25-14: A Resolution Declaring a Vacant Position on the City Council for the City of Scappoose. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Mayor Backus talked about opening it up effectively immediately with interviews being on September 2.

Consideration of Resolutions 25-15, 25-16, 25-17, 25-18, 25-19, and 25-20 for the Purpose of Establishing an Official Compensation Package for Certain Public Officials

City Manager Benjamin Burgener went over the staff report. Background: The Oregon Government Ethics Commission (OGEC) recently issued a letter opinion clarifying that under ORS 244.040, a public body—including a city, county, or special district—may not provide food and beverages to its employees, elected officials, or appointed officials unless those items are expressly included as part of the individual's official compensation package.

This restriction applies to many routine practices common in local government, including but not limited to:

- Meals provided during governing body or staff meetings held over the lunch or dinner hour;
- Volunteer appreciation events for appointed board or commission members;
- Team-building activities where food or beverages are served;
- Holiday celebrations or retirement events that include food, beverages, or small gifts.

OGEC clarified that ORS 244.040(2)(a) creates an exception for benefits that are expressly made part of a public official's compensation package, as determined by the public body. In other words, a city may continue to offer food and beverages if such items are formally adopted as part of the official compensation policy. Given the broad scope of OGEC's opinion, this interpretation may also apply to non-monetary items such as City-logo pens, hats, or other tokens often distributed to public officials. As a result, the City must formalize these practices through an adopted policy. The City of Scappoose wishes to continue its longstanding practice of providing limited food, beverages, and other incidental items to elected officials, appointed officials, and employees without creating the risk of an ethics violation for those individuals.

To ensure compliance, the City Council must adopt formal policies applicable to each category of public official:

- City employees
- Appointed officials (e.g., board and commission members)
- Elected officials (e.g., city councilors)

Under Oregon government ethics laws, elected officials may not participate in decisions where they have an actual conflict of interest, meaning a financial interest for themselves, their relatives, or household members is at stake (ORS 244.020). When voting on policies that would constitute "official compensation," such as food and beverages, these conflicts must be carefully managed. Conflicts of interest under ORS Chapter 244 are personal to each public official, and as such, the City Attorney is not permitted to provide individual legal advice to council members regarding their specific circumstances. However, the City Attorney may offer general recommendations regarding a resolution voting structure that aligns with prior guidance issued by the OGEC. A copy of that OGEC guidance is attached to this staff report for reference. If individual council members have questions about how the ethics laws apply to their personal situation, they are strongly encouraged to consult directly with OGEC or obtain guidance from independent legal counsel.

<u>Resolution Voting Structure:</u>

1. Resolution 25-15 – Mayor Official Compensation Package
    - Who may vote: All councilors *except* the mayor.
    - Mayor must declare: An actual conflict of interest and refrain from discussion or vote.
    - Councilors may consider declaring a potential conflict of interest if they have any intention of running for mayor in the future.
2. Resolution 25-16 – Official Compensation Package for Council Seats held by Jeannet Santiago and Kim Holmes
    - Who may vote: The mayor and all councilors *except* Jeannet Santiago and Kim Holmes.
    - Councilors Jeannet Santiago and Kim Holmes must declare: An actual conflict of interest and refrain from discussion or vote.
3. Resolution 25-17 – Official Compensation Package for the Council Seat held by Joel Haugen and the Vacant Council Seat.
    - Who may vote: The mayor and all councilors *except* Joel Haugen and the vacant seat.
    - Councilor Joel Haugen must declare: An actual conflict of interest and refrain from discussion or vote.
4. Resolution 25-18 – Official Compensation Package for Council Seats held by Marisa Jacobs and Tyler Miller
    - Who may vote: The mayor and all councilors *except* Marisa Jacobs and Tyler Miller.
    - Councilors Marisa Jacobs and Tyler Miller must declare: An actual conflict of interest and refrain from discussion or vote.

<u>Resolutions 25-19 and 25-20: City Employees and Other Public Officials:</u>

Policies affecting city employees and appointed officials can be adopted by council without conflict, as these do not create financial impacts for voting council members.

Resolution No. 25-15: A Resolution Establishing an Official Compensation Package for the Mayor for Food, Beverages and Other City-Related Items

Mayor Backus declared a conflict of interest.

Council President Miller moved, and Councilor Santiago seconded the motion to approve Resolution No. 25-15: A Resolution Establishing an Official Compensation Package for the Mayor for Food, Beverages and Other City-Related Items. Motion passed (4-0). Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye. Mayor Backus, abstained.

Resolution No. 25-16: A Resolution Establishing an Official Compensation Package for the City Councilor Positions with Terms Expiring in 2026, Currently Held by Jeannet Santiago and Kim Holmes, and Applying to any City Councilors Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items

Councilor Santiago and Councilor Holmes declared a conflict of interest.

Councilor Jacobs moved, and Council President Miller seconded the motion to approve Resolution No. 25-16: A Resolution Establishing an Official Compensation Package for the City Councilor Positions with Terms Expiring in 2026, Currently Held by Jeannet Santiago and Kim Holmes, and Applying to any City Councilors Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items. Motion passed (3-0). Mayor Backus, aye; Council President Miller, aye; and Councilor Jacobs, aye. Councilor Santiago, abstained; and Councilor Holmes, abstained.

Resolution No. 25-17: A Resolution Establishing an Official Compensation Package for the City Councilor Position Currently Held by Joel Haugen, the City Councilor Position Currently Vacant, and Applying to any City Councilors Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items

Councilor Jacobs moved, and Councilor Holmes seconded the motion to approve Resolution No. 25-17: A Resolution Establishing an Official Compensation Package for the City Councilor Position Currently Held by Joel Haugen, the City Councilor Position Currently Vacant, and Applying to any City Councilors Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-18: A Resolution Establishing an Official Compensation Package for the City Councilor Positions with Terms Expiring in 2028, Currently Held by Marisa Jacobs and Tyler Miller, and Applying to any City Councilor any Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items

Council President Miller and Councilor Jacobs declared a conflict of interest.

Councilor Holmes moved, and Councilor Santiago seconded the motion to approve Resolution No. 25-18: A Resolution Establishing an Official Compensation Package for the City Councilor Positions with Terms Expiring in 2028, Currently Held by Marisa Jacobs and Tyler Miller, and Applying to any City Councilor any Subsequently Holding those Positions, for Food, Beverages and Other City-Related Items. Motion passed (3-0). Mayor Backus, aye; Councilor Santiago, aye; and Councilor Holmes, aye. Council President Miller, abstained; and Councilor Jacobs, abstained.

Resolution No. 25-19: A Resolution Establishing an Official Compensation Package for City of Scappoose Employees for Food, Beverages and Other City-Related Items

Councilor Jacobs moved, and Councilor seconded the motion to approve Resolution No. 25-19: A Resolution Establishing an Official Compensation Package for City of Scappoose Employees for Food, Beverages and Other City-Related Items. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Resolution No. 25-20: A Resolution Establishing an Official Compensation Package for City of Scappoose Public Officials for Food, Beverages and Other City-Related Items

Councilor Jacobs moved, and Councilor Santiago seconded the motion to approve Resolution No. 25-20: A Resolution Establishing an Official Compensation Package for City of Scappoose Public Officials for Food, Beverages and Other City-Related Items. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Announcements – information only

Calendar

Mayor Backus went over the calendar.

Updates: City Manager; Police Chief; Councilors; and Mayor

City Manager Burgener reminded the Council the LOC Conference is open for registration. He gave an update on the Meissner property donation. He gave an update on the basalt well. He explained discussions continue on Luma Vista.

Chief Fluellen gave an update on the Police Department. He also gave an update on the charging station issues/concerns that have been brought to Council.

Community Development Director Laurie Oliver Joseph explained she wanted to acknowledge that she heard the complaints at the beginning of the meeting. She will work with City Manager Burgener and her department to see what they can do. She has been aware of the ongoing issues but let them talk internally then they will connect with Mayor Backus. She talked about the agenda item that will be before the Council at the next couple meetings.

Councilor Jacobs thanked the residents that came in today and expressed their issues and challenges they are having with the development, the Huser property, as probably the water treatment property as well. She hears you, she emphasizes with you and we will get back to you.

Councilor Holmes thanked City Manager Burgener for the good, thoughtful discussion this evening on the work session. She looks forward to continuing working on that. She will be meeting with Chief Fluellen tomorrow to chat through her experiences with Net Certified Citizen in Portland for the Emergency Planning and she looks forward with sharing that experience to see where they can go.

Councilor Santiago gave some highlights of the EDC meeting. She explained the Scappoose Library has so many programs and currently they have a reading program with 40 kids. She talked about reviewing the Charter and possibly changing the mayor's term to four years with possibly a stipend. She appreciates the residents that came and spoke about the issues, and she felt the frustration and her heart was breaking this whole time. She hopes we can help them with some type of resolution. She gave an update on the CET meeting. She thanked Kim and Marisa for their work and research for the work session.

Mayor Backus read an email from Councilor Haugen. He is in agreement with the content for the work session. He is wondering about recruiting a High School Junior or Senior in September to serve as Student Representative to the Council. Mayor Backus feels the Council probably needs to talk about that a little more. He would also like to include a debrief of this year's Adventure Fest at one of the August meetings.

Council President Miller wanted to reiterate the community members coming in and sharing their experiences with the development that is going up on Keys and it is his hope that their homeowner's insurance will step in because that is probably going to be the quickest path to actually getting things fixed for them.

Mayor Backus thanked the 50-year Committee, and he is looking forward to hearing their information and feedback. He thanked the Meissner family for their donation of the park land.

Council President Miller moved, and Councilor Holmes seconded the motion to go past 9:00pm, if needed. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Executive Session ORS 192.660(2)(i) Employee Evaluations

Mayor Backus read the Executive Session statement and went into Executive Session at 8:54pm.

Open Session

Mayor Backus came back into open session at 10:00pm.

Adjournment

Mayor Backus adjourned the meeting at 10:00pm.

_____
Mayor Joseph A. Backus

Attest:

_____
City Recorder/HR Susan M. Reeves, MMC

DRAFT

City of Scappoose
Council Action & Staff Report

Date Submitted: July 23, 2025

Agenda Date Requested: August 4, 2025

To: Scappoose City Council

From: Chris Negelspach, P.E. City Engineer

Subject: Outside Water User (30754 Dutch Canyon Road)

Type of Action Requested:

[ ]	**Resolution**	[ ]	**Ordinance**
[X]	**Formal Action**	[ ]	**Report Only**

Issue:
William Vlautin has submitted an application (**Exhibit A**) for a connection to municipal water services at 30754 Dutch Canyon Road, which is outside City limits but within the eligible service area in accordance. Approval of this request will require a 2/3 majority approval by Council.

It is the policy of the City that properties outside City limits may connect to municipal water services if they are within the service area boundary as approved by Parish, et al v. City of Scappoose, and Alexander et al v. City of Scappoose (1984 and 1995) (**Exhibit B)**. The service area map distinguishes certain parcels as having a right to water services and certain parcels as being eligible, but not entitled to, connection. Water connection requests from properties that are eligible but not entitled to connection require a 2/3 majority of Council to approve such a request; see Scappoose Municipal Code (SMC) Section 13.04.020(B).

Analysis:
The subject property is inside the service area boundary (**Exhibit C**) that is eligible to connect to municipal water services. There is an existing meter box for the property. A new meter vault may be required to accommodate the meter and backflow device, which are both required. A separate vault may be required to accommodate the backflow device. The applicant will be required to disconnect from their existing well, if applicable, to prevent cross contamination with new municipal service. The applicant will be required to obtain a Plumbing Permit with Columbia County. A full list of conditions of approval is listed in the City Engineer's evaluation of this request (**Exhibit D**). Approval of this request has been recommended by the City Engineer, Building Official, Finance Administrator, Public Works Director, and City Manager (see **Exhibit D**).

Fiscal Impact:
If approved, the applicant will be required to pay the following fees to the city per the current fee resolution:

1. Water system development charge fee ($10,579.78 for a standard ¾" meter)
2. Standard water connection fee ($550) + outside City limit water connection fee ($1,000)
3. Plumbing permit fees - Water piping ($140.45/100 LF + $73.99), Backflow Preventor ($38.60).

Recommendation:
Staff recommends that Council approve the request for water connection outside city limits at 30754 Dutch Canyon Road.

Suggested Motion:
If in consent agenda:
I move to approve the consent agenda as it appears.

If in body of meeting:
I move Council approve the request for water connection outside city limits at 30754 Dutch Canyon Road.

Exhibits:

A. William Vlautin Outside Water User Request
B. Parish, et al v. City of Scappoose, and Alexander et al v. City of Scappoose.
C. Dutch Canyon Water Line Service Area Exhibit
D. Recommendations and Conditions of Approval

SCAPPOOSE Oregon

Exhibit A

RECEIVED
JUN 20 2025
BY: .....

Request to establish an outside hookup connection to the City water system by individual lands outside the City limits as defined by SMC 13.04.020

Prior to request, please review the terms and conditions outlined in SMC13.04 located on our website at: http://www.ci.scappoose.or.us/municipalcode which includes the following key provisions;

1) No cross connections without approved backflow assembly
2) No auxiliary water supply without approved backflow assembly
3) Any required backflow assembly shall be maintained and inspected annually, at no cost to the City, with results provided to the City.
4) Backflow device may need to be installed at the point of use (house) with access allowed for inspection, as required.
5) Any auxiliary water systems which are no longer required, after receiving City services shall be decommissioned in accordance with Oregon Water Resources at; www.wrd.state.or.us, or by calling District 18 Northwest Region Water Master at (503) 846-7780.
6) Decrease in water pressure as a result of the required backflow and subsequent need to install a pressure pump will not be the responsibility of the City.
7) All costs for compliance with the SMC 13.04 shall be the financial responsibility of the owner, occupant or other person in control of the premises.
8) Service shall be terminated for failure to adhere to all of the requirements for testing, cross connections, use of auxiliary services as further outlined in SMC 13.04.

I have read and agree to the requirements, terms and conditions as outlined in SMC 13.04 Water Service System;

PROPERTY OWNER INFORMATION;

Date: 6.17.25

Name: WILLIAM VLAUTIN

Signature: [signature]

Address: 30754 DUTCH CANYON RD

Map & Tax Lot#: 5931

Phone Number: 503.805.7798

Email address: WVLAUTIN@HOTMAIL.COM

Application information to Community Development Center for review prior to approval;

1) Provide a map with the following information for determination of the type of connection required;
   a) Property location and approximate elevation at the proposed use, i.e., finished floor elevation of house.
   b) Location and configuration of any auxiliary water sources (non-city water systems).
   c) Location and configuration of any cross-connection systems as outlined in SMC 13.04, i.e., non-drinkable water system or auxiliary systems capable of imparting contamination to the public system as a result of backflow.
2) Provide a statement below explaining why you would like to connect to the City Water Services for City Manager review and approval;

WELL WATER IS UNRELIABLE IN THE AREA
WE PURCHASED THE PROPERTY EARLIER THIS YEAR
THE WATER SUPPLY IS NOT POTABLE OR RELIABLE

Staff Review and Approval;

City Engineer: Chris Vegelspach

Building Official: _____

Finance Administrator: _____

Public Works Director: _____

City review comments;

See Conditions of Approval

If application if approved by City Manager for City Council approval;
The applicant shall attend City Council hearing to express desire to connect to the water line. Upon a 2/3 affirmative vote by Council, connection can be made subject to the conditions outlined in SMC 13.04.

☐ Approved by City Manager ☐ Denied by City Manager

_____ _____

City Manager's Signature *Date*

If denied, reason;_____

If approved, date & time of City Council meeting: _____

☐ Approved by City Council ☐ Denied by City Council

Once approved by City Council;
The applicant shall complete the following;

1) Obtain a Columbia County Plumbing Permit (submit copy to City)
2) Pay City Water System Development Charge (call city for current rate)
3) Pay City Water Hookup Fees (flat rate for meter set if existing lateral or T/M if tap needed)
4) Pay $1,000 outside City user fee
5) Contact City Utility Billing Clerk to set up new account (call for current utility rates & deposit fee)

CITY STAFF TO SEND COPY OF APPROVAL TO;

☐ Property Owner
☐ CDC
☐ Utility Billing Department
☐ Columbia County Land Development

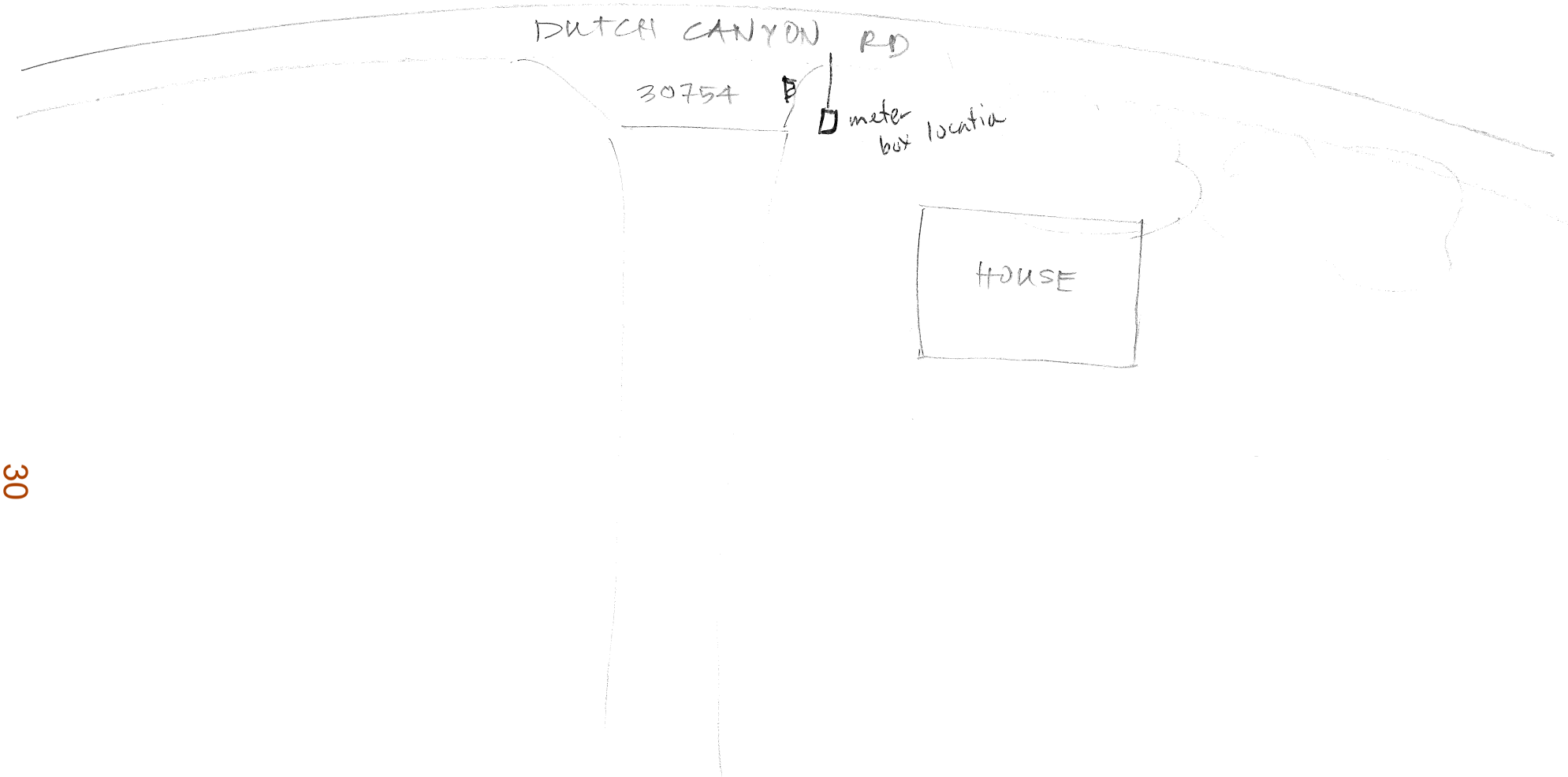

DUTCH CANYON RD
30754
meter box location
HOUSE

Exhibit B

IN THE CIRCUIT COURT OF THE STATE OF OREGON FOR COLUMBIA COUNTY

ROBERT A. PARISH,

Plaintiff

vs

CITY OF SCAPPOOSE, SCAPPOOSE WATER DEPARTMENT; COLUMBIA COUNTY, OREGON; WOLFRAM G. MULLER, RUDOLPH TETZ, MIKE CORBY, BILL SKILES, WILLIAM BUCK, ALFRED N. JENSEN, AARON FINLEY, GARY WILSON, CURTIS GARDNER, HENRY J. HUGHES, C. L. FRY, HELEN BURT, PAUL ALEXANDER, MRS. WALTER STACE, JOE DYKSTRA, JUNIOR PEAL, DICK BURGER, SARA KUIPER, CHARLES HEGLEY, STEVE NEWMAN, LeROY HINTON, RICHARD ROHAN, E. W. FITZGERALD, MRS. WAYNE FREDRICKS, LEE R. BIGGS

Defendants

ERVIN L. ASHLEY, MURVIN R. BARKER, PAUL BENNETT, RUSSELL COWLES, MELVIN K. PRICE, CLAUDE GRAWL, GERALD JONES, WALTER JONES, HERMAN LAUBE, E. L. McJUNKIN, ELBERT MANLEY, M. JAY MERRILL, ROBERT PARISH, JR., ANTON SCHLOSSER, THEO S. STANSBIE, MATHILDA TETZ, ELSIE VANLANDINGHAM, ERNEST A. WINTERFELD, PETER BARENDREGT, RICHARD D. BEEBE, FLOYD R. CLARK, FERN FINLEY, EDNA G. FRY, RICHARD HOLMASON, LILLIAN JONES, THOMAS E. KIRTLAND, LAWRENCE McCONNELL, ROBERT McKEE, EDMUND G. MELTON, ARTHUR D. MILLER, RICHARD SAHAGIAN LeROY L. SLABY, HAROLD STRAND, OTTO A. TETZ, and PATRICIA K. WILSON

Other Parties

Case No. 25683

JUDGMENT ORDER

PAUL T. ALEXANDER, GLORIA J. ALEXANDER, ERVIN LEE ASHLEY, ELIZABETH A. ASHLEY, PETER BARENDREGT, MAE F. BARENDREGT, DAVID MICHAEL BAKER, DEBRA L. BAKER, MURVIN R. BARKER, IVA M. BARKER, WILLIAM BEASTEN, DOROTHY BEASTEN, RICHARD D. BEEBE, JANET C. BEEBE, PAUL BENNETT, SANDRA M. BENNETT, WILLIAM A. BUCK, JUDITH I. BUCK, RICHARD W. BURGER, BEVERLY A. BURGER, THEODORE E. CAMPBELL, CHARLOTTE A. CAMPBELL FLOYD R. CLARK, LORNA M. CLARK, MIKE CORBY, RUSSELL COWLES, HARRY ETLINGER, IRENE ETLINGER, AARON L. FINLEY, FERN FINLEY, MELVIN K. FRICE, KATHLIEN R. FRICE, CHARLES L. FRY, EDNA G. FRY, CHRIS GARDNER, JACQUELINE GARDNER, CLAUDE GRAWL PERSALEE GRAWL, BUDDY D. HAMANN, CHARLES G. HEGELE, CARLLEEN C. HEGELE, RICHARD HOLMASON,

Case No. 27310

MRS. WILLIAM HONEYMAN, R.J. HONEYMAN, H.H. HONEYMAN, HENRY HUGHES, V.J. HUGHES, ALFRED JENSEN, FLORENCE G. JENSEN, JACOB T. JONES, LILLIAN JONES, GERALD JONES, NANCY A. JONES, WALTER JONES, BARBARA G. JONES, THOMAS E. KIRTLAND, JANICE A. KRAMER, FRED J. KUIPER, SARA A. KUIPER, HERMAN LAUBE, HELEN L. LAUBE, ELBERT MANLEY, LAWRENCE McCONNELL, ANN P. McCONNELL, E. L. McJUNKIN, VIVIAN E. McJUNKIN, ROBERT L. McKEE, MARY J. McKEE, DOUGLAS D. MARTIN, VERNA L. MARTIN, EDMUND G. MELTON, MARY K. MELTON, MARETH J. MERRILL, ANNA G. MERRILL, ARTHUR D. MILLER, DORA E. MILLER, WOLFRAM G.MULLER, LUZIA MULLER, ROBERT PARISH, JR., LOUISE M. PARISH, RICHARD SAHAGIAN, MARIAN SAHAGIAN, EDWARD SALVENSEN, DEBBIE M. SALVENSEN, ANTON SCHLOSSER, AMELIA C.SCHLOSSER, LeROY L. SLABY, CAROL A. SLABY, THEO S. STANSBIE, BLANCHE STANSBIE, HAROLD STRAND, DOROTHY E. STRAND, MATILDA TETZ, OTTO A. TETZ, VIOLA M.TETZ, CURTIS G.TETZ, ROWENA ANN TETZ, ELSIE VANLANDINGHAM, GARY L. WILSON, PATRICIA K. WILSON, ERNEST A. WINTERFELD, ADELINE WINTERFELD,

Plaintiffs

vs.

CITY OF SCAPPOOSE, OREGON, A Municipal Corporation

Defendant

JUDGMENT

THIS MATTER was set for hearing on March 21, 1984. Plaintiffs were present and represented by Agnes M. Petersen and Robert McKee. Defendant City of Scappoose was present and represented by David B. Williamson. The parties negotiated for in excess of 8 hours with the assistance of the court and arrived at and agreed upon the following judgment by sworn testimony in open court. Pursuant to the negotiations and agreements it appeared to the Court:

1. Plaintiffs and defendants are residents or own property within the area described in the December 5, 1975, water rights certificate of City of Scappoose, recorded in Volume 15, Page 895, Miscellaneous Records.

2. The Scappoose water system has run through the area known as Dutch Canyon since the 1920's and has served water users in the area including some of the parties to these two lawsuits.

3. The two lawsuits have been filed to determine the respective rights of all parties and the suits should be amicably settled and a judgment entered settling these issues. It is, therefore,

ORDERED and ADJUDGED:

1. All parties plaintiffs to the above lawsuit shall continue to receive City of Scappoose water as a matter of right.

2. There will be no termination or threat of termination of water services to plaintiffs receiving water so long as they pay all water bills when due. Failure to pay water bills shall produce the same result as non-payment within the City limits.

3. All prior water agreements and water contracts executed by these plaintiffs are superceded by this judgment insofar as the agreements are inconsistent with this judgment.

4. Water Charges: The above plaintiffs shall pay the same rate for water service as users within the City plus four dollars ($4.00) per month per user until the year 2019 when the 1979 General Obligation Bond is paid in full. The $4.00 per month charge is the outside users contribution toward the amortization of the 1979 General Obligation Water Bond. Plaintiffs shall also pay their prorated share of any future general obligation bonds issued to enlarge or improve City's water system.

* * *

5. Sewer Charges: No sewer charges shall be made to these plaintiffs unless plaintiffs are served by City sewer. City shall never attempt to force these plaintiffs to involuntarily form a separate water district.

6. All parties plaintiff shall be entitled to the same rights and privileges and be bound by the same rules as all other persons being served water by the City of Scappoose within the City limits in that additional hookups shall be given for existing homesteads, lots and parcels approved for building permits provided the hooking up and serving of water complies with all state and federal laws and regulations in existance on the date of application for the hookup.

7. In the event an application is filed by a party outside the present urban growth boundary to be included within the boundary and for a water hookup for good cause, the hookup shall be approved and granted upon approval of the amendment of the UGB by inclusion of applicants property within the boundary by action of Scappoose City Council. Once the water service is received it cannot be terminated except for cause, eg non-payment of water bill.

8. City shall pass no ordinances nor attempt to enforce any ordinances which are inconsistent with this judgment.

9. This judgment shall have no effect on these plaintiffs' rights and City's water rights certificate dated December 5, 1975, recorded in Volume 15, Page 895, Miscellaneous Records, Columbia County, Oregon.

* * *

WILLIAMSON, WILLIAMSON & LEINEWEBER
ATTORNEYS AT LAW
P.O. Box 086
St. Helens, Oregon 97051
Phone 503 397 2141

10. This judgment binds all parties hereto, their heirs, successors or assigns and plaintiffs' rights hereunder shall run with their land.

11. The effective date of this judgment is April 1, 1984, as to water rates.

12. Neither party nor parties shall be awarded costs or disbursements.

DATED this 17th day of ~~March~~ May, 1984, nunc pro tunc to March 21, 1984.

James A. Mason, Circuit Judge

APPROVED AS TO FORM:

Robert McKee, Attorney for Plaintiffs

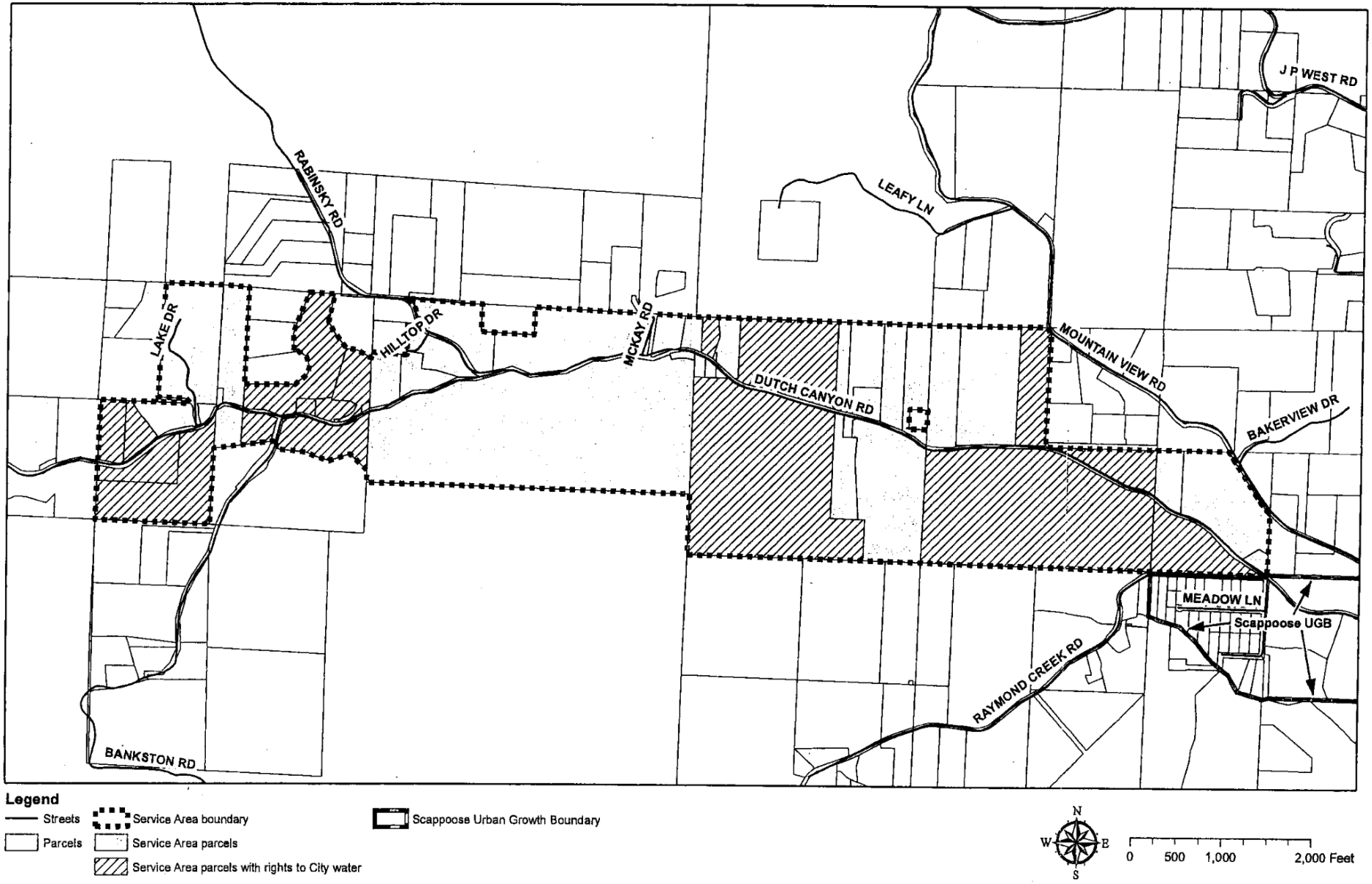
Agnes M. Petersen, Attorney for Plaintiffs

David B. Williamson, Attorney for City of Scappoose, Oregon

WILLIAMSON, WILLIAMSON & LEINEWEBER
ATTORNEYS AT LAW
P.O. Box 656

Exhibit C

Dutch Canyon Water Line Service Area
Columbia County, Oregon



SCAPPOOSE Oregon **Exhibit D**

Vlautin Property – Outside Water User Request

Property Owner/Applicant: William Vlautin

Location/TL #: 30754 Dutch Canyon Rd /TL303

Approximate Elevation:

Meter box:	~162-ft
Home/Barn:	155-ft
Elevation Diff:	7-ft

System Pressure:

Pressure at meter stop valve:	130 psi
Pressure loss due to change in elev (Δ = 7-ft x 0.433 psi/ft):	3 psi
Net pressure at House[1]	133 psi

Note 1: Elevation values from GIS and/or applicant and do not account for head loss in piping, meter, reducing valve or backflow device

Conditions of Approval:

1. Pressure reducing valve is required due to static pressure at the meter exceeding 80 psi
2. Backflow device is required between home and water meter
3. Pipe and backflow device sizing as required by County Building Official
4. Verify with Public Works if a new meter box is required
5. A separate box is required to accommodate backflow device
6. If applicable, any existing well connections must be disconnected from the domestic water system to prevent cross connection with new City service, verify configuration with County Building Official
7. Permits required: Scappoose and Columbia County plumbing permits

Recommendation:

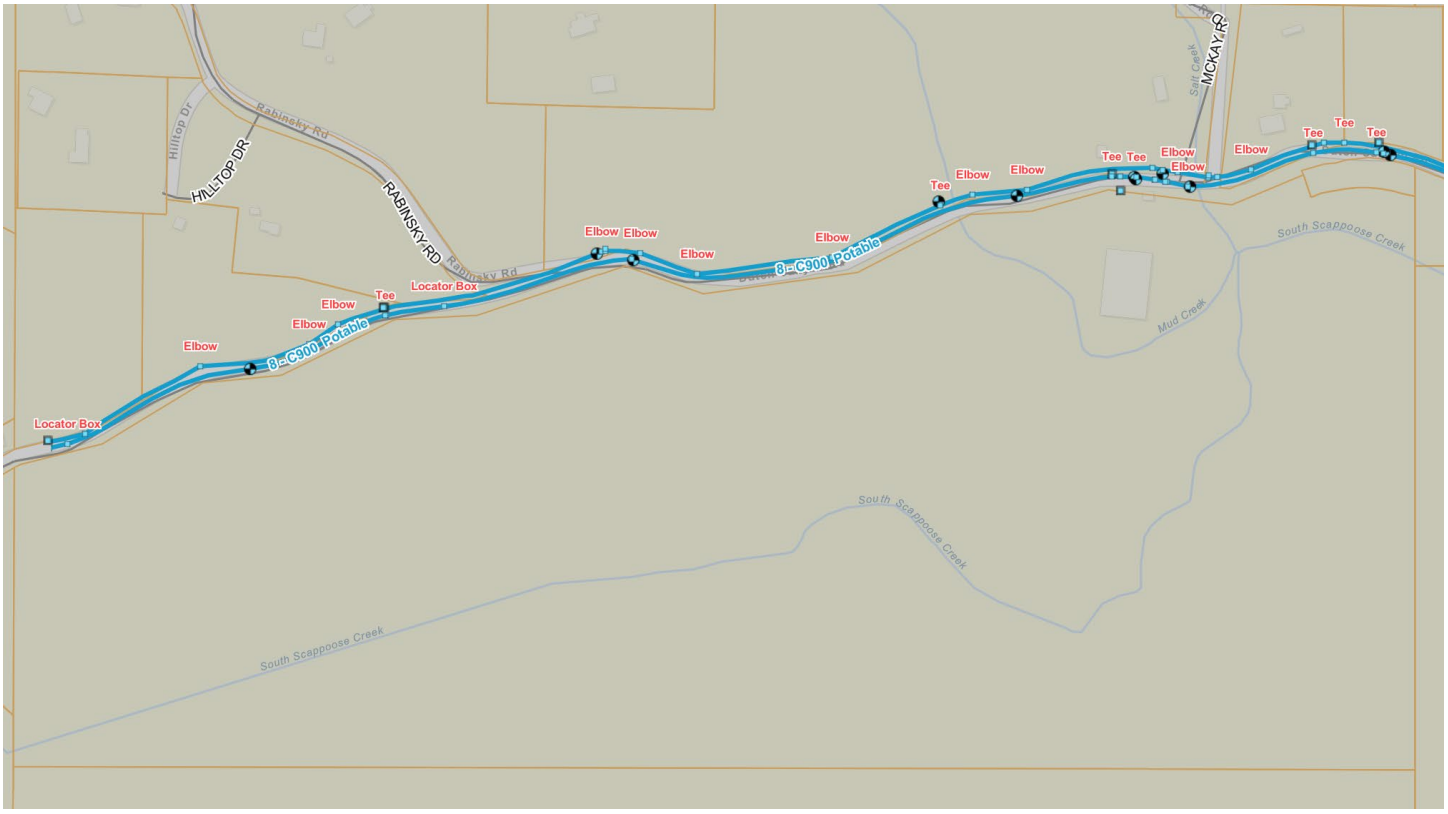
Approve: X Deny: _____

Signature:

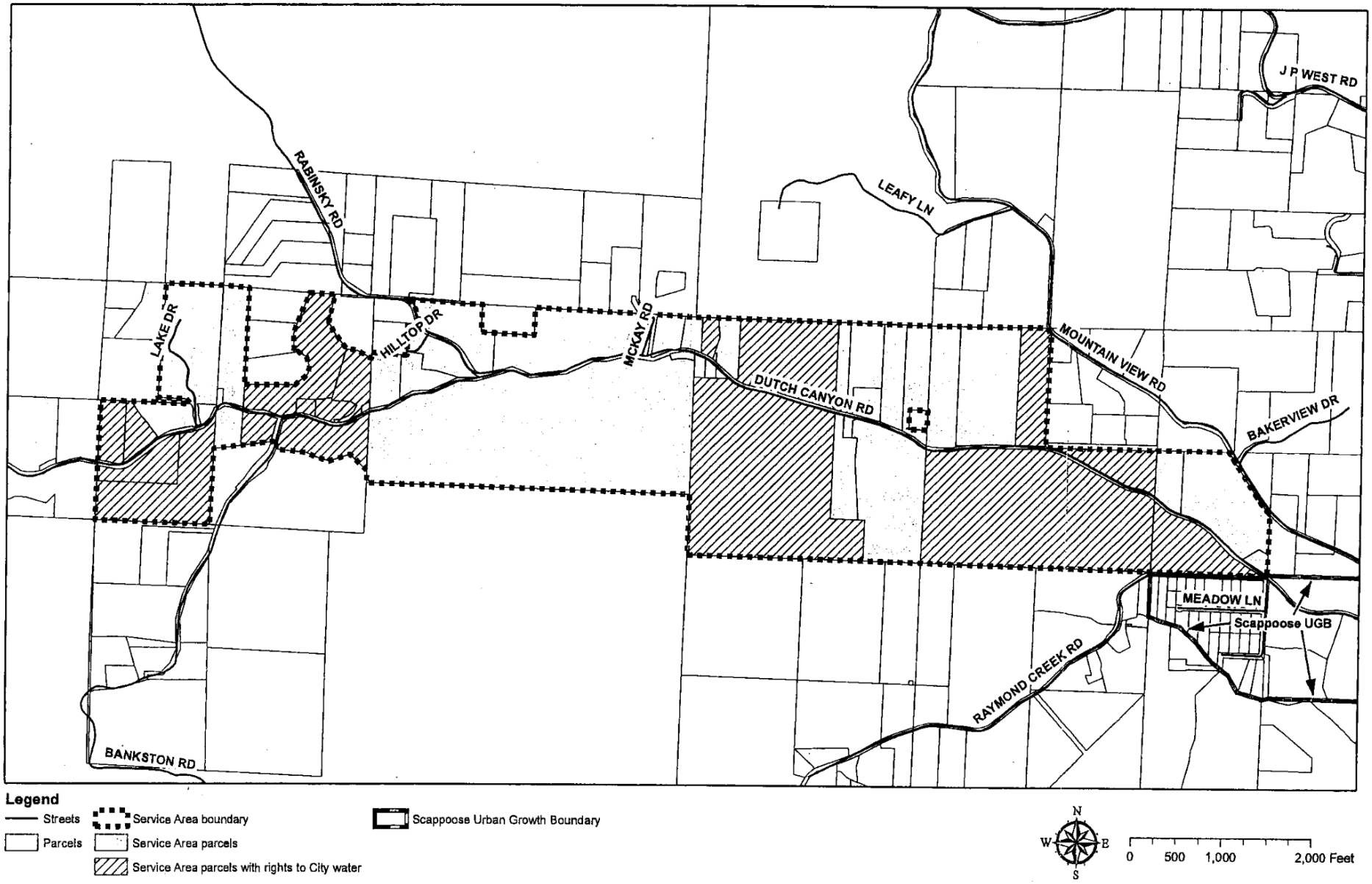
City Engineer: Chris Negelspach Date: July 23, 2025

Enc: GIS exhibit of property
User Service Areas
Oregon Plumbing Specialty Code section 608
Photos of the meter and well

30754 Dutch Canyon Road/ TL 303



Dutch Canyon Water Line Service Area
Columbia County, Oregon



606.5 Control Valve. A control valve shall be installed immediately ahead of each water-supplied appliance and immediately ahead of each slip joint or appliance supply.

Parallel water distribution systems shall provide a control valve either immediately ahead of each fixture being supplied or installed at the manifold, and shall be identified with the fixture being supplied. Where parallel water distribution system manifolds are located in attics, crawl spaces, or other locations not readily accessible, a separate shutoff valve shall be required immediately ahead of each individual fixture or appliance served.

606.6 Accessible. Required shutoff or control valves shall be accessible.

606.7 Multiple Fixtures. A single control valve shall be installed on a water supply line ahead of an automatic metering valve that supplies a battery of fixtures.

607.0 Potable Water Supply Tanks.

607.1 General. Potable water supply tanks shall be installed in accordance with the manufacturer's installation instructions, and supported in accordance with the building code.

607.2 Potable Water Tanks. Potable water supply tanks, interior tank coatings, or tank liners intended to supply drinking water shall be in accordance with NSF 61.

607.3 Venting. Tanks used for potable water shall be tightly covered and vented in accordance with the manufacturer's installation instructions. Such vent shall be screened with a corrosion-resistant material of not less than number 24 mesh.

607.4 Overflow. Tanks shall have not less than a 16 square inch (0.01 m^2) overflow that is screened with a corrosion-resistant material of not less than number 24 mesh.

607.5 Valves. Pressurized tanks shall be provided with a listed pressure-relief valve installed in accordance with the manufacturer's installation instructions. The relief valve shall be discharged in accordance with Section 608.5. Where a potable water supply tank is located above the fixtures, appliances, or system components it serves it shall be equipped with a vacuum relief valve that is in accordance with CSA Z21.22.

608.0 Water Pressure, Pressure Regulators, Pressure Relief Valves, and Vacuum Relief Valves.

608.1 Inadequate Water Pressure. Where the water pressure in the main or other source of supply will not provide a residual water pressure of not less than 15 pounds force per square inch (psi) (103 kPa), after allowing for friction and other pressure losses, a tank and a pump or other means that will provide said 15 psi (103 kPa) pressure shall be installed. Where fixtures, fixture fittings, or both are installed that require residual pressure exceeding 15 psi (103 kPa), that minimum residual pressure shall be provided.

608.2 Excessive Water Pressure. Where static water pressure in the water supply piping is exceeding 80 psi (552 kPa), an approved-type pressure regulator preceded by an adequate strainer shall be installed and the static pressure reduced to 80 psi (552 kPa) or less. Such regulator(s) shall control the pressure to water outlets in the building unless otherwise approved by the Building Official. Each such regulator and strainer shall be accessibly located aboveground or in a vault equipped with adequate means to provide drainage and shall be protected from freezing, and shall have the strainer readily accessible for cleaning without removing the regulator or strainer body or disconnecting the supply piping. Pipe size determinations shall be based on 80 percent of the reduced pressure where using Table 610.4. An approved expansion tank shall be installed in the cold water distribution piping downstream of each such regulator to prevent excessive pressure from developing due to thermal expansion and to maintain the pressure setting of the regulator. Expansion tanks used in potable water systems intended to supply drinking water shall be in accordance with NSF 61. The expansion tank shall be properly sized and installed in accordance with the manufacturer's installation instructions and listing. Systems designed by registered design professionals shall be permitted to use approved pressure relief valves in lieu of expansion tanks provided such relief valves have a maximum pressure relief setting of 100 psi (689 kPa) or less.

608.3 Expansion Tanks, and Combination Temperature and Pressure-Relief Valves. A water system provided with a check valve, backflow preventer, or other normally closed device that prevents dissipation of building pressure back into the water main, independent of the type of water heater used, shall be provided with an approved, listed, and adequately sized expansion tank or other approved device having a similar function to control thermal expansion. Such expansion tank or other approved device shall be installed on the building side of the check valve, backflow preventer, or other device and shall be sized and installed in accordance with the manufacturer's installation instructions. No shutoff valve shall be installed between the expansion tank and the system.

A water system containing storage water heating equipment shall be provided with an approved, listed, adequately sized combination temperature and pressure-relief valve, except for listed nonstorage instantaneous heaters having an inside diameter of not more than 3 inches (80 mm). Each such approved combination temperature and pressure-relief valve shall be installed on the water-heating device in an approved location based on its listing requirements and the manufacturer's installation instructions. Each such combination temperature and pressure-relief valve shall be provided with a drain in accordance with Section 608.5.

608.4 Pressure Relief Valves. Each pressure relief valve shall be an approved automatic type with drain, and each such relief valve shall be set at a pressure of not more than 150 psi (1034 kPa). No shutoff valve shall be installed between the relief valve and the system.

608.5 Drains. Relief valves shall be provided with a full-sized drain; not smaller than the relief valve outlet; of galvanized steel, hard-drawn copper, or CPVC piping and fittings and shall extend from the valve to a discharge location that will avoid the hazard to persons or damage to property. Discharge locations outside of the building shall be not less

Vlautner property driveway (previously Holoner) looking south from Dutch Canyon Road



Meter box located adjacent to the street cut in the center of the photo.



Meter box with service lateral and connection ready for meter connection located near the fence.



City of Scappoose
Council Action & Staff Report

Date Submitted: July 28, 2025

Agenda Date Requested: August 4, 2025

To: Scappoose City Council

From: N.J. Johnson, City Planner/ Assistant to City Manager

Subject: Request by Adam Ofstad for a Comprehensive Plan Map Amendment from Industrial to Commercial, Zone Change from Light Industrial to Expanded Commercial and approval of Site Development Review, Sensitive Lands Permits for Ofstad Self Storage Facility

Type of Action Requested:

[ ]	**Resolution**	[X]	**Ordinance**
[ ]	**Formal Action**	[ ]	**Report Only**

Issue

Adam Ofstad has requested approval of a consolidated application for Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection.

The Comprehensive Plan Map Amendment and Zone Change require City Council approval. While the Planning Commission would normally be the approval authority for Site Development Review and staff would normally be the approval authority for Sensitive Lands Development Permits, the applicant requested a consolidated decision and so the City Council will be the approval authority for the entire consolidated application.

The Planning Commission held a public hearing regarding this request on July 10, 2025. Written comments for this hearing were due July 9, 2025, the day prior to the Planning Commission hearing, at 5:00 pm. Members of the public also had the opportunity to provide verbal testimony at the July 10, 2025 Planning Commission hearing. No written or verbal comments were submitted by the public prior to or during the Planning Commission hearing and none have been submitted prior to the Council hearing, as of the date of this report.

Analysis

The applicant is requesting the Comprehensive Plan Map Amendment and Zone Change because they desire to construct a mini-storage facility, but the current Light Industrial zoning only allows for these facilities to be a maximum of 3 acres. Mini-storage facilities in the Expanded Commercial zone do not have a facility size limit and so the applicant desires for their site to have Expanded Commercial zoning. To facilitate a rezone to Expanded Commercial, the Comprehensive Plan Map must be amended from an Industrial designation to a Commercial designation, which the applicant has applied for.

All findings related to the approval criteria for the consolidated land use applications, including the recommended conditions of approval, are contained within the Planning Commission staff report, dated July 3, 2025 (**Exhibit B**). Ordinance 921 to approve the consolidated applications is included as **Exhibit A**.

After considering the facts in the record, the Planning Commission voted unanimously to forward a recommendation of approval to the City Council, subject to conditions of approval as outlined in the Planning Commission staff report (**Exhibit B**).

Interested parties have the opportunity to submit written testimony prior to the City Council hearing as well as oral testimony during the City Council hearing. Written comments for the Council proceedings are due Friday, August 1, 2025 at 5:00 pm and oral testimony will be heard at the August 4, 2025 City Council hearing. Written and oral testimony submitted as part of the Council proceedings may only provide argument but may not introduce new evidence. The opportunity for the public to submit new evidence concluded during the July 10, 2025 Planning Commission hearing.

Recommendation

Staff recommends that Council adopt Ordinance 921, thereby approving CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25 and accepting the findings and Conditions of Approval, as written.

Suggested Motion

I move Council adopt Ordinance 921, thereby approving CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25 and accepting the findings and Conditions of Approval, as written.

Exhibits

A. Ordinance 921
B. Planning Commission Staff Report, dated July 3, 2025 with all exhibits.

ORDINANCE NO. 921

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP, APPROVING "OFSTAD SELF-STORAGE" APPLICATIONS FOR SITE DEVELOPMENT REVIEW AND SENSITIVE LANDS DEVELOPMENT PERMITS

WHEREAS, Adam Ofstad filed an application to amend the Comprehensive Plan Map and Zoning Map to certain property in the City of Scappoose as well as for Site Development Review and Sensitive Lands Development Permits for Floodplain, Wetlands, and Fish and Riparian Corridor; and

WHEREAS, the Planning Commission held a hearing on the consolidated application on July 10, 2025 and voted unanimously to recommend that the City Council approve the entire consolidated application subject to the Conditions of Approval and findings contained within the CPMA1-25, ZC1-25, SLDP 1-25, 2-25, 3-25 Planning Commission staff report dated July 3, 2025; and

WHEREAS, the City Council held a hearing on the consolidated application on August 4, 2025, now therefore,

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. The property described as Columbia County Assessor Tax Lot 3201-C0-02701 is hereby redesignated from Industrial (I) to Commercial (C) on the Comprehensive Plan Map. The City Planner is directed to conform the Comprehensive Plan Map to the provisions of this Ordinance.

Section 2. The property described as Columbia County Assessor Tax Lot 3201-C0-02701 is hereby rezoned from Light Industrial (LI) to Expanded Commercial (EC) on the Zoning Map. The City Planner is directed to conform the Zoning Map to the provisions of this Ordinance.

Section 3. In support of the proposed Comprehensive Plan Map Amendment; Zone Change; Site Development Review; and Sensitive Lands Development Permits for Flooding, Wetlands, and Fish and Riparian Corridor Overlay, the City Council hereby adopts the recommendations of the Scappoose Planning Commission, and the findings outlined in the Planning Commission staff report attached as **Exhibit B**, attached hereto and incorporated herein.

Section 4. The Comprehensive Plan Map Amendment; Zone Change; Site Development Review; and Sensitive Lands Development Permits for Flooding, Wetlands, and Fish and Riparian Corridor Overlay are hereby approved, subject to the Conditions of Approval outlined in the Planning Commission staff report attached as **Exhibit B**, attached hereto and incorporated herein.

Section 5. This Ordinance is effective 30 days after passage if not appealed. If appealed, this Ordinance is effective upon the resolution of all appeals.

DRAFT

PASSED AND ADOPTED by the City Council this _____ day of August, 2025, and signed by the Mayor and City Recorder in authentication of its passage.

CITY OF SCAPPOOSE, OREGON

_____
Joseph A. Backus, Mayor

First Reading:
Second Reading:

Attest: _____
Susan M. Reeves, MMC, City Recorder/HR

DRAFT

CITY OF SCAPPOOSE
PLANNING COMMISSION STAFF REPORT

Request: Approval of a consolidated application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay.

Location: The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701. See Vicinity Map (**Exhibit 1**).

Applicant: Adam Ofstad

Owner(s): Keith E. & Christina L. Settle

EXHIBITS

1. Vicinity Map
    A. Comprehensive Plan Map Amendment
2. Application Forms
    A. Zone Change
    B. Site Development Review
    C. Sensitive Lands–Floodplain Development Permit
    D. Sensitive Lands–Wetlands Development Permit
    E. Sensitive Lands–Fish and Riparian Corridor Overlay Development Permit
3. Land Use Narrative
4. Preliminary Development Plans
    A. Cover Sheet (Sheet G1.0)
    B. General Notes & Legends (Sheet G2.0)
    C. Existing Conditions Plan (Sheet C1.0)
    D. Erosion & Sediment Control Plan (Sheet C2.0)
    E. Civil Site Plan (Sheet C3.0)
    F. Enlarged Access Plan (Sheet C3.1)
    G. Unit Type Site Plan (Sheet C3.2)
    H. Overall Grading & Stormwater Plan (Sheet C4.0)
    I. Grading – Cut-Fill Areas (Sheet C4.1)
    J. Utility Plan (Sheet C5.0)

K. Parking & Landscape Plan (Sheet C6.0)
L. Fire Truck Maneuvering (Sheet C7.0)
M. Illumination Plan (Sheet C8.0)
N. ESC [Erosion Sediment Control] Details (Sheet D1.0)
O. City Standard Details (Sheet D2.0)
P. Standard Details (Sheet D2.1)
Q. Standard Details (Sheet D2.2)
R. Civil Details (Sheet D3.0)
S. Civil Details (Sheet D3.1)
T. Swale Details (Sheet D4.0)

5. Preliminary Stormwater Report from Lower Columbia Engineering, dated March 2025[1]
6. Transportation Impact Study Letter from Kittleson & Associates, dated March 9, 2025
7. Transportation Planning Rule Evaluation from DKS Associates, dated March 21, 2025[2]
8. Cut/Fill Balance Memorandum from Lower Columbia Engineering, dated April 2, 2025
9. Wetland Delineation Report for Alder Creek from Oregon Department of State Lands, dated February 14, 2024
10. Referral comment from Columbia River PUD, dated June 4, 2025
11. Referral comment from Oregon Department of Fish and Wildlife, dated June 6, 2025
12. Referral comment from Oregon Department of Transportation, dated June 10, 2025
13. Referral comment from Columbia County Building Official, dated June 12, 2025
14. Referral comment from Columbia County Public Works, dated June 13, 2025
15. Referral comment from Columbia County Department of General Services, dated June 16, 2025
16. Referral comment from City of Scappoose Public Works Director, dated June 17, 2025
17. Referral comment from Scappoose Rural Fire Protection District, dated July 2, 2025

SUBJECT SITE

- The subject site is a semi-developed 9.39-acre parcel of land with an existing building, gravel parking lot, paved private road, and landscaping (see **Exhibit 4C**). The building and parking lot is currently used by OXBO Mega Transport Solutions, a heavy transport and rigging service, for office space and equipment storage. Alder Creek runs along the northern edge of the site and South Scappoose Creek runs along the eastern edge of the site. The site does not have direct access to a public right-of-way; however, there are a series of existing access and maintenance easements on the subject site and adjacent properties that collectively allow access to these parcels.
- North of the subject site (west to east) is a vacant parcel and a mostly vacant parcel with two buildings that used to serve as the Oregon Meat Company site. East of the subject site is Columbia River Highway; however, the subject site has no direct access to it. South of the subject site (west to east) is the Crown Z Trail and PAD Heavy Diesel & Commercial Tire. South

[1] *Note: Appendices available to any interested parties upon request.*
[2] *Note: Pages not applicable to subject site were extracted for this exhibit. Entire document available upon request.*

beyond the Crown Z Trail is Scappoose-Vernonia Highway, which the subject site has no direct access to. West of the subject site is Dan's Auto Body.

- The subject site, one of the parcels to the north, the site to the west, and a portion of the Crown Z Trail parcel are zoned Light Industrial (LI) and are designated as Industrial on the Comprehensive Plan Map. The other site to the north (east of the other) is outside of City limits, within the urban growth boundary (UGB), zoned Light Industrial (M-2) by Columbia County, and designated as Industrial on the Scappoose Comprehensive Plan Map. The site to the east is outside City limits, within the UGB, zoned Heavy Industrial (M-1) by Columbia County, and designated as Industrial on the Scappoose Comprehensive Plan Map. A portion of the Crown Z Trail and the residential neighborhood to the south of the subject site are zoned Manufactured Housing Residential (MH) and designated as Manufactured Home (MH) on the Comprehensive Plan Map. Part of the applicant's proposal includes requests for a Comprehensive Plan Map Amendment (CPMA) and Zone Change (ZC) of the subject site.
- Portions of the subject site are located within the Special Flood Hazard Area (commonly referred to as the 100-year floodplain), 50-foot wetland buffer, and the 50-foot riparian corridor boundary (see **Exhibit 4C**). There are no steep slopes on the site (see **Exhibit 4C**).

OBSERVATIONS

COMPREHENSIVE PLAN MAP AMENDMENT/ZONE CHANGE

- The subject site is currently zoned LI and designated as Industrial on the Comprehensive Plan Map. Section 17.70.040, which governs conditional uses in the LI zone allows mini-storage facilities with or without a caretaker dwelling but limits the facility size to 3 acres. The applicant desires the proposed mini-storage facility to be greater than 3 acres so they are proposing an amendment to the Comprehensive Plan Map that would redesignate the subject site from Industrial to Commercial (see **Exhibit 1A**) as well as a Zone Change that would change the zoning from Light Industrial to Expanded Commercial (EC) (see **Exhibit 2A**).
- The adopted 2011 Economic Opportunities Analysis (EOA)[3] indicated a need for 269 gross (including rights-of-way, utilities, etc.) acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned Public Use Airport (PUA), the majority of which has an East Airport Employment (EAE) overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is expected to be adopted in fall 2025. According to the 2011 EOA[4], the City has a 104 gross acre deficit of commercial land that has not been addressed by a UGB expansion. Seeing that there is a surplus of industrial land and a deficit of commercial land, the proposed redesignation from Industrial to Commercial is consistent with the City's desire to balance various types of economic land need.
- Provided the CPMA is approved, the Commercial designation would support the Zone Change

[3] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.
[4] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

to Expanded Commercial.

- The CPMA and ZC must be approved in order for the SDR to be approved as proposed since the LI zone only allows for mini-storage facilities to be up to 3 acres and the applicant's proposed facility exceeds 3 acres (see **Exhibit 4E**).

SITE DEVELOPMENT

- The applicant is requesting approval of Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities (see **Exhibits 2B** & **4E**).
- Assuming approval of the requested CPMA and ZC, the proposed design meets all site development requirements related to visual clearance, the EC zone, sensitive lands, buffering & screening, off-street parking, and utilities as described throughout the findings.

SENSTIVE LANDS DEVELOPMENT

- The applicant is proposing the establishment of Buildings A, B, and J; asphalt paving; and two stormwater swales partially within the 100-year floodplain (see **Exhibit 4E**). The applicant is proposing to comply with all required mitigation measures for floodplain development including constructing storage buildings with materials and methods that are resistant to flood damage, installing watertight underground utility lines, anchoring buildings, elevating structures at least 1 foot above the base flood elevation, and maintaining a cut/fill balance (see **Exhibits 3, pp. 18-21** & **9**). A Sensitive Lands–Floodplain Development Permit (**Exhibit 2C**) has been applied for and the applicant will be subject to the regulations of Chapter 17.84.
- The applicant is proposing the establishment of a stormwater swale and the installation of various utility lines within the 50-foot wetland buffer (see **Exhibits 4H** & **4J**). The applicant is proposing to establish a sediment fence around the wetlands for erosion protection during construction (see **Exhibit 4D**). A Sensitive Lands–Wetlands Development Permit (**Exhibit 2D**) has been applied for and the applicant will be subject to the regulations of Chapter 17.85.
- The applicant is proposing the establishment of a stormwater swale within the 50-foot riparian corridor boundary (see **Exhibit 4H**). The applicant completed an analysis indicating that the proposed stormwater swale occupies only 4.4% of the site's total riparian buffer zone (see **Exhibit 3, p. 26**). Staff finds this to be minimally intrusive to the riparian buffer zone. The applicant stated in their Narrative (**Exhibit 3, p. 27**) that some non-native vegetation will be removed to install the stormwater swale and that it will be revegetated with native species. A Sensitive Lands–Fish and Riparian Corridor Overlay Development Permit (**Exhibit 2E**) has been applied for and the applicant will be subject to the regulations of Chapter 17.89.

CONSOLIDATED LAND USE APPLICATIONS

- The applicant is requesting approval of six land use applications: Comprehensive Plan Map Amendment, Zone Change, Site Development Review, and three Sensitive Lands Development Permits (Floodplain, Wetlands, and Fish and Riparian Corridor Overlay). The applicant requested that these applications be processed as a consolidated application.
- On their own, these application types would have three different approval authorities with SLDP being reviewed by the Planner, SDR being reviewed by the Planning Commission, and

CPMA and ZC being reviewed by the City Council. However, since the applicant submitted a consolidated application, the entire consolidated application will be reviewed for approval by the City Council, as the highest approval authority.

- Approving SDR is a limited land use decision subject to Chapter 17.164 and Oregon Revised Statutes (ORS) 197.195. Approving the other application types are quasi-judicial decisions subject to Chapter 17.162. The consolidated application will be processed as a quasi-judicial decision since it provides more opportunities for public participation and the procedures for quasi-judicial decisions necessitate public hearings, which are not allowed in limited land use decisions.

RIGHT-OF-WAY/PUBLIC IMPROVEMENTS

- The subject site has frontage on but no direct access from Columbia River Highway (see **Exhibit 4C**). Access to the subject site is currently gained indirectly from Scappoose-Vernonia Highway; however, the subject site has no direct frontage on this street (see **Exhibit 4C**). Instead, visitors enter and exit across the Crown Z Trail and a portion of a neighboring property, Tax Lot (TL) 1800, to the west of the subject site (see **Exhibit 4C**).
- Since the subject site has no direct frontage on Scappoose-Vernonia Highway, the applicant will not be required to perform frontage improvements on Scappoose-Vernonia Highway.
- Although the applicant has frontage on Columbia River Highway, street improvements are not called for in the City's 2016 Transportation System Plan (TSP) or the applicant's Transportation Impact Study (TIS) letter (**Exhibit 6**) on this portion of Columbia River Highway. Therefore, the applicant will not be required to perform frontage improvements on Columbia River Highway.

VEHICULAR ACCESS/OFF-STREET PARKING

- The applicant is proposing to install a 26-foot-wide driveway entrance and drive aisle from Scappoose-Vernonia Highway, through the Crown Z Trail and TL 1800, to the proposed mini-storage facility (see **Exhibit 4F**). The applicant will be required by the recommended Conditions of Approval to establish reciprocal access easements between the subject site, TL 1800, and the Crown Z Trail. The applicant is proposing to install a sliding entry gate along the drive aisle past the parking lot for security purposes (see **Exhibit 4F**).
- Section 17.106.030(D)(3) requires 1 vehicular parking space for every 200 square feet of gross office floor area for a mini-storage facility plus 2 spaces for a caretaker residence. The new office is proposed to be 500 square feet and there will be a caretaker residence (see **Exhibit 3, p. 5**), requiring a total of 5 parking spaces. The applicant is proposing to provide 5 parking spaces (see **Exhibit 4K**), meeting the minimum requirement.
- Commercial uses require the provision of 2 bicycle spaces per primary use or 1 for every 5 required vehicular spaces, whichever is greater. Based on vehicular parking requirements, the applicant would need to provide capacity for 2 bicycles. The applicant has requested an exemption from this requirement because patrons of storage facilities typically transport items that are too large to be carried on a bicycle, making the installation of bicycle parking less worthwhile. Staff support this request for the reasons the applicant presents. However, if bicycle parking is required by City Council, the applicant has located a staple steel bicycle

rack with capacity to secure 2 bicycles to the south of the onsite pedestrian path and to the east of the trash enclosure (see **Exhibit 4F**).

TRAFFIC GENERATION

- The applicant submitted a TIS letter (**Exhibit 6**), which includes trip generation estimates, a safety analysis, and various operational analyses.
- The Study projects that the proposed development would generate 76 weekday daily trips, including 5 morning peak hour trips and 7 evening peak hour trips (see **Exhibit 6, p. 1**).
- The applicant's TIS provides an analysis of the Crown Z Trail's intersection with the subject site's access point (see **Exhibit 6, p. 3**). The traffic engineer supports and has deemed adequate the applicant's proposed measures of awareness and protection, which includes signage and a striped crosswalk (see **Exhibit 4F**).
- The TIS concluded that the existing driveway can accommodate the traffic generated by the proposed development and continue to be shared with the adjacent property (see **Exhibit 6, p. 3**). Additionally, the Study found that there is sufficient sight distance at the driveway, there is no crash history attributed to the driveway, the driveway meets access spacing standards, and the driveway design accounts for the Crown Z Trail. Therefore, no additional analysis and no off-site mitigations are recommended.
- As part of the City's 50-Year Plan long-range planning project, the City is proposing to rezone and redesignate several parcels within the UGB, including the subject site. The applicant desired to have the redesignation and rezone to their property completed on their application timeline rather than the City's project timeline, which is why the CPMA and ZC are included in the applicant's request. The City completed a Transportation Planning Rule (TPR) analysis (**Exhibit 7**) for all impacted parcels, including the applicant's parcel, described in the Analysis as TL 2701. Commercial zoning and land uses tend to generate more trips than industrial zoning and land uses. The adopted 2016 TSP anticipated the subject site to have industrial zoning and uses and so the TSP's assumption of the trips associated with this site reflects that. To account for this, the TPR analysis recommends enacting a trip cap of 999 daily trips to the site (see **Exhibit 7, p. 16**). The TPR analysis, including the trip cap, has been vetted and acknowledged by ODOT as being a valid method of mitigation. The applicant has accepted the 999 daily trip cap (see **Exhibit 3, p. 15**) and it will be applied in the recommended Conditions of Approval. Given that the proposed development is anticipated to generate 76 daily weekday trips (see **Exhibit 6, p. 1**), the proposed trip cap will not inhibit the proposed development.

UTILITIES

- There is currently a public 8-inch polyvinyl chloride (PVC) sewer main in Scappoose-Vernonia Highway. The applicant proposes to connect the new office and caretaker dwelling buildings to the main with a new 4-inch PVC lateral (see **Exhibit 4J**). The lateral will connect to the existing manhole on the southern border of TL 1800 (see **Exhibit 4J**). The applicant is proposing to negotiate and establish a utility easement agreement with impacted property owners for any utility lines that run through multiple properties (see **Exhibit 4J**).
- The applicant is proposing to install catch basins throughout the site to collect stormwater

generated onsite, which will then be conveyed to a new stormwater detention swale to the north of the paved area and another to the southeast of the paved area (see **Exhibits 4H** & **5, p. 4**). The swales are proposed to be 4 feet deep and will treat and detain the stormwater generated by the development up to and including a 25-year storm event (see **Exhibit 5, p. 4**).

- There is an existing 8-inch C900 water main in Scappoose-Vernonia Highway with a perpendicular 2-inch PVC lateral running towards the subject site (see **Exhibit 4J**). From the meter, the applicant is proposing to extend the lateral north and then east to serve the new office and caretaker dwelling (see **Exhibit 4J**). Where the lateral breaks east to serve the proposed development, the applicant has proposed for the line to continue northward to serve another property (see **Exhibit 4J**). However, the City of Scappoose Public Works Director's referral comment (**Exhibit 17**) and the recommended Conditions of Approval require that each property be serviced by its own meter. The applicant is proposing to negotiate and establish a utility easement agreement with impacted property owners for any utility lines that run through multiple properties (see **Exhibit 4J**).

LANDSCAPING, BUFFERING, AND SCREENING

- The proposed commercial use would directly abut a public use to its south. Buffering and screening are required where the subject site abuts public uses. The applicant is proposing buffering and screening where required (see **Exhibit 4K**).
- Street trees will not be required since the subject site does not abut a public street (see **Exhibit 4C**).

PUBLIC AND PRIVATE AGENCIES

- The City of Scappoose City Manager, Public Works Director, and Chief of Police; Columbia County Building Official, Public Works Director, and General Services Director; Oregon Department of Land Conservation and Development (DLCD), Department of Transportation (ODOT), Department of State Lands (DSL), and Department of Fish and Wildlife (ODFW); Scappoose Rural Fire Protection District; and Columbia River PUD have been provided an opportunity to review and comment on the proposal. The City Engineer's comments are incorporated throughout this report.
- The Columbia River PUD provided a referral comment (**Exhibit 10**) stating that they have reviewed the application and have no objection to its approval as submitted.
- ODFW provided a referral comment (**Exhibit 11**) stating that they have reviewed the application and have no objection to its approval as submitted. Additionally, however, they provided the following suggestions from their habitat biologist:
    - Consider adding diversity to the list of native sedges and rushes. Sawbeak sedge (Carex stipata) and Common spike-rush (Eleocharis palustris) would be good options.
    - Consider adding some pieces of woody debris in the bottom and banks of the swales. Douglas spirea (Spiraea douglasii) shrubs could be used in any remaining areas that have bare soil or if more hedgerows are desired near the wetlands. This species is most often in wet soils, but it is drought tolerant.

  Since these comments from ODFW are deliberately not requirements, they are not included

in the recommended Conditions of Approval. Staff has made the applicant aware of these suggestions and the applicant may incorporate them during development.

- ODOT provided a referral comment (**Exhibit 12**) stating that they have reviewed the application and have no objection to its approval as submitted. Additionally, however, they provided the following comments of note:
    - The development description includes a "caretaker residence." While it would be appropriate to include a single-family dwelling unit in the trip generation, the associated trips would be relatively low and have no impact on the overall conclusions of the memo.
    - ODOT maintains jurisdiction of the Lower Columbia River Highway No. 92 (US 30) and ODOT approval shall be required for all proposed mitigation measures to this facility.
    - No mitigation measures have been proposed. This conclusion appears reasonable for this proposed development.
    - This traffic impact study has been, for the most part, prepared in accordance with ODOT analysis procedures and methodologies. No further analysis work should be required.

  The City completed the TPR analysis as part of the 50-Year Plan in coordination with ODOT prior to the review of this land use proposal. As part of that review, ODOT vetted and acknowledged the trip cap method as a valid mechanism for mitigating the possible increase in trips due to the site being redesignated from Industrial to Commercial.
- The Columbia County Building Official provided a referral comment (**Exhibit 13**) stating that all buildings must meet current codes and that the owner must obtain all building, electrical, plumbing, and mechanical permits. These requirements will be ensured by the recommended Conditions of Approval.
- The Columbia County Public Works Department provided a referral comment (**Exhibit 14**) issuing requirements related to permitting, street improvements, the existing culvert, stormwater management, and the intersection with Crown Z Trail. The applicable requirements have been included in the recommended Conditions of Approval.
- The Columbia County General Services Department provided a referral comment (**Exhibit 15**) requiring a reciprocal access easement be established for the site's access through the Crown Z Trail, utility installation and restoration, and crosswalk striping. The applicable requirements have been included in the recommended Conditions of Approval.
- The City of Scappoose Public Works Director provided a referral comment (**Exhibit 16**) stating that they have no objection to the application, provided that it meets the applicable approval criteria. Their comment also issued requirements that the vault for the fire water system be located near the proposed water meter location, the metered service only serve one (the subject) site, and that the force main termination at the downstream manhole meet the applicable standards. These requirements have been included in the recommended Conditions of Approval.
- The Scappoose Rural Fire Protection District provided a referral comment (**Exhibit 17**) related to hydrants, access, addressing, and applicable Fire Code standards. All applicable standards and requirements will be included and enforced by the recommended Conditions of Approval.

- Notice of the application and quasi-judicial hearing was mailed to property owners within 300 feet of the subject site on June 30, 2025, posted in the June 27, 2025 edition of the Columbia County Spotlight, and posted on the subject site in accordance with Chapter 17.162. As of the date of this report, no public comments were submitted.

FINDINGS OF FACT

The following sections of the Scappoose Municipal Code, Scappoose Development Code, Scappoose Comprehensive Plan, Oregon Administrative Rules, and Oregon Statewide Planning Goals are applicable to this request:

Chapter 12.10
VISUAL CLEARANCE AREAS

12.10.020 Visual clearance–Required

A. A visual clearance area shall be maintained on the corners of all property adjacent to an unregulated intersection of two streets, a street and a railroad, or a driveway providing access to a public or private street.

Finding: The subject site does not front a public street, nor is the site at a corner of two streets (see **Exhibit 4C**). The applicant is proposing to install a driveway entrance and drive aisle from Scappoose-Vernonia Highway, through the Crown Z Trail and TL 1800, and to the proposed mini-storage facility (see **Exhibit 4F**). Visual clearance will be required to be maintained on both sides of the driveway at the Crown Z Trail and Scappoose-Vernonia Highway intersection. Section 12.10.020(A) is satisfied.

B. A visual clearance area shall contain no vehicle, recreational vehicle, watercraft, parts designed to be affixed to a vehicle of any type, hedge, planting, fence, wall structure, sign, or temporary or permanent obstruction that would impede visibility between a height of three feet and ten feet above the center line grades of the intersecting streets or railroad.

Finding: The visual clearance areas (VCA) do not contain any of the items listed above (see **Exhibit 4F**). Section 12.10.020(B) is satisfied.

C. Where the crest of a hill or vertical curve conditions contribute to the obstruction of visual clearance areas at a street, driveway or railroad intersection, hedges, plantings, fences, walls, wall structures and temporary or permanent obstructions shall be further reduced in height or eliminated to comply with the intent of the required visual clearance area.

Finding: The area of the driveway has negligible slopes in terms of their impact on visual clearance (see **Exhibit 4H**). Without any slopes causing a visual clearance hazard, stricter visual clearance requirements will not be established. Section 12.10.020(C) is satisfied.

D. The preceding provisions shall not apply to the following:

[…]

Finding: The VCAs are free of any objects that could impede visual clearance (see **Exhibit 4F**). Therefore, no exemptions are necessary to satisfy the requirements of this chapter. Section 12.10.020(D) is satisfied.

12.10.030 Visual clearance area dimensions

A visual clearance area shall consist of a triangular area, two sides of which are lot lines for distances specified in this section, or, where the lot lines have rounded corners, the lot lines extended in a straight line to a point of intersection and so measured, and the third side of which is a line across the corner of the lot joining the nonintersecting ends of the other two sides. The following measurements shall establish the visual clearance areas:

A. Street and Railroad Intersections (see also Figure 12.10.1):

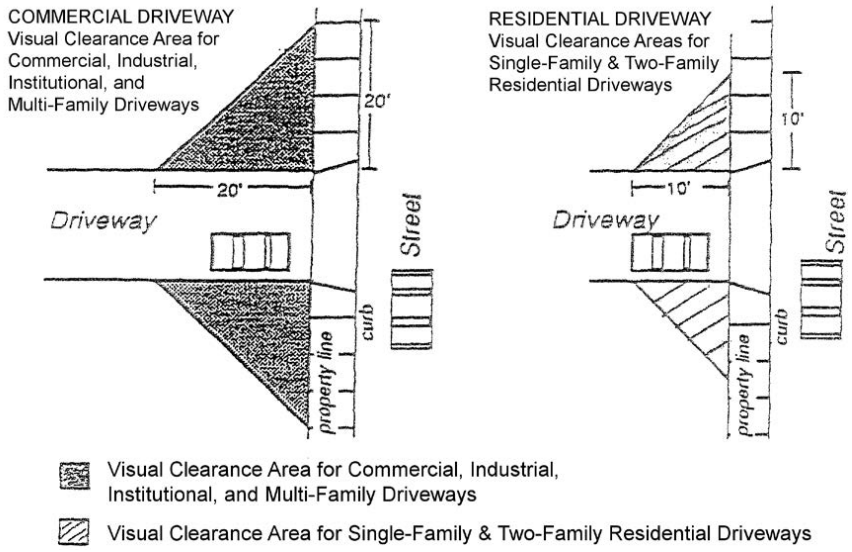
[…]

B. Driveway Intersections (see also Figure 12.10.2):

1. Commercial, Industrial, Institutional, and Multi-Family Developments. Service drives to public or private streets shall have a minimum visual clearance area formed by the intersection of the edges of the service drive, the street right-of-way line, and a straight line joining said lines through points twenty feet from their intersection. No off-street parking shall be located in a service drive visual clearance area.

2. Single-Family and Two-Family Developments. Driveways to public or private streets shall have a minimum visual clearance area formed by the intersection of the edges of the driveway, the street right-of-way line, and a straight line joining said lines through points ten feet from their intersection. No off-street parking area shall be located in a driveway visual clearance area.

Figure 12.10.2. Visual Clearance Areas for Driveways



Finding: Both sides of the driveway conform to the 20-foot visual clearance standards for commercial driveways (see **Exhibit 4F**). Additionally, pedestrians using the Crown Z Trail have adequate visual clearance of oncoming ingress and egress. Section 12.10.030 is satisfied.

Chapter 17.22
AMENDMENTS TO THE TITLE, COMPREHENSIVE PLAN, AND MAPS

17.22.040 Approval criteria.
Planning commission review and recommendation, and Council approval, of an ordinance amending the comprehensive plan, the zoning map, or this title shall be based on the following criteria:
A. If the proposal involves an amendment to the comprehensive plan, the amendment is consistent with the Statewide Planning Goals and relevant Oregon Revised Statutes and Administrative Rules;
B. The proposal is consistent with the comprehensive plan (although the comprehensive plan may be amended concurrently with proposed changes in zoning or this title), the standards of this title, or other applicable implementing ordinances;

Finding: The proposed amendment to the Comprehensive Plan Map is consistent with the applicable Oregon Statewide Planning Goals, ORS, Comprehensive Plan, and Development Code. Detailed findings to these policies are found in the applicable sections of this staff report. Section 17.22.040(A-B) is satisfied.

C. The change will not adversely affect the health, safety, and welfare of the community;

Finding: The applicant is requesting that the subject site be redesignated on the Comprehensive Plan Map from Industrial to Commercial and rezoned on the zoning map from LI to EC (see **Exhibit 2A**). Chapter 17.68 and other applicable requirements will ensure that development in the EC zone will not have negative impacts on the health, safety, and general welfare of the community. Section 17.22.040(C) is satisfied.

D. The proposal either responds to changes in the community or it corrects a mistake or inconsistency in the comprehensive plan, the zoning map, or this title; and

Finding: The applicant is requesting that the subject site be redesignated on the Comprehensive Plan Map from Industrial to Commercial and rezoned on the zoning map from LI to EC (see **Exhibit 2A**). The proposal responds to changes in land need in Scappoose since the 2011 EOA was adopted. The adopted 2011 EOA indicated a need for 269 gross (including rights-of-way, utilities, etc.) acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned PUA, the majority of which has an EAE overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is

expected to be adopted in fall 2025. Section 17.22.040(B) is satisfied.

E. The amendment conforms to Section 17.22.050.

Finding: The proposal conforms to Section 17.22.050, as discussed in the staff report finding to OAR 660-012-0060. Section 17.22.040(A) is satisfied.

17.22.050 Transportation planning rule compliance.
Proposals to amend the comprehensive plan or zoning map shall be reviewed to determine whether they significantly affect a transportation facility pursuant to Oregon Administrative Rule (OAR) 660-012-0060 (Transportation Planning Rule - TPR). Where the City, in consultation with the applicable roadway authority, finds that a proposed amendment would have a significant effect on a transportation facility, the City shall work with the roadway authority and the applicant to modify the request or mitigate the impacts in accordance with the TPR and applicable law.

Finding: The applicant has accepted a trip cap of 999 daily trips (see **Exhibit 3, p. 15**). More detailed findings to the TPR can be found in the staff report response to OAR 660-012-0060. Section 17.22.050 is satisfied.

Chapter 17.68
EC EXPANDED COMMERCIAL

17.68.030 Permitted and Conditional uses.

Use	
[…]	*[…]*
Mini-storage with or without caretaker dwelling	*Permitted outright[1]*
[…]	*[…]*

***1** In the expanded commercial zone, except as specifically stated, activities shall be conducted within an enclosed building or structure and are subject to Chapter 17.120, Site Development Review. Only these uses and their accessory uses are permitted outright.*
[…]

Finding: The applicant is proposing to construct a mini-storage facility with a caretaker dwelling and office (see **Exhibit 2B**), which is outright permitted in the EC zone. The applicant has applied for Site Development Review (see **Exhibit 2B**) and will be subject to the standards of Chapter 17.120. Section 17.68.030 is satisfied.

17.68.050 Dimensional requirements-Commercial and mixed-use buildings.

Dimensional Requirements	***Requirement[1]***
Minimum lot size	*Ten thousand square feet*
Minimum lot width	*One hundred feet*
Minimum setback	

Front Yard	*Shall be minimum of ten feet and shall be landscaped per 17.100.090*
Corner lots and through lots	*The minimum setback for the side facing the street shall be twenty feet*
Side or rear yard	*None required except thirty feet shall be required where abutting a residential zoning district and the planning commission may reduce the required yard setback by fifty percent pursuant to Chapter 17.100, Landscaping, Screening and Fencing.*
Maximum height	*No commercial building shall exceed fifty feet in height. A mixed-use building shall not exceed sixty feet in height. Within fifty feet of a residential zone, no building shall exceed thirty-five feet in height.*
Maximum lot coverage	*The maximum lot coverage shall be ninety percent including all buildings and impervious surfaces*

Finding: The applicant has submitted a Civil Site Plan (**Exhibit 4E**) to demonstrate compliance with the dimensional requirements above. See table below for staff findings on each dimensional requirement:

Category	Proposed	Determination
Lot size	9.39 acres	Satisfied
Lot width	456.66 feet	Satisfied
Setback		
Front Yard	10 feet	Satisfied
Corner lots and through lots	N/A	N/A
Side or rear yard	33 feet (lowest)	Satisfied
Height	25 feet (highest)	Satisfied
Lot coverage	48.4%	Satisfied

Section 17.68.050 is satisfied.

Chapter 17.84
SENSITIVE LANDS–FLOODING

17.84.030 General provisions.

A. This chapter shall apply to all special flood hazard areas (Zones A, AE, AO) within the jurisdiction of the city.

B. The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled the "Flood Insurance Study for Columbia County, Oregon and Incorporated Areas," effective November 26, 2010, with accompanying Flood Insurance Rate Maps, is adopted by reference and declared to be a part of this chapter. The Flood Insurance Study is on file at the Planning Department.

Finding: Portions of the subject site are within the AE flood zone, as can be seen in the Existing Conditions Plan (**Exhibit 4C**). The applicant is proposing the establishment of Buildings A, B, and J; asphalt paving; and two stormwater swales partially within the floodplain (see **Exhibit 4E**). The standards of this chapter apply where the applicant is proposing development activity within the floodplain. Section 17.84.030(A-B) is satisfied.

C. All new construction and substantial improvements shall be constructed with materials and utilize equipment resistant to flood damage.
D. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

Finding: The applicant has proposed to construct all storage buildings located partially within the floodplain with materials and methods that are resistant to flood damage (see **Exhibit 3, p. 18**). This requirement is enforced in the recommended Conditions of Approval. Section 17.84.030(C-D) is satisfied.

E. Electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
F. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system in accordance with the state of Oregon Building Codes and Plumbing Code.

Finding: The applicant is proposing to install two private fire water lines and two stormwater lines in the floodplain (see **Exhibit 4J**). To protect these lines from flood damage, the applicant is proposing for them to be watertight or otherwise preventative of floodwater infiltration (see **Exhibit 3, p. 19**). Section 17.84.030(E-F) is satisfied.

G. All new construction, all manufactured homes and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure.

Finding: Buildings A, B, and J are proposed to be constructed partially within the floodplain (see **Exhibit 4E**). The applicant is proposing to anchor these buildings to prevent flotation (see **Exhibit 3, p. 19**). Section 17.84.030(G) is satisfied.

H. New and replacement sanitary sewerage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.

Finding: No sewer lines are proposed to be installed in the floodplain (see **Exhibit 4J**). Section 17.84.030(H) is not applicable.

17.84.040 Permitted Uses.
[…]

B. The following uses shall be permitted in special flood hazard areas and shall require a development permit under this Chapter in addition to any applicable federal, state or county permits:

[…]

2. Commercial and Industrial zones: Permitted uses of the underlying zone and their accessory uses on lots greater than 20,000 square feet where a structure is to be placed within an area regulated by this Chapter;

3. Installation, reconstruction or improvement of underground utilities or roadway improvements including sidewalks, curbs, streetlights and driveway aprons;

4. Minimal ground disturbance(s) but no landform alterations;

5. Substantial improvements to existing structures;

6. Community recreation uses such as bicycle and pedestrian paths or athletic fields or parks;

7. Public and private conservation areas for water, soil, open space, forest and wildlife resources; and

8. Public works projects.

C. A development permit shall be obtained before construction or development begins within any area of special flood hazard or drainageway unless specifically allowed in subsection A of this section. The permit shall apply to all structures including manufactured homes.

Finding: The applicant is proposing the establishment of Buildings A, B, and J; asphalt paving; two stormwater swales; private fire water lines; and stormwater lines partially within the 100-year floodplain (see **Exhibit 4E**). If the ZC is approved, the property would be zoned EC. The subject site is 9.39 acres (see **Exhibit 4C**), which exceeds the 20,000 square foot requirement. Furthermore, mini-storage units are an outright permitted use in the EC zone. The paving is considered a minimal ground disturbance since it does not alter the landform. The stormwater swales are classified under public works project because the site cannot function safely without proper onsite stormwater management, therefore, the swales are necessary to enhance and maintain the general public welfare. Poor onsite stormwater management becomes an issue of public concern when stormwater drains towards the public right-of-way, or in this specific case, the public hiking trail. The City does not have a public stormwater system in this region. The stormwater swales will be required to have a public stormwater covenant and maintenance agreement recorded since they function as a public system even though they will be privately maintained. The fire and stormwater lines are allowed by item #3 above. Based on this finding, all proposed development activities in the floodplain are permitted by this section. Section 17.84.040 is satisfied.

17.84.140 Standards.

A. Anchoring.

1. All new construction and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure.

[…]

Finding: The applicant is proposing to anchor Buildings A, B, and J (see **Exhibit 3, p. 20**), which are the buildings proposed to be built partially within the floodplain (see **Exhibit 4E**). Section 17.84.140(A)(1) is satisfied.

B. Construction Materials and Methods.

1. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

2. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

3. Electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during condition of flooding.

Finding: The applicant has proposed to construct all storage buildings partially within the floodplain with materials and methods that are resistant to flood damage (see **Exhibit 3, p. 20**). Section 17.84.140(B) is satisfied.

C. Utilities.

1. All new and replacement water supply systems shall be designed to eliminate infiltration of floodwaters into the system.

2. New and replacement sanitary sewerage systems shall be designed to eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.

3. Onsite waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding, consistent with Oregon Department of Environmental Quality standards.

[…]

Finding: The applicant is proposing to install two private fire water lines and two stormwater lines partially within the floodplain (see **Exhibit 4J**). To protect these lines from flood damage, the applicant is proposing for them to be watertight or otherwise preventative of floodwater infiltration (see **Exhibit 3, p. 20**). Section 17.84.140(C) is satisfied.

F. New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated to the level one foot or more above the base flood elevation or, together with attendant utility and sanitary facilities, shall:

[…]

[…]

Finding: The base flood elevation (BFE) for Building A is 47 feet, Building B is 47.3 feet, and Building J is 47.5 feet (see **Exhibit 3, p. 21**). Each of the three buildings partially within the floodplain is proposed to be elevated to a finished floor level (FFE) of 48.5 feet (see **Exhibit 4H**),

which either meets or exceeds the 1-foot requirement. Section 17.84.140(F) is satisfied.

17.84.170 Regulations pertaining to fill.
A. No filling operations of any kind shall be allowed in the floodway.
B. No fill in floodway fringe areas shall be allowed unless the net effect of excavation and filling operations (on-site) constitutes no positive change in fill volume, as certified by a registered professional engineer.
C. Fill shall be allowed under city fill permit procedures in shaded Zone X and shall not be regulated by this Chapter.
D. No structure shall be built nor any excavation grading, nor filling shall be done within the one hundred-year flood plain without first meeting the requirements of this chapter regulating construction, alteration, repair and moving of buildings.

Finding: No fill or development activity is proposed within the floodway (see **Exhibit 4E**). The applicant is proposing fill and other development activity in the floodway fringe (see **Exhibit 4I**); however, the applicant submitted a Cut/Fill Balance Memorandum (**Exhibit 8**) that was completed by a registered professional engineer and a Grading - Cut-Fill Areas plan sheet (**Exhibit 4I**) to illustrate where cut and fill are proposed. The Memorandum indicates a fill volume of 750 cubic yards and a cut volume of 970 cubic yards, which is a net cut of 220 cubic yards and meets the standard above. The applicant has applied for a Sensitive Lands–Floodplain Development Permit (**Exhibit 2C**) and all development activity within the floodplain will be subject to Chapter 17.84. Section 17.84.170 is satisfied.

17.84.180 Floodways.
[…]

Finding: No development activity is proposed within the floodway (see **Exhibit 4E**). Section 17.84.180 is not applicable.

17.84.200 Special regulations for development in the Scappoose Creek floodway fringe (Zones A, AE, and AO).
A. Proposed development or substantial improvement in the Scappoose Creek floodway fringe shall conform with applicable general and specific standards in Section 17.84.140, and special standards in Zone AO (Sections 17.84.190 and 17.84.200).

Finding: All proposed development activity in the floodway fringe conforms to the standards of Section 17.84.140, as discussed in the staff report findings to this section. Section 17.84.200 is satisfied.

17.84.210 Storage, placement or stockpiling buoyant or hazardous materials in flood hazard areas (Zones A, AE, and AO).
[…]

Finding: The applicant has stated that no buoyant or hazardous materials will be placed, stored, or stockpiled in the floodway or floodway fringe (see **Exhibit 3, p. 23**). Section 17.84.210 is satisfied.

Chapter 17.85
SENSITIVE LANDS–WETLANDS

17.85.030 Applicability of provisions.

The sensitive lands - wetlands overlay shall apply to the wetlands as shown on the Scappoose Local Wetlands Inventory dated December 1998 and adopted within the city comprehensive plan, and/or within the most current version of the National Wetland Inventory and within a twenty-five-foot wetland buffer except as follows: where any portion of a significant wetland is included within a riparian corridor per Section 17.89.030(A), the standard distance (fifty feet) to the riparian corridor boundary shall be measured from, and include, the upland edge of the wetland.

Finding: The applicant illustrated a 50-foot wetland buffer from the upland edge of the significant wetland, Wetland A, on all submitted plan sheets (**Exhibits 4A-4T**). Section 17.85.030 is satisfied.

17.85.040 Activities within a sensitive lands - wetlands overlay.

A. The following uses are outright permitted uses within wetland areas, and do not require a sensitive lands development permit - wetlands overlay:

1. Public and private conservation areas for water, soil, open space, forest and wildlife resources;

2. Removal of non-native vegetation including poison oak, tansy ragwort, blackberry or other noxious vegetation; and

3. Maintenance or repair of existing structures or improvements (including asphalt or concrete drives) that do not involve a change in size, use or function.

B. The alteration of a significant wetland by grading, excavation, placement of fill, or vegetation removal subject to review under Section 17.85.090. Any proposed alteration outside of a significant wetland but within a wetland buffer requires a sensitive lands development permit - wetlands overlay. An alteration is a change in the topography or vegetation of a wetland area, as regulated by this section, which may affect the functions and values of such features and are subject to the permit procedure and standards of this chapter. An alteration includes the following activities:

1. Dredging, filling, excavation or the placement of riprap or a mooring with rock, trees, wood, etc.;

2. The clearing of any native riparian or wetland vegetation with the wetland area, or the removal of any native tree within the wetland area which has a diameter of six inches or greater at four feet above grade;

3. Streets, including bridges, when part of an approved future street plan, subdivision plan construction, improvement or alteration or city transportation system plan, including the installation of underground utilities and construction of roadway improvements including, but not limited to, sidewalks, curbs, streetlights, and driveway aprons;

4. Utilities such as water, stormwater, and sanitary sewer lines;
5. Bicycle pedestrian paths;
6. Parks and recreational facilities;
7. Driveways or pedestrian paths where necessary to afford access between portions of private property that may be bisected by a wetland area and/or buffer;
8. Water detention, filtration facilities and erosion control improvements such as detention ponds, bio-filtration swales or ponds, or bank stabilization measures;
9. Viewing platforms, boardwalks, and other improvements associated with the provision of public access for observation of natural areas/wetland areas; and,
10. Other development proposals determined by the planner as requiring a sensitive lands development permit - wetlands overlay.

C. Landform alterations or developments other than partitioning and subdividing that are within twenty-five feet of wetland areas that are not identified as "Local Wetlands," and that meet the jurisdictional requirements and permit criteria of the U.S. Army Corps of Engineers and the Division of State Lands, do not require a local sensitive lands development permit - wetlands overlay. However, no building permit will be issued for such activity unless all pertinent state and federal requirements are met, which the planner shall verify.

Finding: The applicant is proposing to establish a stormwater swale outside of a significant wetland but within the 50-foot wetland buffer (see **Exhibit 4H**), which is allowed by item #8 above. There are also three proposed utility lines within the wetland buffer that extend offsite to the north for another development (see **Exhibit 4J**), which is allowed by item #4 and has already been permitted by a previous land use decision (local file # SDR3-21, PLA2-21, SLDP (1-21, 2-21, 3-21)). Section 17.85.040 is satisfied.

17.85.090 Review standards.
A. Grading, excavation, placement of fill and vegetation removal within a significant wetland shall only be permitted if the proposed alteration meets the following conditions:
[…]

Finding: The applicant is not proposing development activity within a significant wetland (see **Exhibit 4E**). Section 17.85.090(A) is not applicable.

B. The following criteria shall be included in review of any application to which the sensitive lands - wetlands overlay is applicable:
1. Activities within a wetland are subject to the permit requirements of the Oregon Division of State Lands (DSL) and the U.S. Army Corps of Engineers. No building permit will be issued for development projects within the wetlands overlay unless all pertinent state and federal requirements are met. DSL and, as necessary, the U.S. Army Corps of Engineers will be notified of any regulated development proposed in a wetland area;

Finding: DSL was provided a notice of this application and an opportunity to provide comment. Section 17.85.090(B)(1) is satisfied.

2. Properties that contain wetland areas shall have a wetland determination approved by DSL staff before any development permit is issued. If in making this determination DSL staff indicate that a "jurisdictional delineation" study of the boundary is necessary, the study shall be completed by the applicant and approved by DSL staff before any building permits are issued, including grading permits;

Finding: The current property owner completed a Wetland Delineation for the subject site, which DSL concurred with on February 14, 2024 (**Exhibit 9**). This delineation was used by the applicant for all plans included in this submittal. The Report indicated that the jurisdictional determination will last five years after the letter is dated (**Exhibit 9, p. 2**) so a new one will not be necessary for this development. Section 17.85.090(B)(2) is satisfied.

3. A wetland buffer area shall be established between a wetland and a proposed development as condition of development permit approval to achieve the maintenance of vegetative cover and the water quality characteristics of the area;

Finding: Section 17.85.030 establishes a 25-foot buffer from wetlands generally and a 50-foot buffer from significant wetlands that are also in the fish and riparian corridor. When this buffer is infringed on, the standards of Chapter 17.85 shall apply. Section 17.85.090(B)(3) is satisfied.

4. The city will not approve a partition or subdivision in a wetland area that proposes to create a lot that would not have the ability to obtain a building permit without variance approval;

Finding: The requested development is not a subdivision or partition (see **Exhibit 2B**). Regardless, no buildings are proposed in the wetland buffer (see **Exhibit 4E**) so no variance will be required to issue building permits. Section 17.85.090(B)(4) is satisfied.

5. Construction sites adjacent to wetlands shall be required to install erosion/sedimentation control devices between the land area to be disturbed and the wetland. All such devices shall conform to the requirements found within the city public works design standards;

Finding: The applicant is proposing to establish a sediment fence around the wetlands for erosion protection during construction (see **Exhibit 4D**). Section 17.85.090(B)(5) is satisfied.

6. Developments adjacent to wetlands which have significant impervious surface areas will be required to have stormwater detention and filtration facilities as part of their approved design. The design of such facilities shall conform to the requirements found within the city public works design standards; and

Finding: The applicant's proposed mini-storage facility includes impervious area (see **Exhibit 4E**). To manage stormwater, the applicant is proposing to install two stormwater swales with one on

each side of the development (see **Exhibit 4H**). Conformance with the Public Works Design Standards will be verified during construction document review. Section 17.85.090(B)(6) is satisfied.

> *7. All proposed alterations are subject to consultation with ODFW and others potentially affected by the alteration. Agency recommendations to mitigate for the loss of wetland values and functions may be made conditions of approval of a proposed use.*

Finding: ODFW provided a referral comment (**Exhibit 11**) stating that they have reviewed the application and have no objection to its approval as submitted. Additionally, however, they provided the following suggestions from their habitat biologist: "Consider adding diversity to the list of native sedges and rushes. Sawbeak sedge (Carex stipata) and Common spike-rush (Eleocharis palustris) would be good options. Consider adding some pieces of woody debris in the bottom and banks of the swales. Douglas spirea (Spiraea douglasii) shrubs could be used in any remaining areas that have bare soil or if more hedgerows are desired near the wetlands. This species is most often in wet soils, but it is drought tolerant." Since these comments from ODFW are deliberately not requirements, they are not included in the recommended Conditions of Approval. Staff has made the applicant aware of these suggestions and the applicant may incorporate them during development. Section 17.85.090(B)(7) is satisfied.

Chapter 17.89
SENSITIVE LANDS–FISH AND RIPARIAN CORRIDOR OVERLAY

17.89.040 Activities allowed within the fish and riparian corridor.

A. The permanent alteration of the riparian corridor by grading or by the placement of structures or impervious surfaces is prohibited. However, certain activities may be allowed within the fifty-foot fish and riparian corridor boundary, provided that any intrusion into the riparian corridor is minimized, and no other options or locations are feasible. A sensitive lands development permit - fish and riparian corridor overlay is necessary to approve the following activities:

> *1. Streets, roads, and paths;*
> *2. Drainage facilities, utilities, and irrigation pumps;*
> *3. Water-related and water-dependent uses; and*
> *4. The expansion of existing, or creation of new bank stabilization and flood control structures, shall be evaluated by the director and appropriate state natural resource agency staff. Such alteration of the riparian corridor shall be approved only if less-invasive or nonstructural methods will not adequately meet the stabilization or flood control needs.*

Finding: The applicant is proposing to establish a stormwater swale in the 50-foot riparian buffer (see **Exhibit 4H**), which is allowed by item #2 above. The applicant has accordingly applied for a Sensitive Lands–Fish and Riparian Corridor Overlay Development Permit (**Exhibit 2E**) and will be subject to the standards of Chapter 17.89 for all development activity within the buffer. The applicant completed an analysis indicating that the proposed stormwater swale occupies only 4.4% of the site's total riparian buffer zone (see **Exhibit 3, p. 26**). Staff finds this to be minimally

intrusive to the riparian buffer zone. Section 17.89.040(A) is satisfied.

B. Removal of riparian vegetation is prohibited, except for:

1. Removal of non-native vegetation and replacement with native plant species. The replacement vegetation shall cover, at a minimum, the area from which vegetation was removed;

2. Removal of vegetation necessary for the development of approved water-related or water-dependent uses. Vegetation removal shall be kept to the minimum necessary to allow the water-dependent or water-related use; and

3. Trees in danger of falling and thereby posing a hazard to life or property may be felled, following consultation and approval from the community development director (director). The director may require these trees, once felled, to be left in place in the riparian corridor.

[…]

Finding: The applicant stated in their Narrative (**Exhibit 3, p. 27**) that some non-native vegetation will be removed to install the stormwater swale and that it will be revegetated with native species. Section 17.89.040(B) is satisfied.

17.89.090 Review standards.

The following criteria shall be included in review of any application to which the fish and riparian corridor overlay is applicable:

A. In consultation with a representative of the Oregon Department of Fish and Wildlife, the planner shall identify which areas of the site are the most sensitive and susceptible to destruction, and which are the most significant;

B. After consultation with a representative of the Oregon Department of Fish and Wildlife, the planner shall analyze what the effect of proposed development will have on the fish and wildlife, hydrology, water quality, and riparian functions; determine if there will be a significantly adverse impact on the fish and wildlife resource; and, if the fish and wildlife habitat will be adversely impacted, the planner shall investigate if other development proposals could protect the fish and riparian corridor and still reasonably allow permitted activities;

C. The planner may condition the approval of an application to require protection of the habitat, or if the project is unable to mitigate habitat degradation, the planner may deny the application.

Finding: ODFW provided a referral comment (**Exhibit 11**) stating that they have reviewed the application and have no objection to its approval as submitted. Additionally, however, they provided the following suggestions from their habitat biologist: "Consider adding diversity to the list of native sedges and rushes. Sawbeak sedge (Carex stipata) and Common spike-rush (Eleocharis palustris) would be good options. Consider adding some pieces of woody debris in the bottom and banks of the swales. Douglas spirea (Spiraea douglasii) shrubs could be used in any remaining areas that have bare soil or if more hedgerows are desired near the wetlands. This species is most often in wet soils, but it is drought tolerant." Since these comments from ODFW are deliberately not requirements, they are not included in the recommended Conditions of Approval. Staff has made the applicant aware of these suggestions and the applicant may

incorporate them during development. Section 17.89.090 is satisfied.

Chapter 17.100
LANDSCAPING, SCREENING AND FENCING

17.100.090 Buffering and screening requirements.

A. Buffering and screening are required to reduce the impacts on adjacent uses which are of a different type. The owner of each proposed development is responsible for the installation and effective maintenance of buffering and screening. When different uses abut one another, buffering and screening are required. When different uses would be abutting one another except for separation by a right-of-way, buffering, but not screening, shall be required.

Finding: The proposed commercial use would directly abut a public use to the south. Buffering and screening will be required where the subject site abuts public uses. Section 17.100.090(A) is satisfied.

B. A buffer consists of an area within a required interior setback adjacent to a property line, having a width of ten feet, except where the planning commission requires additional width, and a length equal to the length of the property line of the abutting use or uses.

C. Occupancy of a buffer area shall be limited to utilities, screening, and landscaping. No buildings, access ways or parking areas shall be allowed in a buffer area.

D. The minimum improvements within a buffer area shall include:

1. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than ten feet high for deciduous trees and five feet high for evergreen trees measured from the ground to the top of the tree after planting. Spacing for trees shall be as follows:

a. Small or narrow stature trees, under twenty-five feet tall or less than sixteen feet wide at maturity shall be spaced no further than fifteen feet apart;

b. Medium sized trees between twenty-five feet to forty feet tall and with sixteen feet to thirty-five feet wide branching at maturity shall be spaced no greater than twenty-five feet apart;

c. Large trees, over forty feet tall and with more than thirty-five feet wide branching at maturity, shall be spaced no greater than thirty feet apart.2. In addition, at least one five-gallon shrub shall be planted for each one hundred square feet of required buffer area.

2. In addition, at least one five-gallon shrub shall be planted for each one hundred square feet of required buffer area.

3. The remaining area shall be planted in groundcover or spread with bark mulch.

Finding: The applicant submitted a Parking & Landscape Plan (**Exhibit 4K**), which depicts the provision of trees, shrubs, and groundcover throughout the subject site. See table below for staff findings on the buffering requirements above:

Category	Proposed	Determination
Buffer width	10 feet	Satisfied
Species	Princeton Sentry Ginkgo (medium tree)	N/A
Height upon planting	10 feet	Satisfied
Spacing	20 feet on center	Satisfied
Shrubs	Buffer area: ~8,600 sq. ft. Shrubs required: 86 Shrubs proposed: 86	Satisfied
Unplanted area	Groundcover Kinnikinnick	Satisfied

Section 17.100.090(B-D) is satisfied.

E. Where screening is required the following standards shall apply in addition to those required for buffering:

1. A hedge of narrow or broadleaf evergreen shrubs shall be planted which will form a four-foot continuous screen within two years of planting; or

2. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulched; or

3. A five-foot or taller fence or wall shall be constructed to provide a continuous sight obscuring screen. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the planner. Corrugated metal is not considered to be acceptable fencing material. Chain link fences with slats may qualify as screening when combined with a planting of a continuous evergreen hedge;

4. An evergreen hedge or other dense evergreen landscaping may satisfy a requirement for a sight obscuring fence where required. Such hedge or other dense landscaping shall be properly maintained and shall be replaced with another hedge, other dense evergreen landscaping, or a fence or wall when it ceases to serve the purpose of obscuring view; and no hedge shall be grown or maintained at a height greater than that permitted by these regulations for a fence or wall when located within a visual clearance area as set forth in Chapter 12.10, Visual Clearance Areas

Finding: The applicant is proposing to install a 6-foot cedar fence along the southern property line between the commercial and public uses (see **Exhibit 4K**). Section 17.100.090(E) is satisfied.

F. Buffering and screening provisions shall be superseded by the vision clearance requirements as set forth in Chapter 12.10, Visual Clearance Areas.

Finding: The site entrance, buffering, and screening all take place along the southern property line; however, where the 20-foot VCA is required for commercial driveways, the applicant discontinues buffering and screening in deference to visual clearance requirements (see **Exhibit**

4K). Section 17.100.090(F) is satisfied.

G. When the use to be screened is downhill from the adjoining zone or use, the prescribed heights of required fences, walls or landscape screening shall be measured from the actual grade of the adjoining property.

Finding: The use to be screened (commercial) is downhill from the adjoining use (public) (see **Exhibit 4H**). The new fence will be measured from the grades of the public use property. Section 17.100.090(G) is satisfied.

Section 17.100.100 Screening–Special provisions.
A. If four or more off-street parking spaces are required under this title, off-street parking adjacent to a public street shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. Such landscaping shall consist of landscaped berms or shrubbery at least two feet in height, which shall be dispersed adjacent to the street as much as practical. Additionally, one tree which shall provide a canopy of at least three hundred square feet upon maturity shall be provided for each fifty lineal feet of street frontage or fraction thereof. Landscaped parking areas may include special design features which effectively screen the parking lot areas from view. These design features may include the use of landscaped berms, decorative walls, and raised planters. Landscape planters may be used to define or screen the appearance of off-street parking areas from the public right-of-way. Materials to be installed shall achieve a balance between low lying and vertical shrubbery and trees.

Finding: The closest parking space to a public street has a pedestrian path, landscaped buffer, and hiking trail between it and Scappoose-Vernonia Highway (see **Exhibit 4K**). Therefore, no parking spaces are adjacent to a public street. Section 17.100.100(A) is not applicable.

B. Loading areas and outside storage shall be screened from public view from public streets and adjacent properties by means of sight-obscuring landscaping, fences, walls or other means. The screen shall have a minimum height of six feet and the planning commission may require a taller screen depending on the location and height of the loading or storage area.

Finding: No off-street loading or outside storage areas are proposed (see **Exhibit 4E**). Section 17.100.100(B) is not applicable.

C. Except for one-family and two-family dwellings, any refuse container or disposal area and service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area, shall be screened from view by placement of a solid wood fence, masonry wall or evergreen hedge between five and eight feet in height. All refuse materials shall be contained within the screened area.

Finding: The applicant is proposing to place a refuse container to the southwest of the caretaker

dwelling (see **Exhibit 4E**). The applicant is proposing to surround it with a trash enclosure using a 6-foot-high cedar fence to provide screening on all sides (see **Exhibit 4E**). Section 17.100.100(C) is satisfied.

17.100.110 Fences or walls.

A. Fences, walls or combinations of earthen berms and fences or walls up to four feet in height may be constructed in required front yards. Rear and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height without any additional permits. Any proposed fence or fence/berm combination higher than six feet shall require a building permit. Any fence or fence/berm combination greater than eight feet in height shall require planning commission approval in addition to a building permit.

B. The prescribed heights of required fences, walls or landscaping shall be measured from the lowest of the adjoining levels of finished grade.

C. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the planner. Corrugated metal is not considered to be acceptable fencing material. Fences and walls shall be in compliance with other city regulations.

Finding: The applicant is proposing to install a 6-foot cedar fence to meet their screening requirements (see **Exhibit 4K**). The proposed height will not require a building permit or Planning Commission approval and cedar is an acceptable fencing material. Section 17.100.110 is satisfied.

17.100.140 Re-vegetation.

A. Upon completion of construction activities, where natural vegetation or topsoil has been removed in areas not affected by the landscaping requirements and that are not to be occupied by structures, such areas are to be replanted as set forth in this section to prevent erosion.

B. Preparation for Re-vegetation. Topsoil removed from the surface is to be stored on or near the sites and protected from erosion while construction activities are underway; and

1. Such storage may not be located where it would cause suffocation of root systems of trees intended to be preserved; and

2. After completion of such activities, the topsoil is to be restored to exposed cut and fill embankments or building pads to provide a suitable base for seeding and planting.

C. Methods of Re-vegetation.

1. Acceptable methods of re-vegetation include hydromulching or the planting of rye grass, barley or other seed with equivalent germination rates, and where lawn or turf grass is to be established, lawn grass seed or other appropriate landscape cover is to be sown at not less than four pounds to each one thousand square feet of land area.

2. Other re-vegetation methods offering equivalent protection may be approved by the approval authority.

3. Plant materials are to be watered at intervals sufficient to ensure survival and growth.

4. The use of native plant materials is encouraged to reduce irrigation and maintenance demands.

Finding: The applicant is proposing to store topsoil that is removed from the surface during construction in the southwest corner of the development area and to the west of the existing building (see **Exhibit 4D**). To protect the topsoil from erosion, the applicant is proposing to establish sediment fences around the stockpiles (see **Exhibit 4D**). The impacted areas will be revegetated following construction with stored topsoil and vegetation as well as new native plants (**Exhibit 3, p. 32**). Section 17.100.140 is satisfied.

Chapter 17.106
OFF-STREET PARKING AND LOADING REQUIREMENTS

17.106.020 General provisions.

A. The dimensions for parking spaces are subject to the requirements in Section 17.106.050, and as follows:

1. Nine feet wide and eighteen feet long for a standard space;

2. Eight and one-half feet wide and fifteen feet long for a compact space; and

3. In accordance with the applicable state and federal standards, at least twelve feet wide and eighteen feet long for designated handicapped parking spaces.

Finding: The applicant has submitted a Parking & Landscape Plan (**Exhibit 4K**) to illustrate the layout and dimensions of the proposed parking lot. According to Oregon Revised Statute (ORS) 447.233(1)(c), accessible parking spaces shall be at least 9 feet wide and shall have an adjacent access aisle that is at least 6 feet wide. ORS supersedes the Scappoose Development Code and so the State's standards will be applied. The table below describes the applicant's conformance with these standards:

Category	Dimension	Determination
Standard space dimensions	9 ft. wide, 18 ft. long	Satisfied
Compact space dimensions	None proposed	N/A
Accessible space dimensions	9 ft. wide, 18 ft. long	Satisfied
ADA access aisle dimensions	9 ft. wide, 18 ft. long	Satisfied

The recommended Conditions of Approval will require the applicant to provide signage for all accessible parking spaces in conformance with ADA. Section 17.106.020(A) is satisfied.

B. The provision and maintenance of off-street and loading spaces are the continuing obligations of the property owner:

1. No building or other permit shall be issued until plans are presented to the planner to show that property is and will remain available for exclusive use as off-street parking and loading space; and

2. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this title.

Finding: The applicant has stated in their Narrative (**Exhibit 3, p. 32**) that they understand and

accept this responsibility. The applicant's Parking & Landscape Plan (**Exhibit 4K**) designates areas of land to be exclusively used for off-street parking spaces. No loading spaces are needed or proposed. No building permits will be issued until the applicant has demonstrated the provision of satisfactory parking spaces. Section 17.106.020(B) is satisfied.

C. Upon application the planner may rule that a use, not specifically listed in Section 17.106.030, is a use similar to a listed use and that the same parking standards shall apply. No notice need be given. The ruling on parking area requirements shall be based on findings that the following criteria are satisfied:

1. The use is similar to and of the same general type as a listed use;

2. The use has similar intensity, density and offsite impact as the listed use; and

3. The use has similar impacts on the community facilities as the listed use. The planner shall maintain a list of approved unlisted use parking requirements which shall have the same effect as an amendment to this chapter. An updated list shall be given to the planning commission at its next regularly scheduled meeting following each determination of the parking requirements for an unlisted use. Annually, all copies of this title shall be updated to include the unlisted uses approved during the previous year.

Finding: The applicant proposes to construct a mini-storage facility (see **Exhibit 2B**), which is listed exactly in Section 17.106.030, thereby removing the need for subjective interpretation by the Planner. Section 17.106.020(C) is not applicable.

D. At the time of erection of a new structure or at the time of enlargement or change in occupancy as defined by the Uniform Building Code, off-street parking spaces shall be as provided in accordance with Section 17.106.030; and

1. In case of enlargement of a building or use of land existing on the date of adoption of this title, the number of parking and loading spaces required shall be based only on floor area or capacity of such enlargement; and

2. If parking space has been provided in connection with an existing use or is added to an existing use, the parking space shall not be eliminated if the elimination would result in less space than is specified in the standards of this section when applied to the entire use.

E. When an existing structure is changed in occupancy and the parking requirements for each occupancy are the same, no additional parking shall be required; and where a change in occupancy results in an intensification of use in terms of the number of parking spaces required, additional parking spaces shall be provided in an amount equal to the difference between the existing number of spaces and the number of spaces required for the more intensive occupancy.

Finding: The applicant is proposing to construct a new mini-storage facility (see **Exhibit 2B**). The applicant will provide an adequate amount of parking spaces as required by Section 17.106.030 (see **Exhibit 4K**). Section 17.106.020(D-E) is satisfied.

F. Within the commercial and expanded commercial zones, owners of two or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours

of operation do not overlap by more than two hours; satisfactory legal evidence shall be presented to the planner in the form of deeds, leases or contracts to establish the joint use; and if a joint use arrangement is subsequently terminated, the requirements of this title thereafter apply to each separately.

Finding: The applicant is not proposing to share any parking spaces with another site or use (see **Exhibit 4K**). Section 17.106.020(F) is not applicable.

H. Location of Required Parking. Vehicle parking is allowed only on improved parking shoulders that meet City standards for public streets, within garages, carports and other structures, or on driveways or parking lots that have been developed in conformance with this code.

[…]

2. Off-street parking spaces for uses other than single-family or duplex residential shall be located not further than four hundred feet from the building or use they are required to serve, measured in a straight line.

Finding: The parking spaces for the office and caretaker dwelling are directly adjacent to the building (see **Exhibit 4K**). Users of the storage units will park in an undesignated area near their storage unit (see **Exhibit 4K**). This parking practice is customary for mini-storage facilities and is considered safe by staff because the site will have a low volume of users and users stay parked for low time intervals. Section 17.106.020(H)(2) is satisfied.

3. Parking lots for commercial and institutional uses shall be located to the side or rear of buildings where feasible; for commercial uses in the Downtown Overlay off-street parking shall be located to the side or rear of buildings, as required by 17.80.050.

[…]

Finding: From the standpoint of the street, the applicant is proposing for parking to occur to the side of the building (see **Exhibit 4K**). Section 17.106.020(H)(3) is satisfied.

I. Where several uses occupy a single structure or parcel of land or a combination of uses are included in one business, the total off-street parking spaces and loading area is the sum of the requirements of the several uses, computed separately.

Finding: The applicant is proposing one use for the entire site (see **Exhibit 2B**). Section 17.106.020(I) is not applicable.

J. When a building or use is planned or constructed in such a manner that a choice of parking requirements could be made, the use which requires the greater number of parking spaces shall govern.

Finding: The uses of this proposal could not have been interpreted to be classified under any other set of parking requirements. Section 17.106.020(J) is not applicable.

K. Required parking spaces shall:

1. Be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only;

2. Not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use; and

3. Not be rented, leased or assigned to any other person or organization unless the required number of spaces are maintained.

Finding: The applicant has stated in their Narrative (**Exhibit 3, p. 34**) that they will enforce that parking spaces are available only to operable vehicles of customers, patrons, and employees of the use. Section 17.106.020(K) is satisfied.

M. Parking lots shall be landscaped in accordance with the requirements in Section 17.100.100.

Finding: The applicant is proposing to adhere to the applicable sections of 17.100.100. Detailed discussion of these requirements can be found in the staff report response to Section 17.100.100. Section 17.106.020(M) is satisfied.

N. All parking areas which contain over five required spaces shall be provided with one handicapped parking space. All parking provisions required by the ADA shall be met.

Finding: According to ORS 447.233(2)(a), one accessible space shall be provided for sites with 1-25 total spaces, with the space being van-accessible. ORS defines a van accessible space as being at least 9 feet wide and having an adjacent access aisle that is at least 6 feet wide. Having proposed a parking lot of 5 total spaces, the applicant is proposing to provide one accessible space (see **Exhibit 4K**). The accessible parking space is adjacent to an access aisle with a width of 9 feet (see **Exhibit 4K**). The recommended Conditions of Approval will require the applicant to provide signs and striping for all accessible parking spaces in accordance with the ODOT Standards for Accessible Parking (2023). Section 17.106.020(N) is satisfied.

O. All parking spaces designated for compact vehicles shall be labeled by painting the words "COMPACT ONLY" on the parking space.

Finding: The applicant is not proposing any compact spaces (see **Exhibit 4K**). Section 17.106.020(O) is not applicable.

P. Bicycle Parking.

1. Standards. At a minimum, bicycle parking shall be provided based on the standards in Subsection 5 below. Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automobile-parking standard, pursuant with Subsection 17.80.050.E or Subsection 17.106.020.Z, the planning commission may require bicycle parking spaces in addition to those in Subsection 5.

Finding: This development proposal does not require a Conditional Use Permit and the applicant is not requesting a reduction in the bicycle parking standards, so the standards in Subsection 5 will be the authority. Section 17.106.020(P)(1) is satisfied.

> *2. Design. Bicycle parking shall consist of staple-design steel racks or other City-approved racks, lockers, or storage lids providing a safe and secure means of storing a bicycle.*
> *3. Exemptions. This Section does not apply to single-family and duplex housing, home occupations, and agricultural uses. The planning commission may exempt other uses upon finding that, due to the nature of the use or its location, it is unlikely to have any patrons or employees arriving by bicycle.*
> *4. Prohibitions. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles, and shall be located so as to not conflict with the visual clearance areas as provided in Chapter 12.10. Bicycle parking areas shall not be located within parking aisles, landscape areas, or pedestrian ways.*
> *5. Number of spaces. The bicycle parking standards below shall apply to the uses listed. Bicycle parking spaces shall be installed in conjunction with the installation of required new or additional vehicle parking. When two standards are provided, the standard that results in the greater number of bicycle parking spaces shall govern.*
> *[…]*
> *Commercial: 2 spaces per primary use or 1 per 5 vehicles spaces*
> *[…]*

Finding: The applicant has requested an exemption from this requirement, which is allowed by item #3 above, because patrons of storage facilities typically transport items that are too large to be carried on a bicycle, making the installation of bicycle parking less worthwhile. Staff support this request for the reasons the applicant presents. However, if bicycle parking is required by City Council, the applicant has located a staple steel bicycle rack with capacity to secure 2 bicycles to the south of the onsite pedestrian path and to the east of the trash enclosure (see **Exhibit 4F**). Section 17.106.020(P)(5) is satisfied.

Q. Any lights provided to illuminate any public or private parking area or vehicle sales area shall be so arranged as to reflect the light away from any abutting or adjacent residential district.

Finding: The subject site does not directly abut a residential zoning district but southwest of the Crown Z Trail is zoned MH. The applicant's Illumination Plan (**Exhibit 4M**) demonstrates that lighting is oriented downward and internal to the site. Section 17.106.020(Q) is satisfied.

R. Required parking spaces shall be completely improved to city standards and available for use at the time of the final building inspection.

Finding: The applicant will be required by the recommended Conditions of Approval to have the required parking spaces installed prior to the final building inspection. Section 17.106.020(R) is satisfied.

S. A plan drawn to scale, indicating how the off-street parking and loading requirement is to be fulfilled, shall accompany the request for a building permit or development application.

Finding: The applicant has submitted a Parking & Landscape Plan (**Exhibit 4K**) as part of their application submittal, which illustrates the satisfaction of all off-street parking and loading requirements. Section 17.106.020(S) is satisfied.

T. Where square feet are specified, the area measured shall be gross floor area under the roof measured from the faces of the structure, excluding only space devoted to covered off-street parking or loading.

Finding: The building square footage used to compute parking requirements was measured from the faces of the structure. Section 17.106.020(T) is satisfied.

U. Where employees are specified, the employees counted are the persons who work on the premises including proprietors, executives, professional people, production, sales, and distribution employees during the largest shift at peak season.

Finding: The parking criteria relevant to this development proposal does not require a statement about the number of employees to compute any parking requirements. Section 17.106.020(U) is not applicable.

V. Fractional space requirements shall be counted as a whole space.

Finding: For every computation related to parking requirements that did not result in a whole number, the result was rounded up to the nearest whole number. Section 17.106.020(V) is satisfied.

W. Parking spaces in the public street or alley shall not be eligible as fulfilling any part of the parking requirement.

Finding: Every parking space that is counted towards meeting the applicable requirements is entirely within the subject site (see **Exhibit 4K**). Section 17.106.020(W) is satisfied.

X. Off street parking of any vehicle or recreational vehicle, watercraft, or parts designed to be affixed thereto, which obstructs the visual clearance area or creates a potential safety hazard shall not be allowed in required yard.

Finding: No vehicle of any kind parked in a designated parking space would obstruct the visual clearance areas of the site (see **Exhibits 4K**). Section 17.106.020(W) is satisfied.

Y. Parking and loading areas shall be designed to minimize disturbances of adjacent residents by erection between the uses of a sight-obscuring fence of not less than four feet in height, provided

that the provisions for visual clearance areas are met. Parking spaces within a parking lot shall be designed and constructed so that no portion of a parked vehicle, including an opened door, will extend beyond the property line.

Finding: The subject site does not have abutting residential uses but there are residential units to the southwest of the Crown Z Trail and Scappoose-Vernonia Highway. The applicant is proposing landscaping, buffering, and screening to the standards of Chapter 17.100 for the abutting public use (see **Exhibit 4K**). Section 17.106.020(Y) is satisfied.

Z. Exceptions and Reductions to Off-Street Parking. The applicant may propose a parking standard that is different than the standard under Section 17.106.030, for review and action by the planning commission processed according to the procedures in Chapter 17.162. The applicant's proposal shall consist of a written request, and a parking analysis prepared by a qualified planning or transportation professional.

1. The parking analysis, at a minimum, shall assess the average parking demand and available supply for existing and proposed uses on the subject site; opportunities for shared parking with other uses in the vicinity; existing public parking in the vicinity; transportation options existing or planned near the site, such as frequent bus service, carpools, or private shuttles; and other relevant factors.

2. The planning commission may reduce the off-street parking standards of Section 17.106.030 for sites with one or more of the following features, pursuant with this Subsection:

a. Site has a bus stop with frequent transit service located adjacent to it, and the site's frontage is improved with a bus stop waiting shelter, consistent with the standards of the applicable transit service provider: Allow up to a 10 percent reduction to the standard number of automobile parking spaces.

b. Site has dedicated parking spaces for carpool/vanpool vehicles: Allow up to a 5 percent reduction to the standard number of automobile parking spaces.

c. Site has dedicated parking spaces for motorcycle and/or scooter or electric carts: Motorcycle parking may substitute for up to 5 spaces or 5 percent of required automobile parking, whichever is less. For every 4 motorcycle parking spaces provided, the automobile parking requirement is reduced by one space. Each motorcycle space must be at least 4 feet wide and 8 feet deep. Existing parking may be converted to take advantage of this provision.

Finding: The applicant is not requesting a reduction to the amount of required parking spaces. Section 17.106.020(Z) is not applicable.

17.106.030 Minimum off-street parking requirements.

[…]

D. Industrial Uses.

[…]

3. Mini-storage: 1 space for every 200 square feet of gross office floor area, plus 2 spaces

for a caretaker residence.

[…]

Finding: The applicant is proposing to construct a 500-square-foot office and a caretaker dwelling, requiring 5 parking spaces. The applicant is proposing to provide 5 total parking spaces (see **Exhibit 4K**), meeting the minimum. Section 17.106.030(C) is satisfied.

17.106.050 Parking dimension standards.
A. Each parking space shall be accessible from a street or other right-of-way.

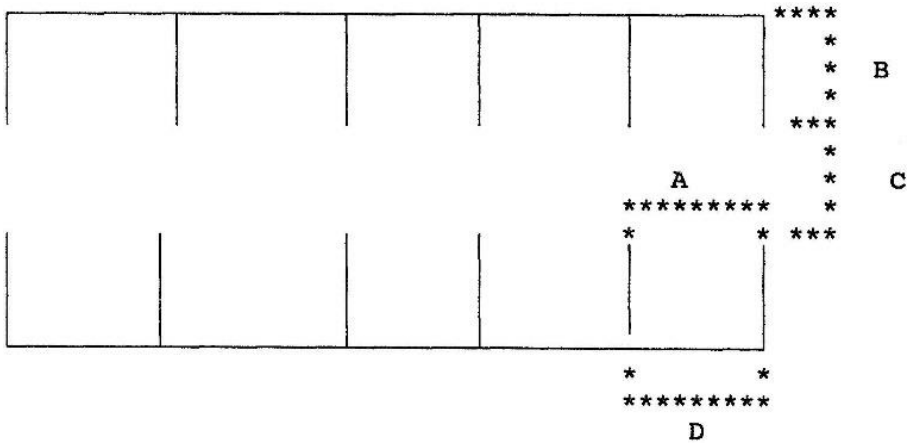
Finding: The applicant is proposing to install a 26-foot-wide driveway entrance and drive aisle from Scappoose-Vernonia Highway, through the Crown Z Trail and TL 1800, and to the proposed mini-storage facility (see **Exhibit 4F**). The applicant will be required by the recommended Conditions of Approval to establish reciprocal access easements between the subject site, TL 1800, and the Crown Z Trail. Section 17.106.050(A) is satisfied.

B. Minimum standards for a standard parking stall's length and width, aisle width, and maneuvering space shall be determined from the following table. Dimensions for designated compact spaces are noted in parentheses:

Overall				
Angle from curb	*Stall Width "A"*	*Channel Depth "B"*	*Aisle Width* "C"*	*Curb Length per stall "D"*
Parallel	*9'0" (8'6")*	*9'0" (8'6")*	*12'0" (12'0")*	*23'0" (20'0")*
30	*9'0" (8'6")*	*16'10" (14'10")*	*12'0" (12'0")*	*18'0" (17'0")*
45	*9'0" (8'6")*	*19'1" (16'7")*	*14'0" (14'0")*	*12'9" (12'0")*
60	*9'0" (8'6")*	*20'1" (17'3")*	*18'0" (18'0")*	*10'5" (10'3")*
90	*9'0" (8'6")*	*18'0" (15'0")*	*24'0" (24'0")*	*9'0" (8'6")*

** Aisles accommodating two direction traffic, or allowing access from both ends shall be 24 feet in width.*

1. Sample Illustration:



2. The width of each parking space includes a four inch wide stripe which separates each space.

Finding: The applicant is proposing for all parking spaces to be at a 90° angle, 9 feet wide, and 18 feet long (see **Exhibit 4K**). The smallest drive aisle would be 25 feet between storage unit buildings (see **Exhibit 4K**), which exceeds standards. Section 17.106.050(B) is satisfied.

C. Excluding single-family and duplex residences, groups of more than two parking spaces shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way would be required. Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.

Finding: The proposed parking lot contains a service drive that is accessible to all parking spaces and prevents the need to back into a public right-of-way (see **Exhibit 4F**). Section 17.106.050(C) is satisfied.

D. Each parking or loading space shall be accessible from a street and the access shall be of a width and location as described in the public works design standards.

Finding: The site's parking spaces can be accessed from Scappoose-Vernonia Highway, through the Crown Z Trail and TL 1800 and the applicant is proposing the installation of a 26-foot-wide driveway to facilitate this access (see **Exhibit 4F**), which is within the allowable range for a commercial driveway in the PWDS[5]. Section 17.106.050(D) is satisfied.

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

Finding: The applicant will stripe the parking spaces with permanent paint (see **Exhibit 4K**). Section 17.106.050(E) is satisfied.

F. All areas used for the parking or maneuvering of any vehicle, boat, or trailer shall be improved with asphalt or concrete surfaces except for surplus parking or vehicular storage parking areas which may be gravel if gravel will not create adverse conditions affecting safe ingress and egress when combined with other uses of the property and all areas within public right-of-way shall be paved.

Finding: The applicant is proposing to pave the parking lot with asphalt, including all areas used for parking and vehicular movement (see **Exhibit 4K**). Section 17.106.050(F) is satisfied.

[5] City of Scappoose, Public Works Design Standards, 2002, Section 5, Page 11.

G. Access Drives.

1. Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site.

Finding: The applicant is proposing the installation of a 26-foot-wide commercial driveway to connect Scappoose-Vernonia Highway to a 26-foot-wide drive aisle that runs through the Crown Z Trail and TL 1800 and provides access to the parking spaces (see **Exhibit 4F**). Section 17.106.050(G)(1) is satisfied.

2. The number and size of access drives shall be in accordance with the requirements of public works design standards.

Finding: The TSP[6] classifies Scappoose-Vernonia Highway as a Collector. The PWDS[7] limits sites abutting Collectors to one driveway per frontage. According to the PWDS[9], commercial driveways are to be between 12 and 36 feet wide. The applicant is proposing to install one 26-foot commercial driveway to serve the site (see **Exhibit 4F**). Section 17.106.050(G)(2) is satisfied.

3. Access drives shall be clearly and permanently marked and defined through use of rails, fences, walls or other barriers or markers on frontage not occupied by service drives.

Finding: The commercial driveway would be marked and defined by a change in grade and permanent paint (see **Exhibit 4F**). Section 17.106.050(G)(3) is satisfied.

4. Access drives shall maintain visual clearance areas as provided in Chapter 12.10.

Finding: VCAs to the standards of Chapter 12.10 are shown to be provided (see **Exhibit 4F**). Detailed findings related to visual clearance can be found in the staff report response to Chapter 12.10. Section 17.106.050(G)(4) is satisfied.

H. Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located three feet back from the front of the parking stall. The front three feet of the parking stall may be concrete, asphalt or low lying landscape material that does not exceed the height of the wheel stop. This area cannot be calculated to meet landscaping or sidewalk requirements.

Finding: All parking spaces are proposed to be adjacent to the pedestrian walkway (see **Exhibit 4K**). The applicant proposes to establish wheel stops for all parking spaces (see **Exhibit 4K**). Section 17.106.050(H) is satisfied.

I. Except for single-family and two-family residences, off-street parking and loading facilities shall

[6] City of Scappoose, Transportation System Plan: Volume 1, 2016, Figure 12.
[7] City of Scappoose, Public Works Design Standards, 2002, Section 5, Page 11.

be drained to avoid flow of water across public sidewalks in accordance with specifications approved by the public works director to ensure that ponding does not occur.

Finding: The applicant is proposing to grade the site in such a way that site stormwater drains away from the public sidewalk and towards catch basins throughout the site (see **Exhibit 4H**). The proposed system is designed to detain a 25-year storm event on site (see **Exhibit 5, p. 4**). Section 17.106.050(I) is satisfied.

J. Artificial lighting on all off-street parking facilities shall be designed to deflect all light away from surrounding residences and so as not to create a hazard to the public use road or street and shall not exceed intensities for adjacent streets as included in public works design standards.

Finding: The subject site does not directly abut a residential zoning district but southwest of the Crown Z Trail is zoned MH. The applicant's Illumination Plan (**Exhibit 4M**) demonstrates that lighting is oriented downward and internal to the site. Section 17.106.050(J) is satisfied.

K. All parking lots shall be kept clean and in good repair at all times. Breaks in paved surfaces shall be repaired promptly and broken or splintered wheel stops shall be replaced so that their function will not be impaired.

Finding: The applicant has stated in their Narrative (**Exhibit 3, p. 39**) that they will maintain the parking lot as required above. Section 17.106.050(K) is satisfied.

L. Pedestrian walkway. Where a walkway crosses a parking area or driveway, it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crossing may be part of a speed table to improve driver visibility of pedestrians. If crossings involve grade changes, the crossing shall include ADA accessible ramps. Painted striping, thermo-plastic striping, and similar types of non-permanent applications are discouraged, but may be approved for lower-volume crossings of 24 feet or less.

Finding: Due to the subject site not having direct frontage on Scappoose-Vernonia Highway, the applicant has to provide access from the street through the Crown Z Trail and TL 1800 (see **Exhibit 4F**). Crown Z Trail is a public trail that is used year-round by walkers, runners, and cyclists. To provide protection to users of the trail, the applicant is proposing a painted crosswalk where the trail and site drive aisle intersect (see **Exhibit 4F**). This would provide additional awareness to drivers that they are crossing a public trail and pedestrians could be using it. Section 17.106.050(L) is satisfied.

Chapter 17.120
SITE DEVELOPMENT REVIEW

17.120.020 Applicability of provisions.
Site development review shall be applicable to all new developments and major modification of

existing developments, as provided in Section 17.120.070 except it shall not apply to:
[…]

17.120.030 Administration and approval process.
A. The applicant for a site development review proposal shall be the recorded owner of the property or an agent authorized in writing by the owner.
B. Applications for site development review shall be processed according to Chapter 17.164.
C. The planning commission shall approve, approve with conditions or deny any application for site development review. The planning commission shall apply the standards set forth in Section 17.120.180 when reviewing an application for site development review.

Finding: The applicant is requesting approval that would allow for construction of a mini-storage facility with an office, caretaker dwelling, and associated site amenities (see **Exhibit 4E**). This request requires approval of Site Development Review, where Planning Commission is typically the approval authority; however, since the application is consolidated and the CPMA and ZC require City Council approval, Council will be the approval authority for the entire consolidated application. Sections 17.120.020 and 17.120.030 are satisfied.

17.120.040 Expiration of approval.
A. Site development review approval by the planning commission shall be effective for a period one year from the date of approval.
B. The site development review approval by the planning commission shall lapse if:
1. Substantial construction of the approved plan has not been completed within a one-year period; or
2. Construction on the site is a departure from the approved plan.
C. The planner may, upon written request by the applicant, grant an extension of the approval period not to exceed one year; provided, that:
1. No changes are made on the original site development review plan as approved by the planning commission;
2. The applicant can show intent of initiating construction on the site within the one year extension period; and
3. There have been no changes to the applicable comprehensive plan policies and ordinance provisions on which the approval was based.
D. Notice of the decision shall be provided to the applicant.

Finding: If approved by the City Council on August 18, 2025, the approval shall be effective until August 18, 2026. Approval will be revoked if substantial development to the site has not occurred or if the development deviates from the plans approved by the City Council. Extension of approval may be granted by the planner if the provided criteria are met. Following a decision by the City Council, notice will be sent to the applicant and others entitled to notice. Section 17.120.040 is satisfied.

17.120.180 Approval standards.
The planning commission shall make a finding with respect to each of the following criteria when approving, approving with conditions, or denying an application:
A. Provisions of all applicable chapters;

Finding: The applicable chapters of the Scappoose Municipal and Development Code are discussed throughout this staff report. Section 17.120.180(A) is satisfied.

B. Buildings shall be located to preserve topography, and natural drainage; located in areas not subject to ground slumping or sliding; located to provide adequate distance between adjoining buildings for adequate light, air circulation, and fire fighting; and oriented with consideration for sun and wind; and

Finding: The office and caretaker dwelling are to be located close to the site access to easily provide customer service without going through the locked sliding gate (see **Exhibit 4F**). The location and arrangement of the storage units allow for smooth site circulation, stormwater management of all impervious surfaces, and separation from sensitive lands to the greatest extent possible (see **Exhibits 4E** & **4H**). Section 17.120.180(B) is satisfied.

C. Existing trees having a six-inch caliper or greater shall be preserved or replaced by new plantings of equal character;

Finding: No trees are proposed to be removed at this time; however, if trees are to be removed, the applicant stated in their Narrative (**Exhibit 3, pp. 40-41**) that trees will be replaced as required above. Section 17.120.180(C) is satisfied.

D. Privacy and noise:
1. The buildings shall be oriented in a manner which protects private spaces on adjoining properties from view and noise,
2. Residential buildings shall be located on the portion of the site having the lowest noise levels, and
3. On-site uses which create noise, lights, or glare shall be buffered from adjoining residential uses;
[…]

Finding: The subject site has a public use to its south and residential uses beyond that and Scappoose-Vernonia Highway. Though the proposed mini-storage facility is expected to produce low noise volumes, the applicant is proposing to provide buffering and screening between the commercial use and the adjoining public use to the standards of Chapter 17.100 (see **Exhibit 4K**). Section 17.120.180(D) is satisfied.

G. Where landfill and/or development is allowed within and adjacent to the one hundred-year floodplain, the city may require the dedication of sufficient open land area for greenway adjoining

and within the floodplain. This area shall include portions at a suitable elevation for the construction of a pedestrian/bicycle pathway within the floodplain;

Finding: Portions of the subject site are within the 100-year floodplain and some development activity is proposed within the floodplain (see **Exhibit 4E**). The City will not require the applicant to dedicate any land to a pedestrian or bicycle pathway. Section 17.120.180(G) is satisfied.

H. Demarcation of public, semipublic, and private spaces; crime prevention:

1. The structures and site improvements shall be designed so that public areas such as streets or public gathering places, semipublic areas and private outdoor areas are clearly defined in order to establish persons having a right to be in the space, in order to provide for crime prevention and to establish maintenance responsibility; and

2. These areas may be defined by a deck, patio, low wall, hedge or draping vine, a trellis or arbor, a change in level or landscaping;

Finding: The applicant is proposing to install a sliding entry gate that will require an access code to enter the storage facility through (see **Exhibit 4F**). If site visitors are not using the storage units, they will be parked in front of the office, which is on the public side of the gate (see **Exhibit 4E**). If a person is not engaging in either of these activities and site elements, it will be clear that they are not utilizing the space for its intended purposes. Section 17.120.180(H) is satisfied.

I. Crime prevention and safety:

1. Windows shall be located so that areas vulnerable to crime can be surveyed by the occupants,

Finding: The office and caretaker dwelling are proposed to have windows facing the parking lot (**Exhibit 3, pp. 41-42**). The storage units will not be required to have windows because they will not be permanently occupied by residents, employees, or customers. Section 17.120.180(I)(1) is satisfied.

2. Interior laundry and service areas shall be located in a way that they can be observed by others,

Finding: The caretaker dwelling may have internal laundry equipment but it is not for public use so its security is not applicable to this standard, which is intended for common laundry facilities in multifamily complexes. Section 17.120.180(I)(2) is not applicable.

3. Mail boxes shall be located in lighted areas having vehicular or pedestrian traffic,

Finding: The applicant is not proposing that a mailbox serve the site (see **Exhibit 3, p. 47**). Section 17.120.180(I)(3) is not applicable.

4. The exterior lighting levels shall be selected and the angles shall be oriented towards

areas vulnerable to crime, and

5. Light fixtures shall be provided in areas having heavy pedestrian or vehicular traffic and in potentially dangerous areas such as parking lots, stairs, ramps and abrupt grade changes. Fixtures shall be placed at a height so that light patterns overlap at a height of seven feet which is sufficient to illuminate a person;

Finding: The applicant's Illumination Plan (**Exhibit 4M**) demonstrates that the entire site will be sufficiently lit for crime prevention and pedestrian navigation purposes. The recommended Conditions of Approval will require the applicant to provide site lighting at such a height that light patterns overlap at a height of 7 feet. Section 17.120.180(I)(4-5) is satisfied.

J. Access and circulation:

1. The number of allowed access points for a development shall be as provided in the public works design standards.

Finding: The TSP[8] classifies Scappoose-Vernonia Highway as a Collector. The PWDS[9] limits sites abutting Collectors to one driveway per frontage. The applicant is proposing to install one driveway to serve the development (see **Exhibit 4F**). Section 17.120.180(J)(1) is satisfied.

2. All circulation patterns within a development shall be designed to accommodate emergency vehicles.

Finding: The applicant submitted a Fire Truck Maneuvering plan (**Exhibit 4I**) that illustrates how a standard fire truck (dimensions provided exhibit) could successfully navigate throughout the site during an emergency. The Scappoose Rural Fire Protection District provided a referral comment for this proposal (**Exhibit 17**), which included requirements related to fire apparatus roads. These requirements are included in the recommended Conditions of Approval. The Scappoose Rural Fire Protection District will also review the proposed fire apparatus roads for compliance at the time of construction document review. Section 17.120.180(J)(2) is satisfied.

3. Provisions shall be made for pedestrian ways and bicycle ways consistent with 17.120.180(Q);

Finding: The applicant is proposing a pedestrian walkway system (see **Exhibit 4E**) in conformance with Section 17.120.180(Q); see findings to Section 17.120.180(Q) for more information. Section 17.120.180(J)(3) is satisfied.

K. Public transit:

1. Provisions within the plan shall be included for providing for transit if the development proposal is adjacent to existing or proposed transit route.

2. The requirements for transit facilities shall be based on:

[8] City of Scappoose, Transportation System Plan: Volume 1, 2016, Figure 12.
[9] City of Scappoose, Public Works Design Standards, 2002, Section 5, Page 11.

a. The location of other transit facilities in the area,
b. The size and type of the proposal.
3. The following facilities may be required:
a. Bus stop shelters,
b. Turnouts for buses, and
c. Connecting paths to the shelters;

Finding: There is not an existing transit stop for the CC (Columbia County) Rider near the subject site, so no transit provisions will be required. Section 17.120.180(K) is not applicable.

L. All parking and loading areas shall be designed in accordance with the requirements set forth in Sections 17.106.050 and 17.106.080, Chapter 12.10, and the public works design standards;

Finding: The applicant's Parking & Landscape Plan (**Exhibit 4K**) was designed in accordance with Sections 17.106.050 and 17.106.080, Chapter 12.10, and the PWDS. Detailed findings can be found in the staff report responses to these sections. Section 17.120.180(L) is satisfied.

M. All landscaping shall be designed in accordance with the requirements set forth in Chapter 17.100;

Finding: The Parking & Landscape Plan (**Exhibit 4K**) satisfies the requirements of Chapter 17.100, as discussed in the findings to that chapter. Section 17.120.180(M) is satisfied.

N. All drainage plans shall be submitted to the public works director for review and approval;

Finding: The applicant has submitted a Grading & Stormwater Plan (**Exhibit 4H**) and a Stormwater Report (**Exhibit 5**) as part of their application. The applicant is proposing to install catch basins throughout the site to collect stormwater generated onsite, which will then be conveyed to a new stormwater detention swale to the north of the paved area and another to the southeast of the paved area. The swales are proposed to be 4 feet deep and will treat and detain the stormwater generated by the development up to and including a 25-year storm event. The City of Scappoose Public Works Director provided a referral comment (**Exhibit 17**) and did not have any comments on the Grading & Stormwater Plan. Section 17.120.180(N) is satisfied.

O. All facilities for the handicapped shall be designed in accordance with the requirements set forth in the ADA requirements; and

Finding: The applicant will be required to comply with applicable State and Federal requirements of the Americans with Disabilities Act, which will be verified during building permit review. Section 17.120.180(O) is satisfied.

P. All of the provisions and regulations of the underlying zone shall apply.

Finding: If the ZC is approved, the underlying zone will be EC, which is subject to Chapter 17.68. The proposed application satisfies the requirements of Chapter 17.68, as discussed in the findings to that chapter. Section 17.120.180(P) is satisfied.

Q. Pedestrian Access and Circulation Standards. Developments shall conform to all of the following standards for pedestrian access and circulation:

1. Continuous Walkway System. A pedestrian walkway system shall extend throughout the development site and connect to adjacent sidewalks, if any, and to all future phases of the development, as applicable.

2. Safe, Direct, and Convenient. Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, transit stops, recreational areas/playgrounds, and public rights-of-way based on all of the following criteria:

a. The walkway is reasonably direct. A walkway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel;

b. The walkway is designed primarily for pedestrian safety and convenience, meaning it is reasonably free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations. The city planning commission may require landscape buffering between walkways and adjacent parking lots or driveways to mitigate safety concerns.

c. The walkway network connects to all primary building entrances and, where required, Americans With Disabilities Act requirements.

3. Vehicle/Walkway Separation. Except as required for crosswalks, pursuant to Subsection 4, below, where a walkway abuts a driveway or street it shall be raised 6 inches and curbed along the edge of the driveway/street. Alternatively, the city planning commission may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is physically separated from all vehicle-maneuvering areas. An example of such separation is a row of bollards (designed for use in parking areas) with adequate minimum spacing between them to prevent vehicles from entering the walkway.

4. Crosswalks. Where a walkway crosses a parking area or driveway ("crosswalk"), it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crosswalk may be part of a speed table to improve driver-visibility of pedestrians. Painted or thermo-plastic striping and similar types of non-permanent applications are discouraged, but may be approved for lesser used crosswalks not exceeding 20 feet in length.

5. Walkway Width and Surface. Walkways, including access ways required for subdivisions pursuant with Chapter 17.150, shall be constructed of concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the city engineer, and not less than 5 feet wide. Multi-use paths (i.e., designed for shared use by bicyclists and pedestrians) shall be concrete or asphalt and shall conform to the public works design standards.

6. Walkway Construction. Walkway surfaces may be concrete, asphalt, brick/masonry pavers, or other city-approved durable surface meeting Americans with Disabilities Act

requirements. Walkways shall be not less than 5 feet in width, except that concrete walkways a minimum of 6 feet in width are required in commercial developments and where access ways are required for subdivisions under Chapter 17.150 the planning commission may also require 6 foot wide, or wider, concrete sidewalks in other developments where pedestrian traffic warrants walkways wider than 5 feet.

7. Multi-Use Pathways. Multi-use pathways, where approved, shall be 12 feet wide and constructed of asphalt or concrete, consistent with the applicable public works design standards.

Finding: The applicant proposes to provide a 6-foot concrete pedestrian walkway system that connects the office, caretaker dwelling, parking area, and refuse container (see **Exhibit 4E**). The walkway system is safe, efficient, and incorporates all necessary areas of the site. Due to the drive-up scheme of mini-storage units, a pedestrian walkway system will not be required throughout the entire site. Section 17.120.180(Q) is satisfied.

Chapter 17.154
STREET AND UTILITY IMPROVEMENT STANDARDS

Section 17.154.030 Streets.

[…]

S. A Transportation Impact Study (TIS) must be submitted with a land use application if the conditions in (1) or (2) apply in order to determine whether conditions are needed to protect and minimize impacts to transportation facilities, consistent with Section 660-012-0045(2)(b) and (e) of the State Transportation Planning Rule.

1. Applicability - TIS letter. A TIS letter shall be required to be submitted with a land use application to document the expected vehicle trip generation of the proposal. The expected number of trips shall be documented in both total peak hour trips and total daily trips. Trip generation shall be estimated for the proposed project using the latest edition of the Institute of Engineers Trip Generation Manual or, when verified with the City prior to use, trip generation surveys conducted at similar facilities.

2. Applicability - TIS report. A TIS report shall be required to be submitted with a land use application if the proposal is expected to involve one or more of the following:

a. The proposed development would generate more than 10 peak hour trips or more than 100 daily trips.

b. The proposal is immediately adjacent to an intersection that is functioning at a poor level of service, as determined by the city engineer.

c. A new direct approach to US 30 is proposed.

d. A proposed development or land use action that the road authority states may contribute to operational or safety concerns on its facility(ies).

e. An amendment to the Scappoose Comprehensive Plan or Zoning Map is proposed.

3. Consistent with the city's Traffic Impact Study (TIS) Guidelines, the city engineer will determine the project study area, intersections for analysis, scenarios to be evaluated and

any other pertinent information concerning the study and what must be addressed in either a TIS letter or a TIS report.

4. Approval Criteria. When a TIS Letter or Report is required, a proposal is subject to the following criteria:

a. The TIS addresses the applicable elements identified by the city engineer, consistent with the Traffic Impact Study Guidelines;

b. The TIS demonstrates that adequate transportation facilities exist to serve the proposed development or, in the case of a TIS report, identifies mitigation measures that resolve identified traffic safety problems in a manner that is satisfactory to the city engineer and, when state highway facilities are affected, to ODOT;

c. For affected non-highway facilities, the TIS report establishes that mobility standards adopted by the city have been met; and

d. Proposed public improvements are designed and will be constructed consistent with Public Works Design Standards and access standards in the Transportation System Plan

5. Conditions of Approval.

a. The city may deny, approve, or approve a proposal with conditions necessary to meet operational and safety standards; provide the necessary right-of-way for improvements; and to require construction of improvements to ensure consistency with the future planned transportation system.

b. Construction of off-site improvements may be required to mitigate impacts resulting from development that relate to capacity deficiencies and public safety; and/or to upgrade or construct public facilities to city standards.

c. Improvements required as a condition of development approval, when not voluntarily provided by the applicant, shall be roughly proportional to the impact of the development on transportation facilities. Findings in the development approval shall indicate how the required improvements directly relate to and are roughly proportional to the impact of development.

Finding: The applicant submitted a Transportation Impact Study (TIS) letter (**Exhibit 6**), which includes trip generation estimates, a safety analysis, and various operational analyses. The Study projects that the proposed development would generate 76 weekday daily trips, including 5 morning peak hour trips and 7 evening peak hour trips (see **Exhibit 6, p. 1**). The applicant's TIS provides an analysis of the Crown Z Trail's intersection with the subject site's access point (see **Exhibit 6, p. 3**). The traffic engineer supports and has deemed adequate the applicant's proposed measures of awareness and protection, which includes signage and a striped crosswalk (see **Exhibit 4F**). The TIS concluded that the existing driveway can accommodate the traffic generated by the proposed development and continue to be shared with the adjacent property (see **Exhibit 6, p. 3**). Additionally, the Study found that there is sufficient sight distance at the driveway, there is no crash history attributed to the driveway, the driveway meets access spacing standards, and the driveway design accounts for the Crown Z Trail. Therefore, no additional analysis and no off-site mitigations are recommended. Section 17.154.030(S) is satisfied.

17.154.050 Easements.

A. Easements for sewers, drainage, water mains electric lines or other public utilities shall be either dedicated or provided for in the deed restrictions, and where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with lines of such watercourse and such further width as will be adequate for conveyance and maintenance.

B. A property owner proposing a development shall make arrangements with the city, the applicable district and each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development.

Finding: Access to the subject site is currently and will be gained from Scappoose-Vernonia Highway, through the Crown Z Trail parcel and TL 1800 (see **Exhibit 4F**). The applicant will be required by the recommended Conditions of Approval to negotiate and establish a reciprocal access easement agreement with Columbia County and the owner of TL 1800. The applicant is also proposing for sewer, private fire water, and water lines to run from Scappoose-Vernonia Highway through these properties as well (see **Exhibit 4J**). The applicant will be required by the recommended Conditions of Approval to negotiate and establish a utility easement agreement with Columbia County and the owner 1800. Section 17.154.050 is satisfied.

17.154.090 Sanitary Sewers.

A. Sanitary sewers shall be installed to serve each new development and to connect developments to existing mains in accordance with the provisions set forth by the city's public works design standards and the adopted policies of the comprehensive plan.

B. The public works director shall approve all sanitary sewer plans and proposed systems prior to issuance of development permits involving sewer service.

C. Proposed sewer systems shall include consideration of additional development within the area as projected by the comprehensive plan and the wastewater treatment facility plan and potential flow upstream in the sewer sub-basin.

D. Applications shall be denied by the approval authority where a deficiency exists in the existing sewer system or portion thereof which cannot be rectified within the development and which if not rectified will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of the sewage treatment system.

Finding: There is currently a public 8-inch PVC sewer main in Scappoose-Vernonia Highway. The applicant proposes to connect the new office and caretaker dwelling buildings to the main with a new 4-inch PVC lateral (see **Exhibit 4J**). The applicant proposes to connect the new office and caretaker dwelling buildings to the main with a new 4-inch PVC lateral (see **Exhibit 4J**). The lateral will connect to the existing manhole on the southern border of TL 1800 (see **Exhibit 4J**). The applicant is proposing to negotiate and establish a utility easement agreement with impacted property owners for any utility lines that run through multiple properties (see **Exhibit 4J**). Section 17.154.090 is satisfied.

17.154.100 Storm Drainage.

A. The planner and public works director shall issue permits only where adequate provisions for stormwater and floodwater runoff have been made, and:

1. The stormwater drainage system shall be separate and independent of any sanitary sewage system.

2. Where possible, inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street.

3. Surface water drainage patterns shall be shown on every development proposal plan.

4. All stormwater analysis and calculations shall be submitted with proposed plans for public works directors review and approval.

5. All stormwater construction materials shall be subject to approval of the public works director.

B. Where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such watercourse and such further width as will be adequate for conveyance and maintenance.

C. A culvert or other drainage facility shall, and in each case be, large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the development. The public works director shall determine the necessary size of the facility.

D. Where it is anticipated by the public works director that the additional runoff resulting from the development will overload an existing drainage facility, the planner and engineer shall withhold approval of the development until provisions have been made for improvement of the potential condition or until provisions have been made for storage of additional runoff caused by the development.

Finding: The applicant is proposing to install catch basins throughout the site to collect stormwater generated onsite, which will then be conveyed to a new stormwater detention swale to the north of the paved area and another to the southeast of the paved area (see **Exhibits 4H** & **5, p. 4**). The swales are proposed to be 4 feet deep and will treat and detain the stormwater generated by the development up to and including a 25-year storm event (see **Exhibit 5, p. 4**). Section 17.154.100 is satisfied.

17.154.105 Water System.

The planner and public works director shall issue permits only where provisions for municipal water system extensions have been made, and:

A. Any water system extension shall be designed in compliance with the comprehensive plan existing water system plans.

B. Extensions shall be made in such a manner as to provide for adequate flow and gridding of the system.

C. The public works director shall approve all water system construction materials.

Finding: There is an existing 8-inch C900 water main in Scappoose-Vernonia Highway with a perpendicular 2-inch C900 main running towards the subject site (see **Exhibit 4J**). From the

meter, the applicant is proposing to extend the lateral north and then east to serve the new office and caretaker dwelling (see **Exhibit 4J**). Where the lateral breaks east to serve the proposed development, the applicant has proposed for the line to continue northward to serve another property (see **Exhibit 4J**). However, the City of Scappoose Public Works Director's referral comment (**Exhibit 17**) and the recommended Conditions of Approval require that each property be serviced by its own meter. The Public Works Director's comment also requested that the vault for the fire water system be located near the proposed water meter. The recommended Conditions of Approval will require the applicant to relocate the vault accordingly. Section 17.154.105 is satisfied.

17.154.107 Erosion Controls.

A. Any time the natural soils are disturbed and the potential for erosion exists, measures shall be taken to prevent the movement of any soils off site. The public works director shall determine if the potential for erosion exists and appropriate control measures.

B. The city shall use the city's public works design standards as the guidelines for erosion control.

Finding: The applicant submitted an Erosion & Sediment Control Plan (**Exhibit 4D**), which will be reviewed for conformance during construction document review. Section 17.154.107 is satisfied.

17.154.120 Utilities.

A. All utility lines including, but not limited to those required for electric, communication, lighting and cable television services and related facilities shall be placed underground, except for surface mounted transformers, surface mounted connection boxes and meter cabinets which may be placed above ground, temporary utility service facilities during construction, high capacity electric lines operating at fifty thousand volts or above, and:

1. The applicant shall make all necessary arrangements with the serving utility to provide the underground services;

2. The city reserves the right to approve location of all surface mounted facilities;

3. All underground utilities, including sanitary sewers, water lines, and storm drains installed in streets by the applicant, shall be constructed prior to the surfacing of the streets; and

4. Stubs for service connections shall be long enough to avoid disturbing the street improvements when service connections are made.

B. The applicant for a subdivision shall show on the development plan or in the explanatory information, easements for all underground utility facilities, and:

1. Plans showing the location of all underground facilities as described herein shall be submitted to the public works director for review and approval; and

2. Above ground equipment shall not obstruct visual clearance areas for vehicular traffic.

Finding: There is an existing overhead powerline between the Crown Z Trail and Scappoose-Vernonia Highway that is proposed to remain (see **Exhibit 4J**). All new utility lines will be installed underground (see **Exhibit 4J**). Section 17.154.120 is satisfied.

Chapter 17.162
PROCEDURES FOR DECISION MAKING–QUASI-JUDICIAL

17.162.021 Consolidation of proceedings.

A. Except as provided in subsection C of this section, whenever an applicant requests more than one approval and more than one approval authority is required to decide the applications, the proceedings shall be consolidated so that one approval authority shall decide all applications in one proceeding.

B. In such cases as stated in subsection A of this section, the hearings shall be held by the approval authority having original jurisdiction over one of the applications under Section 17.164.110, in the following order of preference: the council, the commission, or the planner.

C. Where there is a consolidation of proceedings:

1. The notice shall identify each action to be taken;

2. The decision on a plan map amendment shall precede the decision on the proposed zone change and other actions. Plan map amendments are not subject to the one hundred twenty-day decision making period prescribed by state law and such amendments may involve complex issues. Therefore, the planner shall not be required to consolidate a plan map amendment and a zone change or other permit applications requested unless the applicant requests the proceedings be consolidated and signs a waiver of the one hundred twenty-day time limit prescribed by state law for zone change and permit applications; and

3. Separate actions shall be taken on each application.

D. Consolidated Permit Procedure.

1. Use of the consolidated permit procedures described in this section shall be at the election of the applicant.

2. When the consolidated procedure is elected, application and fee requirements shall remain as provided by resolution approved by the council. If more than one permit is required by this title or other ordinance to be heard by the planning commission or city council, each such hearing shall be combined with any other permit also requiring such hearing. The standards applicable to each permit by this or any other ordinance shall be applied in the consolidated procedures to each application.

3. In a consolidated proceeding, the staff report and recommendation provided by the planner shall be consolidated into a single report.

4. All rules and ordinances of the city not in conflict with this section shall apply in a consolidated permit procedure.

Finding: The applicant has requested a consolidated application for CPMA (**Exhibit 1A**), ZC (**Exhibit 2A**), SDR (**Exhibit 2B**), SLDP–Floodplain (**Exhibit 2C**), SLDP–Wetlands (**Exhibit 2DD**), and SLDP–Fish and Riparian Corridor Overlay (**Exhibit 2E**). On their own, these application types would have three different approval authorities with SLDP being reviewed by the Planner, SDR being reviewed by the Planning Commission, and CPMA and ZC being reviewed by the City Council. However, since the applicant submitted a consolidated application, the entire consolidated application will be reviewed for approval by the City Council, as the highest approval

authority. Approving SDR is a limited land use decision subject to Chapter 17.164 and Oregon Revised Statutes (ORS) 197.195. Approving the other application types are quasi-judicial decisions subject to Chapter 17.162. The consolidated application will be processed as a quasi-judicial decision since it provides more opportunities for public participation and the procedures for quasi-judicial decisions necessitate public hearings, which are not allowed in limited land use decisions. Section 17.162.021 is satisfied.

17.162.025 Noticing Requirements

A. Notice of a pending quasi-judicial public hearing shall be given by the planner in the following manner:

1. At least twenty days prior to the scheduled hearing date, or if two or more hearings are scheduled, ten days prior to the first hearing, notice shall be sent by mail to:

a. The applicant and all owners or contract purchasers of record of the property which is the subject of the application;

b. All property owners of record or the most recent property tax assessment roll within three hundred feet of the property which is the subject of the notice plus any properties abutting proposed off-site improvements.

c. Any governmental agency or utility whose property, services or facilities may be affected by the decision. The reviewing City Staff shall determine the extent of notice to public agencies or utilities based on perceived interest or impact; noticed agencies may include:

i. Columbia County Land Development Services;
ii. Columbia County Road Department;
iii. Oregon Department of Transportation (ODOT);
iv. ODOT Rail Division;
v. Portland & Western Railroad;
vi. Scappoose Rural Fire Protection District;
vii. Port of St. Helens;
viii. Oregon Department of Aviation;
ix. Scappoose School District;
x. Columbia County Soil Conservation District;
xi. Scappoose Drainage Improvement Company; or
xii. Any other affected agencies as identified by the planner;

d. Acknowledged neighborhood planning organizations, if active;

e. Any person who requests, in writing; and

f. The appellant and all parties to an appeal.

2. At least thirty-five days before the initial hearing on adoption of any proposal to amend the comprehensive plan map or zoning map, notice shall be sent to the Department of Land Conservation and Development;

3. Notice of a hearing on a proposed zone change for a manufactured home park shall be given to tenants of that manufactured home park at least twenty days but no more than forty days prior to the hearing; and

4. The planner shall cause an affidavit of mailing of notice to be filed and made a part of

the administrative record.

B. For all quasi-judicial decisions requiring a public hearing, the applicant shall post signs provided by the planner displaying notice of the pending hearing at least fourteen days prior to the date of the hearing. One sign shall be required for each three hundred feet, or part thereof, of frontage of the subject property on any street. The content, design, size and location of the signs shall be as determined by the planner to assure that the information is legible from the public right-of-way. As a precondition to a hearing, the applicant shall file an affidavit of such posting with the planner no less than ten days prior to the hearing.

C. For all quasi-judicial decisions requiring a public hearing, at least ten days prior to the hearing, notice shall be given in a newspaper of general circulation in the city. An affidavit of publication shall be made part of the administrative record.

Finding: Using the most recent property tax assessment roll, notice of this application was mailed to every property owner within 300 feet of the entire subject site on June 30, 2025. The applicant has provided a signed affidavit certifying that onsite noticing has been posted as of June 26, 2025, consistent with the requirements of this section. Notice of the hearing was published in the June 27, 2025 edition of the Columbia County Spotlight. The public has until July 9, 2025 at 5:00 pm to provide a written public comment. As of the date of this report, no members of the public have submitted written comment. A land use action referral was sent to the City of Scappoose City Manager, Public Works Director, and Chief of Police; Columbia County Building Official, Public Works Director, and General Services Director; DLCD, ODOT, DSL, and ODFW; Scappoose Rural Fire Protection District; and Columbia River PUD have been provided an opportunity to review and comment on the proposal. The City Engineer's comments are incorporated throughout this report. Section 17.162.025 is satisfied.

17.162.090 Approval authority responsibilities.

A. The planner shall have the authority to approve, deny or approve with conditions the following applications:

[…]

7. Sensitive land permits (for applications not subject to planning commission approval) pursuant to Chapter 17.84, Chapter 17.85, Chapter 17.86, and Chapter 17.89; and

[…]

[…]

D. Upon appeal or recommendation, the city council shall conduct a public hearing in the manner prescribed by this chapter and shall have the authority to approve, deny or approve with conditions the following development applications:

[…]

2. Quasi-judicial plan and zone amendments, including overlay zones;

[…]

Finding: See findings to Section 17.162.021. Since this application includes a proposal for CPMA and ZC, City Council will be the approval authority for the entire consolidated application. Staff has written this staff report and will present it to the Planning Commission, who will make a

recommendation to the City Council, who will be the final decision maker. Section 17.162.090 is satisfied.

Section 17.162.140 Decision process.
A. The decision shall be based on:
1. Proof by the applicant that the application fully complies with:
a. Applicable policies of the city comprehensive plan; and
b. The relevant approval standards found in the applicable chapter(s) of this title, the public works design standards, and other applicable implementing ordinances.
B. Consideration may also be given to:
1. Proof of a substantial change in circumstances or a mistake in the comprehensive plan or zoning map as it relates to the property which is the subject of the development application; and
2. Factual oral testimony or written statements from the parties, other persons and other governmental agencies relevant to the existing conditions, other applicable standards and criteria, possible negative or positive attributes of the proposal or factors in subsections (A) or (B)(1) of this section.
[…]

Finding: The applicant has submitted a complete proposal for a Comprehensive Plan Map Amendment, Zone Change, Site Development Review, and three Sensitive Lands Development Permits (Floodplain, Wetlands, and Fish and Riparian Corridor Overlay). Findings related to the approval criteria have been addressed within this staff report. The recommended Conditions of Approval are included to ensure the satisfaction of all applicable approval criteria and the requirements of other governmental agencies. Section 17.162.140 is satisfied.

Scappoose Comprehensive Plan
POLICIES FOR ECONOMICS

1) Make sufficient suitable land available for the anticipated expansion of commercial and industrial activities identified in the Scappoose EOA.

Finding: The subject site is currently zoned LI and designated on the Comprehensive Plan Map as Industrial. The proposed CPMA and ZC (see **Exhibits 1A** & **2A**) would result in the site being zoned EC with a Commercial designation. Both the existing and proposed zones and designations allow for economic and business activities; see Sections 17.68.030, 17.70.030, and 17.70.040. However, the EC zone allows for more uses and a greater variety of uses than the LI zone, which provides for a more flexible expansion of economic activities. The need for commercial land is substantiated by the adopted 2011 EOA[10], which indicates a need for 104 gross acres of

[10] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

commercial land that has not yet been met by a UGB expansion. Scappoose Comprehensive Plan Policies for Economics #1 is satisfied.

2) Encourage the preservation, improvement and renewal of the existing business district of the City so that it will be allowed to play a role as a center of economic and civic activity for the entire community.

[…]
Finding: The subject site considered for rezoning and redesignation is within the City's existing business district as an industrial site. Rezoning it to EC and redesignating it to Commercial is an improvement to the city's business district because the EC zone allows for more uses and a greater variety of uses than the LI zone, which provides for a more flexible expansion of economic activities. Using the applicant's proposed mini-storage facility as an example, the LI zone caps the mini-storage facility at a maximum of 3 acres; see Section 17.70.040(G), whereas the EC zone does not place a limit on the facility size. Maximizing the highway-adjacent economic land in the UGB is an improvement to the city's business district. Scappoose Comprehensive Plan Policies for Economics #2 is satisfied.

4) Encourage the expansion of employment opportunities within the urban area, so residents can work within their community.
[…]

Finding: The EC zone and Commercial designation allow for more uses and a greater variety of uses than the LI zone and Industrial designation. This permits a wider range of development opportunities and therefore in general, more employment opportunities. Scappoose Comprehensive Plan Policies for Economics #4 is satisfied.

16) Protect industrial, airport-related and commercially designated areas for their intended uses as identified in the Scappoose Economic Opportunities Analysis.
[…]

Finding: The proposed CPMA (**Exhibit 1A**) responds to a change in land need in Scappoose since the current 2011 EOA was adopted. The adopted 2011 EOA[11] indicated a need for 269 gross acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned PUA, the majority of which has an EAE overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is expected to be

[11] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

adopted in fall 2025. With a surplus of industrial land and a deficit of commercial land, the proposed redesignation is in conformance with this section. Scappoose Comprehensive Plan Policies for Economics #16 is satisfied.

Scappoose Comprehensive Plan
POLICIES FOR THE COMMERCIAL LAND USE DESIGNATION

1) Make sufficient land available for the anticipated expansion of commercial and industrial activities.
[…]

Finding: The adopted 2011 EOA[12] indicated a need for 269 gross acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned PUA, the majority of which has an EAE overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is expected to be adopted in fall 2025. According to the 2011 EOA[13], the City has a 104 gross acre deficit of commercial land that has not been addressed by a UGB expansion. Seeing that there is a surplus of industrial land and a deficit of commercial land, the proposed redesignation from Industrial to Commercial allows for sufficient land for the anticipated expansion of these land use types. Scappoose Comprehensive Plan Policies for the Commercial Land Use Designation #1 is satisfied.

4) Locate business activities in clusters for the convenience of the public to be served rather than scattered or mixed with non-commercial land uses.
[…]

Finding: The subject site proposed for Commercial redesignation is adjacent to Columbia River Highway and Scappoose-Vernonia Highway, two major corridors in the Scappoose and Columbia County transportation network. The subject site is also corner adjacent to land designated as Commercial (see **Exhibit 1A**), which would expand the continuous commercial core. A roofing contractor and a truck repair shop are among the adjacent uses to the subject site and are both compatible in the EC zone. Scappoose Comprehensive Plan Policies for the Commercial Land Use Designation #4 is satisfied.

10) Not expand the amount of commercially-zoned land until sufficient in-filling has occurred in vacant areas.

[12] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.
[13] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

Finding: While there are some vacant commercial properties within the UGB, there remains a known deficit of commercial land as supported by the 2011 EOA[14]. No UGB expansion has occurred since then to address the deficit. Scappoose Comprehensive Plan Policies for the Commercial Land Use Designation #10 are satisfied.

Oregon Administrative Rules 660-009-0010
APPLICATION

[…]
(4) For a post-acknowledgement plan amendment under OAR chapter 660, division 18, that changes the plan designation of land in excess of two acres within an existing urban growth boundary from an industrial use designation to a non-industrial use designation, or an other employment use designation to any other use designation, a city or county must address all applicable planning requirements, and:

(a) Demonstrate that the proposed amendment is consistent with its most recent economic opportunities analysis and the parts of its acknowledged comprehensive plan which address the requirements of this division; ***or***

(b) Amend its comprehensive plan to incorporate the proposed amendment, consistent with the requirements of this division; ***or***

(c) Adopt a combination of the above, consistent with the requirements of this division.

Finding: The applicant is proposing a Comprehensive Plan Map Amendment of the subject site from Industrial to Commercial (see **Exhibit 1A**), triggering this requirement. The adopted 2011 EOA[15] indicated a need for 269 gross acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned PUA, the majority of which has an EAE overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is expected to be adopted in fall 2025. According to the 2011 EOA[16], the City has a 104 gross acre deficit of commercial land that has not been addressed by a UGB expansion. Seeing that there is a surplus of industrial land and a deficit of commercial land, the proposed redesignation from Industrial to Commercial is consistent with the adopted EOA in conformance with item *a* above. The proposal conforms with the Scappoose Comprehensive Plan Policies for Economics, as discussed in the findings to those policies. The applicant's proposed CPMA (**Exhibit 1A**) also addresses item *b* above as the Amendment is in conformance with OAR Division 660, including OAR 660-012-0060, the Transportation Planning Rule. Detailed findings to

[14] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.
[15] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.
[16] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

the Transportation Planning Rule can be found in the findings to OAR 660-012-0060. OAR 660-009-0010(4) is satisfied.

Oregon Administrative Rules 660-012-0060
PLAN AND LAND USE REGULATION AMENDMENTS

(1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);

(b) Change standards implementing a functional classification system; ***or***

(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.

(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

(B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; ***or***

(C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.

[…]

Finding: As part of the City's 50-Year Plan long-range planning project, the City is proposing to rezone and redesignate several parcels within the UGB, including the subject site. The applicant desired to have the redesignation and rezone to their property completed on their application timeline rather than the City's project timeline, which is why the CPMA and ZC are included in the applicant's request. The City completed a TPR analysis (**Exhibit 7**) for all impacted parcels, including the applicant's parcel, described in the Analysis as TL 2701. Commercial zoning and land uses tend to generate more trips than industrial zoning and land uses. The adopted 2016 TSP anticipated the subject site to have industrial zoning and uses and so the TSP's assumption of the trips associated with this site reflects that. To account for this, the TPR analysis recommends

enacting a trip cap of 999 daily trips to the site (see **Exhibit 7, p. 16**). The TPR analysis, including the trip cap, has been vetted and acknowledged by ODOT as being a valid method of mitigation. The applicant has accepted the 999 daily trip cap (see **Exhibit 3, p. 15**) and a restrictive covenant to this effect shall be recorded in the Columbia County deed records, which is included in the recommended Conditions of Approval. Given that the proposed development is anticipated to generate 76 daily weekday trips (see **Exhibit 6, p. 1**), the proposed trip cap will not inhibit the proposed development. OAR 660-012-0060(1) is satisfied.

OREGON STATEWIDE PLANNING GOALS[17]

Goal 1: Citizen Involvement

Goal 1 calls for "the opportunity for citizens to be involved in all phases of the planning process." It requires each city and county to have a citizen involvement program containing six components specified in the goal. It also requires local governments to have a committee for citizen involvement (CCI) to monitor and encourage public participation in planning.

Finding: This application complies with the citizen involvement processes included in the City's acknowledged Comprehensive Plan and Chapter 17.162 of the Development Code, which are consistent with Statewide Planning Goal #1. The Planning Commission and City Council will hold public hearings on the proposal prior to adopting any amendments to the Comprehensive Plan Map or Zoning Map. Notice of the application and quasi-judicial hearing was mailed to property owners within 300 feet of the subject site on June 30, 2025, posted in the June 27, 2025 edition of the Columbia County Spotlight, and posted on the subject site in accordance with Chapter 17.162. Citizens may submit written or verbal testimony regarding the proposed Map Amendment. This process allows for citizens to communicate their input into the amendment review conducted by the City. For this application, the Planning Commission hearing date is July 10, 2025 and the City Council's hearing date is August 4, 2025. Statewide Planning Goal #1 is satisfied.

Goal 2: Land Use Planning

Goal 2 outlines the basic procedures of Oregon's statewide planning program. It says that land use decisions are to be made in accordance with a comprehensive plan, and that suitable "implementation ordinances" to put the plan's policies into effect must be adopted. It requires that plans be based on "factual information"; that local plans and ordinances be coordinated with those of other jurisdictions and agencies; and that plans be reviewed periodically and amended as needed. Goal 2 also contains standards for taking exceptions to statewide goals. An exception may be taken when a statewide goal cannot or should not be applied to a particular area or

[17] *Note: All policies used for the Goals are sourced from "A Summary of Oregon's Statewide Planning Goals", available at https://www.oregon.gov/lcd/OP/Documents/goalssummary.pdf.*

situation.

Finding: The procedural framework requirements for the proposed CPMA and ZC are contained in the Development Code, which involve assessment of the application's merits, notice to affected parties, and public hearings. The proposal is to amend the Comprehensive Plan Map (see **Exhibit 1A**) and rezone a parcel within City limits (see **Exhibit 2A**). Notice of the proposed CPMA and ZC has been provided to the DLCD and other agencies as required. The referral comments received are included as **Exhibits 11-17** and enforced by the recommended Conditions of Approval. The City's decision is based on findings of fact contained in this staff report. Statewide Planning Goal #2 is satisfied.

Goal 9: Economy of the State
Goal 9 calls for diversification and improvement of the economy. It asks communities to inventory commercial and industrial lands, project future needs for such lands, and plan and zone enough land to meet those needs.

Finding: The applicant is proposing a Comprehensive Plan Map Amendment of the subject site from Industrial to Commercial (see **Exhibit 1A**). The adopted 2011 EOA[18] indicated a need for 269 gross acres of industrial land over the 2010-2030 planning horizon. A UGB expansion to address this deficit has occurred since then and the East Airport Annexation was approved in 2017, which brought in 343 acres of land zoned PUA, the majority of which has an EAE overlay that is intended to provide sites that can support light industrial uses. Therefore, the City has a surplus of industrial land, as supported by the unadopted 2023-2043 EOA in final draft form, which is expected to be adopted in fall 2025. According to the 2011 EOA[19], the City has a 104 gross acre deficit of commercial land that has not been addressed by a UGB expansion. Seeing that there is a surplus of industrial land and a deficit of commercial land, the proposed redesignation from Industrial to Commercial is consistent with the City's desire to balance various types of economic land need. Statewide Planning Goal #9 is satisfied.

Goal 12: Transportation
The goal aims to provide "a safe, convenient and economic transportation system." It asks for communities to address the needs of the "transportation disadvantaged."

Finding: As part of the City's 50-Year Plan long-range planning project, the City is proposing to rezone and redesignate several parcels within the UGB, including the subject site. The applicant desired to have the redesignation and rezone to their property completed on their application timeline rather than the City's project timeline, which is why the CPMA and ZC are included in the applicant's request. The City completed a TPR analysis (**Exhibit 7**) for all impacted parcels,

[18] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.
[19] City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

including the applicant's parcel, described in the Analysis as TL 2701. Commercial zoning and land uses tend to generate more trips than industrial zoning and land uses. The adopted 2016 TSP anticipated the subject site to have industrial zoning and uses and so the TSP's assumption of the trips associated with this site reflects that. To account for this, the TPR analysis recommends enacting a trip cap of 999 daily trips to the site (see **Exhibit 7, p. 16**). The TPR analysis, including the trip cap, has been vetted and acknowledged by ODOT as being a valid method of mitigation. The applicant has accepted the 999 daily trip cap (see **Exhibit 3, p. 15**) and a restrictive covenant to this effect shall be recorded in the Columbia County deed records, which is included in the recommended Conditions of Approval. Statewide Planning Goal #12 is satisfied.

RECOMMENDATION

Based on the Findings of Fact and the materials submitted by the applicant, staff recommends that the Planning Commission recommend that the City Council **approve** CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25, subject to the following conditions:

GENERAL

1. This approval authorizes the Planner to redesignate the subject site (further described as Columbia County Assessor Map #3201-C0-02701) to Commercial on the Comprehensive Plan Map and rezone the site to Expanded Commercial on the Zoning Map.

2. This approval authorizes the construction of a mini-storage facility with a caretaker dwelling and associated site amenities as depicted on the plans provided in **Exhibits 4A-4T**. Approval of this Site Development Review shall be effective until August 18, 2026.

3. This approval authorizes certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay as identified in the Civil Site Plan (**Exhibit 4E**). The start of construction shall occur prior to February 14, 2026 unless the Planner grants an extension per Section 17.84.230(B).

4. The applicant shall pay all applicable review and inspection fees as well as system development charges at the time of building permit issuance.

5. The applicant shall obtain all applicable building, electrical, plumbing, and mechanical permits prior to the start of construction.

6. The applicant, all future users, and all combined uses of the subject site (further described as Columbia County Assessor Map #3201-C0-02701) shall not be permitted to generate more than 999 average daily trips. This "trip cap" shall be monitored through development review. Appropriate trip generation information, based on the Institute of Transportation Engineers Trip Generation Manual, will be required prior to any use of the property to ensure this cap is not exceeded. The applicant shall record a restrictive covenant in the Columbia County deed records detailing the limitations of the trip cap

prior to final occupancy inspection and shall provide a copy of the recorded document to the City for its records.

SENSITIVE LANDS

7. The applicant shall construct all buildings within the 100-year floodplain using materials and practices that are resistant to flood damage.

8. The applicant shall install all utilities that are within the 100-year floodplain with watertight joints and manholes or otherwise preventative of floodwater infiltration, per Chapter 17.84 and Oregon Plumbing Specialty Code to be verified during plumbing permitting and construction inspection.

9. The applicant shall anchor all buildings within the 100-year floodplain to prevent flotation, collapse, and lateral movement.

10. The applicant shall elevate all buildings within the 100-year floodplain at least 1 foot above the base flood elevation.

11. The applicant shall verify that the net effect of excavation and filling operations (onsite) constitutes no positive change in fill volume, as certified by a registered professional engineer (post construction), for any fill that is placed within the regulated 100-year floodplain.

12. The applicant shall provide an Elevation Certificate for each building partially or completely within the 100-year floodplain following foundation construction and again upon completion of the structures prior to final occupancy inspection.

13. The applicant shall erect erosion control fencing around all identified wetlands, both adjacent creeks, and the soil stockpile area prior to beginning construction activities.

14. The applicant shall maintain a 25-foot buffer area around Wetland B and a 50-foot buffer area around Wetland A and adjacent to Alder Creek and South Scappoose Creek, except the applicant shall be allowed to install storm water swales, as depicted on Exhibit 4E. No additional impacts to the wetlands or the 50-foot riparian buffer shall be permitted unless a new Sensitive Lands – Wetlands or Fish and Riparian Corridor Development Permit is approved.

15. The applicant shall replace all vegetation removed from the 50-foot fish and riparian corridor overlay with native vegetation prior to final occupancy inspection. The replacement vegetation shall cover, at minimum, the area from which vegetation was removed.

SITE PROVISIONS

16. The applicant shall install landscaping and screening substantially in conformance with the Parking & Landscape Plan (**Exhibit 4K**) prior to final occupancy inspection.

17. The applicant shall provide signage and striping for all accessible parking spaces in accordance with the ODOT Standards for Accessible Parking (2023) and Chapter 11 of the Oregon Structural Specialty Code prior to final occupancy inspection.

18. The applicant shall label all parking spaces using permanent paint. Standard parking spaces shall have a minimum width of 9 feet and a length of 18 feet and compact spaces shall have a minimum width of 8.5 feet and a length of 15 feet. The applicant shall install wheel stops or curbs along the boundaries of the parking lot and adjacent to interior landscape and sidewalk areas. All interior drives and access aisles shall be clearly marked and signed to show direction of flow and maintain vehicular and pedestrian safety. Parking spaces adequate to meet the requirements of the proposed uses shall be completely improved to City standards and available for use prior to final occupancy inspection.

19. The applicant shall provide site lighting that is designed to deflect light away from streets and neighboring properties prior to final occupancy inspection. Fixture height, light type, and lighting levels shall function as to assure compatibility with neighboring land uses. Shields shall be incorporated as necessary to minimize glare and to focus lighting to its intended area (Dark Sky approach). Lighting shall meet Illuminating Engineering Society standards to ensure safety and visibility on site. The applicant shall submit a final site lighting and photometric plan for approval by the City Engineer prior to building permit issuance.

20. The applicant shall comply with applicable State and Federal requirements of the Americans with Disabilities Act.

21. The applicant shall install the proposed driveway in conformance with the Scappoose Public Works Design Standards and Columbia County road standards, as applicable, prior to final occupancy inspection.

22. The applicant shall apply for a Sign Permit with the City of Scappoose prior to installing any new signs on their site.

UTILITIES AND STREET IMPROVEMENTS

23. The applicant shall submit plans for streets, utilities, and other public infrastructure that have been prepared by a registered professional engineer, licensed in the State of Oregon, and adhere to the applicable Scappoose Municipal Codes, utility Master Plans, and Scappoose Public Works Design Standards. All applicable improvements shown in the construction documents shall be referenced vertically to the NAVD 88 datum and

horizontally to the NAD 1983 HARN State Plane Oregon North FIPS 3601 (Intl Feet).

24. Prior to approval of final construction plans, the applicant shall submit detailed plans for storm drainage, sanitary sewage collection, and water distribution that incorporate the requirements of this land use decision, Scappoose Municipal Code, Scappoose Public Works Design Standards (current ODOT/APWA "Oregon Standard Specifications for Construction" and the current "Oregon Standard Drawings") to the City for review and approval.

25. The applicant shall obtain a right-of-way permit from the City of Scappoose for all public improvements along with an engineer's estimate including administration fees, sign an Improvement Agreement, and include a performance bond for all proposed public improvements, per Section 17.154.130. The applicant shall also obtain a construction permit from Columbia County for any work completed in the right-of-way and submit a traffic control plan to the applicable agencies for approval prior to the start of work. All trench cuts shall follow Columbia County standards for restoration (minimum bury depth of 30 inches from finished grade to the top of pipe; minimum 3 feet of surface restoration on either side of the trench; and minimum 4 inches of pavement restoration or to match existing conditions, whichever is greater.)

26. The applicant shall obtain a fill and grading permit from the City for site grading, including the installation of any necessary erosion control measures, per the standards set forth in the Scappoose Public Works Design Standards and Specifications. Erosion control measures shall be reviewed and approved by the City Engineer and the Oregon Department of Environmental Quality as part of an Erosion Control Plan. The applicant shall submit an acceptable Erosion Control Plan meeting DEQ requirements and City of Scappoose Public Works Design Standards, Section 2.0051. The applicant shall submit a copy of the approved NPDES 1200-C permit prior to construction if the disturbed area exceeds one acre.

27. The applicant shall negotiate and establish a reciprocal access easement agreement with Columbia County and the owner of Tax Lot 1800. The applicant shall also negotiate and establish a utility easement agreement with Columbia County and the owner of Tax Lot 1800. Easement documents must be submitted to the City for review and approval prior to recording. Easement recordation must occur prior to the start of construction and copies of recorded easements shall be provided to the City for its records.

28. The applicant's registered professional surveyor shall verify with the City that monuments have been either undisturbed or reestablished following the completion of street improvements and prior to final occupancy approval.

29. The applicant shall install any street signs related to traffic control or street names that the City Engineer requires, prior to final occupancy approval. The materials and labor costs of installing signs shall be the responsibility of the applicant.

30. The applicant shall provide a final stormwater report prepared by a professional engineer demonstrating that the proposed development's stormwater management is consistent with the Public Works Design Standards. Prior to final occupancy, the applicant shall sign and record a stormwater access easement and maintenance covenant for City records.

31. The applicant shall obtain an access permit from Columbia County for access onto Scappoose-Vernonia Road, pursuant to Columbia County Ordinance 96-6 and Ordinance 2006-4 prior to construction occurring.

32. The applicant shall adjust the proposed scheme for signage such that signs advise users of the Crown Z Trail to be aware that oncoming traffic does not stop, in accordance with MUTCD, the Columbia County Public Works Department comments (**Exhibit 14**), which shall be included in the construction document plan set and approved by Columbia County, prior to issuance of a building permit.

33. The applicant shall include Columbia County as a permitting agency of note, as applicable, on all future plan submissions, in addition to City of Scappoose.

34. The applicant shall use thermoplastic striping for the proposed Crown Z Trail crosswalk.

35. The applicant shall locate the vault with double check detector assembly and inline flow meter (Kamstrup with remote read) for the fire water system near the proposed water meter location.

36. The applicant shall establish separate metered services for each development/property. One metered service may serve no more than one property.

37. The applicant shall apply coating to the manhole if determined necessary by the Public Works Director or City Engineer.

38. The applicant shall provide a pdf and AutoCAD copy of the as-built public improvement plans verified by survey in accordance with the PWDS prior to issuance of the water meter for the site. The City also requests a pdf and AutoCAD copy of the final onsite utilities to update the City GIS information.

FIRE LIFE SAFETY

39. The applicant shall install onsite fire hydrants where required by the Scappoose Rural Fire Protection District.

40. The applicant shall maintain a fire apparatus access road on all drive aisles to be approved by the Scappoose Rural Fire Protection District.

41. The applicant shall install address numbers on the office building at a height that is not obstructed by passenger vehicles, delivery trucks, landscaping, or other obstructions.

Address numbers shall not be affixed to glass windows or doors. The address numbers shall be a minimum 18 inches tall by with a 3-inch stroke and contrasting background. The applicant shall also install or rely on an existing monument sign that is visible from Scappoose-Vernonia Highway. Address numbers are required on the sign and shall be a minimum 12 inches tall by with a 2-inch stroke.

42. The applicant shall adhere to any applicable code requirements for occupancy as designated per the Oregon Fire Code and Oregon Structural Specialty Code.

Exhibit 1

Ofstad Self Storage Vicinity Map



7/3/2025, 10:55:30 AM

1:3,600

0 165 330 660 ft

0 50 100 200 m

UGB

Taxlots without labels

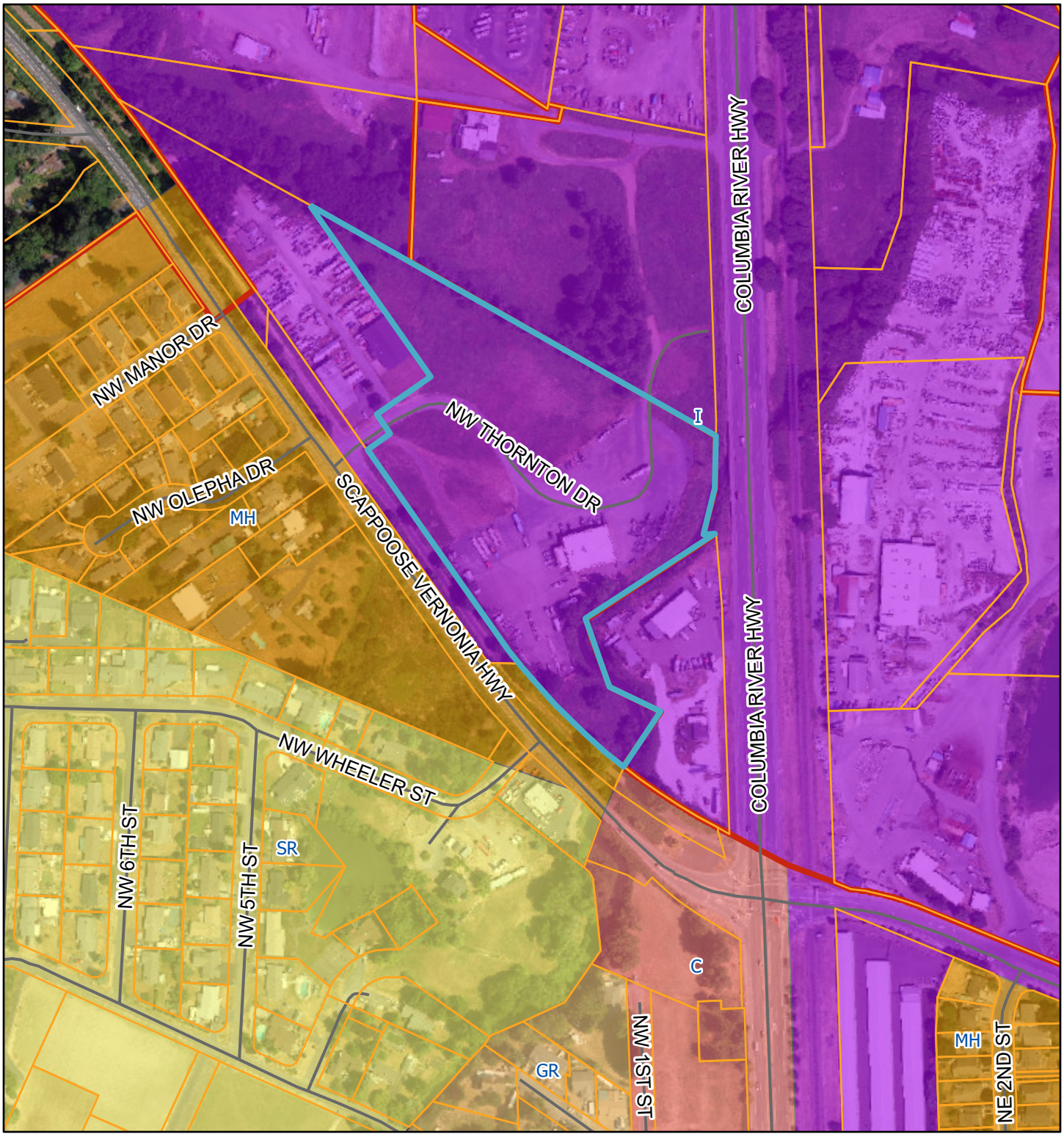
Streets

City Limits Boundary

GeoTerra, Frontier, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Exhibit 1A

Comprehensive Plan Designation Vicinity Map



7/3/2025, 10:58:13 AM

1:3,600

0 165 330 660 ft

0 50 100 200 m

Taxlots without labels

Streets

City Limits Boundary

Comp Plan

Suburban Residential

General Residential

Manufactured Home

Commercial

Industrial

GeoTerra, Frontier, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Zone Change – Comp Plan Map Amendment Application

Scappoose Planning Department
52610 NE 1st St.; Scappoose, OR 97056 | (503) 543 - 7184 | www.scappoose.gov

NOTICE TO APPLICANT: On original application form, please print legibly using black/dark blue ink or type or complete electronically. Applicants are advised to review the list of submittal requirements and recommendations indicated on each land use application form and in the applicable code section prior to submitting an application. Applicants are also advised to schedule a pre-application meeting with staff prior to submitting their land use application. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS.**

TRACKING INFORMATION (for office use only)

Application submittal Includes:

☐ *2 hard copies* ☐ *Electronic submittal* ☐ *Fee*

Date submitted with payment: _____ *Receipt #:* _____

SITE LOCATION & DESCRIPTION

Tax Map and Tax Lot #(s) 3201-C0-02701

Frontage Street or Address 53026 NW THORNTON DR SCAPPOOSE OR 97056 Nearest Cross Street Scappoose Vernonia Highway

Current Zoning Light Industrial Current Comprehensive Plan Map Designation Industrial

Requested Zoning Expanded Commercial Requested Comprehensive Plan Map Designation Commercial

Site Size 9.39 ☒ acres ☐ sq. ft. Dimensions _____

REASON FOR REQUEST (*or list benefits.*) Originally requested by property owner Keith Settle. Additionally, a self-storage facility will not be financially feasible within the (LI) zone (given the 3 acre limit). Please see attached land use narrative for more arguments, benefits and information.

OWNERSHIP AND APPLICANT INFORMATION *(Property owner signature must be a wet-ink signature. If the property is under-going a change of ownership, proof of purchase or purchase contract must be provided if property owner of record is not the signing party.)*

Property Owner(s): Name(s) Keith and Christy Settle (selling to Adam Ofstad)

Business Name OXBO, Inc.

Mailing Address PO Box 1148 City Scappoose State OR Zip 97056

Phone # 503-543-6696 Fax # _____ Email Address keith@oxboinc.com

Does the owner of this site also own any adjacent property? ☒ Yes ☐ No *(If yes, please list tax map and tax lots)*

Property Owner(s) Signature(s) _____ Date: _____

(If more than one property owner, please attach additional sheet with names and signatures.)

Applicant: Name Adam Ofstad

Business Name TBD

Mailing Address 50038 Columbia River Hwy City Scappoose State OR Zip 97056

Phone # 503-358-3717 Fax # Email Address aofstad@msn.com

Applicant's Signature Date: 11/18/2024

Applicant's interest in property Storage facility

DETAILED SITE INFORMATION

Are any of the following present on site? If so, please specify the number of acres and/or percentage of site affected.

Floodplain 23.5% Wetlands 5% Significant Natural Resources

Cultural Resources Airport Noise Contours Slopes greater than 15%

Water Provider: ☒ City of Scappoose ☐ Well

Does the site have access to a City street? ☒ Yes ☐ No (Please explain): Thornton Drive

Does the site have access to County road(s)? ☒ Yes ☐ No (Please explain): Scappoose Vernonia Highway

Are there existing structures on the site? ☒ Yes ☐ No (If Yes, indicate what type below)

STRUCTURES: Are any of the following structures present on the site? *(If so, please specify the number of each type of building, and if any of the buildings are in the 100-year floodplain, please write FLOODPLAIN)*

☐ Single Family Residence(s) #:

☐ Barn or Other Agricultural Building(s) #:

☐ Industrial Building(s) #:

☐ Accessory Building(s) #:

☒ Commercial Building(s): 1

☐ Other

PRESENT USES ON SITE: Describe the current uses on site and the approximate acreage of each use on site.

Use:	**Approximate Acres:**
Cinnamon Tree Building (leased office)	.25

BUSINESSES: Is any business being operated on the property/properties?

☐ Yes ☒ No *(If Yes, describe)*

Exhibit 2B

Scappoose Planning Department
33568 E. Columbia Ave. Scappoose, OR 97056
Phone: 503-543-7184 Fax: 503-543-7182
www.ci.scappoose.or.us

SITE DEVELOPMENT REVIEW APPLICATION

NOTICE TO APPLICANT: On original application form, please print legibly using black/dark blue ink or type. Applicants are advised to review the list of submittal requirements and recommendations indicated on each land use application form and in the applicable code section prior to submitting an application. Applicants are required to schedule a pre-application meeting with the staff prior to submitting final application. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS. REFER TO SUBMITTAL CHECKLIST PAGE.**

TRACKING INFORMATION (For Office Use Only)

Application Submittal Includes:

☐ 2 Hard Copies Required (Initial Submittal) ☐ Electronic Submittal ☐ Fee

☐ 7 Hard Copies Required (Final Submittal, once deemed complete by City Planner)

Date Submitted with payment: _____ *Receipt #:* _____

File #_____ Hearing Date_____

SITE LOCATION & DESCRIPTION

Tax Map #(s) 3201-CO Tax Lot #(s) 02701

Frontage Street or Address NW Thorton Drive and Crown Zellerbach Road

Nearest Cross Street Columbia River Highway and Crown Zellerbach Road

Plan Designation Industrial Zoning Light Industrial Site Size 9.39 ☑ acres ☐ sq. ft.

Dimensions Please see attached drawings

SUMMARY OF REQUEST

Proposed Project Name Ofstad Self Storage **Estimated Valuation $** 4.5 Million

Project Type/Narrative Summary: *(Provide a brief summary and specify project type: Single-Family Residential (SFR), Multi-Family Residential (MFR), Accessory Dwelling Unit (ADU), Commercial, Industrial, Mixed Use)*

Commercial self storage project with 11 storage buildings (various unit sizes) and an office w/ attached caretaker residence. Also applying for a zone change to Expanded Commercial to allow for the full facility size.

Is a variance requested? ◯ Yes ◉ No (*If yes, identify what type of request*) ☐ Minor Variance ☐ Major Variance

NOTE: *Procedures and applicable criteria for variances may be found in SDC Chapter 17.134*

Subject to previous land use approval? ◯ Yes ◉ No File No._____ (*attach copy of Notice of Decision*)

SITE DEVELOPMENT REVIEW APPLICATION

(CONTINUED)

Landscaping (sq. ft.) _____ Paving (sq. ft.) _____

# of Parking Spaces 4 # of Accessible Parking Spaces 1

NOTE: *If a residential project is proposed, a Residential Density Calculation Worksheet must be submitted.*

If Mixed Use, please specify types of uses and approximate percentages of overall site area in each use:

Commercial _____% Industrial _____% Residential _____%

If Commercial or Industrial: List # of non-residential buildings and square footage of each; 11 Buildings. 11,880 Sf, 3,505 Sf, 9,860 Sf, 9,765 Sf, 10,465 Sf, (2) 12,00 Sf, 11,520 Sf, 3,280 Sf, 3,000 Sf, 400 Sf.

DETAILED SITE INFORMATION

Are any of the following present on site? *If so, please specify the number of acres and/or percentage of site affected.*

Floodplain 96,274 Sq Ft Wetlands 23,085 Sq Ft Riparian Corridors 125,000 sq ft

Cultural Resources_____ Airport Noise Contours_____ Slopes greater than 20%_____

Water Provider: ☑ City of Scappoose ☐ Well

Does the site have access to City street(s)? ◉ Yes ○ No (Please explain): _____

Does the site have access to County road(s)? ◉ Yes ○ No (Please explain): _____

Are there existing structures on the site? ◉ Yes ○ No (If Yes, briefly explain future status of structures.) Existing unused commercial structure to be removed.

OWNERSHIP AND APPLICANT INFORMATION (Property owner signature must be a wet-ink signature. If the property is under-going a change of ownership, proof of purchase or purchase contract must be provided if property owner of record is not the signing party.)

Property Owner(s): Name(s) Keith and Christy Settle

Business Name OXBO

Mailing Address PO Box 1148 City Scappoose State OR Zip 97056

Phone # 503-543-6696 Fax #_____ Email Address keith@oxboinc.com

Does the owner of this site also own any adjacent property? ○ Yes ◉ No (If Yes, please list tax map and tax lots)_____

Property Owner(s) Signature(s) _____ Date: 11-25-24

(If more than one property owner, please attach additional sheet with names and signatures.)

Applicant: Name Adam Ofstad

Business Name Pro Automotive & Diesel (Storage business name TBD)

Mailing Address 50038 Columbia River Highway City Scappoose State OR Zip 97056

Phone # 503-987-4000 Fax # Email Address aofstad@msn.com

Applicant's Signature Date:

Applicant's interest in property Development of self-storage facility

Additional Project Team Members

Applicant's Representative: Contact Name Matthew Alexander

Business Name Lower Columbia Engineering

Mailing Address 58640 McNulty Way City St. Helens State OR Zip 97051

Phone # 503-366-0399 Fax # Email Address matt@columbiaengr.com

Civil Engineer: Contact Name Andrew Niemi

Business Name Lower Columbia Engineering

Mailing Address 58640 McNulty Way City St. Helens State OR Zip 97051

Phone # 503-366-0399 Fax # Email Address andrew@columbiaengr.com

Architect: Contact Name

Business Name

Mailing Address City State Zip

Phone # Fax # Email Address

Landscape Architect: Contact Name

Business Name

Mailing Address City State Zip

Phone # Fax # Email Address

Additional Personnel:

Role Contact Name

Business Name

Mailing Address City State Zip

Phone # Fax # Email Address

Exhibit 2C

Scappoose Planning Department
33568 E. Columbia Ave. Scappoose, OR 97056
Phone: 503-543-7184 Fax: 503-543-7182
www.ci.scappoose.or.us

SENSITIVE LANDS – FLOODING DEVELOPMENT PERMIT APPLICATION

NOTICE TO APPLICANT: On original application form, please print legibly using black/dark blue ink or type. Applicants are advised to review the list of submittal requirements and recommendations indicated on each sensitive lands development permit application form and in the applicable code section prior to submitting an application. Applicants are required to schedule a pre-application meeting with the staff prior to submitting final application. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS. REFER TO SUBMITTAL CHECKLIST PAGE.**

TRACKING INFORMATION (For Office Use Only)

Application Submittal Includes:

☐ 3 Hard Copies Required (Initial Submittal) ☐ Electronic Submittal ☐ Fee

☐ 7 Hard Copies Required (Final Submittal, once deemed complete by City Planner)

Date application submitted: _____ *Amount of Fee paid:*_____ *Receipt #:* _____

Date accepted as complete: _____

SITE LOCATION & DESCRIPTION

Tax Map #(s) 3201-C0 Tax Lot #(s) 02701

Frontage Street or Address 53026 NW Thornton Dr. Scappoose, OR 97056 (fronts Scappoose-Vernonia Highway)

Nearest Cross Street Scappoose Vernonia Highway and Columbia River Highway

Plan Designation_____ Zoning LI Site Size 9.39 ☑ acres ☐ sq. ft.

Dimensions_____

SUMMARY OF REQUEST

Proposed Project Name Ofstad Self Storage **Estimated Valuation $** 1,200,000

Project Type/Narrative Summary: *(Provide a brief summary and specify project type: Single-Family Residential (SFR), Multi-Family Residential (MFR), Accessory Dwelling Unit (ADU), Commercial, Industrial, Mixed Use)* The proposed commercial project is a self-storage facility. The schematic site plan includes 11 self-storage buildings of varying sizes as well as 1,300 square foot building for security and maintenance of the facility.

Is a variance requested? ☐ Yes ☑ No (*If yes, identify what type of request*) ☐ Minor Variance ☐ Major Variance

NOTE: *Procedures and applicable criteria for variances may be found in SDC Chapter 17.134*

Subject to previous land use approval? ☐ Yes ◉ No File No._____ (*attach copy of Notice of Decision*)

Landscaping (sq. ft.) 268,603 Paving (sq. ft.) 110,000

# of Parking Spaces 5 # of Accessible Parking Spaces 1

NOTE: *If a residential project is proposed, a Residential Density Calculation Worksheet must be submitted.*

If Mixed Use, please specify types of uses and approximate percentages of overall site area in each use:

Commercial _____% Industrial _____% Residential _____%

If Commercial or Industrial: List # of non-residential buildings and square footage of each; 12 Buildings: 11,247 Sf, 4,600 Sf, 9,860 Sf, 9,765 Sf, 10,465 Sf, (2) 12,00 Sf, 11,880 Sf, 2,106 Sf, 1,785 Sf, 1,750 Sf and 1,300 Sf (office/residence).

DETAILED SITE INFORMATION

Are any of the following present on site? *If so, please specify the number of acres and/or percentage of site affected.*

Floodplain 96,274 Sq Ft Wetlands 23,085 Sq Ft Riparian Corridors 28,241 Sq Ft

Cultural Resources_____ Airport Noise Contours_____ Slopes greater than 20%_____

Water Provider: ☑ City of Scappoose ☐ Well

Does the site have access to City street(s)? ◉ Yes ○ No (Please explain): NW Thornton Drive

Does the site have access to County road(s)? ◉ Yes ○ No (Please explain): Scappoose Vernonia Highway and Columbia River Highway

Are there existing structures on the site? ◉ Yes ○ No (If Yes, briefly explain future status of structures.) Exisiting structure to be removed.

APPLICANT AND OWNER INFORMATION

(Property owner signature must be a wet-ink signature. If the property is under-going a change of ownership, proof of purchase or purchase contract must be provided if property owner of record is not the signing party.)

Applicant Name Adam Ofstad

Mailing Address 50038 Columbia River Highway City Scappoose State OR Zip 97056

Phone # 503-987-4000 Fax #_____ Email Address aofstad@msn.com

Applicant's Signature_____ Date: _____

Property Owner Name Keith and Christy Settle

Mailing Address PO Box 1148 City Scappoose State OR Zip 97056

Phone # 503-543-6696 Fax #_____ Email Address keith@oxboinc.com

Property Owner Signature_____ Date:_____

(If more than one property owner, please attach additional sheet with names and signatures.)

Scappoose Planning Department
33568 E. Columbia Ave. Scappoose, OR 97056
Phone: 503-543-7184 Fax: 503-543-7182
www.ci.scappoose.or.us

SENSITIVE LANDS – WETLANDS DEVELOPMENT PERMIT APPLICATION

NOTICE TO APPLICANT: On original application form, please print legibly using black/dark blue ink or type. Applicants are advised to review the list of submittal requirements and recommendations indicated on each sensitive lands development permit application form and in the applicable code section prior to submitting an application. Applicants are required to schedule a pre-application meeting with the staff prior to submitting final application. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS. REFER TO SUBMITTAL CHECKLIST PAGE.**

TRACKING INFORMATION (For Office Use Only)

Application Submittal Includes:

☐ 3 Hard Copies Required (Initial Submittal) ☐ Electronic Submittal ☐ Fee

☐ 7 Hard Copies Required (Final Submittal, once deemed complete by City Planner)

Date application submitted: _____ *Amount of Fee paid:*_____ *Receipt #:* _____

Date accepted as complete: _____

SITE LOCATION & DESCRIPTION

Tax Map #(s) 3201-C0 Tax Lot #(s) 02701

Frontage Street or Address 53026 NW Thornton Dr. Scappoose, OR 97056 (access via Scappoose-Vernonia Highw

Nearest Cross Street Scappoose Vernonia Highway and Columbia River Highway

Plan Designation_____ Zoning LI Site Size 9.39 ☑ acres ☐ sq. ft.

Dimensions Varies, see site plans

SUMMARY OF REQUEST

Proposed Project Name Ofstad Self Storage **Estimated Valuation $** 1,200,000

Project Type/Narrative Summary: *(Provide a brief summary and specify project type: Single-Family Residential (SFR), Multi-Family Residential (MFR), Accessory Dwelling Unit (ADU), Commercial, Industrial, Mixed Use)* The proposed commercial project is a self-storage facility. The schematic site plan includes 11 self-storage buildings of varying sizes as well as 1300 square foot building for security and maintenance of the facility.

Is a variance requested? ☐ Yes ☑ No (*If yes, identify what type of request*) ☐ Minor Variance ☐ Major Variance

NOTE: *Procedures and applicable criteria for variances may be found in SDC Chapter 17.134*

Subject to previous land use approval? ◯ Yes ◉ No File No._____ (*attach copy of Notice of Decision*)

Landscaping (sq. ft.) 268,603 Paving (sq. ft.) 110,000

# of Parking Spaces 5 # of Accessible Parking Spaces 1

NOTE: *If a residential project is proposed, a Residential Density Calculation Worksheet must be submitted.*

If Mixed Use, please specify types of uses and approximate percentages of overall site area in each use:

Commercial _____% Industrial _____% Residential _____%

If Commercial or Industrial: List # of non-residential buildings and square footage of each; 12 Buildings. 11,247 Sf, 4,600 Sf, 9,860 Sf, 9,765 Sf, 10,465 Sf, (2) 12,00 Sf, 11,880 Sf, 2,106 Sf, 1,785 Sf, 1,750 Sf and 1,300 Sf (office/residence) .

DETAILED SITE INFORMATION

Are any of the following present on site? *If so, please specify the number of acres and/or percentage of site affected.*

Floodplain 96,274 Sq Ft Wetlands 23,085 Sq Ft Riparian Corridors 28,241 Sq Ft

Cultural Resources_____ Airport Noise Contours_____ Slopes greater than 20%_____

Water Provider: ☑ City of Scappoose ☐ Well

Does the site have access to City street(s)? ◉ Yes ○ No (Please explain): NW Thornton Drive

Does the site have access to County road(s)? ◉ Yes ○ No (Please explain): Scappoose Vernonia Highway via Thornton Drive

Are there existing structures on the site? ◉ Yes ○ No (If Yes, briefly explain future status of structures.) Exisiting Cinnamon Tree structure and gravel parking lots to be removed.

APPLICANT AND OWNER INFORMATION

(Property owner signature must be a wet-ink signature. If the property is under-going a change of ownership, proof of purchase or purchase contract must be provided if property owner of record is not the signing party.)

Applicant Name Adam Ofstad

Mailing Address 50038 Columbia River Highway City Scappoose State OR Zip 97056

Phone # 503-987-4000 Fax #_____ Email Address aofstad@msn.com

Applicant's Signature_____ Date: _____

Property Owner Name Keith and Christy Settle

Mailing Address PO Box 1148 City Scappoose State OR Zip 97056

Phone # 503-543-6696 Fax #_____ Email Address keith@oxboinc.com

Property Owner Signature_____ Date:_____

(If more than one property owner, please attach additional sheet with names and signatures.)

Exhibit 2E

Scappoose Planning Department
33568 E. Columbia Ave. Scappoose, OR 97056
Phone: 503-543-7184 Fax: 503-543-7182
www.ci.scappoose.or.us

SENSITIVE LANDS – FISH AND RIPARIAN CORRIDOR OVERLAY

DEVELOPMENT PERMIT APPLICATION

NOTICE TO APPLICANT: On original application form, please print legibly using black/dark blue ink or type. Applicants are advised to review the list of submittal requirements and recommendations indicated on each sensitive lands development permit application form and in the applicable code section prior to submitting an application. Applicants are required to schedule a pre-application meeting with the staff prior to submitting final application. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS. REFER TO SUBMITTAL CHECKLIST PAGE.**

TRACKING INFORMATION (For Office Use Only)

Application Submittal Includes:

☐ 3 Hard Copies Required (Initial Submittal) ☐ Electronic Submittal ☐ Fee

☐ 7 Hard Copies Required (Final Submittal, once deemed complete by City Planner)

Date application submitted: _____ *Amount of Fee paid:*_____ *Receipt #:* _____

Date accepted as complete: _____

SITE LOCATION & DESCRIPTION

Tax Map #(s) 3201-C0 Tax Lot #(s) 02701

Frontage Street or Address 53026 NW Thornton Dr. Scappoose, OR 97056 (fronts Scappoose-Vernonia Highway)

Nearest Cross Street Scappoose Vernonia Highway and Columbia River Highway

Plan Designation_____ Zoning LI Site Size 9.39 ☑ acres ☐ sq. ft.

Dimensions_____

SUMMARY OF REQUEST

Proposed Project Name Ofstad Self Storage **Estimated Valuation $** 1,200,000

Project Type/Narrative Summary: *(Provide a brief summary and specify project type: Single-Family Residential (SFR), Multi-Family Residential (MFR), Accessory Dwelling Unit (ADU), Commercial, Industrial, Mixed Use)* The proposed commercial project is a self-storage facility. The schematic site plan includes 11 self-storage buildings of varying sizes as well as 1300 square foot building for security and maintenance of the facility.

Is a variance requested? ☐ Yes ☑ No (*If yes, identify what type of request*) ☐ Minor Variance ☐ Major Variance

NOTE: *Procedures and applicable criteria for variances may be found in SDC Chapter 17.134*

Subject to previous land use approval? ◯ Yes ◉ No File No._____ (*attach copy of Notice of Decision*)

Landscaping (sq. ft.) 268,603 Paving (sq. ft.) 110,000

# of Parking Spaces 5 # of Accessible Parking Spaces 1

NOTE: *If a residential project is proposed, a Residential Density Calculation Worksheet must be submitted.*

If Mixed Use, please specify types of uses and approximate percentages of overall site area in each use:

Commercial _____% Industrial _____% Residential _____%

If Commercial or Industrial: List # of non-residential buildings and square footage of each; 12 Buildings: 11,247 Sf, 4,600 Sf, 9,860 Sf, 9,765 Sf, 10,465 Sf, (2) 12,00 Sf, 11,880 Sf, 2,106 Sf, 1,785 Sf, 1,750 Sf and 1,300 Sf (office/residence).

DETAILED SITE INFORMATION

Are any of the following present on site? *If so, please specify the number of acres and/or percentage of site affected.*

Floodplain 96,274 Sq Ft Wetlands 23,085 Sq Ft Riparian Corridors 28,241 Sq Ft

Cultural Resources_____ Airport Noise Contours_____ Slopes greater than 20%_____

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Does the site have access to City street(s)? ◉ Yes ○ No (Please explain): NW Thornton Drive

Does the site have access to County road(s)? ◉ Yes ○ No (Please explain): Scappoose Vernonia Highway via Thornton Drive

Are there existing structures on the site? ◉ Yes ○ No (If Yes, briefly explain future status of structures.) Existing Cinnamon Tree structure and gravel parking lots to be removed.

APPLICANT AND OWNER INFORMATION

(Property owner signature must be a wet-ink signature. If the property is under-going a change of ownership, proof of purchase or purchase contract must be provided if property owner of record is not the signing party.)

Applicant Name Adam Ofstad

Mailing Address 50039 Columbia River Highway City Scappoose State OR Zip 97056

Phone # 503-987-4000 Fax #_____ Email Address aofstad@msn.com

Applicant's Signature_____ Date: _____

Property Owner Name Keith and Christy Settle (Selling to Adam Ofstad)

Mailing Address PO Box 1148 City Scappoose State OR Zip 97056

Phone # 503-543-6696 Fax #_____ Email Address keith@oxboinc.com

Property Owner Signature_____ Date:_____

(If more than one property owner, please attach additional sheet with names and signatures.)

Exhibit 3

Adam Ofstad

Proposed Self-Storage Facility

Land Use Narrative

Prepared by Lower Columbia Engineering
Submitted to City of Scappoose
Planning Department
May 2025

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Exhibit A: Plan Set (provided under separate cover)

Sheet G1.0	Vicinity Map, Plot Plan, Cover Sheet
Sheet G2.0	General Notes & Legends
Sheet C1.0	Existing Conditions Plan
Sheet C2.0	Erosion and Sediment Control Plan
Sheet C3.0	Civil Site Plan
Sheet C3.1	Enlarged Access Plan
Sheet C3.2	Unit Type Site Plan
Sheet C4.0	Overall Grading & Stormwater Plan
Sheet C5.0	Utility Plan
Sheet C6.0	Parking & Landscape Plan
Sheet C7.0	Fire Truck Maneuvering
Sheet C8.0	Illumination Plan
Sheet D1.0	ESC Details
Sheet D2.0	City Standard Details
Sheet D2.1	Standard Details
Sheet D2.1	Standard Details
Sheet D3.0	Civil Details
Sheet D3.1	Civil Details
Sheet D4.0	Swale Details

Exhibit B: Stormwater Report

Exhibit C: Easement Legal Descriptions & Exhibits

Exhibit D: Transportation Impact Study Letter (Kittleson & Associates)

Exhibit E: Cut/Fill Memo

Exhibit F: Elevation Certificates

Exhibit G: DSL Concurrence Letter

Exhibit H: FIRM Panel

Project Summary

Internal File No:	3550
Pre-Application Dates:	10/24/24 and 12/16/24
Applicant:	Adam Ofstad 50038 Columbia River Hwy Scappoose, OR 97056 503-358-3717 aofstad@msn.com
Applicants Representative:	Matt Alexander Lower Columbia Engineering 58640 McNulty Way St. Helens, OR 97051 503-366-0399 matt@lowercolumbiaengr.com
Request:	Zone Change – Comp Plan Amendment Site Development Review Flooding Development Permit (SLDP – Flooding) Fish and Riparian Corridor Overlay Development Permit (SLDP – FRCO) Wetlands Development Permit (SLDP – Wetlands)
Location:	53026 NW Thornton Dr. Scappoose, OR, 90756
Tax Lot ID:	3201-C0-02701
Zoning Designation:	Light Industrial (LI)
Proposed Zoning Designation:	Expanded Commercial (EC)

Project Team

Owner/Developer
Adam Ofstad, Owner
50038 Columbia River Hwy
Scappoose, OR 97056
(503) 358-3717
aofstad@msn.com

Civil Engineers
Lower Columbia Engineering, LLC
Andrew Niemi, Owner/P.E.
58640 McNulty Way
St. Helens, OR 97051
(503) 366-0399
andrew@lowercolumbiaengr.com

Land Use Planners
Lower Columbia Engineering, LLC
Matt Alexander, Project Manager
58640 McNulty Way
St. Helens, OR 97051
(503) 366-0399
matt@lowercolumbiaengr.com

Land Surveyor
KLS Surveying Inc.
Donald Wallace, P.L.S.
1224 Alder Street
Vernonia, OR 97064
(503) 429-6115
don@klssurveying.com

Project Overview

Adam Ofstad (the applicant) is seeking approval from the City of Scappoose to develop a 9.4-acre property located at the north end of the City between Highway 30 and the Scappoose-Vernonia Highway. The proposed development is a new self-storage facility with 10 storage buildings (414 storage units), an office with attached caretaker residence, and associated site improvements. The proposed use assumes a zone change from Light Industrial (LI) to Expanded Commercial (EC).

Figure 1. Vicinity Map



Subject Site

- The subject site (Cinnamon Tree Business Park) consists of one 9.4-acre tax lot within Scappoose City limits (Columbia County Assessor Map #3201-C0-02701). It has some frontage on the west side of Highway 30, but is accessed from the east side of Scappoose-Vernonia Highway, via an access drive (NW Thornton Drive) partially located on the adjacent property to the northwest.
- Existing site improvements include one 8,800-square foot building (built in 1973) and approximately 140,000 square feet of paving.

- The current property owner is Keith Settle, who also owns the property directly to the north (which is occupied by his business OXBO Mega Transport Solutions). The applicant, Adam Ofstad, intends to purchase the subject site from Mr. Settle upon approval of this development application. Mr. Ofstad also owns the property adjacent to the southwest side of the subject site, which is occupied by his business PAD Heavy Diesel.
- The subject site is currently zoned as Light Industrial (LI). This application includes a request to amend the Comprehensive Plan and rezone the site to Expanded Commercial (EC), which would allow its use as a self-storage business.
- Two adjacent properties to the north and northwest are also zoned Light Industrial and are within the City limits. The other northern-abutting property (owned by Mr. Settle) is just outside the City limits and falls within Columbia County's M-2 (light industrial) zone. The abutting property to the southwest (owned by Mr. Ofstad) is outside the City limits and is zoned M-1 (heavy industrial) by Columbia County. To the west, across Scappoose-Vernonia Highway, is a residential area within City limits zoned as MH (manufactured homes). The site is kitty-corner from the City's commercially-zoned business district to the south.
- The site is separated from Scappoose-Vernonia Highway by the Crown-Zellerbach Trail.
- The site is bordered on southwest by South Scappoose Creek and contains floodway, floodplain (special flood hazard zone AE), and wetland areas.

Zone Change/Comp Plan Amendment

- The applicant is requesting a zone change of the site from Light Industrial (LI) to Expanded Commercial (EC), which would allow for development of the site with a self-storage facility. Under LI zoning, self-storage facilities are limited to 3-acres. Feasibility studies determined a facility of 3-acres or less would not be financially viable.
- The site is arguably more suitable for commercial development, as it is highly constrained by wetlands, floodplain/riparian areas, is located across the street from a residential area, and is adjacent to the city's commercially-zoned business district.
- As described in the narrative, the proposed zone change is supported by the City's draft Economic Opportunity Analysis (anticipated to be adopted by mid-2025), which found an oversupply of industrial land and shortage of commercial land within the Urban Growth Boundary.
- The proposed rezone complies with the City's adopted Comprehensive Plan policies related to economic development and commercial land uses, as described in the narrative.
- Based on a transportation analysis commissioned by the City, it has been determined that the proposed zone change should be accompanied by a trip cap agreement to comply with the state's transportation planning rule.

Site Development

- The development proposal is for 10, one-story pre-engineered metal storage buildings totaling 85,761 square feet, plus a one-story stick-built structure totaling 1,300 square feet (total building footprint of 87,061 square feet). The stick-built structure will include 500 square feet of office space and 800 square feet dedicated to a caretaker residence (see **Sheet C3.0 – Civil Site Plan**).
- The buildings will be surrounded by 110,750 square feet of paved vehicle access ways, including a 5-stall parking lot (with on accessible space) and two bicycle parking spaces near the site entrance off of Scappoose-Vernonia Highway. Site coverage with impervious surfaces will total 197,811 square feet, or 48.4% of the site.
- The existing building on site will be demolished

Right-of-way/Public Improvements/Utilities

- The subject site has access to Scappoose-Vernonia Highway via NW Thornton Drive, which crosses the adjacent property to the north. It is proposed that reciprocal access easements be recorded against both properties to allow use of a shared driveway off of Scappoose Vernonia Highway.
- The applicant proposes sanitary sewer, domestic water, and fire water connections to existing City utilities located in Scappoose-Vernonia Highway (see **Sheet C5.0 – Utility Plan**).
- All stormwater will be managed on site with two vegetated stormwater swales totaling 8,150 square feet (see **Exhibit B – Stormwater Report**).

Vehicular Access/Off-Street Parking

- Vehicle access ways have been designed to provide adequate maneuvering space for customer vehicles and fire-fighting apparatuses. The Fire Truck Maneuvering Plan (**Sheet C7.0**) has been reviewed by the Scappoose Rural Fire District.
- The proposed parking area near the site entrance includes 5 off-street parking spaces (including one accessible space) and 2 bicycle parking spaces (see **Sheet C6.0 – Parking & Landscape Plan**).

Transportation Analysis

- Determined that the proposed use will generate approximately 76 trips per day, which is well below the proposed trip cap of 999 daily trips (ee **Exhibit D - Transportation Impact Study letter**)

Landscaping, Screening and Street Trees

- There are 18,850 square feet of landscaped area proposed for the developed portion of the site and 211,217 square feet of total open/landscaped area on the entire site (see **Sheet C6.0 – Parking & Landscape Plan**)
- A 10-foot-deep landscaped screening/buffering area along the southwestern property line where the site abuts the Crown-Zellerbach trail.
- A 6-foot-tall cedar fence for screening along the same property line.
- A 6-foot tall cedar fence will screen the trash enclosure from public view (see **Sheet C3.1 – Enlarged Access Plan**)

Lighting

- A lighting plan has been developed to depict the location of exterior lighting throughout the site (see **Sheet C8.0 – Illumination Plan**).

Sensitive Lands – Flooding Permit

- Portions of the site fall within the floodway and floodplain (special flood hazard zone AE) per Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) 41009C0444D, effective 11/26/2010 (**Exhibit H**).
- There are no development activities proposed within floodway
- Development activities proposed within floodplain (floodway fringe) will meet all relevant criteria (all building levels elevated at least 1 foot above base flood elevation, anchoring of buildings to prevent flotation, utilities designed to prevent infiltration of floodwater)
- There is no net fill on site (see **Exhibit E – Cut/Fill Memo**)

Sensitive Lands – Fish and Riparian Corridor Permit

- Encroachment on the 50-foot riparian buffer area has been limited as much as possible. Because the site is so constrained, there is a portion of the southern stormwater swale that falls within the riparian buffer. Erosion control measures and revegetation with native plants will mitigate potential impacts (see **Sheet C4.0 – Overall Grading & Stormwater Plan** and **Sheet D4.0 – Swale Details**).

Sensitive Lands – Wetlands Permit

- As for the riparian buffer, encroachment on the 50-foot wetlands buffer area has been limited to the extent feasible. There is a portion of the northern stormwater swale that falls within the wetland buffer. Erosion control measures and revegetation with native plants will mitigate potential impacts (see **Sheet C4.0 – Overall Grading & Stormwater Plan** and **Sheet D4.0 – Swale Details**).

Compliance with Scappoose Municipal and Development Codes

This section of the narrative demonstrates the project's compliance with all applicable provisions of Chapters 12 and 17 of the Scappoose Development Code. All text in *italics* are direct quotes from the code, which are followed by applicant responses.

Chapter 12.10 – Visual Clearance Areas

[…]

12.10.020 – Visual clearance - Required

A. A visual clearance area shall be maintained on the corners of all property adjacent to an unregulated intersection of two streets, a street and a railroad, or a driveway providing access to a public or private street.

Response: Please see Sheet **C3.0 – Civil Site Plan** and **Sheet C3.1 – Enlarged Access Plan** for visual clearance areas at the intersection of Scappoose-Vernonia Highway and the improved driveway (Thornton Drive).

*B. A visual clearance area shall contain no vehicle, recreational vehicle, watercraft, parts designed to be affixed to a vehicle of any type, hedge, planting, fence, wall structure, sign, or temporary or permanent obstruction that would impede **visibility between a height of three feet and ten feet above the center line grades** of the intersecting streets or railroad.*

Response: The applicant understands these requirements. The visual clearance areas will be free of all structures, vehicles, plantings, etc. that could impede visibility. Please see **Sheet C3.0 – Civil Site Plan** and **Sheet C3.1 – Enlarged Access Plan** for visual clearance areas at the intersection of Scappoose-Vernonia Highway and the improved driveway (Thornton Drive).

C. Where the crest of a hill or vertical curve conditions contribute to the obstruction of visual clearance areas at a street, driveway or railroad intersection, hedges, plantings, fences, walls, wall structures and temporary or permanent obstructions shall be further reduced in height or eliminated to comply with the intent of the required visual clearance area.

Response: The applicant understands these requirements and will comply if necessary.

D. The preceding provisions shall not apply to the following:

1. A public utility pole;

2. A tree trimmed (to the trunk) to a line at least eight feet above the level of the intersection;

3. Another plant species of open growth habit that is not planted in the form of a hedge and which is so planted and trimmed as to leave at all seasons a clear and unobstructed cross-view;

4. A supporting member or appurtenance to a permanent building lawfully existing on the date this standard becomes effective;

5. An official warning sign or signal;

6. A place where the natural contour of the ground is such that there can be no cross-visibility at the intersection; and

7. A sign support structure(s) if combined total width is twelve inches or less, and the combined total depth is twelve inches or less. (Ord. 820 § 2, 2012)

Response: Please see **Sheet C3.1 – Enlarged Access Plan**. The proposed design includes traffic signage that will be less than 12 inches in width. No other obstructions are proposed within the visual clearance area. This standard is met.

12.10.030 - Visual clearance area dimensions.

[…]

B. Driveway Intersections (see also Figure 12.10.2):

*1. Commercial, Industrial, Institutional, and Multi-Family Developments. Service drives to public or private streets shall have a minimum visual clearance area formed by the intersection of the edges of the service drive, the street right-of-way line, and a straight line joining said lines through points **twenty feet from their intersection.** No off-street parking shall be located in a service drive visual clearance area.*

Response: Please see **Sheet C3.0 – Civil Site Plan** and **Sheet C3.1 – Enlarged Access Plan** for visual clearance areas at the intersection of Scappoose-Vernonia Highway and the improved driveway (Thornton Drive). No parking stalls are proposed within the visual clearance areas. Therefore, this standard is met.

Chapter 17.22 Amendments to the Title, Comprehensive Plan, and Maps

[…]

17.22.040 Approval Criteria

Planning commission review and recommendation, and Council approval, of an ordinance amending the comprehensive plan, the zoning map, or this title shall be based on the following criteria:

A. If the proposal involves an amendment to the comprehensive plan, the amendment is consistent with the Statewide Planning Goals and relevant Oregon Revised Statutes and Administrative Rules;

Compliance with Statewide Planning Goals

Statewide Planning Goal 1: Citizen Involvement

Objective: To develop a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.

Response: The process for approval of the proposed zone change will comply with the citizen involvement procedures set forth by the City's Comprehensive Plan, which was developed in accordance with all statewide land use planning goals. Therefore, the zone change process will comply with Goal 1: Citizen Involvement. Citizen involvement elements will include:

- A period for submittal of oral or written comments
- Publication of staff reports at least one week in advance of public hearings
- Physical and digital posting of public hearings notices, including those mailed to nearby property owners
- Public hearings before Planning Commission and City Council, with opportunities for public testimony

Statewide Planning Goal 2: Land Use Planning

Objective: To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Response: This application will follow the framework and process for zone changes as dictated by the Scappoose Municipal Code, which in turn complies with Oregon land use law and statewide planning goals. This application also addresses compliance with Oregon administrative rules (OARs) related to land use planning – specifically, OAR 660-009-0010 - Economic Development (Subsection 4) and OAR 660-012-0060 – Transportation Planning Rule. Analyses performed by qualified professionals provide a factual basis demonstrating compliance with all relevant criteria. These include:

- A draft Economic Opportunity Analysis, prepared by ECONorthwest for the City of Scappoose in 2023 (anticipated to be adopted by mid-2025)
- An evaluation of Transportation Planning Rule (TPR) requirements for several proposed zone changes across the City (including the subject parcel), prepared by DKS Associates for the City of Scappoose in February 2025
- A Transportation Impact Study for the subject parcel's proposed use, prepared by Kittleson & Associates for the applicant in March 2025 (see **Exhibit D – Transportation Impact Study Letter**)

Statewide Planning Goal 9: Economic Development

Objective: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Response: The proposal to rezone the 9.4-acre project site from Light Industrial (LI) to Expanded Commercial (EC) aligns with the recommendations of the City's draft Economic Opportunity Analysis (EOA) prepared by ECONorthwest. Based on findings from a buildable lands inventory and economic growth forecasts for the City from 2023 to 2043, the draft EOA concludes there is an excess of industrially-zoned land and a shortage of commercial land inside the Urban Growth Boundary (UGB). Rezoning the subject parcel to EC would help rectify that imbalance and thus support the City's economic development goals, as well as Statewide Planning Goal 9.

Statewide Planning Goal 12: Transportation

Objective: To provide and encourage a safe, convenient and economic transportation system.

Response: The City's adopted Transportation System Plan (TSP) assumes a low vehicle trip volume for the subject parcel area, based on typical trip generation for light industrial uses. The commercial uses allowed under the proposed zone change have potential to generate more daily trips, which could negatively impact a system that has not been planned to accommodate higher traffic levels.

To mitigate these potential impacts, it is proposed that a trip cap agreement be recorded against the property as a condition of approval for the zone change. This trip cap would be enforced for any use allowed under the new Expanded Commercial (EC) zoning.

Through a transportation analysis of several proposed zone changes across the City (conducted by DKS Associates at request of the City), it was determined that imposing a daily maximum cap of 999 vehicle trips would be sufficient to mitigate potential negative traffic impacts of the proposed zone change. Thus, the proposed rezone of the subject property from LI to EC, in combination with a maximum trip cap agreement for 999 daily vehicle trips, would support the statewide transportation goal of providing a safe, convenient and economic transportation system.

B. The proposal is consistent with the comprehensive plan (although the comprehensive plan may be amended concurrently with proposed changes in zoning or this title), the standards of this title, or other applicable implementing ordinances;

Compliance with City of Scappoose Comprehensive Plan

Comprehensive Plan Policies for Economics

1) Make sufficient suitable land available for the anticipated expansion of commercial and industrial activities identified in the Scappoose EOA.

Response: The proposal to rezone the 9.4-acre project site from Light Industrial (LI) to Expanded Commercial (EC) aligns with the recommendations of the City's draft Economic Opportunity Analysis (EOA) prepared by ECONorthwest. Based on findings from a buildable lands inventory and economic growth forecasts for the 20-year period from 2023 to 2043, the draft EOA concludes that there is an excess of industrial zoned land and a shortage of commercial land inside the Urban Growth Boundary (UGB). Rezoning the subject parcel to EC would help rectify that imbalance and thus comply with economic development policy (1). The following is an excerpt from the draft EOA, which is expected to be adopted by mid-2025:

> *"Based on land demand, Scappoose is forecast to have a 301-gross-acre surplus of industrial land and a 21-gross-acre deficit of commercial land. While Scappoose has a substantial surplus of industrial land, the deficit of commercial land suggests that Scappoose will need to carefully consider actions to accommodate the deficit within the existing UGB." (Draft EOA, Executive Summary, pg. ii)*

2) Encourage the preservation, improvement and renewal of the existing business district of the City so that it will be allowed to play a role as a center of economic and civic activity for the entire community.

Response: The subject parcel is adjacent to the northern end of the City's existing business district. Rezoning the parcel from Light Industrial (LI) to Expanded Commercial (EC) will expand and improve the business district, drawing additional customers to the area with an expanded array of services offered in a relatively compact and accessible center of economic and civic activity.

4) Encourage the expansion of employment opportunities within the urban area, so residents can work within their community.

Response: Rezoning the subject parcel from Light Industrial (LI) to Expanded Commercial (EC) will allow the property owner to develop an economically viable use, which will in turn provide local employment. Under its current zoning, the site has sat vacant and thus provides no employment. It is likely the case that signific site constraints (such as presence of/proximity to wetlands and the floodplain, frontage along a County-owned pedestrian trail, and location across from a residential area) have impeded development under the current zoning. Thus, the proposed zone change will support the expansion of employment opportunities within the UGB.

16) Protect industrial, airport-related and commercially designated areas for their intended uses as identified in the Scappoose Economic Opportunities Analysis.

Response: Although the subject property is adjacent to other industrially-zoned parcels, it is located at the periphery of an industrial area, and the proposed change to Expanded Commercial would not break up any cluster of uses. It also does not encroach on any airport-related uses.

Comprehensive Plan Policies for the Commercial Land Use Designation

1) Make sufficient land available for the anticipated expansion of commercial and industrial activities.

Response: As discussed in response to Policies for Economics, the proposed zone change of the subject parcel from Light Industrial (LI) to Expanded Commercial (EC) would help rectify a shortage of commercial land and surplus of industrial land, as identified by the draft Economic Opportunity Analysis completed in 2023 (anticipated to be adopted by mid-2025).

4) Locate business activities in clusters for the convenience of the public to be served rather than scattered or mixed with non-commercial land uses.

Response: This subject property is located adjacent to the northern end of Scappoose's commercially-zoned corridor along Highway 30. Rezoning the parcel from Light Industrial (LI) to expanded Commercial (EC) would expand an existing contiguous commercial corridor, rather than creating an island of commercial use amongst non-commercial uses. Thus, the proposed zone change supports this policy.

10) Not expand the amount of commercially-zoned land until sufficient in-filling has occurred in vacant areas.

Response: While there is a substantial inventory of buildable industrial land with the Scappoose UGB, there is a projected deficit of commercial land to accommodate employment growth over the 2023 to 2043 period, according to the buildable lands inventory in the draft Economic Opportunity Analysis. Rezoning the subject parcel from industrial to commercial will help address that deficit, as well as support land use efficiency by improving development feasibility of the site. Thus, it is reasonable to assert that the current level of commercial in-filling is sufficient to support the expansion of commercially-zoned land within the Urban Growth Boundary (UGB).

Compliance with Oregon Administrative Rules

OAR 660-009-0010: Economic Development (Subsection 4)

For a post-acknowledgement plan amendment under OAR chapter 660, division 18, that changes the plan designation of land in excess of two acres within an existing urban growth boundary from an industrial use designation to a non-industrial use designation, or another employment use designation to any other use designation, a city or county must address all applicable planning requirements, and:

> *(a) Demonstrate that the proposed amendment is consistent with its most recent economic opportunities analysis and the parts of its acknowledged comprehensive plan which address the requirements of this division; or*
>
> *(b) Amend its comprehensive plan to incorporate the proposed amendment, consistent with the requirements of this division; or*
>
> *(c) Adopt a combination of the above, consistent with the requirements of this division.*

Response: The proposed rezone from Light Industrial (LI) to Expanded Commercial (EC) is consistent with the City of Scappoose's 2023 draft Economic Opportunity Analysis, which is anticipated to be adopted by mid-2025. Based on findings of a buildable lands inventory and economic growth forecasts, the draft EOA concludes that there is an excess of industrial zoned land and a shortage of commercial land inside the City's Urban Growth Boundary (UGB). Rezoning this parcel to EC would help rectify that imbalance and thus support the City's economic development goals, meeting criterion (a) above.

OAR 660-012-0060: Transportation Planning Rule

Response: The proposed zone change complies with the Transportation Planning Rule when accompanied by a condition of approval that a maximum trip cap agreement be recorded against the property for any future development. For more detail, please see the response to Section 17.22.050 (transportation planning rule compliance) below.

C. The change will not adversely affect the health, safety, and welfare of the community;

Response: The proposed change in zoning restricts development to commercial uses, which are typically less hazardous to public safety than industrial uses. In addition, compliance of any proposed use with all other aspects of the zoning code (such as screening and buffering, traffic safety, and protection of environmental resources, for example) will ensure the change does not adversely affect the health, safety or welfare of the community.

D. The proposal either responds to changes in the community or it corrects a mistake or inconsistency in the comprehensive plan, the zoning map, or this title; and

Response: The proposed zone change responds to a shift in the supply of and demand for different land use types within the Scappoose UGB. As found by the City's draft Economic Opportunity Analysis (anticipated to be adopted by mid-2025), there is a shortage of commercial land and a surplus of industrial land projected for the 20-year period between 2023 to 2043. This change would contribute toward rectifying that imbalance.

E. The amendment conforms to Section 17.22.050. (Ord. 828, 2013)

Response: The proposed zone change complies with the Transportation Planning Rule when accompanied by a condition of approval that a maximum trip cap agreement be recorded against the property for any future development. For more detail, please see the response to Section 17.22.050 (transportation planning rule compliance) below.

17.22.050 Transportation planning rule compliance.

Proposals to amend the comprehensive plan or zoning map shall be reviewed to determine whether they significantly affect a transportation facility pursuant to Oregon Administrative Rule (OAR) 660-012-0060 (Transportation Planning Rule - TPR). Where the City, in consultation with the applicable roadway authority, finds that a proposed amendment would have a significant effect on a transportation facility, the City shall work with the roadway authority and the applicant to modify the request or mitigate the impacts in accordance with the TPR and applicable law. (Ord. 828, 2013)

OAR 660-012-0060 Transportation Planning Rule

(1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

> *(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);*
>
> *(b) Change standards implementing a functional classification system; or*
>
> *(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.*
>
> > *(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;*
> >
> > *(B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or*
> >
> > *(C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.*

Response: The Transportation Planning Rule (TPR) requires that a zone change not create a significant effect on the surrounding transportation system beyond currently allowed uses. In February 2025, a transportation analysis (conducted at the request of the City) evaluated a set of proposed zone changes for compliance with TPR requirements

based on potential impact to existing or planned transportation facilities. The analysis found that the proposed zone changes – including that for the subject property – could have significant effects on the transportation system (based on a threshold of a potential increase in daily trips of more than 400). The subject property is referenced in the report as parcel 3201-CO-02701. Excerpted from the analysis:

> *"Parcel ID: 3201-C0-02701: Table 1 below provides a summary of the land use and trip generation calculations for the parcel with 9.4 total acres changing from LI (Light Industrial) to EC (Expanded Commercial) plan designation. The proposed change would result in an increase of up to 2,462 daily trips, 39 AM peak hour trips, and 141 PM peak hour trips."*

TABLE 1: 3201-C0-02701 TRIP GENERATION ESTIMATE

ZONING AND LAND USE (ITE CODE)	SIZE	WEEKDAY TRIP GENERATION		
		DAILY	AM PEAK HOUR	PM PEAK HOUR
EXISTING ZONING – LIGHT INDUSTRIAL				
GENERAL LIGHT INDUSTRIAL (110)	123 KSF	599	91	80
PROPOSED ZONING – EXPANDED COMMERCIAL				
SHOPPING PLAZA WITHOUT SUPERMARKET (821)	49 KSF	3,308	85	254
GENERAL OFFICE (710)	25 KSF	271	38	36
MULTIFAMILY HOUSING – LOW RISE (220)	90 DU	607	36	17
RETAIL PASS-BY TRIP REDUCTION (34%)		-1,574	-59	-150
PROPOSED ZONING TOTAL NET NEW TRIPS		3,061	130	221
NET CHANGE EXISTING TO PROPOSED ZONING		**2,462**	**39**	**141**

Note: Multifamily housing – low rise based on 24 dwelling units per acre

(2) If a local government determines that there would be a significant effect, then the local government must ensure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility measured at the end of the planning period identified in the adopted TSP through one or a combination of the remedies listed in (a) through (e) below, unless the amendment meets the balancing test in subsection (2)(e) of this section or qualifies for partial mitigation in section (11) of this rule. A local government using subsection (2)(e), section (3), section (10) or section (11) to approve an amendment recognizes that additional motor vehicle traffic congestion may result and that other facility providers would not be expected to provide additional capacity for motor vehicles in response to this congestion.

> *(a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.*
>
> *(b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of this division; such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.*

(c) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.

(d) Providing other measures as a condition of development or through a development agreement or similar funding method, including, but not limited to, transportation system management measures or minor transportation improvements. Local governments shall, as part of the amendment, specify when measures or improvements provided pursuant to this subsection will be provided.

(e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations, if:

(A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all performance standards;

(B) The providers of facilities being improved at other locations provide written statements of approval; and

(C) The local jurisdictions where facilities are being improved provide written statements of approval.

Response: After establishing the proposed zone change could have significant effects, the multi-property transportation analysis determined that imposing a daily maximum of 999 vehicle trips (i.e. a "trip cap") would be sufficient to mitigate such impacts. Per communication with City staff, this mitigation strategy has been approved by ODOT. It is thus proposed that, as a condition of approval for the zone change, a maximum trip cap agreement be recorded against the property. This agreement would be enforced for development of any future use allowed under the new zoning. This approach qualifies as a remedy as described by item (a) above. The subject property is referenced in the report as Parcel 3201-CO-02701 (highlighted in the table below, which has been excerpted from the study).

TABLE 9: PARCEL TRIP CAP SUMMARY

PARCEL	DAILY NET NEW TRIP GENERATION		
	EXISTING ZONING	TPR ALLOWED TRIP CAP INCREASE	PROPOSED ZONING
Parcel ID: 3201-A0-02000	774	400	1,174
Parcel ID: 3201-A0-02002	394	400	794
Parcel ID: 3201-C0-02800	443	400	843
Parcel ID: 3201-C0-02701	599	400	999
Parcel ID: 3213-C0-04800	302	400	702
Parcel ID: 3213-C0-04600	216	400	616

[…]

(9) Notwithstanding section (1) of this rule, a local government may find that an amendment to a zoning map does not significantly affect an existing or planned transportation facility if all of the following requirements are met.

(a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the comprehensive plan map;

Response: This requirement is not met since the proposed change is not consistent with the City's Comprehensive Plan Map designation. Part of this application is a request for a Comprehensive Plan Amendment to align the proposed zone change with the Comprehensive Plan map.

(b) The local government has an acknowledged TSP and the proposed zoning is consistent with the TSP; and

Response: This requirement is not met since the proposed zone change is not consistent with the City of Scappoose adopted TSP assumptions. A trip cap for the subject site is proposed to mitigate traffic impacts related to the proposed zone change. The trip cap would limit additional trips beyond what is anticipated by the 2016 TSP to 400 daily trips.

(c) The area subject to the zoning map amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660-024-0020 (Adoption or Amendment of a UGB)(1)(d), or the area was exempted from this rule but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.

Response: This requirement is not met since the proposed change area was evaluated in the City's adopted Transportation System Plan (TSP) under the current Comprehensive Plan designation and zoning. The proposed zone change is not consistent with the City of Scappoose adopted TSP assumptions.

As discussed in response to items (1) and (2), mitigation will be needed as the above requirements are not met by the proposed zone change. Excerpted from the multi-property transportation analysis:

"The proposed Comprehensive Plan Map amendments and zone changes for all parcels except 3213-C0-04500 (shown in Table 8) resulted in a trip increase of more than 400 daily trips which indicates a potential significant effect for TPR analysis purposes.

To mitigate potential significant effects on the transportation system from the proposed amendments and zone changes to the parcels listed above, the city should impose a limit to the allowable new development on each parcel. Future development applications would be limited to an increase of up to 400 daily trips on each parcel beyond what is allowed under the current zoning designation. A trip generation estimate with each development application would be required to ensure the TPR trip cap for each parcel is not exceeded as shown in Table 9."

Kittleson & Associates prepared a trip generation analysis for just the subject parcel based on the proposed use as a self-storage facility (see **Exhibit D – Transportation Impact Study Letter**). The study estimated that the facility would generate approximately 76 new daily trips. This is well below the trip cap of 999 daily trips that has been proposed by the City of Scappoose (and approved by ODOT) to mitigate impacts of a zone change and to comply with the Transportation Planning Rule requirements. Excerpted from the site-specific transportation impact study:

"Trip generation estimates for the proposed self-storage facility were prepared based on information provided in the Trip Generation Manual, 11th Edition, published by the Institute of Transportation Engineers (ITE – Reference 1). ITE land use code 151 (Mini-Warehouse) was used as the basis for the estimates. Table 1 summarizes the daily, weekday AM, and weekday PM peak hour trip generation estimates for a typical midweek day.

Table 1. Trips Generation Estimates

Land Use	ITE Code	Size (units)	Weekday Daily	Weekday AM Peak Hour			Weekday PM Peak Hour		
				Total	In	Out	Total	In	Out
Mini-Warehouse	151	421	76	5	3	2	7	4	3

As shown in Table 1, the proposed self-storage facility is estimated to generate approximately 76 daily trips, including 5 trips (3 inbound, 2 outbound) during the weekday AM peak hour and 7 trips (4 inbound, 3 outbound) during the weekday PM peak hour. The trips shown in Table 1 are consistent with the City's requirements for a traffic letter per the Scappoose Traffic Impact Study Guidelines (Reference 2)."

Note: The number of units in the submitted proposal has been reduced from the 421 cited in the trip generation estimates to 414. A new analysis was not warranted as the lower number of units would not increase the trip estimate.

[…]

Chapter 17.68 EC Expanded Commercial

[…]

17.68.030 Permitted and Conditional Uses

Use	
[…]	
Mini-storage with or without caretaker dwelling	*Permitted outright*[1]
[…]	

[1]*In the expanded commercial zone, except as specifically stated, activities shall be conducted within an enclosed building or structure and are subject to Chapter 17.120, Site Development Review. Only these uses and their accessory uses are permitted outright.*

Response: The proposed use of mini-storage with a caretaker dwelling is allowed outright in the Expanded Commercial (EC) zone. The applicant is applying for a zone change to Expanded Commercial. Therefore, if the zone change is approved, this standard will be met.

[…]

(Ord. 877, 2019; Ord. 868, 2018)

17.68.050 Dimensional requirements – Commercial and mixed-use buildings

Dimensional Requirements	**Requirement**[1]
Minimum lot size	*Ten thousand square feet*
Minimum lot width	*One hundred feet*
Minimum setback	
Front Yard	*Shall be a minimum of ten feet and shall be landscaped per Section 17.100.090*
Corner lots and through lots	*The minimum setback for the side facing the street shall be twenty feet*
Side or rear yard	*None required except thirty feet shall be required where abutting a residential zoning district and the planning commission may reduce the required yard setback by fifty*

	percent pursuant to Chapter 17.100, Landscaping, Screening and Fencing.
Maximum height	*No commercial building shall exceed fifty feet in height. A mixed-use building shall not exceed sixty feet in height. Within fifty feet of a residential zone, no building shall exceed thirty-five feet in height.*
Maximum lot coverage	*The maximum lot coverage shall be ninety percent including all buildings and impervious surfaces*

[1] *Additional requirements shall include any applicable section of this title*

(Ord. 868, 2018; Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet G1.0 – Cover Sheet**, **Sheet C3.0 – Civil Site Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The subject lot's total area is 409,028 square feet with a width of at least 100 feet. A 10-foot-deep setback is proposed along the front side of the property (facing Scappoose-Vernonia Highway) which will include a 6-foot-tall cedar wood screening fence and screening/buffering plants per Section 17.100.090. A minimum 30-foot setback will be maintained on all other sides of the development. The maximum building height will be approximately 25 feet. The proposed development will result in a lot coverage of 197,811 square feet or 48.4% of the total property area of 409,028 square feet. Therefore, these dimensional requirements are met.

[…]

Chapter 17.84 – Sensitive Lands - Flooding

[…]

17.84.030 – General provisions.

A. This chapter shall apply to all special flood hazard areas (Zones A, AE, AO) within the jurisdiction of the city.

Response: Portions of the subject site fall within special flood hazard area AE (also referred to as the "floodplain") and are thus subject to the provisions of this chapter.

B. The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled the "Flood Insurance Study for Columbia County, Oregon and Incorporated Areas," effective November 26, 2010, with accompanying Flood Insurance Rate Maps, is adopted by reference and declared to be a part of this chapter. The Flood Insurance Study is on file at the Planning Department.

Response: The areas of special flood hazard for this site are identified in FIRM panel 41009C0444D, revised 11/26/2010 (see **Exhibit H – FIRM Panel**).

C. All new construction and substantial improvements shall be constructed with materials and utilize equipment resistant to flood damage.

Response: All new construction and substantial improvements within the floodplain will be constructed with materials and utilize equipment resistant to flood damage.

D. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

Response: All new construction and substantial improvements within the floodplain will be constructed with methods and practices that minimize flood damage.

E. Electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

Response: All new construction and substantial improvements within the floodplain will be constructed using methods and practices to minimize flood damage. Utilities located in the floodplain will be watertight or otherwise designed to prevent floodwater infiltration (see **Sheet C5.0 – Utility Plan**). These criteria are met.

F. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system in accordance with the state of Oregon Building Codes and Plumbing Code.

Response: The two new fire hydrants and their water supply line fall within the floodplain. They will be designed and installed to prevent floodwater infiltration, in accordance with state building and plumbing codes (see **Sheet C5.0 – Utility Plan**). This criterion is met.

G. All new construction, all manufactured homes and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure.

Response: The proposed buildings (buildings A, B and J on **Sheet C3.0 – Civil Site Plan**) within the floodplain will be anchored to prevent flotation. This criterion is met.

H. New and replacement sanitary sewerage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters. (Ord. 868, 2018; Ord. 813, 2010; Ord. 809, 2010; Ord. 634 § 1 Exh. A, 1995)

Response: No new or replacement sanitary or sewerage systems are proposed within the floodplain. This criterion is not applicable.

17.84.040 – Permitted Uses.

[…]

B. The following uses shall be permitted in special flood hazard areas and shall require a development permit under this Chapter in addition to any applicable federal, state or county permits:

1. Residential zones: A single-family detached dwelling or a single-family manufactured home and their accessory uses on lots greater than 20,000 square feet where a structure is to be placed within an area regulated by this Chapter;

2. Commercial and Industrial zones: Permitted uses of the underlying zone and their accessory uses on lots greater than 20,000 square feet where a structure is to be placed within an area regulated by this Chapter;

3. Installation, reconstruction or improvement of underground utilities or roadway improvements including sidewalks, curbs, streetlights and driveway aprons;

4. Minimal ground disturbance(s) but no landform alterations;

5. Substantial improvements to existing structures;

6. Community recreation uses such as bicycle and pedestrian paths or athletic fields or parks;

7. Public and private conservation areas for water, soil, open space, forest and wildlife resources; and

8. Public works projects.

Response: The proposed use as a self-storage facility falls into category (2) above, as it is a permitted use in a commercial zone on a lot greater than 20,000 square feet, with four structures proposed to be placed within an area regulated by this chapter. Category (3) also applies, as utilities are proposed to be constructed within the floodplain.

C. A development permit shall be obtained before construction or development begins within any area of special flood hazard or drainageway unless specifically allowed in subsection A of this section. The permit shall apply to all structures including manufactured homes. (Ord. 868, 2018; Ord. 813, 2010; Ord. 809, 2010; Ord. 740 § 19, 2004; Ord. 636 § 1, 1996; Ord. 634 § 1 Exh. A, 1995)

Response: This Site Development Review (SDR) application is being submitted simultaneously with an application for a flooding development permit and other required sensitive lands permits. This criterion is met.

[…]

17.84.140 – Standards.

In Zone A, Zone AE, and Zone AO, the following standards are required:

A. Anchoring.

1. All new construction and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure.

Response: Buildings A, B and J (see **Sheet C3.0 – Civil Site Plan**), which are all partially or fully within the floodplain, will be anchored.

[…]

B. Construction Materials and Methods.

1. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

2. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

3. Electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during condition of flooding.

Response: All new construction proposed within the floodplain will utilize materials and utility equipment resistant to flood damage and constructed using methods and practices to minimized flood damage. All utilities located in the floodplain will be watertight or designed to prevent floodwater infiltration. These criteria are met.

C. Utilities.

1. All new and replacement water supply systems shall be designed to eliminate infiltration of floodwaters into the system.

Response: Two new fire hydrants with underground water supply lines are proposed to be located within the floodplain (see **Sheet C5.0 – Utility Plan**, keynote 10). These systems will be designed and installed to prevent infiltration of floodwaters. This criterion is met.

2. New and replacement sanitary sewerage systems shall be designed to eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.

Response: No new or replacement sanitary sewerage systems are proposed within the floodplain. This criterion is not applicable.

3. Onsite waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding, consistent with Oregon Department of Environmental Quality standards.

Response: No new onsite waste disposal systems are proposed. This criterion is not applicable.

[…]

E. New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to one foot or more above base flood elevation. Fully enclosed areas below the lowest floor that are subject to flooding are prohibited, or shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement shall either be certified by a registered professional engineer or shall meet or exceed the following minimum criteria:

[…]

Response: The only proposed residential structure (caretaker residence) is not within the floodplain (see **Sheet C3.0 – Civil Site Plan**). These criteria are not applicable.

F. New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated to the level one foot or more above the base flood elevation or, together with attendant utility and sanitary facilities, shall:

1. Be floodproofed one foot or more above the base flood elevation. The structure shall be watertight below the base flood elevation with walls substantially impermeable to the passage of water;

2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;

3. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the official as set forth in Section 17.84.070(C).

4. Nonresidential structures that are elevated, not floodproofed, shall meet the same standards for space below the lowest floor as described in subsection E of this section.

5. Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building floodproofed to one foot above the base flood elevation will be rated as if floodproofed to the base flood level).

Response: All proposed structures within the floodplain will have a final floor elevation one foot or more above base flood elevation (BFE). Buildings A, B and J will all have a finished floor elevation of 48.5’ (see **Sheet C4.0 – Overall Grading & Stormwater Plan**). The BFEs are: 47.0’ for building A, 47.3’ for building B, 47.5’, and for building J (see **Exhibit F – Elevation Certificates**). There are no proposed structures with fully enclosed areas below the BFE. Therefore, no floodproofing will be required (aside from ensuring that all utilities below BFE are designed to prevent infiltration of floodwaters). These criteria are satisfied.

[…]

17.84.170 – Regulations pertaining to fill.

A. No filling operations of any kind shall be allowed in the floodway.

Response: There is no fill proposed in the floodway. This criterion is met.

B. No fill in floodway fringe areas shall be allowed unless the net effect of excavation and filling operations (on-site) constitutes no positive change in fill volume, as certified by a registered professional engineer.

Response: There will be no net fill on site (see **Exhibit E – Cut/Fill Memo**). The proposed grading plan shows approximately 750 cubic yards of fill within the floodplain, but due to the construction of two stormwater facilities, this fill volume is offset to result in a net cut of 220 cubic yards. This finding has been certified by Andrew Niemi, a registered professional engineer. This criterion is met.

C. Fill shall be allowed under city fill permit procedures in shaded Zone X and shall not be regulated by this Chapter.

D. No structure shall be built nor any excavation grading, nor filling shall be done within the one hundred-year flood plain without first meeting the requirements of this chapter regulating construction, alteration, repair and moving of buildings. (Ord. 868, 2018; Ord. 828, 2013; Ord. 813, 2010; Ord. 809, 2010; Ord. 634 § 1 Exh. A, 1995)

Response: All requirements of this chapter will be met before any development activities are undertaken within the floodplain.

[…]

17.84.180 – Floodways

A. Floodways are established in special flood hazard areas (SFHA) to transport the waters of a one hundred-year flood out of the community as quickly as possible. Encroachments on the floodway generally produce a rise in base flood elevations and contribute to other hydraulic problems. Accordingly, the city prohibits encroachments, including fill, new construction, parking, substantial improvements, and other development unless certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.

Response: No fill, construction or other substantial improvements are proposed in the floodway. This criterion is met.

[…]

C. Projects for stream habitat restoration may be permitted in the floodway provided:

[…]

Response: No stream habitat restoration is proposed in the floodway. These criteria are not applicable.

D. New installations of manufactured dwellings in floodways are prohibited. Manufactured dwellings may only be located in floodways according to one of the following conditions:

[…]

Response: No new manufactured dwellings are proposed. These criteria are not applicable.

[…]

17.84.200 – Special regulations for development in the Scappoose Creek floodway fringe (Zones A, AE, and AO).

A. Proposed development or substantial improvement in the Scappoose Creek floodway fringe shall conform with applicable general and specific standards in Section 17.84.140, and special standards in Zone AO (Sections 17.84.190 and 17.84.200). (Ord. 868, 2018; Ord. 828, 2013; Ord. 813, 2010; Ord. 809, 2010; Ord. 634 § 1 Exh. A, 1995)

Response: All proposed development within the Scappoose Creek floodway fringe will comply with the above sections.

17.84.210 – Storage, placement or stockpiling buoyant or hazardous materials in flood hazard areas (Zones A, AE, and AO).

A. The transportation of buoyant or hazardous materials (Note: see Section 17.84.015, Definitions) from rising floodwaters contributes to the community's flood hazard. Accordingly, a permit shall be obtained from the planning commission prior to storage, placement or stockpiling in a flood hazard zone (A, AE, AO). The application shall be processed according to Chapter 17.162.

[…]

Response: No buoyant or hazardous materials will be placed, stored or stockpiles in flood hazard areas.

B. The placement, storage or stockpiling of buoyant or hazardous materials in a floodway is prohibited unless it is associated with a short-term public works project. The planning commission must consider the flood potential and establish a time in which the materials must be removed. (Ord. 868, 2018; Ord. 813, 2010; Ord. 809, 2010; Ord. 634 § 1 Exh. A, 1995)

Response: No buoyant or hazardous materials will be placed, stored or stockpiles in the floodway. This criterion is met.

[…]

Chapter 17.85 – Sensitive Lands - Wetlands

[…]

17.85.040 – Activities within a sensitive lands - wetlands overlay.

[…]

B. The alteration of a significant wetland by grading, excavation, placement of fill, or vegetation removal subject to review under Section 17.85.090. Any proposed alteration outside of a significant wetland but within a wetland buffer requires a sensitive lands development permit - wetlands overlay. An alteration is a change in the topography or vegetation of a wetland area, as regulated by this section, which may affect the functions and values of such features and are subject to the permit procedure and standards of this chapter. An alteration includes the following activities:

1. Dredging, filling, excavation or the placement of riprap or a mooring with rock, trees, wood, etc.;

2. The clearing of any native riparian or wetland vegetation with the wetland area, or the removal of any native tree within the wetland area which has a diameter of six inches or greater at four feet above grade;

3. Streets, including bridges, when part of an approved future street plan, subdivision plan construction, improvement or alteration or city transportation system plan, including the installation of underground utilities and construction of roadway improvements including, but not limited to, sidewalks, curbs, streetlights, and driveway aprons;

4. Utilities such as water, stormwater, and sanitary sewer lines;

5. Bicycle pedestrian paths;

6. Parks and recreational facilities;

7. Driveways or pedestrian paths where necessary to afford access between portions of private property that may be bisected by a wetland area and/or buffer;

8. Water detention, filtration facilities and erosion control improvements such as detention ponds, bio-filtration swales or ponds, or bank stabilization measures;

9. Viewing platforms, boardwalks, and other improvements associated with the provision of public access for observation of natural areas/wetland areas; and,

10. Other development proposals determined by the planner as requiring a sensitive lands development permit - wetlands overlay.

Response: One stormwater swale on the north side of the property is proposed to be located partially within a 50-foot wetland buffer (see **Sheet C4.0 – Overall Grading & Stormwater Plan**). This activity falls under category (8) above. As such, the applicant is applying for a Sensitive Lands – Wetlands Permit concurrently with other application components, as required by these criteria.

C. Landform alterations or developments other than partitioning and subdividing that are within twenty-five feet of wetland areas that are not identified as "Local Wetlands," and that meet the jurisdictional requirements and permit criteria of the U.S. Army Corps of Engineers and the Division of State Lands, do not require a local sensitive lands development permit - wetlands overlay. However, no building permit will be issued for such activity unless all pertinent state and federal requirements are met, which the planner shall verify. (Ord. 736 § 1, 2003)

Response: One locally significant wetlands is identified within the Scappoose Local Wetland Inventory (SSC-2) and another (SSC-3) is located on the adjacent property to the north. The proposed development maintains at least a 50 ft buffer from these City significant wetlands.

[…]

17.85.090 – Review standards:

A. Grading, excavation, placement of fill and vegetation removal within a significant wetland shall only be permitted if the proposed alteration meets the following conditions:

1. The alteration is necessary to allow use of, or access to, a lot or parcel that was in existence on the date this chapter was adopted; and

2. The proposed alteration is the minimum necessary to provide for the proposed use or access.

Response: There are no development activities proposed within a significant wetland (see **Sheet C3.0 – Civil Site Plan**). These criteria are not applicable.

B. The following criteria shall be included in review of any application to which the sensitive lands - wetlands overlay is applicable:

1. Activities within a wetland are subject to the permit requirements of the Oregon Division of State Lands (DSL) and the U.S. Army Corps of Engineers. No building permit will be issued for development projects within the wetlands overlay unless all pertinent state and federal requirements are met. DSL and, as necessary, the U.S. Army Corps of Engineers will be notified of any regulated development proposed in a wetland area;

Response: There are no development activities proposed within a significant wetland (see **Sheet C3.0 – Civil Site Plan**). This criterion is not applicable.

2. Properties that contain wetland areas shall have a wetland determination approved by DSL staff before any development permit is issued. If in making this determination DSL staff indicate that a "jurisdictional delineation" study of the boundary is necessary, the study shall be completed by the applicant and approved by DSL staff before any building permits are issued, including grading permits;

Response: A Wetland Delineation Report was prepared for this property in 2023 and the owner received a letter of concurrence from DSL on February 14, 2024 (see **Exhibit G – DSL Concurrence Letter**).

3. A wetland buffer area shall be established between a wetland and a proposed development as condition of development permit approval to achieve the maintenance of vegetative cover and the water quality characteristics of the area;

Response: A wetland buffer of 50 feet has been established and will be maintained to the greatest extent possible. Where a 50-foot buffer cannot be maintained, additional BMPs will be implemented during construction to meet all applicable requirements.

4. The city will not approve a partition or subdivision in a wetland area that proposes to create a lot that would not have the ability to obtain a building permit without variance approval;

Response: No partition is proposed. This criterion is not applicable.

5. Construction sites adjacent to wetlands shall be required to install erosion/sedimentation control devices between the land area to be disturbed and the wetland. All such devices shall conform to the requirements found within the city public works design standards;

Response: Erosion and sedimentation control devices (primarily a sediment fence) will be installed prior to beginning construction to protect wetlands on and adjacent to the site (see **Sheet C2.0 – Erosion and Sediment Control Plan**).

6. Developments adjacent to wetlands which have significant impervious surface areas will be required to have stormwater detention and filtration facilities as part of their approved design. The design of such facilities shall conform to the requirements found within the city public works design standards; and

Response: As the subject property contains and is adjacent to wetlands, and the project proposal includes significant impervious surface areas, two stormwater swales are included in the design (see **Sheet C4.0 – Overall Grading & Stormwater Plan** and **Sheet D4.0 – Civil Details**) and have been sized to meet public works design standards (see **Exhibit B – Stormwater Report**). This criterion is met.

7. All proposed alterations are subject to consultation with ODFW and others potentially affected by the alteration. Agency recommendations to mitigate for the loss of wetland values and functions may be made conditions of approval of a proposed use. (Ord. 736 § 1, 2003)

Response: No proposed alterations below ordinary high-water mark for the South Scappoose Creek and thus it is not anticipated that wetland values and functions will be impacted. Although it is not anticipated that consultation with ODFW will be needed, it will be undertaken by the applicant if so required.

[…]

Chapter 17.89 – Sensitive Lands – Fish and Riparian Corridor Overlay

[…]

17.89.040 – Activities allowed within the fish and riparian corridor:

A. The permanent alteration of the riparian corridor by grading or by the placement of structures or impervious surfaces is prohibited. However, certain activities may be allowed within the fifty-foot fish and riparian corridor boundary, provided that any intrusion into the riparian corridor is minimized, and no other options or locations are feasible. A sensitive lands development permit - fish and riparian corridor overlay is necessary to approve the following activities:

1. *Streets, roads, and paths;*
2. *Drainage facilities, utilities, and irrigation pumps;*
3. *Water-related and water-dependent uses; and*
4. *The expansion of existing, or creation of new bank stabilization and flood control structures, shall be evaluated by the director and appropriate state natural resource agency staff. Such alteration of the riparian corridor shall be approved only if less-invasive or nonstructural methods will not adequately meet the stabilization or flood control needs.*

Response: Two stormwater swales are proposed to be partially located within a fish and riparian corridor overlay (see **Sheet C4.0 – Overall Grading & Stormwater Plan**). These fall under category (2) above as drainage facilities. Due to site constraints related to the riparian corridor, wetland setbacks, and the unique shape of the property, there are no feasible options for completely avoiding such overlap. However, the swales have been situated to minimize intrusion into the riparian corridor.

Based on a pro-forma/feasibility analysis undertaken by a consultant for the applicant, the proposed site plan represents the minimum square footage and quantity of storage units required to make the development economically feasible (while also meeting all other requirements for vehicle access, parking, fire access, etc.).

The total area of swales within the riparian setback is 4,306 sf which is a small fraction of the total area of riparian areas/setbacks on site of 97,737 sf. The swale within the riparian setback represents only 4.4% of the total riparian/setback area. Similarly, the total area of swales within the wetland setback is 420 sf compared to 63,751 sf of wetlands/wetland setbacks. The swale within the wetland setback represents 0.6% of the total wetland/setback area.

Given the amount of riparian corridors and wetlands on this site as well as the property's unique shape – the combination of which makes the entire western side of the site undevelopable – the applicant feels that these relatively small areas of swale within the setbacks should be allowed.

B. Removal of riparian vegetation is prohibited, except for:

1. *Removal of non-native vegetation and replacement with native plant species. The replacement vegetation shall cover, at a minimum, the area from which vegetation was removed;*
2. *Removal of vegetation necessary for the development of approved water-related or water-dependent uses. Vegetation removal shall be kept to the minimum necessary to allow the water-dependent or water-related use; and*

3. Trees in danger of falling and thereby posing a hazard to life or property may be felled, following consultation and approval from the community development director (director). The director may require these trees, once felled, to be left in place in the riparian corridor.

Response: Some vegetation will be removed within the riparian buffer for development of the stormwater swale proposed on the south side of the site (see **Sheet C4.0 – Overall Grading & Stormwater Plan**). Such removal will be minimized and primarily focused on removal of non-native species existing on the site. The swale area will be revegetated with native species (see **Sheet D.40 – Civil Details**). Thus, these criteria are met.

[…]

17.89.090 – Review Standards:

The following criteria shall be included in review of any application to which the fish and riparian corridor overlay is applicable:

A. In consultation with a representative of the Oregon Department of Fish and Wildlife, the planner shall identify which areas of the site are the most sensitive and susceptible to destruction, and which are the most significant;

Response: The applicant understands this criterion.

B. After consultation with a representative of the Oregon Department of Fish and Wildlife, the planner shall analyze what the effect of proposed development will have on the fish and wildlife, hydrology, water quality, and riparian functions; determine if there will be a significantly adverse impact on the fish and wildlife resource; and, if the fish and wildlife habitat will be adversely impacted, the planner shall investigate if other development proposals could protect the fish and riparian corridor and still reasonably allow permitted activities;

Response: The applicant understands this criterion.

[…]

Chapter 17.100 – Landscaping, Screening and Fencing

[…]

17.100.030 – General Provisions

A. Unless otherwise provided by the lease agreement, the owner, tenant and their agent, if any, shall be jointly and severably responsible for the maintenance of all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

Response: The applicant understands this criterion.

B. All plant growth in landscaped areas of developments shall be controlled by pruning, trimming or otherwise so that:

1. Public utilities can be maintained or repaired;

2. Pedestrian or vehicular access is unrestricted;

3. Visual clearance area provisions are met. (See Chapter 12.10, Visual Clearance Areas.)

Response: The applicant assumes responsibility for maintaining landscaping and landscaped areas in good condition and free of refuse and debris. This includes pruning and trimming of plant growth to provide access to public utilities and

unrestricted pedestrian and vehicle access. To meet the requirements of Chapter 12.10 – Visual Clearance Areas, the triangular areas adjacent to the proposed driveway and extending 20 feet along the lot line will be kept clear of plant growth (see **Sheet C3.1 – Enlarged Access Plan**).

C. Certificates of occupancy shall not be issued unless the landscaping requirements have been met or a bond has been posted with the city to insure the completion of landscaping requirements.

Response: The applicant understands landscaping requirements must be met (or a bond posted with the city to ensure completion of landscaping requirements) before a certificate of occupancy shall be issued.

D. Existing plant materials on a site shall be protected to prevent erosion. Existing plant materials may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the tree. (Ord. 820 § 6, 2012; Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C1.0 – Existing Conditions Plan**, **Sheet C2.0 – Erosion & Sediment Control Plan**, and **Sheet C6.0 – Parking & Landscape Plan**. Existing vegetation in the development area (as defined above in response to Chapter 17.100.020 (A)) consists of turf grass. The majority of the remaining area is occupied by gravel drives or parking lots and one existing building. The northern and eastern edges of the site are densely vegetated and will be left untouched as a result of minimum riparian and wetland setbacks. Existing vegetation will remain on the northern portion of the site that will not be developed. Existing vegetation will be removed from the development area. New landscaping and vegetation will be installed in a manner conforming to the requirements of this chapter, and will be more ecologically, aesthetically and functionally beneficial than what is currently on site. Sloped areas with risk of erosion will be stabilized with new plantings and appropriate best management practices (BMPs) for erosion and sediment control. This criterion is met.

17.100.090 – Buffering and screening requirements:

A. Buffering and screening are required to reduce the impacts on adjacent uses which are of a different type. The owner of each proposed development is responsible for the installation and effective maintenance of buffering and screening. When different uses abut one another, buffering and screening are required. When different uses would be abutting one another except for separation by a right-of-way, buffering, but not screening, shall be required.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan** for proposed landscaping, screening, and buffering. The proposed use of this development (as a self-storage business) is commercial and the subject property abuts the Crown-Zellerbach Trail, which is a public use. Therefore, screening and buffering are required between the subject property and the trail. A 10-foot-deep buffer area has been proposed along the subject property's southwestern property line.

B. A buffer consists of an area within a required interior setback adjacent to a property line, having a width of ten feet, except where the planning commission requires additional width, and a length equal to the length of the property line of the abutting use or uses.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The buffer area described above will be 10 feet wide and run along the entire southwestern property line (abutting the Crown-Zellerbach trail), except for the driveway area. This criterion is met.

C. Occupancy of a buffer area shall be limited to utilities, screening, and landscaping. No buildings, accessways or parking areas shall be allowed in a buffer area.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The buffer area will not be occupied by any buildings, accessways, parking areas, or utilities.

D. The minimum improvements within a buffer area shall include:

1. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than ten feet high for deciduous trees and five feet high for evergreen trees measured from the ground to the top of the tree after planting. Spacing for trees shall be as follows:

a. Small or narrow stature trees, under twenty-five feet tall or less than sixteen feet wide at maturity shall be spaced no further than fifteen feet apart;

b. Medium sized trees between twenty-five feet to forty feet tall and with sixteen feet to thirty-five feet wide branching at maturity shall be spaced no greater than twenty-five feet apart;

c. Large trees, over forty feet tall and with more than thirty-five feet wide branching at maturity, shall be spaced no greater than thirty feet apart.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. Within the buffer area, a row of deciduous 'Princeton Sentry' ginkgo trees will be planted, spaced at 20 feet on-center. This cultivar grows to 40 feet tall and 15 feet wide (according to the City of Scappoose Approved Street Trees list), thus meeting the criteria for 20-foot spacing. The applicant's contractor may need to choose a different species based on availability, but will only do so with prior approval from the City of Scappoose. These criteria are met.

2. In addition, at least one five-gallon shrub shall be planted for each one hundred square feet of required buffer area.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The required buffer area is approximately 8,600 square feet. Based on the requirement to plant at least one five-gallon shrub for each 100 square feet of buffer area, and the requirement for a continuous evergreen hedge for screening, 86 five-gallon shrubs (tall Oregon grape) will be planted at a spacing of approximately 4 feet on-center along the length of the buffer area. This criterion is met.

3. The remaining area shall be planted in groundcover, or spread with bark mulch.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The required buffer area will be planted with kinnikinnick to meet this requirement.

E. Where screening is required the following standards shall apply in addition to those required for buffering:

1. A hedge of narrow or broadleaf evergreen shrubs shall be planted which will form a four-foot continuous screen within two years of planting; or

2. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulched; or

3. A five-foot or taller fence or wall shall be constructed to provide a continuous sight obscuring screen. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the planner. Corrugated metal is not considered to be acceptable fencing material. Chain link fences with slats may qualify as screening when combined with a planting of a continuous evergreen hedge;

4. An evergreen hedge or other dense evergreen landscaping may satisfy a requirement for a sight obscuring fence where required. Such hedge or other dense landscaping shall be properly maintained and shall be replaced with another hedge, other dense evergreen landscaping, or a fence or wall when it ceases to serve the purpose of obscuring view; and no hedge shall be grown or maintained at a height greater than that permitted by these

regulations for a fence or wall when located within a visual clearance area as set forth in Chapter 12.10, Visual Clearance Areas

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. To meet the screening requirement, a 6-foot-tall cedar fence is proposed along the southwestern property line abutting the Crown-Zellerbach Trail right-of-way. These criteria are met.

F. Buffering and screening provisions shall be superseded by the vision clearance requirements as set forth in Chapter 12.10, Visual Clearance Areas.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. There is no buffering or screening proposed within visual clearance aeras. This criterion is met.

G. When the use to be screened is downhill from the adjoining zone or use, the prescribed heights of required fences, walls or landscape screening shall be measured from the actual grade of the adjoining property. (Ord. 820 § 6, 2012; Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The proposed fence height will be measured from the actual grade of the adjoining property to meet this requirement.

17.100.100 – Screening-Special provisions:

A. If four or more off-street parking spaces are required under this title, off-street parking adjacent to a public street shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. Such landscaping shall consist of landscaped berms or shrubbery at least two feet in height, which shall be dispersed adjacent to the street as much as practical. Additionally, one tree which shall provide a canopy of at least three hundred square feet upon maturity shall be provided for each fifty lineal feet of street frontage or fraction thereof. Landscaped parking areas may include special design features which effectively screen the parking lot areas from view. These design features may include the use of landscaped berms, decorative walls, and raised planters. Landscape planters may be used to define or screen the appearance of off-street parking areas from the public right-of-way. Materials to be installed shall achieve a balance between low lying and vertical shrubbery and trees,

Response: Please see **Sheet C3.1 – Enlarged Access Plan** for proposed landscaping, screening, and buffering around the five-stall parking lot and refuse enclosure. The subject property does not directly abut a public street as the Crown-Zellerbach Trail borders the property's entire southwestern frontage. However, 674 square feet of landscaping has been proposed around the parking lot including buffering trees and shrubs between the lot and the Crown-Zellerbach Trail right-of-way. There is a 190 square foot landscaping area proposed between the Crown-Zellerbach Trail right-of-way and the 18-foot-long parking space nearest the right-of-way. This meets the minimum screening requirement of 4 square feet of landscaped area per lineal foot of parking space screening (18 x 4 = 72 square feet in this case). Therefore, all applicable standards will be met.

B. Loading areas and outside storage shall be screened from public view from public streets and adjacent properties by means of sight-obscuring landscaping, fences, walls or other means. The screen shall have a minimum height of six feet and the planning commission may require a taller screen depending on the location and height of the loading or storage area.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. There are no loading or outside storage areas proposed. Thus, this requirement is not applicable.

C. Except for one-family and two-family dwellings, any refuse container or disposal area and service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area, shall be screened from view by placement of a solid wood fence, masonry wall or evergreen hedge between five and eight feet in height. All refuse materials shall be contained within the screened area. (Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan**. The proposed refuse enclosure will be screened from view by a six-foot-tall cedar fence (matching the cedar wood screening fence). This criterion is met.

17.100.110 – Fences or Walls:

A. Fences, walls or combinations of earthen berms and fences or walls up to four feet in height may be constructed in required front yards. Rear and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height without any additional permits. Any proposed fence or fence/berm combination higher than six feet shall require a building permit. Any fence or fence/berm combination greater than eight feet in height shall require planning commission approval in addition to a building permit.

B. The prescribed heights of required fences, walls or landscaping shall be measured from the lowest of the adjoining levels of finished grade.

C. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the planner. Corrugated metal is not considered to be acceptable fencing material. Fences and walls shall be in compliance with other city regulations. (Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan** for proposed fence locations. A six-foot-tall cedar wood fence is proposed along the subject property's frontage abutting the Crown-Zellerbach Trail to meet screening requirements. Elsewhere on the property, six-foot-tall chain-link fences will be used to enclose the development for security purposes. The proposed refuse enclosure, south of the parking lot, will be screened with a 6-foot-tall cedar fence. Therefore, these standards are met.

[…]

17.100.140 – Re-vegetation:

A. Upon completion of construction activities, where natural vegetation or topsoil has been removed in areas not affected by the landscaping requirements and that are not to be occupied by structures, such areas are to be replanted as set forth in this section to prevent erosion.

Response: Any areas where natural vegetation or topsoil has been removed which are not affected or occupied by structures or landscaping requirements will be replanted to prevent erosion as required by this provision.

B. Preparation for Re-vegetation. Topsoil removed from the surface is to be stored on or near the sites and protected from erosion while construction activities are underway; and

1. Such storage may not be located where it would cause suffocation of root systems of trees intended to be preserved; and

2. After completion of such activities, the topsoil is to be restored to exposed cut and fill embankments or building pads to provide a suitable base for seeding and planting.

Response: Please see **Sheet C2.0 – Erosion & Sediment Control Plan**. Topsoil removed from the surface during construction activities will be stored on site in two locations: the southwest corner of the proposed developed area and just west of the existing building. These temporary stockpile areas (keynote 2 on the Sheet C2.0) will be protected from

erosion with a sediment fence. After construction, the stockpiled topsoil will be utilized across the site to allow for a suitable material for landscaping. These criteria are met.

C. Methods of Re-vegetation.

1. Acceptable methods of re-vegetation include hydromulching or the planting of rye grass, barley or other seed with equivalent germination rates, and where lawn or turf grass is to be established, lawn grass seed or other appropriate landscape cover is to be sown at not less than four pounds to each one thousand square feet of land area.

2. Other re-vegetation methods offering equivalent protection may be approved by the approval authority.

3. Plant materials are to be watered at intervals sufficient to ensure survival and growth.

4. The use of native plant materials is encouraged to reduce irrigation and maintenance demands. (Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. Areas to be revegetated will either be planted with hardy perennial shrubs and groundcover or seeded with an Erosion and Sediment Control (ESC) seed mix (sown at not less than four pounds per thousand square feet) or approved equal. Native plants such as Oregon grape and other drought-tolerant hardy perennials have been included in the proposed landscape plan to reduce irrigation and maintenance demands. The criteria are met.

[…]

Chapter 17.106 – Off-Street Parking and Loading Requirements

[…]

17.106.020 – General Provisions:

A. The dimensions for parking spaces are subject to the requirements in Section 17.106.050, and as follows:

1. Nine feet wide and eighteen feet long for a standard space;

2. Eight and one-half feet wide and fifteen feet long for a compact space; and

3. In accordance with the applicable state and federal standards, at least twelve feet wide and eighteen feet long for designated handicapped parking spaces.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** All five proposed parking stalls are a standard 9-feet-wide by 18-feet-long with a 9-foot-wide by 18-foot-long access aisle provided for the lone accessible parking stall. These dimensions meet the applicable state and federal standards for accessible parking spaces. There are no compact spaces proposed. Thus, the above criteria are satisfied.

B. The provision and maintenance of off-street and loading spaces are the continuing obligations of the property owner:

1. No building or other permit shall be issued until plans are presented to the planner to show that property is and will remain available for exclusive use as off-street parking and loading space; and

2. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this title.

Response: The applicant understands the subsequent use of property is conditional on the continued availability of the amount of parking and loading space required by this title.

C. Upon application the planner may rule that a use, not specifically listed in Section 17.106.030, is a use similar to a listed use and that the same parking standards shall apply. No notice need be given. The ruling on parking area requirements shall be based on findings that the following criteria are satisfied:

1. The use is similar to and of the same general type as a listed use;

2. The use has similar intensity, density and offsite impact as the listed use; and

3. The use has similar impacts on the community facilities as the listed use.

The planner shall maintain a list of approved unlisted use parking requirements which shall have the same effect as an amendment to this chapter. An updated list shall be given to the planning commission at its next regularly scheduled meeting following each determination of the parking requirements for an unlisted use. Annually, all copies of this title shall be updated to include the unlisted uses approved during the previous year.

D. At the time of erection of a new structure or at the time of enlargement or change in occupancy as defined by the Uniform Building Code, off-street parking spaces shall be as provided in accordance with Section 17.106.030; and

1. In case of enlargement of a building or use of land existing on the date of adoption of this title, the number of parking and loading spaces required shall be based only on floor area or capacity of such enlargement; and

2. If parking space has been provided in connection with an existing use or is added to an existing use, the parking space shall not be eliminated if the elimination would result in less space than is specified in the standards of this section when applied to the entire use.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The existing building and associated gravel parking lot will be removed as part of this development. Upon construction of the proposed storage buildings and office/residence, parking will be provided per Section 17.106.030 – Minimum Parking Requirements, thus meeting these criteria. See narrative responses to section 17.106.030 below.

E. When an existing structure is changed in occupancy and the parking requirements for each occupancy are the same, no additional parking shall be required; and where a change in occupancy results in an intensification of use in terms of the number of parking spaces required, additional parking spaces shall be provided in an amount equal to the difference between the existing number of spaces and the number of spaces required for the more intensive occupancy.

Response: Pease see **Sheet C1.0 - Existing Conditions Plan**. The existing structure is proposed to be demolished as part of this development. See narrative responses to section 17.106.030 below.

F. Within the commercial and expanded commercial zones, owners of two or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation do not overlap by more than two hours; satisfactory legal evidence shall be presented to the planner in the form of deeds, leases or contracts to establish the joint use; and if a joint use arrangement is subsequently terminated, the requirements of this title thereafter apply to each separately.

Response: No joint utilization of the parking is currently proposed. Any future joint utilization agreement for parking will comply with this criterion.

H. Location of Required Parking. Vehicle parking is allowed only on improved parking shoulders that meet City standards for public streets, within garages, carports and other structures, or on driveways or parking lots that have been developed in conformance with this code.

1. Off-street parking spaces for single-family, duplex dwellings and single-family attached dwellings shall be located on the same lot with the dwelling.

2. Off-street parking spaces for uses other than single-family or duplex residential shall be located not further than four hundred feet from the building or use they are required to serve, measured in a straight line.

3. Parking lots for commercial and institutional uses shall be located to the side or rear of buildings where feasible; for commercial uses in the Downtown Overlay off-street parking shall be located to the side or rear of buildings, as required by 17.80.050.

4. For office, industrial, and institutional uses where there are more than 20 parking spaces on the site, the following standards must be met:

a. Five spaces or five percent of the parking spaces on site, whichever is less, must be reserved for carpool use before 9:00 AM on weekdays. More spaces may be reserved, but they are not required.

b. The spaces will be those closest to the building entrance or elevator, but not closer than the spaces for disabled parking and those signed for exclusive customer use.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. All proposed parking spaces are within 400 feet of the new office/residence building (with the furthest approximately 6 feet away), which will have a commercial use, thus satisfying item (2) above. All parking spaces are located on the west side of the building, thus satisfying item (3) above. The proposed use does not require 20 or more parking stalls; therefore item (4) is not applicable.

I. Where several uses occupy a single structure or parcel of land or a combination of uses are included in one business, the total off-street parking spaces and loading area is the sum of the requirements of the several uses, computed separately.

Response: The proposed development will be occupied by only one use (self-storage facility), but can be classified generally as a commercial use.

J. When a building or use is planned or constructed in such a manner that a choice of parking requirements could be made, the use which requires the greater number of parking spaces shall govern.

Response: The proposed development will be occupied by only one use (self-storage facility), but can be classified generally as a commercial use.

K. Required parking spaces shall:

1. Be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only;

2. Not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use; and

3. Not be rented, leased or assigned to any other person or organization unless the required number of spaces are maintained.

Response: The applicant will not rent, lease or assign proposed parking to any other person or organization without maintaining the minimum required parking spaces for the proposed use. They will not use parking spaces for storage of vehicles or materials or for the parking of trucks, thus meeting these criteria.

M. Parking lots shall be landscaped in accordance with the requirements in Section 17.100.100.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan** as well as narrative responses to Chapter 17.100. There is a 190-square foot landscaping area proposed between the Crown-Zellerbach Trail right-of-way and the 18-foot-long parking space facing nearest the right-of-way. This meets the minimum screening

requirement of 4 square feet of landscaped area per lineal foot of parking space screening (18 x 4 = 72 square feet in this case). This criterion is met.

N. All parking areas which contain over five required spaces shall be provided with one handicapped parking space. All parking provisions required by the ADA shall be met.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The proposed parking lot includes a single accessible parking space, therefore meeting the minimum requirement of one accessible space for parking areas with more than five required spaces. This criterion is met.

O. All parking spaces designated for compact vehicles shall be labeled by painting the words "COMPACT ONLY" on the parking space.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** There are no compact parking stalls proposed for this development. Therefore, this standard is not applicable.

P. Bicycle Parking.

1. Standards. At a minimum, bicycle parking shall be provided based on the standards in Subsection 5 below. Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automobile-parking standard, pursuant with Subsection17.80.050.E or Subsection17.106.020.Z, the planning commission may require bicycle parking spaces in addition to those in Subsection 5.

2. Design. Bicycle parking shall consist of staple-design steel racks or other City-approved racks, lockers, or storage lids providing a safe and secure means of storing a bicycle.

3. Exemptions. This Section does not apply to single-family and duplex housing, home occupations, and agricultural uses. The planning commission may exempt other uses upon finding that, due to the nature of the use or its location, it is unlikely to have any patrons or employees arriving by bicycle.

4. Prohibitions. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles, and shall be located so as to not conflict with the visual clearance areas as provided in Chapter 12.10. Bicycle parking areas shall not be located within parking aisles, landscape areas, or pedestrian ways.

5. Number of spaces. The bicycle parking standards below shall apply to the uses listed. Bicycle parking spaces shall be installed in conjunction with the installation of required new or additional vehicle parking. When two standards are provided, the standard that results in the greater number of bicycle parking spaces shall govern.

[…]

Commercial: 2 spaces per primary use or 1 per 5 vehicles spaces

[…]

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The proposed bicycle parking consists of a staple-design steel rack. The proposed location of bicycle parking does not conflict with visual clearance areas as provided in Chapter 12.10, and is not located within parking aisles, landscape areas or pedestrian ways, thus meeting all criteria for bicycle parking. A bicycle rack has been proposed off the vehicular parking lot to meet the minimum bike parking requirements. Please see responses to narrative sections below for more information on number and configuration of stalls.

Q. Any lights provided to illuminate any public or private parking area or vehicle sales area shall be so arranged as to reflect the light away from any abutting or adjacent residential district.

Response: Please see Sheet **C8.0 – Illumination Plan**. Parking lot lighting will be downward-facing and reflect light away from the residential district (on the other side of the Scappoose-Vernonia Highway), thus complying with this requirement.

R. Required parking spaces shall be completely improved to city standards and available for use at the time of the final building inspection.

Response: All proposed parking spaces will be completely improved to city standards and available for use at the time of the final building inspection, thus meeting this requirement.

S. A plan drawn to scale, indicating how the off-street parking and loading requirement is to be fulfilled, shall accompany the request for a building permit or development application.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan,** which meet this requirement.

T. Where square feet are specified, the area measured shall be gross floor area under the roof measured from the faces of the structure, excluding only space devoted to covered off-street parking or loading.

Response: The gross floor area of the proposed building has been calculated by measuring the area under the roof from the faces of the structure. There are no covered parking or loading spaces. Thus, this requirement is satisfied.

U. Where employees are specified, the employees counted are the persons who work on the premises including proprietors, executives, professional people, production, sales, and distribution employees during the largest shift at peak season.

Response: There are no employee-based specifications for this use's parking requirements (the parking specifications are based on square feet of gross floor area), thus this criterion is not applicable.

V. Fractional space requirements shall be counted as a whole space.

Response: Please see narrative response to section 17.106.030 below for calculations meeting this requirement.

W. Parking spaces in the public street or alley shall not be eligible as fulfilling any part of the parking requirement.

Response: There are no parking spaces proposed in public streets or alleys, thus complying with this provision.

X. Off street parking of any vehicle or recreational vehicle, watercraft, or parts designed to be affixed thereto, which obstructs the visual clearance area or creates a potential safety hazard shall not be allowed in required yard.

Response: No off-street parking of any vehicles, R.V.s, or watercraft (or parts designed to be affixed thereto) will be allowed in a manner that obstructs required visual clearance areas or creates a potential safety hazard, thus meeting this requirement.

Y. Parking and loading areas shall be designed to minimize disturbances of adjacent residents by erection between the uses of a sight-obscuring fence of not less than four feet in height, provided that the provisions for visual clearance areas are met. Parking spaces within a parking lot shall be designed and constructed so that no portion of a parked vehicle, including an opened door, will extend beyond the property line.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and narrative responses to Chapter 17.100.

Z. Exceptions and Reductions to Off-Street Parking. The applicant may propose a parking standard that is different than the standard under Section 17.106.030, for review and action by the planning commission processed according to the procedures in Chapter 17.162. The applicant's proposal shall consist of a written request, and a parking analysis prepared by a qualified planning or transportation professional.

[…]

Response: The applicant is not proposing any reduction to off-street parking requirements; thus, these criteria are not applicable.

17.106.030 – Minimum off-street parking requirements:

[…]	
D. Industrial Uses	
[…]	
3. Mini-storage	*1 space for every 200 square feet of gross office floor area, plus 2 spaces for a caretaker residence*
[…]	

(Ord. 828, 2013; Ord. 634, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The proposed self-storage office is 500 square feet in area which requires three parking stalls (500/200 = 2.5). The caretaker residence requires an additional two parking stalls for a total of five required stalls. One accessible stall is required. The proposed parking lot contains five parking stalls including a single accessible stall with associated access aisle. Therefore, these minimum parking requirements are met.

[…]

17.106.050 – Parking dimension standards.

A. Each parking space shall be accessible from a street or other right-of-way.

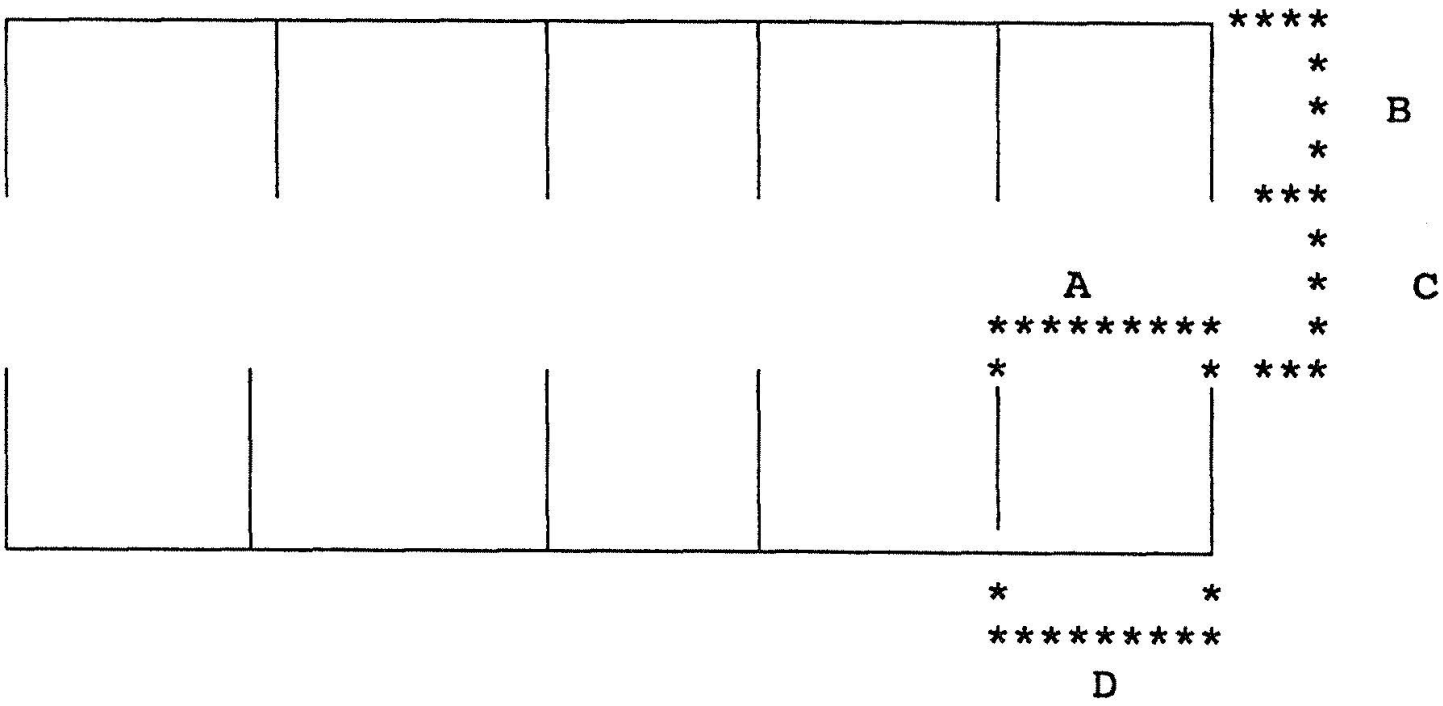
B. Minimum standards for a standard parking stall's length and width, aisle width, and maneuvering space shall be determined from the following table. Dimensions for designated compact spaces are noted in parentheses:

Overall				
Angle from curb	**Stall Width "A"**	**Channel Depth "B"**	**Aisle Width* "C"**	**Curb Length per stall "D"**
Parallel	9'0" (8'6")	9'0" (8'6")	12'0" (12'0")	23'0" (20'0")
30	9'0" (8'6")	16'10" (14'10")	12'0" (12'0")	18'0" (17'0")

45	9’0” (8’6”)	19’1” (16’7”)	14’0” (14’0”)	12’9” (12’0”)
60	9’0” (8’6”)	20’1” (17’3”)	18’0” (18’0”)	10’5” (10’3”)
90	9’0” (8’6”)	18’0” (15’0”)	24’0” (24’0”)	9’0” (8’6”)

**Aisles accommodating two direction traffic, or allowing access from both ends shall be 24 feet in width.*

1. Sample Illustration:



2. The width of each parking space includes a four-inch-wide stripe which separates each space.

C. Excluding single-family and duplex residences, groups of more than two parking spaces shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way would be required. Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.

D. Each parking or loading space shall be accessible from a street and the access shall be of a width and location as described in the public works design standards.

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

F. All areas used for the parking or maneuvering of any vehicle, boat, or trailer shall be improved with asphalt or concrete surfaces except for surplus parking or vehicular storage parking areas which may be gravel if gravel will not create adverse conditions affecting safe ingress and egress when combined with other uses of the property and all areas within public right-of-way shall be paved.

G. Access Drives.

1. Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site.

2. The number and size of access drives shall be in accordance with the requirements of public works design standards.

3. Access drives shall be clearly and permanently marked and defined through use of rails, fences, walls or other barriers or markers on frontage not occupied by service drives.

4. Access drives shall maintain visual clearance areas as provided in Chapter 12.10.

H. Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located three feet back from the front of the parking stall. The front three feet of the parking stall may be concrete, asphalt or low lying landscape material that does not exceed the height of the wheel stop. This area cannot be calculated to meet landscaping or sidewalk requirements.

I. Except for single-family and two-family residences, off-street parking and loading facilities shall be drained to avoid flow of water across public sidewalks in accordance with specifications approved by the public works director to ensure that ponding does not occur.

J. Artificial lighting on all off-street parking facilities shall be designed to deflect all light away from surrounding residences and so as not to create a hazard to the public use road or street and shall not exceed intensities for adjacent streets as included in public works design standards.

K. All parking lots shall be kept clean and in good repair at all times. Breaks in paved surfaces shall be repaired promptly and broken or splintered wheel stops shall be replaced so that their function will not be impaired.

L. Pedestrian walkway. Where a walkway crosses a parking area or driveway, it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crossing may be part of a speed table to improve driver visibility of pedestrians. If crossings involve grade changes, the crossing shall include ADA accessible ramps. Painted striping, thermo-plastic striping, and similar types of non-permanent applications are discouraged, but may be approved for lower-volume crossings of 24 feet or less. (Ord. 857, 2016; Ord. 820 § 8, 2012; Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan** for all parking dimensions. All five proposed parking stalls are a standard 9-feet-wide by 18-feet-long with a 9-foot-wide by 18-foot-long access aisle provided for the lone accessible parking stall. The proposed drive aisle far exceeds the minimum of 24-feet-wide and drive aisles between/around the proposed self-storage buildings are a minimum of 25-feet-wide. Wheel stops are proposed for all parking stalls, proper drainage will be provided with catch basins (see **Sheet C4.0 – Overall Grading & Stormwater Plan**), and all parking surfaces will be asphalt. Please see **Sheet C8.0 – Illumination Plan** for lighting requirements. These standards are met.

17.106.070 Loading/unloading driveways required onsite

A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading passengers shall be located on the site of any school or other meeting place which is designed to accommodate more than twenty-five people at one time. (Ord. 634 § 1 Exh. A, 1995)

Response: The proposed development does not include any school or meeting place for more than 25 people. Thus, such a driveway as described above is not required.

17.106.080 Off-street loading

Buildings or structures to be built or altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading and maneuvering space as follows:

> *A. Every commercial or industrial use having floor area of ten thousand square feet or more, shall have at least one off-street loading space on site.*

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C6.0 – Parking & Landscape Plan.** The applicant believes that the proposed use, a self-storage facility, does not require a specific off-street loading space because all loading/unloading will take place within drive aisles between/around the proposed storage buildings. These proposed drive aisles will be a minimum of 25-feet-wide and should provide ample space for loading/unloading for this use.

> *B. One additional space shall be provided for each additional thirty thousand square feet or major fraction thereof.*

Response: See narrative response to item (A) above.

> *C. Each loading space shall have sufficient area for turning and maneuvering of vehicles on the site, and entrances and exits for the loading areas shall be provided at locations approved by the planner in accordance with the public works design standards.*

Response: There are no loading spaces proposed and thus this criterion does not apply.

> *D. Screening for off-street loading facilities is required in accordance with Chapter 17.100. Additional screening, buffering or setback may be required particularly for unloading of large, box-type units. (Ord. 634 § 1 Exh. A, 1995)*

Response: There are no loading facilities proposed and thus this criterion does not apply.

Chapter 17.120 Site Development Review

[…]

17.120.180 Approval Standards

The planning commission shall make a finding with respect to each of the following criteria when approving, approving with conditions, or denying an application:

A. Provisions of all applicable chapters;

B. Buildings shall be located to preserve topography, and natural drainage; located in areas not subject to ground slumping or sliding; located to provide adequate distance between adjoining buildings for adequate light, air circulation, and fire fighting; and oriented with consideration for sun and wind; and

Response: Please see **Sheet C1.0 – Existing Conditions Plan**, **Sheet C1.0 – Civil Site Plan**, and **Sheet C4.0 – Overall Grading and Stormwater Plan**. The finished floor elevations and locations of all proposed buildings have been carefully designed to maintain existing topography and mimic natural drainage patterns. The buildings have been separated from one another to provide adequate maneuvering for customers and firefighting apparatus as well as to meet the requirements of the OSSC. The current site plans, including **Sheet C7.0 – Fire Truck Maneuvering Plan**, have been reviewed by Miguel Bautista with the Scappoose Rural Fire District.

C. Existing trees having a six-inch caliper or greater shall be preserved or replaced by new plantings of equal character;

Response: Please see **Sheet C1.0 – Existing Conditions Plan** and **Sheet C6.0 – Parking & Landscape Plan**. The existing site includes very few trees and none are proposed to be removed as a result of this development. However, should this change, the applicant will adhere to the standard above.

D. Privacy and noise:

1. The buildings shall be oriented in a manner which protects private spaces on adjoining properties from view and noise,

2. Residential buildings shall be located on the portion of the site having the lowest noise levels, and

3. On-site uses which create noise, lights, or glare shall be buffered from adjoining residential uses;

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C8.0 – Illumination Plan** as well as narrative responses to Chapter 17.100. Buildings have been oriented and buffered/screened to protect private spaces on adjoining properties from view and noise. The lighting has been designed to avoid light spill off-site as much as possible. These criteria are met.

[…]

G. Where landfill and/or development is allowed within and adjacent to the one hundred-year floodplain, the city may require the dedication of sufficient open land area for greenway adjoining and within the floodplain. This area shall include portions at a suitable elevation for the construction of a pedestrian/bicycle pathway within the floodplain;

Response: The applicant understands this may be a requirement.

H. Demarcation of public, semipublic, and private spaces; crime prevention:

1. The structures and site improvements shall be designed so that public areas such as streets or public gathering places, semipublic areas and private outdoor areas are clearly defined in order to establish persons having a right to be in the space, in order to provide for crime prevention and to establish maintenance responsibility; and

2. These areas may be defined by a deck, patio, low wall, hedge or draping vine, a trellis or arbor, a change in level or landscaping;

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** as well as narrative responses to Chapter 17.100. Semi-public and private spaces have been clearly defined with privacy/security fences and an operable entry gate near the front of the proposed development. These criteria are met.

I. Crime prevention and safety:

1. Windows shall be located so that areas vulnerable to crime can be surveyed by the occupants,

2. Interior laundry and service areas shall be located in a way that they can be observed by others,

3. Mail boxes shall be located in lighted areas having vehicular or pedestrian traffic,

4. The exterior lighting levels shall be selected and the angles shall be oriented towards areas vulnerable to crime, and

5. Light fixtures shall be provided in areas having heavy pedestrian or vehicular traffic and in potentially dangerous areas such as parking lots, stairs, ramps and abrupt grade changes. Fixtures shall be placed at a height so that light patterns overlap at a height of seven feet which is sufficient to illuminate a person;

Response: Please see **Sheet C3.0 – Civil Site Plan** and **Sheet C8.0 – Illumination Plan**. The proposed self-storage development will be well-lit, surrounded by a privacy/security fence, and will include security cameras to monitor site activity. The office/residence building has been located at the development's entry point and windows facing the access

drive will allow the caretaker to observed all vehicular traffic onto the site. An operable gate will separate the semi-public entry and parking area from the self-storage buildings. Therefore, these standards have been met.

J. Access and circulation:

1. The number of allowed access points for a development shall be as provided in the public works design standards.

2. All circulation patterns within a development shall be designed to accommodate emergency vehicles.

3. Provisions shall be made for pedestrian ways and bicycle ways consistent with 17.120.180(Q);

Response: Please see **Sheet C3.0 – Civil Site Plan** and **Sheet C7.0 – Fire Truck Maneuvering Plan**. A single 26-foot-wide access drive is proposed onto the site off of Scappoose-Vernonia Highway to replace and improve the only existing access point (Thornton Drive). Alternate access points were not considered due to the combination of wetlands and waterways bordering the northern, eastern and western portions of the site. The Scappoose Rural Fire Department's 52-foot-long truck was used to develop the Fire Truck Maneuvering Plan and, therefore, all other emergency vehicles should have no issues accessing or maneuvering within the site. See narrative response to 17.120.180(Q) below.

K. Public transit:

1. Provisions within the plan shall be included for providing for transit if the development proposal is adjacent to existing or proposed transit route.

2. The requirements for transit facilities shall be based on:

a. The location of other transit facilities in the area,

b. The size and type of the proposal.

3. The following facilities may be required:

a. Bus stop shelters,

b. Turnouts for buses, and

c. Connecting paths to the shelters;

Response: The subject property is not adjacent to a public transit route or facility. Therefore, these standards are not applicable.

L. All parking and loading areas shall be designed in accordance with the requirements set forth in Sections 17.106.050 and 17.106.080, Chapter 12.10, and the public works design standards;

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan** as well as narrative responses to Chapters 12.10 and 17.106.

M. All landscaping shall be designed in accordance with the requirements set forth in Chapter 17.100;

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan** as well as narrative responses to Chapter 17.100.

N. All drainage plans shall be submitted to the public works director for review and approval;

Response: Please see **Sheet C4.0 – Overall Grading and Stormwater Plan**. The applicant understands all drainage plans shall be reviewed by the Public Works Director.

O. All facilities for the handicapped shall be designed in accordance with the requirements set forth in the ADA requirements; and

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and associated accessibility details.

P. All of the provisions and regulations of the underlying zone shall apply.

Response: Please see narrative responses to Chapter 17.68.

Q. Pedestrian Access and Circulation Standards. Developments shall conform to all of the following standards for pedestrian access and circulation:

1. Continuous Walkway System. A pedestrian walkway system shall extend throughout the development site and connect to adjacent sidewalks, if any, and to all future phases of the development, as applicable.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan.** A concrete walkway is proposed along the parking lot to provide access to the office/residence as well as into the self-storage area. However, there is no public sidewalk on either side of Scappoose-Vernonia Highway and the Crown-Zellerbach Trail is located between the subject property the public right-of-way. Therefore, connection the on-site walkway to the public right-of-way is not proposed. Given the sites proposed use as a self-storage facility, pedestrian walkways are not proposed "throughout the development" or to the self-storage buildings themselves as customers will access their unit(s) via vehicular drive aisles. Therefore, this standard is met.

2. Safe, Direct, and Convenient. Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, transit stops, recreational areas/playgrounds, and public rights-of-way based on all of the following criteria:

a. The walkway is reasonably direct. A walkway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel;

b. The walkway is designed primarily for pedestrian safety and convenience, meaning it is reasonably free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations. The city planning commission may require landscape buffering between walkways and adjacent parking lots or driveways to mitigate safety concerns.

c. The walkway network connects to all primary building entrances and, where required, Americans With Disabilities Act requirements.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan**. A concrete walkway is proposed along the parking lot to provide access to the office/residence as well as into the self-storage area. However, there is no public sidewalk on either side of Scappoose-Vernonia Highway and the Crown-Zellerbach Trail is located between the subject property the public right-of-way. Therefore, connection the on-site walkway to the public right-of-way is not proposed. Given the sites proposed use as a self-storage facility, pedestrian walkways are not proposed "throughout the development" or to the self-storage buildings themselves as customers will access their unit(s) via vehicular drive aisles. Therefore, this standard is met.

3. Vehicle/Walkway Separation. Except as required for crosswalks, pursuant to Subsection 4, below, where a walkway abuts a driveway or street it shall be raised 6 inches and curbed along the edge of the driveway/street. Alternatively, the city planning commission may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is physically separated from all vehicle-maneuvering areas. An example of such separation is a row of bollards (designed for use in parking areas) with adequate minimum spacing between them to prevent vehicles from entering the walkway.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan**. A concrete walkway is proposed along the parking lot to provide access to the office/residence as well as into the self-storage area.

This proposed sidewalk will be elevated six inches above the adjacent parking surface. Therefore, this standard is met. Additionally, new crosswalk striping is proposed where the Crown-Zellerbach Trail crosses the new 26-foot-wide access drive.

4. Crosswalks. Where a walkway crosses a parking area or driveway ("crosswalk"), it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crosswalk may be part of a speed table to improve driver-visibility of pedestrians. Painted or thermo-plastic striping and similar types of non-permanent applications are discouraged, but may be approved for lesser used crosswalks not exceeding 20 feet in length.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan** as well as the **Exhibit D – Transportation Impact Analysis** (by Kittleson & Associates). There are no walkways proposed across the proposed parking area. New crosswalk striping is proposed where the Crown-Zellerbach Trail crosses the new 26-foot-wide access drive. Therefore, this standard is met.

5. Walkway Width and Surface. Walkways, including access ways required for subdivisions pursuant with Chapter 17.150, shall be constructed of concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the city engineer, and not less than 5 feet wide. Multi-use paths (i.e., designed for shared use by bicyclists and pedestrians) shall be concrete or asphalt and shall conform to the public works design standards.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan.** The proposed walkways will be a minimum of 5-feet-wide and shall be constructed of concrete. Therefore, these standards are met.

6. Walkway Construction. Walkway surfaces may be concrete, asphalt, brick/masonry pavers, or other city-approved durable surface meeting Americans with Disabilities Act requirements. Walkways shall be not less than 5 feet in width, except that concrete walkways a minimum of 6 feet in width are required in commercial developments and where access ways are required for subdivisions under Chapter 17.150 the planning commission may also require 6 foot wide, or wider, concrete sidewalks in other developments where pedestrian traffic warrants walkways wider than 5 feet.

Response: Please see **Sheet C6.0 – Parking & Landscape Plan** and **Sheet C3.1 – Enlarged Access Plan.** The proposed walkways will be a minimum of 5-feet-wide and shall be constructed of concrete. Therefore, these standards are met.

7. Multi-Use Pathways. Multi-use pathways, where approved, shall be 12 feet wide and constructed of asphalt or concrete, consistent with the applicable public works design standards. (Ord. 868, 2018; Ord. 857, 2016; Ord. 820 § 9, 2012; Ord. 634 § 1 Exh. A, 1995)

Response: No multi-use pathways are anticipated to be required for this development. Therefore, this standard is not applicable.

Chapter 17.154 Street and Utility Improvement Standards

[…]

17.154.030 Streets

A. No development shall occur unless the development has frontage or approved access to a public street:

1. Streets within a development and streets adjacent to a development shall be improved in accordance with this title and the public works design standards and specifications.

Response: Please see **Sheet C5.0 – Utility Plan**. The proposed development will be accessed via an easement on the adjacent property to the west (lot 1800) as wells as an easement through the Crown-Zellerbach Trail property. Therefore, this standard is not applicable.

2. Any new street or additional street width planned as a portion of an approved street plan shall be dedicated and improved in accordance with this title and the public works design standards and specifications.

Response: No new streets or additional street width are proposed; thus, this criterion is not applicable.

3. Subject to approval of the city engineer and the planner, the planner may accept and record a non-remonstrance agreement in lieu of street improvements if two or more of the following conditions exist:

[…]

Response: The applicant is not requesting an in lieu non-remonstrance agreement for street improvements. Thus, this criterion is not applicable.

B. Rights-of-way shall be created through the approval of a final subdivision plat or major partition; however, the council may approve the creation of a street by acceptance of a deed, provided that such street is deemed essential by the council for the purpose of general traffic circulation:

[…]

Response: No new rights-of-way are proposed as part of the subdivision and development and thus this criterion is not applicable.

C. The planning commission may approve an access easement established by deed without full compliance with this title provided such an easement is the only reasonable method by which a lot large enough to develop can develop:

1. Vehicular access easements which exceed one hundred fifty feet shall be improved in accordance with the Uniform Fire Code.
2. Vehicular access shall be improved in accordance with the public works design standards.

Response: Please see **Sheet C3.1 – Enlarged Access Plan**. A proposed improved access drive off Scappoose-Vernonia Highway will pass through two separate access easements (described above) to provide vehicular access to the subject property. Therefore, this standard will be met.

D. The location, width and grade of all streets shall conform to an approved street plan and shall be considered in their relation to existing and planned streets, to topographic conditions, to public convenience and safety, and in their appropriate relation to the proposed use of the land to be served by such streets:

[…]

Response: No new streets are proposed as part of this subdivision and development plan and thus these criteria are not applicable.

E. The street right-of-way and roadway widths shall not be less than the minimum widths described in the city's public works design standards.

Response: Please see **Sheet C3.0 – Civil Site Plan**. The Scappoose-Vernonia Highway has an existing 60-foot-wide right-of-way, meeting the requirement for a collector street, as stated in the City's Transportation System Plan (Figure 13A).

F. Where necessary to give access or permit a satisfactory future division of adjoining land, streets shall be extended to the boundary lines of the tract to be developed. A reserve strip across the end of a dedicated street shall be deeded to the city; and a barricade shall be constructed at the end of the street by the property owners which shall not be removed until authorized by the public works director, the cost of which shall be included in the street construction cost.

Response: No street extension is needed for site access, therefore this criterion is not applicable.

G. No street name shall be used which will duplicate or be confused with the names of existing streets within the city's urban growth boundary, except for extensions of existing streets. Street names and numbers are subject to review and approval the Scappoose rural fire district.

Response: No new streets are proposed as part of this subdivision and development plan and thus this criterion is not applicable.

H. Concrete vertical curbs, curb cuts, wheelchair, bicycle ramps and driveway approaches shall be constructed in accordance with standards specified in this chapter and the city's public works design standards. Concrete curbs and driveway approaches are required and shall be built to the city's configuration standards.

Response: All on-site curbs, curb cuts, wheelchair, bicycle ramps and driveway approaches will be constructed in accordance with this chapter's standards as well as the city's public works design standards.

I. Wherever the proposed development contains or is adjacent to a railroad right-of-way, provision shall be made for a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the land, and the distance shall be determined with due consideration at cross streets or the minimum distance required for approach grades and to provide sufficient depth to allow screen planting along the railroad right-of-way in nonindustrial areas.

Response: The proposed development is not adjacent to a railroad right-of-way. Thus, this criterion is not applicable.

J. Where a development abuts or is traversed by an existing or proposed arterial street, the development design shall provide adequate protection for residential properties and shall separate residential access and through traffic, or if separation is not feasible, the design shall minimize the traffic conflicts.

[…]

Response: The proposed development does not abut and is not traversed by an existing or proposed arterial street. Thus, this criterion does not apply.

K. Upon completion of a street improvement and prior to acceptance by the city, it shall be the responsibility of the developer's registered professional land surveyor to provide certification to the city that all boundary and interior monuments shall be established or re-established, protected and recorded.

Response: As no new street improvements are required for the proposed development, there will be no establishment or reestablishment of boundary or interior monuments. Thus, this criterion is not appliable.

L. Private streets are permitted within manufactured home parks, and the city shall require legal assurances for the continued maintenance of private streets, such as:

[…]

Response: No private streets are proposed; thus this criterion does not apply.

M. Where an adjacent development results in a need to install or improve a railroad crossing, the cost for such improvements may be a condition of development approval, or another equitable means of cost distribution shall be determined by the public works director and approved by the commission.

Response: The proposed development does not result in the need to install or improve railroad crossings. Thus, this criterion is not applicable.

O. The developer shall install all street signs, relative to traffic control and street names, as specified by the public works director for any development. The cost of signs shall be the responsibility of the developer.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Exhibit D – Transportation Impact Analysis** (from Kittleson & Associates) for location of proposed signs. Any additional street signs required by the City will be installed.

P. Joint mailbox facilities shall be provided in all residential developments, with each joint mailbox serving at least two dwelling units.

[…]

Response: The proposed development is not residential in nature. Thus, this criterion does not apply.

Q. The location of traffic signals shall be noted on approved street plans, and where a proposed street intersection will result in an immediate need for a traffic signal, a city-approved signal shall be installed. The cost shall be included as a condition of development.

Response: No new intersections are proposed and there are no existing or proposed traffic signals. Thus, this criterion does not apply.

R. Street lights shall be installed in accordance with the city's public works design standards.

Response: Please see **Sheet C8.0 – Illumination Plan.** Street lights are not proposed within the public right-of-way as this has not been discussed as being a requirement and because the subject property does not directly abut a public right-of-way. Therefore, this standard is not applicable.

S. A Transportation Impact Study (TIS) must be submitted with a land use application if the conditions in (1) or (2) apply in order to determine whether conditions are needed to protect and minimize impacts to transportation facilities, consistent with Section 660-012-0045(2)(b) and (e) of the State Transportation Planning Rule.

1. Applicability - TIS letter. A TIS letter shall be required to be submitted with a land use application to document the expected vehicle trip generation of the proposal. The expected number of trips shall be documented in both total peak hour trips and total daily trips. Trip generation shall be estimated for the proposed project using the latest edition of the Institute of Engineers Trip Generation Manual or, when verified with the City prior to use, trip generation surveys conducted at similar facilities.

2. Applicability - TIS report. A TIS report shall be required to be submitted with a land use application if the proposal is expected to involve one or more of the following:

a. The proposed development would generate more than 10 peak hour trips or more than 100 daily trips.
b. The proposal is immediately adjacent to an intersection that is functioning at a poor level of service, as determined by the city engineer.
c. A new direct approach to US 30 is proposed.
d. A proposed development or land use action that the road authority states may contribute to operational or safety concerns on its facility(ies).

e. An amendment to the Scappoose Comprehensive Plan or Zoning Map is proposed.

Response: Please see **Exhibit D – Transportation Impact Analysis Letter**, prepared by Kittleson & Associates. The proposed development would generate less than 100 daily trips, thus requiring submittal of a TIS letter.

3. Consistent with the city's Traffic Impact Study (TIS) Guidelines, the city engineer will determine the project study area, intersections for analysis, scenarios to be evaluated and any other pertinent information concerning the study and what must be addressed in either a TIS letter or a TIS report.

Response: The applicant understands this requirement. Please see **Exhibit D – Transportation Impact Analysis Letter**, prepared by Kittleson & Associates, for more information.

4. Approval Criteria. When a TIS Letter or Report is required, a proposal is subject to the following criteria:

a. The TIS addresses the applicable elements identified by the city engineer, consistent with the Traffic Impact Study Guidelines;

b. The TIS demonstrates that adequate transportation facilities exist to serve the proposed development or, in the case of a TIS report, identifies mitigation measures that resolve identified traffic safety problems in a manner that is satisfactory to the city engineer and, when state highway facilities are affected, to ODOT;

c. For affected non-highway facilities, the TIS report establishes that mobility standards adopted by the city have been met; and

d. Proposed public improvements are designed and will be constructed consistent with Public Works Design Standards and access standards in the Transportation System Plan.

Response: The applicant understands this requirement. Please see **Exhibit D – Transportation Impact Analysis Letter**, prepared by Kittleson & Associates, for more information.

5. Conditions of Approval.

a. The city may deny, approve, or approve a proposal with conditions necessary to meet operational and safety standards; provide the necessary right-of-way for improvements; and to require construction of improvements to ensure consistency with the future planned transportation system.

b. Construction of off-site improvements may be required to mitigate impacts resulting from development that relate to capacity deficiencies and public safety; and/or to upgrade or construct public facilities to city standards.

c. Improvements required as a condition of development approval, when not voluntarily provided by the applicant, shall be roughly proportional to the impact of the development on transportation facilities. Findings in the development approval shall indicate how the required improvements directly relate to and are roughly proportional to the impact of development.

Response: The applicant understands these requirements.

17.154.050 Easements.

A. Easements for sewers, drainage, water mains, electric lines or other public utilities shall be either dedicated or provided for in the deed restrictions, and where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such watercourse and such further width as will be adequate for conveyance and maintenance.

Response: Please see **Sheet C3.1 – Enlarged Access Plan** and **Sheet C5.0 – Utility Plan,** as well as **Exhibit C – Easement Legal Description & Exhibits**. An access and utility easement will be provided along the western side of the property. This easement will allow future utilities to be routed through the subject property and service a property to the north. An access and utility easement will also be provided on the adjacent property (lot 1800) to provide access from Scappoose-Vernonia Highway through Thornton Drive and to allow for utility routing from the public ROW to the subject property. An access and utility easement of equal width will be provided through the Crown-Zellerbach Trail right-of-way for the same purpose.

B. A property owner proposing a development shall make arrangements with the city, the applicable district and each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development. (Ord. 634 § 1 Exh. A, 1995)

Response: The applicant understands this requirement and will make any arrangements necessary to get the proper easements in place prior to developing the property.

17.154.070 Sidewalks

A. Sidewalks are required and shall be constructed, replaced or repaired in accordance with the city's public works design standards.

Response: Please see **Sheet C3.0 – Civil Site Plan**. The subject property does not abut the public right-of-way and therefore, no public sidewalks are proposed for this project. Furthermore, there are no existing sidewalks within the Scappoose-Vernonia Highway right-of-way so any new sidewalks would have no connection to any existing pedestrian walkways. Therefore, this standard is not applicable.

B. Maintenance of sidewalks and curbs is the continuing obligation of the adjacent property owner.

Response: The applicant understands it is their continued obligation to maintain sidewalks and curbs adjacent to their property. However, per the response above, this standard is not applicable.

C. Subject to approval by the public works director and planner, planner may accept and record a nonremonstrance agreement for the required sidewalks from the applicant for a building permit for a single-family residence when the public works director determines the construction of the sidewalk is impractical for one or more of the following reasons:

1. *The residence is an in-fill property in an existing neighborhood and adjacent residences do not have sidewalks;*
2. *Sidewalk grades have not and will not be established for the property in question within a one-year period;*
3. *Topography or elevation of the sidewalk base area makes construction of a sidewalk impractical.*

Response: As there are no new sidewalks required as part of the proposed development, these criteria do not apply.

[…]

17.154.080 Public use areas

A. Where a proposed park, playground or other public use shown in a development plan adopted by the city is located in whole or in part in a subdivision, the commission may require the dedication or reservation of such area within the subdivision.

B. Where considered desirable by the commission in accordance with adopted comprehensive plan policies, and where a development plan of the city does not indicate proposed public use areas, the commission may require the dedication or

reservation of areas within the subdivision or sites of a character, extent and location suitable for the development of parks and other public use.

C. If the declarant is required to reserve land area for a park, playground or other public use, such land shall be acquired by the appropriate public agency within eighteen months following plat approval, at a price agreed upon prior to approval of the plat, or such reservation shall be released to the declarant. (Ord. 634 § 1 Exh. A, 1995)

Response: No playgrounds or other public use areas are proposed or required as part of the development plan. Thus, these standards are not applicable.

17.154.090 Sanitary sewers.

A. Sanitary sewers shall be installed to serve each new development and to connect developments to existing mains in accordance with the provisions set forth by the city's public works design standards and the adopted policies of the comprehensive plan.

Response: Please see **Sheet C5.0 – Utility Plan** for proposed 4" PVC sanitary lateral to serve the new office/residence building and tie into an existing manhole in the utility easement adjacent to the subject property (on lot 1800). Additionally, a future pressurized sanitary line is shown for reference to service a property to the north through the utility easement on the subject property.

B. The public works director shall approve all sanitary sewer plans and proposed systems prior to issuance of development permits involving sewer service.

Response: The applicant understands this requirement.

C. Proposed sewer systems shall include consideration of additional development within the area as projected by the comprehensive plan and the wastewater treatment facility plan and potential flow upstream in the sewer sub-basin.

Response: Please see **Sheet C5.0 – Utility Plan** for location of a future pressurized sanitary line to service a property to the north through the utility easement on the subject property.

D. Applications shall be denied by the approval authority where a deficiency exists in the existing sewer system or portion thereof which cannot be rectified within the development and which if not rectified will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of the sewage treatment system. (Ord. 634 § 1 Exh. A, 1995)

Response: The applicant understands this requirement.

17.154.100 Storm drainage.

A. The planner and public works director shall issue permits only where adequate provisions for stormwater and floodwater runoff have been made, and:

1. *The stormwater drainage system shall be separate and independent of any sanitary sewerage system.*
2. *Where possible, inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street.*
3. *Surface water drainage patterns shall be shown on every development proposal plan.*
4. *All stormwater analysis and calculations shall be submitted with proposed plans for public works directors review and approval.*

5. *All stormwater construction materials shall be subject to approval of the public works director.*

Response: Please see **Sheet C4.0 – Overall Grading & Stormwater Plan** and **Exhibit B – Stormwater Report**. The stormwater drainage system is separate and independent from the sanitary sewage system.

B. Where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such watercourse and such further width as will be adequate for conveyance and maintenance.

Response: No watercourse, drainageway, channel or stream "traverses" the subject property but Alder Creek and South Scappoose Creek border the northern and eastern edges of the lot. Thus, this criterion is not applicable.

C. A culvert or other drainage facility shall, and in each case be, large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the development. The public works director shall determine the necessary size of the facility.

Response: Please see **Sheet C4.0 – Overall Grading & Stormwater Plan** and Exhibit B – Stormwater Report. Little to no off-site stormwater is anticipated as the property is surrounded by wetlands, creeks, and drainage ditches.

D. Where it is anticipated by the public works director that the additional runoff resulting from the development will overload an existing drainage facility, the planner and engineer shall withhold approval of the development until provisions have been made for improvement of the potential condition or until provisions have been made for storage of additional runoff caused by the development. (Ord. 634 § 1 Exh. A, 1995)

Response: The applicant understands this requirement.

17.154.105 Water system.

The planner and public works director shall issue permits only where provisions for municipal water system extensions have been made, and:

A. Any water system extension shall be designed in compliance with the comprehensive plan existing water system plans.

B. Extensions shall be made in such a manner as to provide for adequate flow and gridding of the system.

C. The public works director shall approve all water system construction materials. (Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C5.0 – Utility Plan**. The applicant understands these requirements. New water service is proposed off the existing 8" C900 public water main within the Scappoose-Vernonia Highway right-of-way.

17.154.107 Erosion Controls.

A. Any time the natural soils are disturbed and the potential for erosion exists, measures shall be taken to prevent the movement of any soils off site. The public works director shall determine if the potential for erosion exists and appropriate control measures.

B. The city shall use the city's public works design standards as the guidelines for erosion control. (Ord. 634 § 1 Exh. A, 1995)

Response: Please see **Sheet C2.0 – Erosion and Sediment Control Plan**. The erosion control methods comply with the city's public works design standards.

[…]

17.154.120 Utilities.

A. All utility lines including, but not limited to those required for electric, communication, lighting and cable television services and related facilities shall be placed underground, except for surface mounted transformers, surface mounted connection boxes and meter cabinets which may be placed above ground, temporary utility service facilities during construction, high-capacity electric lines operating at fifty thousand volts or above, and:

1. The applicant shall make all necessary arrangements with the serving utility to provide the underground services;

2. The city reserves the right to approve location of all surface mounted facilities;

3. All underground utilities, including sanitary sewers, water lines, and storm drains installed in streets by the applicant, shall be constructed prior to the surfacing of the streets; and

4. Stubs for service connections shall be long enough to avoid disturbing the street improvements when service connections are made.

Response: Please see **Sheet C5.0 – Utility Plan**. All utility lines will be placed underground, except for surface-mounted transformers, surface-mounted connection boxes and meter cabinets, and temporary utility service facilities during construction.

B. The applicant for a subdivision shall show on the development plan or in the explanatory information, easements for all underground utility facilities, and:

1. Plans showing the location of all underground facilities as described herein shall be submitted to the public works director for review and approval; and

2. Above ground equipment shall not obstruct visual clearance areas for vehicular traffic. (Ord. 820 § 11, 2012; Ord. 634 § 1 Exh. A, 1995)

Response: Please see Utility Plan (Sheet C5.0), which shows the location of all underground facilities as described herein. There is no above ground equipment that would obstruct visual clearance areas for vehicular traffic. Thus, the above standards are met.

17.154.130 Cash or bond required.

A. All improvements installed by the applicant shall be guaranteed as to workmanship and material for a period of one year following acceptance by the city council.

B. Such guarantee shall be secured by cash deposit or bond for one hundred ten percent of the actual cost of the value of the improvements as set by the public works director.

C. The cash or bond shall comply with the terms and conditions of Section 17.150.180. (Ord. 634 § 1 Exh. A, 1995)

Response: The applicant will guarantee workmanship and material for a period of one year following acceptance by the city council, and will secure said guarantee by cash deposit or bond for 100 percent of the actual cost of the value of the improvements as set by the public works director. Such cash or bond will comply with the terms and conditions of Section 17.150.180 – Bond-Cash Deposit.

17.154.140 Monuments.

Any monuments that are disturbed before all improvements are completed by the applicant shall be replaced and recorded prior to final acceptance of the improvements. (Ord. 634 § 1 Exh. A, 1995)

Response: Any disturbed monuments will be replaced and recorded by the applicant prior to final acceptance of the improvements in order to meet this requirement.

17.154.150 Installation/permit fee

A. No land division improvements, including sanitary sewers, storm sewers, streets, sidewalks, curbs, lighting or other requirements shall be undertaken except after the plans have been approved by the city, and all applicable fees paid. (Ord. 828, 2013; Ord. 634 § 1 Exh. A, 1995)

Response: All land division improvements will be undertaken only after city approval and payment of applicable fees, thus meeting this requirement.

17.154.160 Installation--Conformation required

In addition to other requirements, improvements installed by the land divider either as a requirement of these regulations or at the developers own option, shall conform to the requirements of this chapter and to improvement standards and specifications followed by the city. (Ord. 634 § 1 Exh. A, 1995)

Response: All improvements will conform to the requirements of this chapter and to the city's standards and specifications.

17.154.170 Plan checking required

A. Work shall not begin until construction plans and a construction estimate have been submitted and checked for adequacy and approved by the city in writing. Three sets of plans shall be submitted for review.

B. Three sets of revised plans (as approved) shall be provided.

C. All such plans shall be prepared in accordance with requirements of the city's public works design standards. (Ord. 634 § 1 Exh. A, 1995)

Response: No work will begin until 3 sets of construction plans and estimates – prepared in accordance with requirements of the city's public work design standards – have been submitted and checked by the city, thus meeting these criteria.

17.154.180 Notice to city required

A. Work shall not begin until the city has been notified in advance.

B. If work is discontinued for any reason, it shall not be resumed until the city is notified. If work is discontinued, the site shall be protected from erosion. (Ord. 634 § 1 Exh. A, 1995)

Response: No work will begin without advance notification to the city. If work is discontinued the site will be protected from erosion and work will not resume without notifying the city, in accordance with the above requirements.

17.154.190 City inspection required

Improvements shall be constructed under the inspection and to the satisfaction of the city. The city may require changes in typical sections and details if unusual conditions arising during construction warrant such changes in the public interest. (Ord. 634 § 1 Exh. A, 1995)

Response: Improvements will be constructed under the inspection and to the satisfaction of the city.

17.154.200 Engineer's certification required

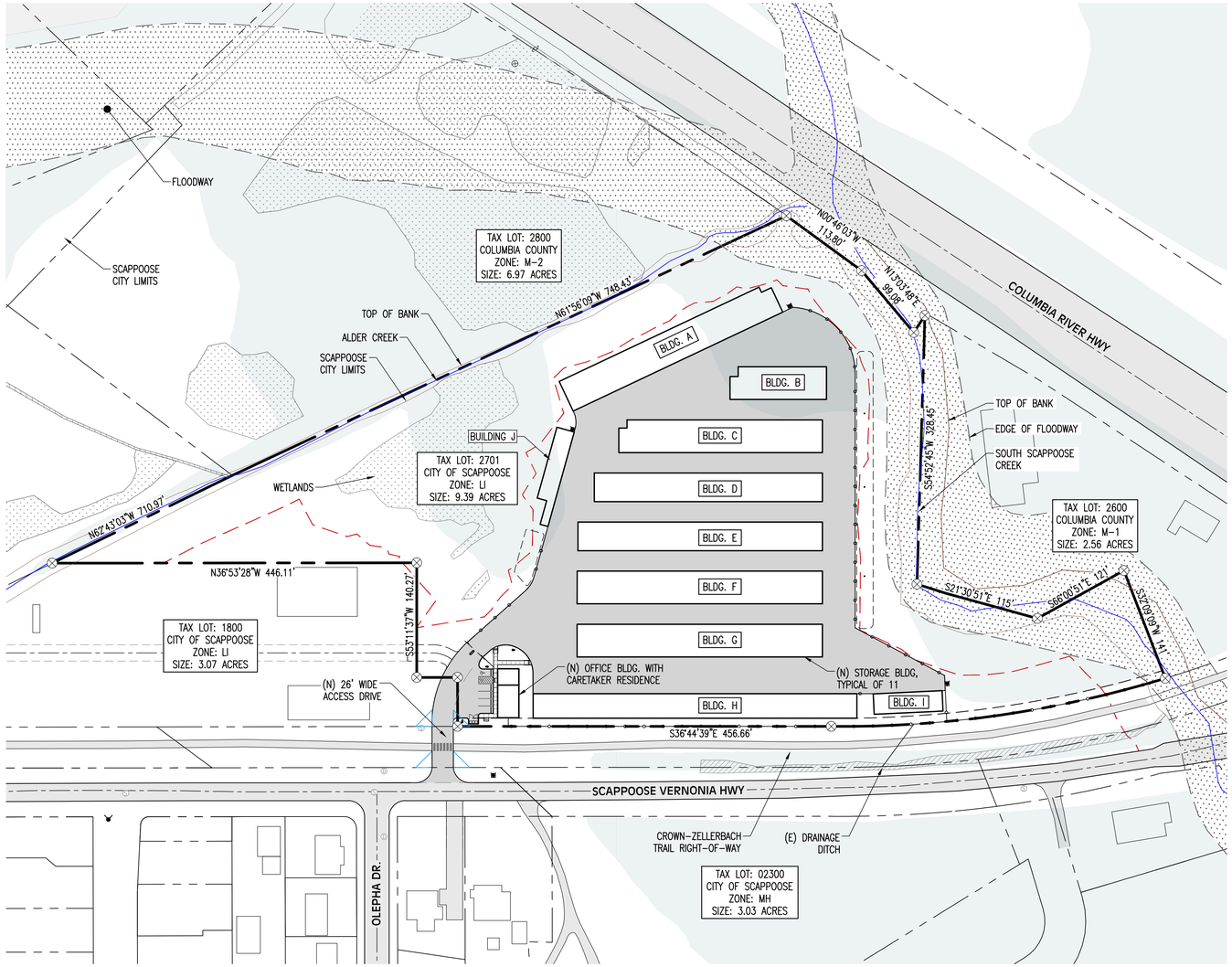
The land divider's engineer shall provide written certification that all improvements, workmanship and materials are in accord with current and standard engineering and construction practices, and are of high grade and that improvements were built according to plans and specifications, prior to city acceptance of the subdivision's improvements or any portion thereof for operation and maintenance. (Ord. 634 § 1 Exh. A, 1995)

Response: The land divider's engineer will provide a written certification that all improvements, workmanship and materials are in accord with current and standard engineering and construction practices, and are of a high grade and that improvements were built according to plans and specifications.

OFSTAD SELF-STORAGE

ADAM OFSTAD

53026 NW THORNTON DR
SCAPPOOSE, OR 97056



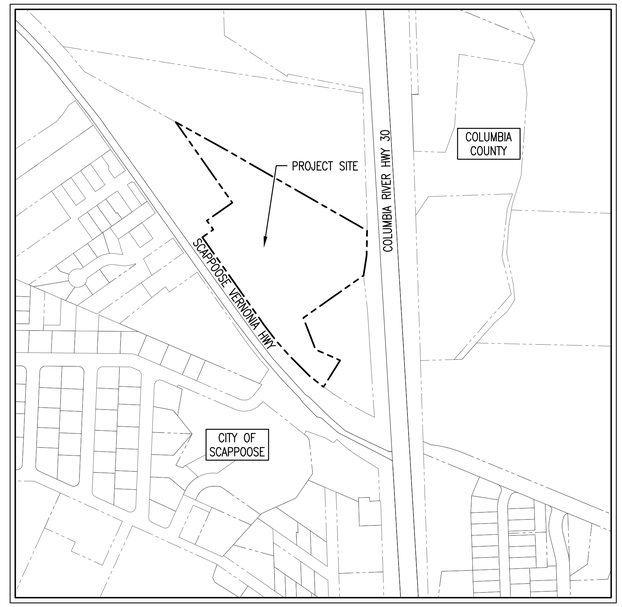
1 / G1.0 **PLOT PLAN**
SCALE: 1" = 80'

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G2.0	GENERAL NOTES & LEGENDS

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VICINITY MAP
SCALE: NTS
NORTH

EXISTING SITE AREA CALCULATIONS

GROSS LOT AREA:	409,028 SQ FT	(100%)
IMPERVIOUS / PAVED AREA:	140,425 SQ FT	(34.3%)
OPEN / LANDSCAPED AREAS:	268,603 SQ FT	(65.7%)
FLOODPLAIN AREA	96,274 SQ FT	(23.5%)
WETLAND AREA	22,490 SQ FT	(5.5%)

PROPOSED SITE AREA CALCULATIONS

GROSS LOT AREA:	409,028 SQ FT	(100%)
IMPERVIOUS / PAVED AREA:	197,811 SQ FT	(48.4%)
OPEN / LANDSCAPED AREAS:	211,217 SQ FT	(51.6%)
BUILDING FOOTPRINT:	87,591 SQ FT	(21.4%)

PROJECT TEAM

OWNER/CLIENT

ADAM OFSTAD
50038 COLUMBIA RIVER HWY
SCAPPOOSE, OR 97056
PHONE: (503) 987–4000

CIVIL ENGINEER

LOWER COLUMBIA ENGINEERING, LLC
58640 McNULTY WAY
St. HELENS, OR 97051 PHONE:
PHONE: (503) 366–0399
CONTACT: ANDREW NIEMI, P.E.
andrew@lowercolumbiaengr.com

SURVEYOR

K.L.S. SURVEYING INC.
1224 ALDER STREET
VERNONIA, OR 97064
PHONE: (503) 429–6115
CONTACT: DONALD WALLACE, SURVEYOR

Exhibit 4A

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	COVER SHEET		
DWG. BY PCD	OFSTAD SELF–STORAGE		
APPR. BY	ADAM OFSTAD		SHEET G1.0
FILE D–3550–G1.0		DATE 12/18/2023	

GENERAL CIVIL NOTES

GENERAL REQUIREMENTS

1. PRIOR TO START OF WORK, CONTRACTOR TO PROVIDE PRE-CONSTRUCTION RECORD DRAWING CROSS-REFERENCED WITH PHOTOGRAPHIC DOCUMENTATION OF ALL DAMAGED OR DEFECTIVE CURBS AND SIDEWALKS THAT ARE NOT SCHEDULED FOR REPAIR OR REPLACEMENT. PROVIDE ONE COPY TO THE ENGINEER, ONE TO THE OWNER AND MAINTAIN CONTRACTOR COPIES AS NEEDED. THESE DRAWINGS AND PHOTOS WILL SERVE AS THE MEANS TO IDENTIFY DAMAGE THAT OCCURRED DURING CONSTRUCTION. DAMAGE THAT OCCURS DURING CONSTRUCTION MUST BE REPAIRED TO THE SATISFACTION OF THE ENGINEER AT THE CONTRACTOR'S EXPENSE.
2. THE NORTHING AND EASTING VALUES SHOWN ON THIS PLAN ARE BASED UPON THE PROJECT COORDINATE SYSTEM AS SET BY THE ORIGINAL TOPOGRAPHIC SURVEY. INDIVIDUAL NORTHING AND EASTING LOCATIONS ARE INTENDED TO PROVIDE THE CONTRACTOR A MEANS BY WHICH TO VERIFY THE LOCATION OF THE SITE IMPROVEMENTS AS SHOWN ON THIS PLAN.
3. REFER TO THE SITE PLAN FOR SITE LAYOUT DIMENSIONS SUCH AS BUILDING SETBACKS, BUFFER YARDS, RIGHT-OF-WAY DEDICATIONS, DRIVEWAY WIDTHS, PARKING STALL DIMENSIONS, PARKING STALL COUNTS, ISLAND LAYOUT AND PEDESTRIAN WALKWAY WIDTHS.
4. THE SURVEYOR OR OTHER PERSON STAKING THE BUILDING AND PARKING LOT LAYOUT IS RESPONSIBLE FOR DOING SO ACCORDING TO THE WRITTEN DIMENSIONS AND COORDINATES SHOWN ON THE MOST CURRENT SET OF PROJECT PLANS. POINTS EXTRACTED FROM ELECTRONIC FILES MAY NOT EXACTLY MATCH THE DESIGNER'S INTENDED LAYOUT AS DIMENSIONED. WRITTEN DIMENSIONS ON THE PLANS GOVERN OVER ELECTRONIC DATA. PLANS SHOULD NOT BE SCALED. CONTACT ARCHITECT AND/OR ENGINEER TO VERIFY DIMENSIONS THAT ARE NOT CLEARLY PROVIDED ON THE PLANS.
5. ALL CONSTRUCTION MATERIALS AND WORKMANSHIP IN PUBLIC RIGHT-OF-WAY OR EASEMENT TO CONFORM TO "DESIGN STANDARDS" AND "STANDARD CONSTRUCTION SPECIFICATIONS" OF THE LOCAL JURISDICTION'S PUBLIC WORKS DEPARTMENT. FACILITIES WITHIN ANOTHER APPROVING AGENCIES JURISDICTION SHALL CONFORM TO THAT AGENCY'S CONSTRUCTION SPECIFICATIONS. OTHER AGENCIES MAY INCLUDE CITY, COUNTY, OREGON HEALTH DIVISION (OHD) AND THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ).
6. REFERENCES TO STANDARD DRAWING NUMBERS REFER TO APPROVED STANDARD DRAWINGS OF THE LOCAL OR APPROVING JURISDICTION.
7. OWNER SHALL OBTAIN A CONSTRUCTION PERMIT FROM THE LOCAL JURISDICTION'S PUBLIC WORKS DEPARTMENT, AND SHALL CONTACT CONSTRUCTION MANAGEMENT (DURING WORKING HOURS) 48 HOURS PRIOR TO START OF ANY WORK.
8. ANY CHANGE IN CONSTRUCTION AFTER PLAN APPROVAL MUST BE SUBMITTED IN WRITING AND APPROVED BY LOCAL JURISDICTION PRIOR TO CHANGE AS REQUIRED BY THAT JURISDICTION'S STANDARD CONSTRUCTION SPECIFICATIONS.
9. OWNER SHALL PROCURE, PAY ALL COSTS FOR, AND CONFORM TO ALL CONSTRUCTION PERMITS REQUIRED BY THE LOCAL JURISDICTION OR APPROVING AUTHORITY. OWNER SHALL COORDINATE AND PAY ALL FEES AND COSTS ASSOCIATED WITH CONNECTING TO EXISTING WATER, SANITARY SEWER AND STORM SEWER FACILITIES, INCLUDING SERVICES AND INSPECTIONS BY THE GOVERNING JURISDICTIONS. COSTS SHALL INCLUDE AS APPLICABLE BUT NOT BE LIMITED TO FEES FOR CONNECTION, TAPPING, INSPECTION, TESTING, CHLORINATION, WATER METERS, BACKFLOW CERTIFICATIONS, OR OTHER SIMILAR OR RELATED COSTS.
10. CONTRACTOR SHALL PROVIDE ALL BONDS AND INSURANCE REQUIRED BY PUBLIC AND/OR PRIVATE AGENCIES HAVING JURISDICTION. WHERE REQUIRED BY PUBLIC AND/OR PRIVATE AGENCIES HAVING JURISDICTION, THE CONTRACTOR SHALL SUBMIT A SUITABLE MAINTENANCE BOND PRIOR TO FINAL PAYMENT.
11. THE CONTRACTOR SHALL PERFORM ALL WORK NECESSARY TO COMPLETE THE PROJECT IN ACCORDANCE WITH THE APPROVED CONSTRUCTION DRAWINGS INCLUDING SUCH INCIDENTALS AS MAY BE NECESSARY TO MEET APPLICABLE AGENCY REQUIREMENTS AND PROVIDE A COMPLETED PROJECT.
12. ANY INSPECTION BY THE CITY, COUNTY OR OTHER AGENCIES SHALL NOT, IN ANY WAY, RELIEVE THE CONTRACTOR FROM ANY OBLIGATION TO PERFORM THE WORK IN STRICT COMPLIANCE WITH THE CONTRACT DOCUMENTS, APPLICABLE CODES, AND AGENCY REQUIREMENTS.
13. CONTRACTOR SHALL MAINTAIN ONE COMPLETE SET OF APPROVED DRAWINGS ON THE CONSTRUCTION SITE AT ALL TIMES WHEREON HE WILL RECORD ALL APPROVED DEVIATIONS IN CONSTRUCTION FROM THE APPROVED DRAWINGS, AS WELL AS THE STATION LOCATIONS AND DEPTHS OF ALL EXISTING UTILITIES ENCOUNTERED. THESE FIELD RECORD DRAWINGS SHALL BE KEPT UP TO DATE AT ALL TIMES AND SHALL BE AVAILABLE FOR INSPECTION BY THE ENGINEER, LOCAL JURISDICTION OR OWNER'S REPRESENTATIVE UPON REQUEST. FAILURE TO CONFORM TO THIS REQUIREMENT MAY RESULT IN DELAY IN PAYMENT AND/OR FINAL ACCEPTANCE OF THE PROJECT.
14. UPON COMPLETION OF CONSTRUCTION OF ALL NEW FACILITIES, CONTRACTOR SHALL SUBMIT A CLEAN SET OF FIELD RECORD DRAWINGS CONTAINING ALL AS-BUILT INFORMATION TO THE ENGINEER SHOWING ALL LENGTHS, DEPTHS, INVERTS, AND LOCATIONS OF COMPLETED WORK. CONTRACTOR IS RESPONSIBLE FOR COORDINATION AND SECURING OF ALL SURVEYING SERVICES NECESSARY TO ACCURATELY OBTAIN "AS-BUILT" INFORMATION. ALL INFORMATION SHOWN ON THE CONTRACTOR'S FIELD RECORD DRAWINGS SHALL BE SUBJECT TO VERIFICATION. IF SIGNIFICANT ERRORS OR DEVIATIONS ARE NOTED, AN AS-BUILT SURVEY PREPARED AND STAMPED BY A REGISTERED PROFESSIONAL LAND SURVEYOR SHALL BE COMPLETED AT THE CONTRACTOR'S EXPENSE.
15. OWNER SHALL PROCURE AND CONFORM TO DEQ STORMWATER PERMIT NO. 1200C FOR CONSTRUCTION ACTIVITIES WHERE 1 ACRE OR MORE ARE DISTURBED.
16. THE CONTRACTOR SHALL RETAIN AND PAY FOR THE SERVICES OF A LAND SURVEYOR LICENSED IN THE STATE OF OREGON TO ESTABLISH CONSTRUCTION CONTROL AND PERFORM INITIAL CONSTRUCTION SURVEYS TO ESTABLISH THE LINES AND GRADES OF IMPROVEMENTS AS INDICATED ON THE DRAWINGS. STAKING FOR BUILDINGS, STRUCTURES, CURBS, GRAVITY DRAINAGE PIPES/STRUCTURES AND OTHER CRITICAL IMPROVEMENTS SHALL BE COMPLETED USING EQUIPMENT ACCURATE TO 0.04 FEET HORIZONTALLY AND 0.02 FEET VERTICALLY, OR BETTER. USE OF GPS EQUIPMENT FOR CONSTRUCTION STAKING OF THESE IMPROVEMENTS IS PROHIBITED. AT THE DESIGN ENGINEER'S REQUEST, THE REGISTERED PROFESSIONAL SURVEYOR SHALL PROVIDE THE DESIGN ENGINEER WITH COPIES OF ALL GRADE SHEETS FOR CONSTRUCTION STAKING PERFORMED FOR THE PROJECT.
17. GEOTECHNICAL INVESTIGATION AND REPORT – THE DESIGN IS BASED ON OWNER-ACCEPTED RECOMMENDATIONS CONTAINED IN THE GEOTECHNICAL REPORT PREPARED BY RAPID SOIL SOLUTIONS DATED MARCH 8, 2023.
18. AS PART OF FINAL CLEANUP, CONTRACTOR IS RESPONSIBLE TO CLEAN AND FLUSH ALL STORM DRAINAGE STRUCTURES AND PIPING FROM INLETS TO POINT OF DISPOSAL. ALL DEBRIS REMOVED FROM SYSTEM IS TO BE REMOVED FROM THE SITE.

EXISTING UTILITIES AND FACILITIES

19. COORDINATION AND NOTIFICATION WITH LOCAL JURISDICTION AND UTILITY COMPANIES:
   A. THE LOCATION AND DESCRIPTIONS OF EXISTING UTILITIES SHOWN ON THE DRAWINGS ARE COMPILED FROM AVAILABLE RECORDS AND/OR FIELD SURVEYS. THE ENGINEER OR UTILITY COMPANIES DO NOT GUARANTEE THE ACCURACY OR THE COMPLETENESS OF SUCH RECORDS. CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND SIZES OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
   B. OREGON LAW REQUIRES THE CONTRACTOR TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. COPIES OF THE RULES ARE AVAILABLE BY CALLING THE OREGON UTILITY NOTIFICATION CENTER AT (503) 232-1987.
   C. THE CONTRACTOR SHALL NOTIFY THE LOCAL JURISDICTION AND EACH UNDERGROUND UTILITY AT LEAST 48 BUSINESS-DAY HOURS PRIOR TO EXCAVATING, BORING, OR POTHOLING. ALL UTILITY CROSSINGS SHALL BE POTHOLED AS NECESSARY PRIOR TO EXCAVATING OR BORING TO ALLOW THE CONTRACTOR TO PREVENT GRADE OR ALIGNMENT CONFLICTS.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND MARKING ALL EXISTING DISCOVERED SURVEY MONUMENTS OF RECORD (INCLUDING BUT NOT LIMITED TO PROPERTY AND STREET MONUMENTS) PRIOR TO CONSTRUCTION. IF ANY SURVEY MONUMENTS ARE REMOVED, DISTURBED OR DESTROYED DURING CONSTRUCTION OF THE PROJECT, THE CONTRACTOR SHALL RETAIN AND PAY FOR THE SERVICES OF A REGISTERED PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF OREGON TO REFERENCE AND REPLACE ALL SUCH MONUMENTS PRIOR TO FINAL PAYMENT. THE MONUMENTS SHALL BE REPLACED WITHIN A MAXIMUM OF 90 DAYS, AND THE COUNTY SURVEYOR SHALL BE NOTIFIED IN WRITING AS REQUIRED BY PER ORS 209.150.
21. CONTRACTOR SHALL FIELD VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES WHERE NEW FACILITIES CROSS. ALL UTILITY CROSSINGS MARKED OR SHOWN ON THE DRAWINGS SHALL BE POTHOLED USING HAND TOOLS OR OTHER NON-INVASIVE METHODS PRIOR TO EXCAVATING OR BORING. CONTRACTOR SHALL BE RESPONSIBLE FOR EXPOSING POTENTIAL UTILITY CONFLICTS FAR ENOUGH AHEAD OF CONSTRUCTION TO MAKE NECESSARY GRADE OR ALIGNMENT MODIFICATIONS WITHOUT DELAYING THE IF GRADE OR ALIGNMENT MODIFICATION IS NECESSARY, CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER, AND THE DESIGN ENGINEER OR THE OWNER'S REPRESENTATIVE SHALL OBTAIN APPROVAL FROM THE CITY PRIOR TO CONSTRUCTION.
22. ALL FACILITIES SHALL BE MAINTAINED IN-PLACE BY THE CONTRACTOR UNLESS OTHERWISE SHOWN OR DIRECTED. CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO SUPPORT, MAINTAIN, OR OTHERWISE PROTECT EXISTING UTILITIES AND OTHER FACILITIES AT ALL TIMES DURING CONSTRUCTION. CONTRACTOR TO LEAVE EXISTING FACILITIES IN AN EQUAL OR BETTER-THAN-ORIGINAL CONDITION AND TO THE SATISFACTION OF THE LOCAL JURISDICTION AND OWNER'S REPRESENTATIVE.
23. UTILITIES OR INTERFERING PORTIONS OF UTILITIES THAT ARE ABANDONED IN PLACE SHALL BE REMOVED BY THE CONTRACTOR TO THE EXTENT NECESSARY TO ACCOMPLISH THE WORK. THE CONTRACTOR SHALL PLUG THE REMAINING EXPOSED ENDS OF ABANDONED UTILITIES AFTER APPROPRIATE VERIFICATION PROCEDURES HAVE TAKEN PLACE.
24. CONTRACTOR SHALL REMOVE ALL EXISTING SIGNS, MAILBOXES, FENCES, LANDSCAPING, AS REQUIRED TO AVOID DAMAGE DURING CONSTRUCTION AND REPLACE THEM TO EXISTING OR BETTER CONDITION.
25. CONTRACTOR SHALL COORDINATE AND PAY ALL COSTS ASSOCIATED WITH REMOVING OR ABANDONING ANY SEPTIC TANKS, WELLS (INCLUDING BOREHOLE PIEZOMETERS) AND FUEL TANKS ENCOUNTERED AS PER REGULATING AGENCY REQUIREMENTS. WHEN SHOWN ON THE DRAWINGS, THESE STRUCTURES SHALL BE REMOVED OR ABANDONED AT THE CONTRACTOR'S EXPENSE. THE CONTRACTOR SHALL NOTIFY THE OWNER IMMEDIATELY UPON DISCOVERY OF ANY SEPTIC TANKS, WELLS, OR FUEL TANKS NOT SHOWN ON THE DRAWINGS, AND OBTAIN CONCURRENCE FROM THE OWNER PRIOR TO PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL PROVIDE THE OWNER WITH A DETAILED COST BREAKDOWN OF ALL WORK RELATED TO REMOVING OR ABANDONING SAID STRUCTURES. THE CONTRACTOR WILL BE REIMBURSED ON A TIME & MATERIALS BASIS OR AT A NEGOTIATED PRICE AS AGREED BY THE OWNER.
26. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MANAGING CONSTRUCTION ACTIVITIES TO ENSURE THAT PUBLIC STREETS AND RIGHT-OF-WAYS ARE KEPT CLEAN OF MUD, DUST OR DEBRIS. DUST ABATEMENT SHALL BE MAINTAINED BY ADEQUATE WATERING OF THE SITE BY THE CONTRACTOR.

TRAFFIC CONTROL

27. CONTRACTOR SHALL ERECT AND MAINTAIN BARRICADES, WARNING SIGNS, TRAFFIC CONES (AND ALL OTHER TRAFFIC CONTROL DEVICES REQUIRED) PER CITY, COUNTY AND ODOT REQUIREMENTS IN ACCORDANCE WITH THE CURRENT MUTCD (INCLUDING OREGON AMENDMENTS). ACCESS TO DRIVEWAYS SHALL BE MAINTAINED AT ALL TIMES. ALL TRAFFIC CONTROL MEASURES SHALL BE APPROVED AND IN PLACE PRIOR TO ANY CONSTRUCTION ACTIVITY. PRIOR TO ANY WORK IN THE EXISTING PUBLIC RIGHT-OF-WAY, CONTRACTOR SHALL SUBMIT FINAL TRAFFIC CONTROL PLAN TO THE CITY FOR REVIEW AND ISSUANCE OF A LANE CLOSURE OR WORK IN RIGHT-OF-WAY PERMIT.
28. PRIOR TO ANY WORK IN THE EXISTING RIGHT-OF-WAY, CONTRACTOR SHALL SUBMIT FINAL TRAFFIC CONTROL PLAN TO CITY OF SCAPPOOSE FOR REVIEW AND ISSUANCE OF LANE CLOSURE PERMIT.
29. CONTRACTOR TO OBTAIN A LANE CLOSURE PERMIT BEFORE CONSTRUCTION STARTS FOR ANY WORK WITHIN THE EXISTING PUBLIC RIGHT-OF-WAY, INCLUDING PUBLIC STREET IMPROVEMENTS OR DRIVEWAY CONNECTIONS TO EXISTING STREETS.

SUBMITTALS, TESTING AND INSPECTION

30. THE CONTRACTOR SHALL BE RESPONSIBLE TO ENSURE THAT ALL REQUIRED OR NECESSARY INSPECTIONS ARE COMPLETED BY AUTHORIZED INSPECTORS PRIOR TO PROCEEDING WITH SUBSEQUENT WORK WHICH COVERS OR THAT IS DEPENDENT ON THE WORK TO BE INSPECTED. FAILURE TO OBTAIN NECESSARY INSPECTION(S) AND APPROVAL(S) SHALL RESULT IN THE CONTRACTOR BEING FULLY RESPONSIBLE FOR ALL PROBLEMS AND/OR CORRECTIVE MEASURES ARISING FROM UNINSPECTED WORK.
31. UNLESS OTHERWISE SPECIFIED, THE "REQUIRED SUBMITTAL, TESTING AND INSPECTION SCHEDULE" OUTLINES THE MINIMUM TESTING AND INSPECTION REQUIRED FOR THE PROJECT. THIS SCHEDULE IS NOT COMPLETE, AND DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF OBTAINING ALL NECESSARY TESTING, INSPECTIONS OR OBSERVATIONS FOR ALL WORK PERFORMED, REGARDLESS OF WHO IS RESPONSIBLE FOR PAYMENT. COST FOR RETESTING SHALL BE BORNE BY THE CONTRACTOR.

GRADING, DRAINAGE, CURBS AND SIDEWALKS

32. ALL EXISTING OR CONSTRUCTED MANHOLES, CLEANOUTS, MONUMENT BOXES, GAS VALVES, WATER VALVES AND SIMILAR STRUCTURES SHALL BE ADJUSTED TO MATCH FINISH GRADE OF THE PAVEMENT, SIDEWALK, LANDSCAPED AREA OR MEDIAN STRIP WHEREIN THEY LIE. VERIFY THAT ALL VALVE BOXES AND RISERS ARE CLEAN AND CENTERED OVER THE OPERATING NUT.
33. CONTRACTOR SHALL SEED AND MULCH (UNIFORMLY BY HAND OR HYDRO-SEED) ALL EXPOSED SLOPES AND DISTURBED AREAS WHICH ARE NOT SCHEDULED TO BE LANDSCAPED, INCLUDING TRENCH RESTORATION AREAS. IF THE CONTRACTOR FAILS TO APPLY SEED AND MULCH IN A TIMELY MANNER DURING PERIODS FAVORABLE FOR GERMINATION, OR IF THE SEEDED AREAS FAIL TO GERMINATE, THE OWNER REPRESENTATIVE MAY (AT HIS DISCRETION) REQUIRE THE CONTRACTOR TO INSTALL SOD TO COVER SUCH DISTURBED AREAS.
34. CONTRACTOR SHALL CONSTRUCT ALL ACCESS RAMPS IN ACCORDANCE WITH CURRENT ADA REQUIREMENTS.
35. WHERE TRENCH EXCAVATION REQUIRES REMOVAL OF PCC CURBS AND/OR SIDEWALKS, THE CURBS AND/OR SIDEWALKS SHALL BE SAWCUT AND REMOVED AT A TOOLED JOINT UNLESS OTHERWISE AUTHORIZED IN WRITING BY THE LOCAL JURISDICTION. THE SAWCUT LINES SHOWN ON THE DRAWINGS ARE SCHEMATIC AND NOT INTENDED TO SHOW THE EXACT ALIGNMENT OF SUCH CUTS.

PIPED UTILITIES

36. PIPE BEDDING AND BACKFILL IN PUBLIC RIGHT-OF-WAY OR EASEMENT TO BE DONE PER LOCAL JURISDICTION'S STANDARD CONSTRUCTION SPECIFICATIONS, SEE PLAN FOR EXTENTS.
37. ALL TAPPING OF EXISTING MUNICIPAL SANITARY SEWER, WATER LINES, STORM DRAIN MAINS, AND MANHOLES MUST BE DONE BY CITY FORCES.
38. CONTRACTOR SHALL ARRANGE TO ABANDON EXISTING SEWER AND WATER SERVICES NOT SCHEDULED TO REMAIN IN SERVICE IN ACCORDANCE WITH APPROVING AGENCY REQUIREMENTS.
39. ALL PIPED UTILITIES ABANDONED IN PLACE SHALL HAVE ALL OPENINGS CLOSED WITH CONCRETE PLUGS WITH A MINIMUM LENGTH EQUAL TO 2 TIMES THE DIAMETER OF THE ABANDONED PIPE.
40. ALL NON-METALLIC WATER, SANITARY AND STORM SEWER PIPING SHALL HAVE AN ELECTRICALLY CONDUCTIVE 12-GAUGE STRANDED OR SOLID COPPER INSULATED HIGH MOLECULAR WEIGHT POLYETHYLENE (HMW-PE) TRACER WIRE THE FULL LENGTH OF THE INSTALLED PIPE. THE HMW-PE INSULATED COVER SHALL BE A MINIMUM 45 MIL THICK AND UL RATED FOR 140 °F. USE BLUE WIRE FOR WATER AND GREEN WIRE FOR STORM AND SANITARY PIPING. TRACER WIRE SHALL BE EXTENDED UP INTO ALL VALVE BOXES, CATCH BASINS, MANHOLES AND LATERAL CLEAN OUT BOXES. TRACER WIRE PENETRATIONS INTO MANHOLES SHALL BE WITHIN 18 INCHES OF THE RIM ELEVATION AND ADJACENT TO MANHOLE STEPS. THE TRACER WIRE SHALL BE TIED TO THE TOP MANHOLE STEP OR OTHERWISE SUPPORTED TO ALLOW RETRIEVAL FROM THE OUTSIDE OF THE MANHOLE. ALL TRACER WIRE SPLICES SHALL BE MADE WITH WATERPROOF SPLICES OR WATERPROOF/CORROSION RESISTANT WIRE NUTS.
41. NO TRENCHES IN SIDEWALKS, ROADS, OR DRIVEWAYS SHALL BE LEFT IN AN OPEN CONDITION OVERNIGHT. ALL SUCH TRENCHES SHALL BE CLOSED BEFORE THE END OF EACH WORKDAY AND NORMAL TRAFFIC AND PEDESTRIAN FLOWS RESTORED.

WATER SYSTEM

42. WATER MAINS TO BE LOCATED A MINIMUM 36" CLEAR BELOW FINISHED GRADE AND 30" CLEAR BELOW FINISHED GRADE AT PAVED AREAS.
43. MAINTAIN 6" CLEAR BETWEEN DOMESTIC WATERLINES AND STORM DRAIN LINES. BACKFILL WITH CRUSHED AGGREGATE.
44. MAINTAIN 18" MINIMUM VERTICAL CLEARANCE BETWEEN SANITARY SEWER PIPE AND DOMESTIC WATER LINE. CENTER ONE FULL LENGTH OF PIPE ON CROSSING. DOMESTIC WATERLINE BELOW SANITARY SEWER PIPE TO BE INSTALLED PER OAR 333.
45. THRUST RESTRAINT SHALL BE PROVIDED ON ALL BENDS, TEES AND OTHER DIRECTION CHANGES PER LOCAL JURISDICTION REQUIREMENTS AND AS SPECIFIED OR SHOWN ON THE DRAWINGS. UNLESS OTHERWISE SHOWN OR APPROVED BY THE ENGINEER, ALL VALVES SHALL BE FLANGE CONNECTED TO ADJACENT TEES OR CROSSES.
46. CONTRACTOR TO PROVIDE FACILITIES FOR TESTING ACCORDING TO CONSTRUCTION SPECIFICATIONS. INSTALL A CORPORATION STOP FOR CHLORINATION ACCORDING TO LOCAL JURISDICTION'S STANDARD DRAWING.
47. DOMESTIC AND FIRE BACKFLOW PREVENTION DEVICES AND VAULTS SHALL CONFORM TO REQUIREMENTS OF PUBLIC AND/OR PRIVATE AGENCIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR HAVING BACKFLOW DEVICES TESTED AND CERTIFIED PRIOR TO FINAL ACCEPTANCE OF THE WORK.
48. CONTRACTOR SHALL PROVIDE ALL NECESSARY EQUIPMENT AND MATERIALS (INCLUDING PLUGS, BLOWOFFS, VALVES, SERVICE TAPS, ETC.) REQUIRED TO FLUSH, TEST AND DISINFECT WATERLINES PER PUBLIC AGENCY REQUIREMENTS.
49. THE WORK SHALL BE PERFORMED IN A MANNER DESIGNATED TO MAINTAIN WATER SERVICE TO BUILDINGS SUPPLIED FROM THE EXISTING WATERLINES. IN NO CASE SHALL SERVICE TO ANY MAIN LINE OR BUILDING BE INTERRUPTED FOR MORE THAN FOUR (4) HOURS IN ANYONE-DAY. CONTRACTOR SHALL NOTIFY THE LOCAL JURISDICTION AND ALL AFFECTED RESIDENTS AND BUSINESSES A MINIMUM OF 24 BUSINESS HOURS (1 BUSINESS DAY) BEFORE ANY INTERRUPTION OF SERVICE.

SANITARY AND STORM DRAIN SYSTEMS

50. CATCH BASINS AND JUNCTION BOXES SHALL BE SET SQUARE WITH BUILDINGS OR WITH THE EDGE OF THE PARKING LOT OR STREET WHEREIN THEY LIE. STORM DRAIN INLET STRUCTURES AND PAVING SHALL BE ADJUSTED SO WATER FLOWS INTO THE STRUCTURE WITHOUT PONDING WATER.
51. UNLESS OTHERWISE APPROVED BY THE ENGINEER, ALL STORM DRAIN CONNECTIONS SHALL BE BY MANUFACTURED TEES OR SADDLES.
52. UNLESS OTHERWISE SHOWN ON THE DRAWINGS, ALL STORM PIPE INLETS & OUTFALLS SHALL BE BEVELED FLUSH TO MATCH THE SLOPE WHEREIN THEY LIE.
53. SWEEP (DEFLECT) STORM SEWER PIPE INTO CATCH BASINS AND MANHOLES AS REQUIRED. JOINT DEFLECTION SHALL NOT EXCEED 5 DEGREES OR MANUFACTURERS RECOMMENDATIONS, WHICHEVER IS LESS.
54. BEFORE FINAL ACCEPTANCE, FLUSH AND CLEAN ALL STORM DRAINS, AND REMOVE ALL FOREIGN MATERIAL FROM THE MAINLINES, MANHOLES, CATCH BASINS AND DETENTION STRUCTURES.
55. CLEANOUTS ON SANITARY SEWER AND STORM DRAIN PIPING TO BE SPACED MAXIMUM OF 100 FEET APART. CLEANOUTS ARE REQUIRED FOR EACH AGGREGATE HORIZONTAL CHANGE IN DIRECTION EXCEEDING 135 DEGREES (OPSC 719).
56. CLEANOUT COVER TO BE 18" TALL CAST IRON VALVE BOX AND COVER. INSTALL FLUSH WITH FINISHED GRADE.

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0100. (YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503-246-1987.)

ONE CALL SYSTEM.....1 800 332 2344 or 811
ON LINE .... http://www.callbeforeyoudig.org/

THE PUBLIC WORKS DIRECTOR, SUE LAWRENCE (503) 556-7301, MUST BE NOTIFIED 48 HRS IN ADVANCE TO COORDINATE ANY TAPS OR WATER VALVE OPERATION. THE CONTRACTOR IS NOT ALLOWED TO OPERATE ANY WATER VALVES CONTROLLING FLOW TO NEW PIPING FROM CITY'S POTABLE WATER SYSTEM.

A CITY PERMIT IS REQUIRED TO WORK IN THE PUBLIC R.O.W.

ABBREVIATIONS

MATERIAL	
AC	ASPHALTIC CONCRETE
GR	GRAVEL
PVC	POLYVINYL CHLORIDE
UTILITY	
COM	COMMUNICATIONS LINE
GAS	GAS LINE
H20	WATER LINE
PWR	POWER LINE
SAN	SANITARY SEWER LINE
STM	STORM LINE
UTL	UTILITY
GENERAL	
(E)	EXISTING
(N)	NEW
EOG	EDGE OF GRAVEL
EOP	EDGE OF PAVEMENT
EOC	EDGE OF CONCRETE
TOP	TOP OF PAVEMENT
TOC	TOP OF CONCRETE
T/CURB	TOP OF CURB
FL	FLOW LINE / GUTTER
R.O.W.	RIGHT OF WAY
MH	MANHOLE (RIM/LID)
IE	INVERT ELEVATION
CB	CATCH BASIN

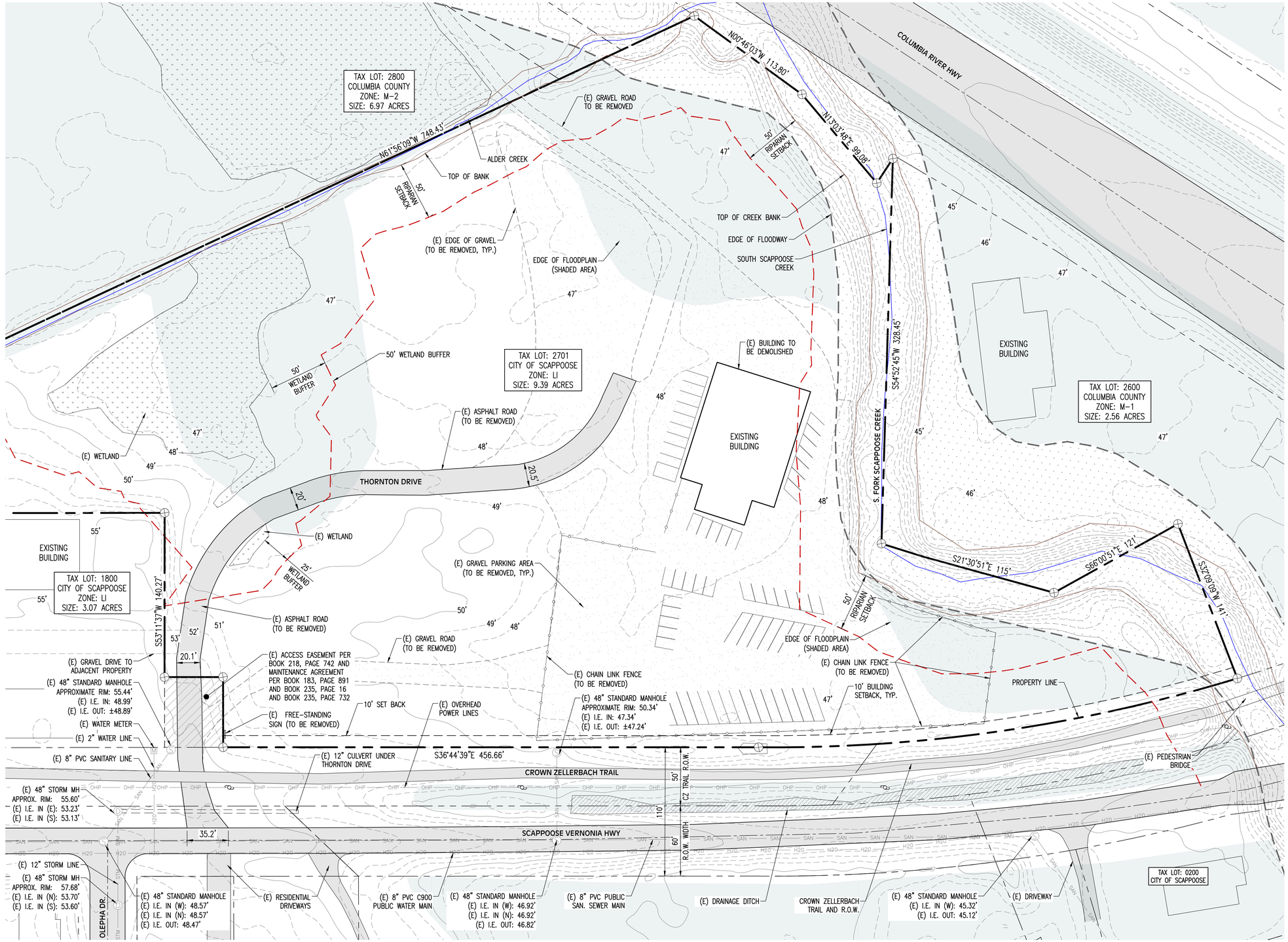
Exhibit 4B

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	GENERAL NOTES & LEGENDS		
DWG. BY MLA	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	G2.0
FILE D-3550-G2.0	DATE 12/18/2023		



LEGEND

- (E) ASPHALT PAVEMENT
- (E) CONCRETE
- (E) GRAVEL
- (E) BUILDING
- FUTURE EASEMENTS
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (E) FENCE
- STM — (E) STORM LINE
- H2O — (E) WATER LINE
- SAN — (E) SANITARY LINE
- OHP — (E) OVERHEAD POWER LINE
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- 25' — (E) MAJOR CONTOUR
- 24' — (E) MINOR CONTOUR
- (E) UTILITY POLE
- PROPERTY CORNER
- (E) SEWER MANHOLE
- (E) STORM MANHOLE

BENCHMARK AND DATUM

1. ALL TOPOGRAPHIC INFORMATION SHOWN UTILIZES THE MOST RECENT NOAA LIDAR WITH A VERTICAL DATUM OF NAVD88.
2. HORIZONTAL DATUM UTILIZES NAD83.

NOTE:
NO TREES ARE ANTICIPATED TO BE REMOVED AS A RESULT OF THE PROPOSED DEVELOPMENT. THE PROPOSED AREA OF DEVELOPMENT CONTAINS PRIMARILY GRASS AND ALL EXISTING TREES FALL WITHIN THE RIPARIAN SETBACKS. IF IT IS DETERMINED THAT EXISTING TREES WILL BE REMOVED AS A RESULT OF THIS DEVELOPMENT, THE APPLICANT SHALL PROVIDE A TREE REMOVAL PLAN FOR REVIEW AND APPROVAL BY THE CITY OF SCAPPOOSE.

0' 10' 20' 30' 40' 80' 120' 160' 200'

EXISTING CONDITIONS PLAN
SCALE: 1" = 40'

NORTH

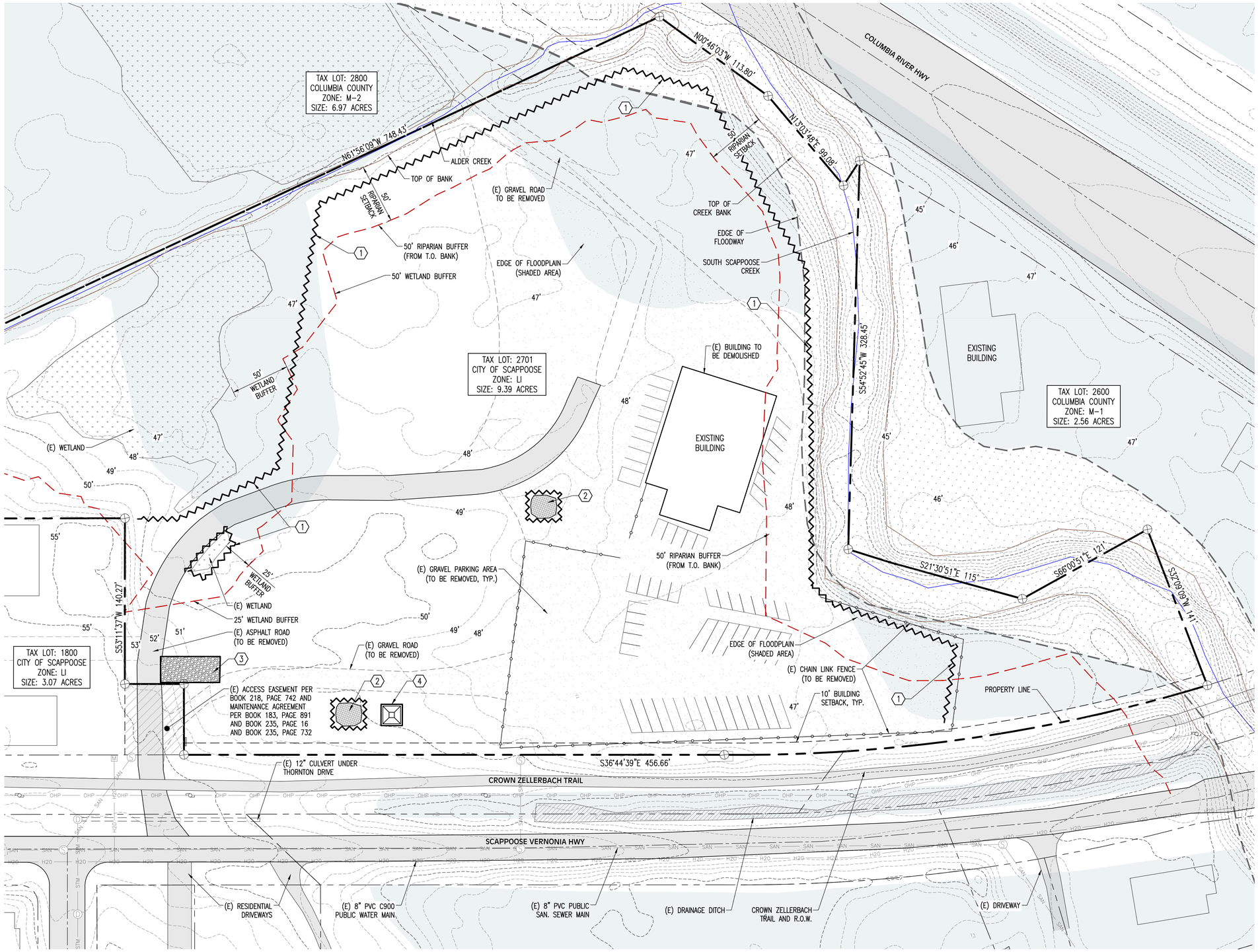
DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	EXISTING CONDITIONS PLAN		
DWG. BY PCD	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	C1.0
FILE D-3550-C-1	DATE 10/30/2023		

Exhibit 4C



ESC LEGEND

- (E) ASPHALT PAVEMENT
- (E) CONCRETE
- (E) GRAVEL
- (E) BUILDING
- FUTURE EASEMENTS
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN ZONE AE
- SEDIMENT FENCE (AS REQUIRED)
- ORANGE CONSTRUCTION FENCE (AS REQUIRED)
- PROPERTY LINE
- ADJACENT PROPERTY LINE
- 50' RIPARIAN/WETLAND SETBACK
- CENTERLINE OF CREEK
- TOP OF BANK
- 25' (E) MAJOR CONTOUR
- 24' (E) MINOR CONTOUR
- CONSTRUCTION ENTRANCE SEE DETAIL 855 ON SHEET D1.0
- PROPERTY CORNER
- SANITARY SEWER MANHOLE
- STORM WATER SWR. MANHOLE
- FIRE HYDRANT
- TEMPORARY STOCKPILE
- CONCRETE WASHOUT AREA

EROSION AND SEDIMENT CONTROL BMP IMPLEMENTATION:

1. ALL BASE ESC MEASURES (INLET PROTECTION, PERIMETER SEDIMENT CONTROL, GRAVEL CONSTRUCTION ENTRANCES, ETC.) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN AN INITIAL INSPECTION, PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
2. THE "STAGING", SHALL BE MOVED TO AN APPROPRIATE LOCATION TO ACCOMMODATE IMPROVEMENTS.
3. INLET PROTECTION SHALL BE IN-PLACE IMMEDIATELY FOLLOWING PAVING ACTIVITIES.

ESC PLAN KEYNOTES

1. INSTALL SEDIMENT FENCING AT THE PERIMETER OF SITE DEMOLITION AND GRADING ACTIVITIES. SEE DETAIL 875 ON SHEET D1.0.
2. PROPOSED SOILS STOCKPILE AREA. PROTECT STOCKPILE WITH PLASTIC SHEETING AS REQUIRED PER DETAIL 810 ON SHEET D1.0. PROVIDE SEDIMENT FENCE AROUND SOILS STOCKPILES PER DETAIL 875 ON SHEET D1.0.
3. PROVIDE TEMPORARY CONSTRUCTION ENTRANCE PER DETAIL 855 ON SHEET D1.0. VERIFY LOCATION IN FIELD.
4. CONCRETE WASHOUT AREA (IF NEEDED), SEE DETAIL 900 ON SHEET D1.0.

Exhibit 4D

0' 10' 20' 30' 40' 80' 120' 160' 200'

EROSION & SEDIMENT CONTROL PLAN

SCALE: 1" = 40'

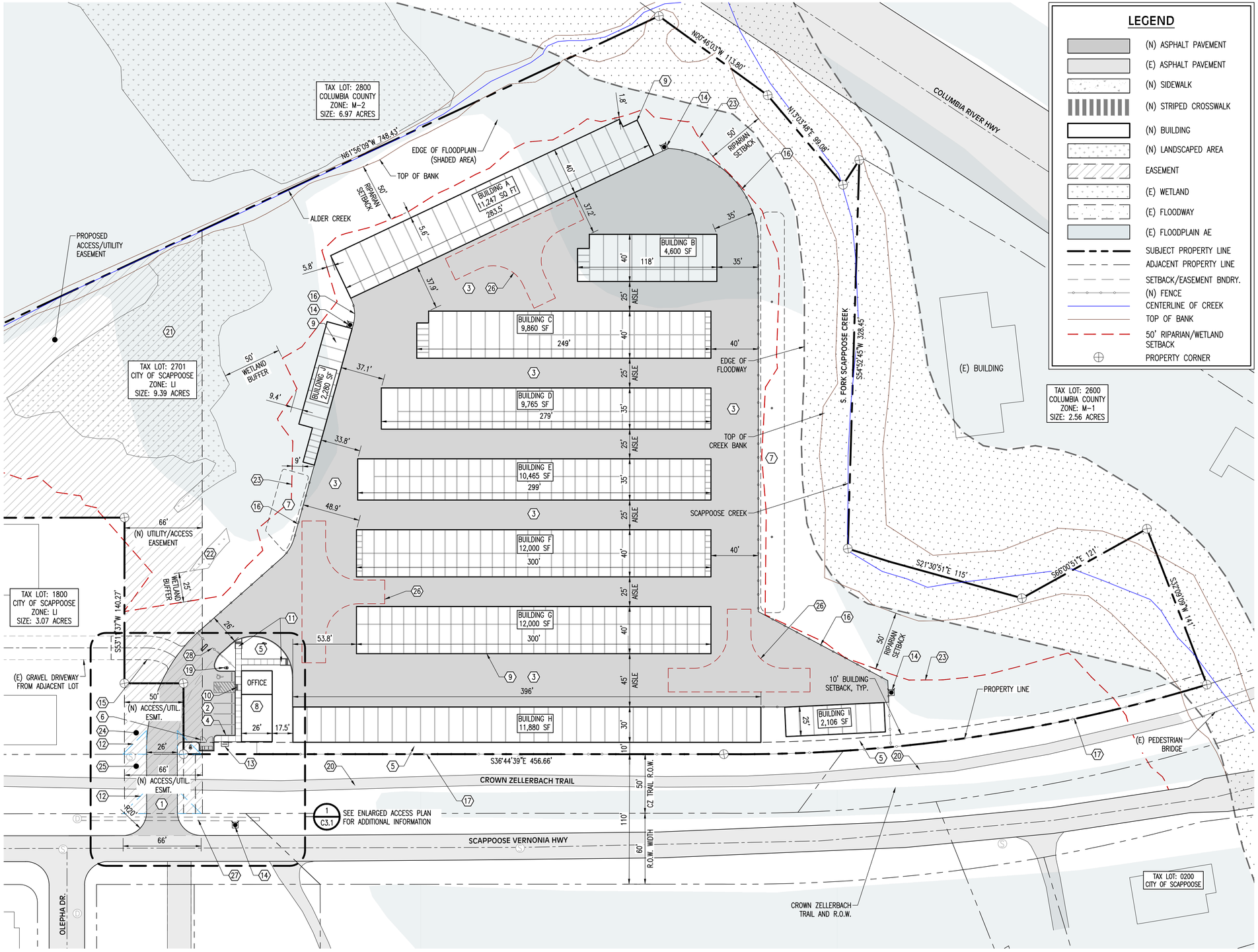
NORTH

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	EROSION & SEDIMENT CONTROL PLAN		
DWG. BY RM2	OFSTAD STORAGE UNITS		
APPR. BY	ADAM OFSTAD	SHEET	C2.0
FILE D-3550-C-2	DATE 05/30/2024		



LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- PROPERTY CORNER

CIVIL SITE PLAN KEYNOTES

1. NEW/IMPROVED 26' WIDE ASPHALT DRIVEWAY. DRIVE TO PROVIDE ACCESS FOR SUBJECT PROPERTY AND ADJACENT LOT. ACCESS EASEMENT MUST BE IN PLACE PRIOR TO BUILDING PERMIT. SEE SHEET C3.1 FOR ENLARGED ACCESS PLAN.
2. NEW ASPHALT PARKING LOT AT OFFICE/RESIDENCE. SEE ENLARGED ACCESS PLAN ON C3.1 AND PARKING & LANDSCAPE PLAN ON C6.0 FOR ADDITIONAL INFORMATION.
3. NEW ASPHALT DRIVE AISLES AND MANEUVERING AREAS. ALL DRIVE AISLES TO BE A MINIMUM OF 25' IN WIDTH.
4. NEW STANDARD 6" CONCRETE CURB, TYPICAL.
5. NEW LANDSCAPED AREA. SEE PARKING & LANDSCAPE PLAN ON C6.0 FOR ADDITIONAL INFORMATION.
6. NEW TRASH ENCLOSURE AREA W/ 6' HIGH CEDAR FENCE.
7. NEW STORMWATER SWALE. SEE GRADING & STORMWATER PLAN ON C4.0 FOR ADDITIONAL INFORMATION.
8. NEW OFFICE BUILDING W/ RESIDENCE.
9. NEW SELF-STORAGE BUILDING, TYPICAL OF 10. SEE SHEET C3.2 FOR UNIT DISTRIBUTION AND SIZING.
10. NEW PARALLEL ACCESSIBLE CURB RAMP.
11. NEW PERPENDICULAR ACCESSIBLE CURB RAMP.
12. 20' VISUAL CLEARANCE AREA AT DRIVEWAY PER SMC CHAPTER 12.20.
13. NEW BICYCLE RACK (IF REQUIRED BY PLANNING COMMISSION).
14. NEW FIRE HYDRANT AND ASSOCIATED CONCRETE PAD. SEE UTILITY PLAN ON SHEET C5.0 FOR ADDITIONAL INFORMATION.
15. GRAVEL DRIVE FROM ADJACENT PROPERTY TO BE ADJUSTED AND IMPROVED AS NECESSARY TO INTERSECT WITH NEW PAVED DRIVEWAY.
16. NEW 6' TALL CHAIN LINK FENCE, TYPICAL AROUND PROPOSED DEVELOPMENT TO SECURE FACILITY (ACCEPT ALONG SOUTHERN PROPERTY LINE).
17. NEW 6' TALL CEDAR FENCE, TYPICAL ALONG SOUTHERN PROPERTY LINE BORDERING THE CROWN-ZELLERBACH TRAIL RIGHT-OF-WAY TO MEET THE SCREENING REQUIREMENTS OF SDC 17.100.090(E).
18. NOT USED.
19. NEW LIGHTING FIXTURE, SEE ILLUMINATION PLAN ON C8.0 FOR MORE INFORMATION.
20. EXISTING CROWN ZELLERBACH TRAIL WITHIN 50' RIGHT-OF-WAY.
21. EXISTING LOCALLY SIGNIFICANT WETLAND TO REMAIN. WETLAND BOUNDARY DEFINED BY DSL DELINEATION (EXHIBIT G).
22. EXISTING LOCALLY INSIGNIFICANT WETLAND TO REMAIN. WETLAND BOUNDARY DEFINED BY DSL DELINEATION (EXHIBIT G).
23. 50' SETBACK FROM EXISTING WETLANDS AND RIPARIAN AREAS. WETLANDS/RIPARIAN BOUNDARIES AND ASSOCIATED SETBACKS DEFINED USING DSL DELINEATION (EXHIBIT G).
24. PROPOSED 50' x 60' UTILITY AND ROAD ACCESS EASEMENT ON ADJACENT PROPERTY. SEE EXHIBIT C FOR SURVEY.
25. PROPOSED 66' x 50' UTILITY AND ROAD ACCESS EASEMENT THROUGH CROWN ZELLERBACH TRAIL RIGHT-OF-WAY. SEE EXHIBIT C FOR SURVEY.
26. ALTERNATIVE HAMMERHEAD CONFIGURATION FIRE APPARATUS ACCESS ROAD TURNAROUND. SEE MANEUVERING PLAN ON C7.0 FOR ADDITIONAL INFORMATION.
27. EXISTING 12" CULVERT UNDER THORNTON DRIVE TO REMAIN. CONTRACTOR TO POTHOLE AND VERIFY CULVERT ELEVATION PRIOR TO INSTALLATION OF NEW DRIVEWAY AND UTILITIES.
28. NEW AUTOMATIC SLIDING ENTRY GATE WITH KNOX BOX FOR FIRE DEPARTMENT ACCESS.

0' 10' 20' 30' 40' 80' 120' 160' 200'

CIVIL SITE PLAN
SCALE: 1" = 40'

NORTH

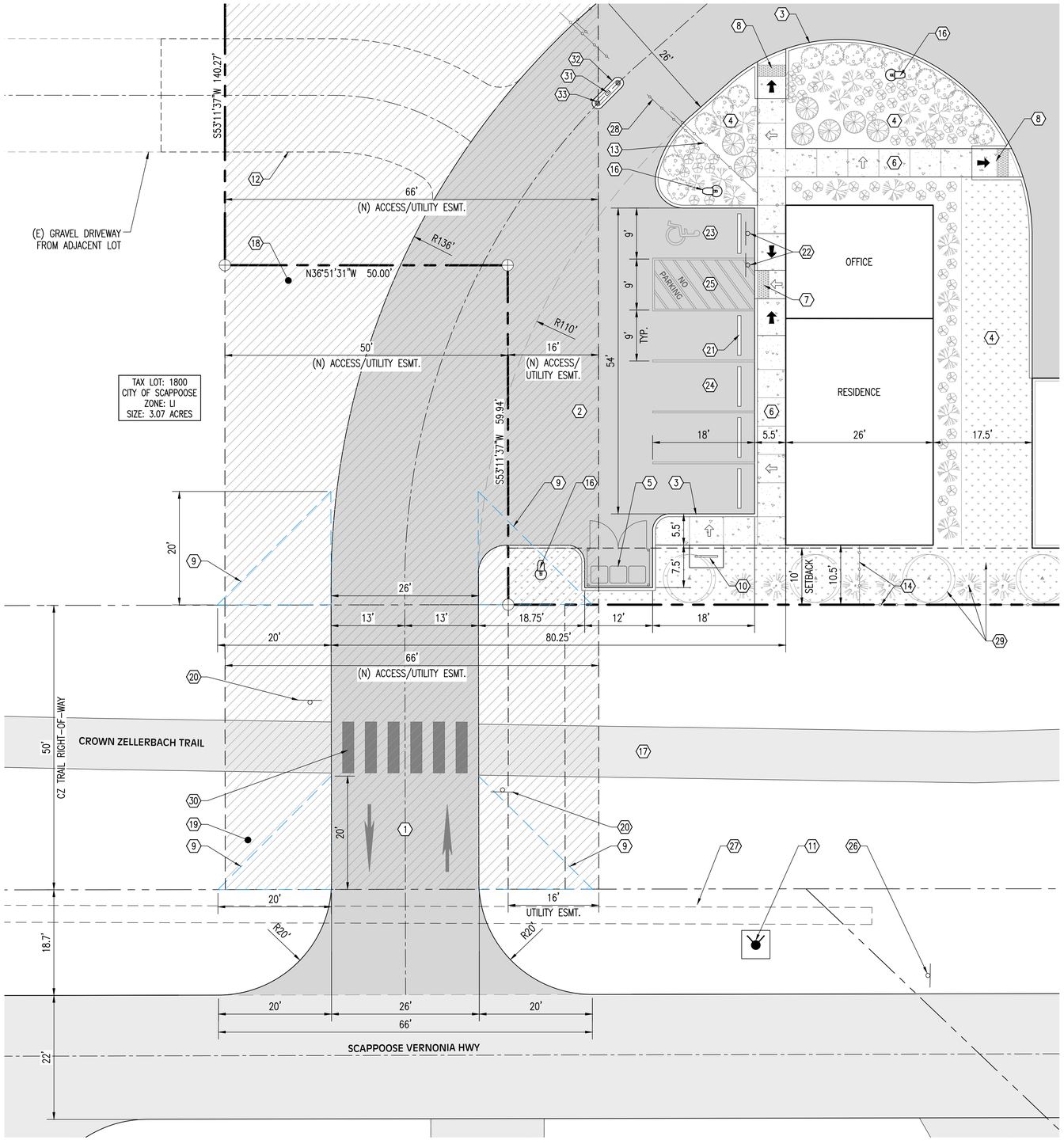
DATE: 05/27/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	CIVIL SITE PLAN		
DWG. BY MLA	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	C3.0
FILE D-3550-C-3	DATE 11/09/2023		

Exhibit 4E



PLANTING LEGEND

BUFFER TREES – 'PRINCETON SENTRY' – GINKGO (GINKGO BILOBA)
NO LESS THAN 10' TALL AT TIME OF PLANTING
15' WIDE x 40' TALL AT MATURITY
SPACING: 20' ON CENTER
QUANTITY: 43

BUFFER SHRUBS: TALL OREGON GRAPE (MAHONIA AQUAFOLIUM)
4' WIDE x 6' TALL AT MATURITY
SIZE: 5-GALLON
SPACING: 4 FT O.C.
QUANTITY: 84

SHRUBS – 'MUNCHKIN' OR 'PEE WEE' OAKLEAF HYDRANGEA
4' WIDE x 4' TALL AT MATURITY
SIZE: 2-GALLON
QUANTITY: 17

SHRUBS – ROCKROSE 'SUNSET' (CISTUS X PULVERULENTUS)
SPREADING x 2' TALL AT MATURITY
SIZE: 1-GALLON
QUANTITY: 19

SHRUBS – ORANGE SEDGE (CAREX TESTACEA)
2' WIDE x 2' TALL AT MATURITY
SIZE: 1-GALLON
QUANTITY: 71

SHRUBS – JUNIPER 'ALL'S GOLD' (JUNIPERUS CONFERTA)
SPREADING x 1' TALL AT MATURITY
SIZE: 1-GALLON
QUANTITY: 7

SITE GROUNDCOVER KINNIKINNICK (ARCTOSTAPHYLOS UVA-URSI)

LEGEND

- RUNNING SLOPE 7.5% MAX
- RUNNING SLOPE 1.5% MAX
- FLARE SLOPE 10% MAX
- APRON SLOPE 12% MAX
- COUNTER SLOPE 4.0% MAX
- PROPERTY CORNER
- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE

DRIVEWAY PLAN KEYNOTES

1. NEW/IMPROVED 26' WIDE ASPHALT DRIVEWAY. DRIVE TO PROVIDE ACCESS FOR SUBJECT PROPERTY AND ADJACENT LOT. ACCESS EASEMENT MUST BE IN PLACE PRIOR TO BUILDING PERMIT.
2. NEW ASPHALT PARKING LOT AT OFFICE/RESIDENCE. SEE PARKING & LANDSCAPE PLAN ON C6.0 FOR ADDITIONAL INFORMATION.
3. NEW STANDARD 6" CONCRETE CURB, TYPICAL.
4. NEW LANDSCAPED AREA. SEE PARKING & LANDSCAPE PLAN ON C6.0 FOR ADDITIONAL INFORMATION.
5. NEW TRASH ENCLOSURE AREA W/ 6' HIGH CEDAR FENCE.
6. NEW 5' WIDE CONCRETE SIDEWALK.
7. NEW PARALLEL ACCESSIBLE CURB RAMP.
8. NEW PERPENDICULAR ACCESSIBLE CURB RAMP.
9. 20' VISUAL CLEARANCE AREA AT DRIVEWAY PER SMC CHAPTER 12.20.
10. NEW BICYCLE RACK (IF REQUIRED BY PLANNING COMMISSION).
11. NEW FIRE HYDRANT AND ASSOCIATED CONCRETE PAD. SEE UTILITY PLAN ON SHEET C5.0 FOR ADDITIONAL INFORMATION.
12. GRAVEL DRIVE FROM ADJACENT PROPERTY TO BE ADJUSTED AND IMPROVED AS NECESSARY TO INTERSECT WITH NEW PAVED DRIVEWAY.
13. NEW 6' TALL CHAIN LINK FENCE, TYPICAL AROUND EDGES OF PROPOSED DEVELOPMENT.
14. NEW 6' TALL CEDAR FENCE, TYPICAL ALONG SOUTHERN PROPERTY LINE BORDERING THE CROWN-ZELLERBACH TRAIL RIGHT-OF-WAY TO MEET THE SCREENING REQUIREMENTS OF SDC 17.100.090(E).
15. NOT USED.
16. NEW LIGHTING FIXTURE, SEE ILLUMINATION PLAN ON C8.0 FOR MORE INFORMATION.
17. EXISTING CROWN ZELLERBACH TRAIL WITHIN 50' RIGHT-OF-WAY.
18. PROPOSED 50' x 60' UTILITY AND ROAD ACCESS EASEMENT ON ADJACENT PROPERTY. SEE EXHIBIT C FOR SURVEY.
19. PROPOSED 66' x 50' UTILITY AND ROAD ACCESS EASEMENT THROUGH CROWN ZELLERBACH TRAIL RIGHT-OF-WAY. SEE EXHIBIT C FOR SURVEY.
20. NEW PEDESTRIAN/BIKE CROSSING WARNING SIGN
21. NEW WHEEL STOPS PER DETAIL 3 ON D3.0 TYPICAL FOR ALL NEW OFF-STREET PARKING STALLS (5 TOTAL).
22. INSTALL SIGNAGE FOR ACCESSIBLE PARKING STALL AND ACCESS AISLE PER DETAILS 4 AND 5 ON D3.0 "VAN ACCESSIBLE" SIGNAGE TO BE INSTALLED PER 4/D3.0.
23. NEW 9'W x 18'L ACCESSIBLE PARKING STALL PER DETAIL 1 ON D3.0. ACCESSIBLE SYMBOL STRIPING PER DETAIL 2 ON D3.0.
24. NEW 9'W x 18'L STANDARD PARKING TYPICAL FOR (4) SPACES.
25. NEW 9'W x 18'L ACCESS AISLE ADJACENT TO ACCESSIBLE PARKING STALL. SEE DETAILS ON D3.0 FOR MORE INFORMATION.
26. NEW "TURNING VEHICLE YIELD TO PEDESTRIAN" WARNING SIGN (IF REQUIRED).
27. EXISTING 12" CULVERT UNDER THORNTON DRIVE TO REMAIN. CONTRACTOR TO POTHOLE AND VERIFY CULVERT ELEVATION PRIOR TO INSTALLATION OF NEW DRIVEWAY AND UTILITIES.
28. NEW AUTOMATIC SLIDING ENTRY GATE WITH KNOX BOX FOR FIRE DEPARTMENT ACCESS.
29. NEW BUFFERING TREES, SHRUBS, AND GROUNDCOVER TO BE PLANTED IN THE 10' BUFFER ADJACENT TO THE CROWN-ZELLERBACH RIGHT-OF-WAY TO MEET THE REQUIREMENTS OF SDC 17.100.090. SEE PARKING & LANDSCAPE PLAN ON C6.0 FOR ADDITIONAL INFORMATION.
30. NEW 6' WIDE CROSSWALK WITH 2' WIDE STRIPES (STAGGERED CONTINENTAL CROSSWALK: SEE SECTION 430, FIGURE 430-B IN THE OREGON DEPARTMENT OF TRANSPORTATION TRAFFIC LINE MANUAL).
31. NEW ACCESS PAD FOR CUSTOMER INGRESS AT MAIN VEHICULAR ENTRY GATE.
32. NEW CONCRETE ISLAND AT ENTRY GATE WITH ACCESS PAD FOR CUSTOMER INGRESS.
33. NEW BOLLARDS ON EITHER SIDE OF CONCRETE ISLAND TO PROTECT ENTRY ACCESS PAD.

0' 2' 4' 6' 8' 10' 20' 30' 40' 50'

ENLARGED ACCESS PLAN

SCALE: 1" = 10'

NORTH

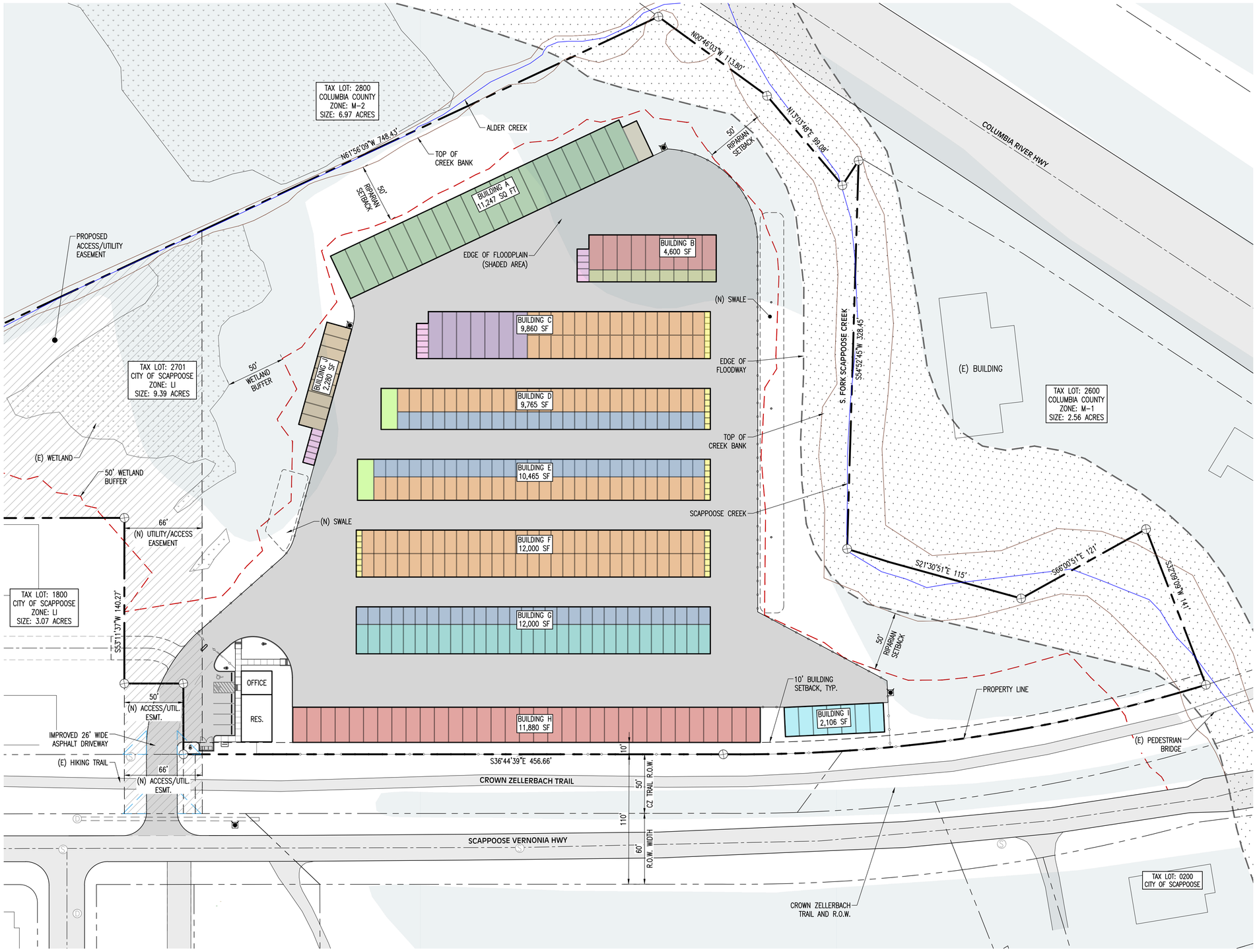
DATE: 05/13/2025
PRELIMINARY
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FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	ENLARGED ACCESS PLAN		
DWG. BY RM2	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	C3.1
FILE D-3550-C-3.1	DATE 03/04/2025		

Exhibit 4F



STORAGE UNIT LEGEND

STORAGE UNIT SIZE:	5'W x 5'L
TOTAL NO. OF UNITS:	38 UNITS
TOTAL BUILDING AREA:	998 S.F.
STORAGE UNIT SIZE:	5'W x 10'L
TOTAL NO. OF UNITS:	17 UNITS
TOTAL BUILDING AREA:	910 S.F.
STORAGE UNIT SIZE:	10'W x 15'L
TOTAL NO. OF UNITS:	84 UNITS
TOTAL BUILDING AREA:	12,624 S.F.
STORAGE UNIT SIZE:	10'W x 20'L
TOTAL NO. OF UNITS:	147 UNITS
TOTAL BUILDING AREA:	29,426 S.F.
STORAGE UNIT SIZE:	10'W x 22'L
TOTAL NO. OF UNITS:	9 UNITS
TOTAL BUILDING AREA:	1,875 S.F.
STORAGE UNIT SIZE:	10'W x 25'L
TOTAL NO. OF UNITS:	30 UNITS
TOTAL BUILDING AREA:	7,500 S.F.
STORAGE UNIT SIZE:	12'W x 10'L
TOTAL NO. OF UNITS:	9 UNITS
TOTAL BUILDING AREA:	1,107 S.F.
STORAGE UNIT SIZE:	12'W x 25'L
TOTAL NO. OF UNITS:	7 UNITS
TOTAL BUILDING AREA:	2,106 S.F.
STORAGE UNIT SIZE:	12'W x 30'L
TOTAL NO. OF UNITS:	43 UNITS
TOTAL BUILDING AREA:	15,063 S.F.
STORAGE UNIT SIZE:	12'W x 40'L
TOTAL NO. OF UNITS:	7 UNITS
TOTAL BUILDING AREA:	3,360 S.F.
STORAGE UNIT SIZE:	13.5'W x 33'L
TOTAL NO. OF UNITS:	1 UNITS
TOTAL BUILDING AREA:	445 S.F.
STORAGE UNIT SIZE:	13.5'W x 40'L
TOTAL NO. OF UNITS:	20 UNITS
TOTAL BUILDING AREA:	10,810 S.F.
STORAGE UNIT SIZE:	14'W x 35'L
TOTAL NO. OF UNITS:	2 UNITS
TOTAL BUILDING AREA:	962 S.F.

LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- PROPERTY CORNER

0' 10' 20' 30' 40' 80' 120' 160' 200'

UNIT TYPE SITE PLAN

SCALE: 1" = 40'

NORTH

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

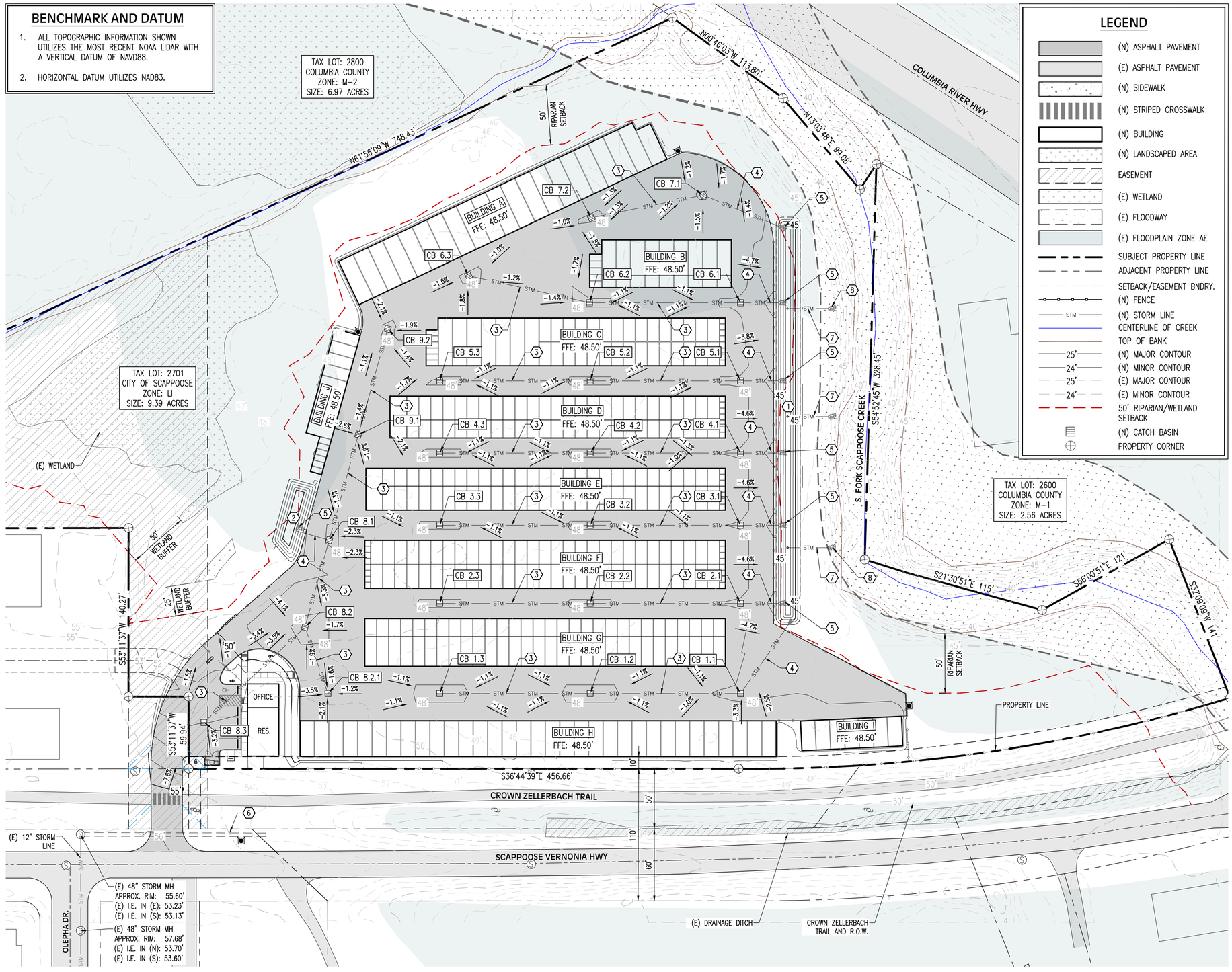
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	UNIT TYPE SITE PLAN	
DWG. BY	MLA	OFSTAD SELF-STORAGE	
APPR. BY		ADAM OFSTAD	SHEET C3.2
FILE	D-3550-C3.2	DATE 11/09/2023	

Exhibit 4G

BENCHMARK AND DATUM

1. ALL TOPOGRAPHIC INFORMATION SHOWN UTILIZES THE MOST RECENT NOAA LIDAR WITH A VERTICAL DATUM OF NAVD88.
2. HORIZONTAL DATUM UTILIZES NAD83.



LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- (N) STORM LINE
- CENTERLINE OF CREEK
- TOP OF BANK
- 25' (N) MAJOR CONTOUR
- 24' (N) MINOR CONTOUR
- 25' (E) MAJOR CONTOUR
- 24' (E) MINOR CONTOUR
- 50' RIPARIAN/WETLAND SETBACK
- (N) CATCH BASIN
- PROPERTY CORNER

STRUCTURE TABLE

STRUCTURE NAME	ALIGNMENT	STATION	RIM	IN	OUT	LENGTH	SLOPE
CB 1.1	DRIVE AISLE 1 – STORM	2+50.00	47.76'	I.E.: 45.50	I.E.: 45.50'	74.65'	0.71%
CB 1.2	DRIVE AISLE 1 – STORM	1+25.00	47.76'	I.E.: 46.13	I.E.: 46.13'	125.00'	0.50%
CB 1.3	DRIVE AISLE 1 – STORM	0+00.00	47.76'		I.E.: 46.76'	125.00'	0.50%
CB 2.1	DRIVE AISLE 2 – STORM	2+50.00	47.81'	I.E.: 45.08	I.E.: 45.08'	37.00'	0.75%
CB 2.2	DRIVE AISLE 2 – STORM	1+25.00	47.81'	I.E.: 46.02	I.E.: 46.02'	125.00'	0.75%
CB 2.3	DRIVE AISLE 2 – STORM	0+00.00	47.81'		I.E.: 46.64'	125.00'	0.50%
CB 3.1	DRIVE AISLE 3 – STORM	2+50.00	47.87'	I.E.: 45.08	I.E.: 45.08'	36.98'	0.76%
CB 3.2	DRIVE AISLE 3 – STORM	1+25.00	47.81'	I.E.: 46.02	I.E.: 46.02'	125.00'	0.75%
CB 3.3	DRIVE AISLE 3 – STORM	0+00.00	47.82'		I.E.: 46.64'	125.00'	0.50%
CB 4.1	DRIVE AISLE 4 – STORM	2+50.12	47.81'	I.E.: 45.08	I.E.: 45.08'	33.54'	0.83%
CB 4.2	DRIVE AISLE 4 – STORM	1+25.12	47.81'	I.E.: 46.02	I.E.: 46.02'	125.00'	0.75%
CB 4.3	DRIVE AISLE 4 – STORM	0+00.11	47.81'		I.E.: 46.64'	125.01'	0.50%
CB 5.1	DRIVE AISLE 5 – STORM	2+50.00	47.81'	I.E.: 45.08	I.E.: 45.08'	36.98'	0.76%
CB 5.2	DRIVE AISLE 5 – STORM	1+25.00	47.81'	I.E.: 46.02	I.E.: 46.02'	125.00'	0.75%
CB 5.3	DRIVE AISLE 5 – STORM	0+00.00	47.81'		I.E.: 46.64'	125.00'	0.50%
CB 6.1	DRIVE AISLE 6 – STORM	2+28.59	47.81'	I.E.: 45.08	I.E.: 45.08'	33.54'	0.83%
CB 6.2	DRIVE AISLE 6 – STORM	1+03.09	47.81'	I.E.: 46.02	I.E.: 46.02'	125.50'	0.75%
CB 6.3	DRIVE AISLE 6 – STORM	0+00.00	49.88'		I.E.: 46.79'	103.09'	0.75%
CB 7.1	DRIVE AISLE 7 – STORM	0+94.93	47.95'	I.E.: 45.35	I.E.: 45.35'	69.96'	0.78%
CB 7.2	DRIVE AISLE 7 – STORM	0+00.00	47.88'		I.E.: 46.06'	94.92'	0.75%
CB 8.1	DRIVE AISLE 8 – STORM	1+90.56	47.83'	I.E.: 45.12 I.E.: 42.18	I.E.: 46.85'	27.50'	0.49%
CB 8.2	DRIVE AISLE 8 – STORM	1+15.56	47.67'	I.E.: 45.50 I.E.: 45.50	I.E.: 45.50'	75.00'	0.50%
CB 8.2.1	DRIVE AISLE 8 – STORM	0+91.41	48.03'		I.E.: 45.79'	58.51'	0.50%
CB 8.3	DRIVE AISLE 8 – STORM	0+00.00	51.98'		I.E.: 50.00'	115.56'	3.89%
CB 9.1	DRIVE AISLE 9 – STORM	0+91.13	47.96'	I.E.: 43.29	I.E.: 43.09'	91.13'	1.00%
CB 9.2	DRIVE AISLE 9 – STORM	0+00.00	47.90'		I.E.: 44.21'	91.13'	1.00%

GRADING/STORMWATER PLAN KEYNOTES

1. NEW BIORETENTION STORMWATER SWALE WITH OVERFLOW TO SOUTH SCAPPOOSE CREEK. SEE SHEET D4.0 FOR SWALE DETAILS.
   T.O. SWALE = 47.00'
   B.O. SWALE = 43.00'
2. NEW BIORETENTION STORMWATER SWALE WITH OVERFLOW TO EXISTING WETLANDS. SEE SHEET D4.0 FOR SWALE DETAILS.
   T.O. SWALE = 49.00'
   B.O. SWALE = 45.00'
3. NEW 8" PVC STORMWATER PIPE, TYPICAL BETWEEN CATCH BASINS. SEE CATCH BASIN TABLE ON THIS SHEET FOR ADDITIONAL INFORMATION.
4. NEW 8" PVC STORMWATER PIPE FROM CATCH BASIN TO SWALE OUTFALL. SEE CATCH BASIN TABLE ON THIS SHEET FOR ADDITIONAL INFORMATION.
5. NEW ROCK OUTFALL PAD AT 8" PVC STORM PIPE OUTLET, TYPICAL AT ALL SWALE PIPE OUTLETS.
6. EXISTING 12" CULVERT UNDER THORNTON DRIVE TO REMAIN. CONTRACTOR TO POTHOLE AND VERIFY CULVERT ELEVATION PRIOR TO INSTALLATION OF NEW DRIVEWAY AND UTILITIES.
7. NEW OUTFALL CONVEYANCE PIPE.
8. NEW ROCK OUTFALL PAD AT CONVEYANCE PIPE OUTFALL, TYPICAL AT ALL STORM PIPE OUTFALLS.

0' 10' 20' 30' 40' 80' 120' 160' 200'

OVERALL GRADING & STORMWATER PLAN

SCALE: 1" = 40'

NORTH

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

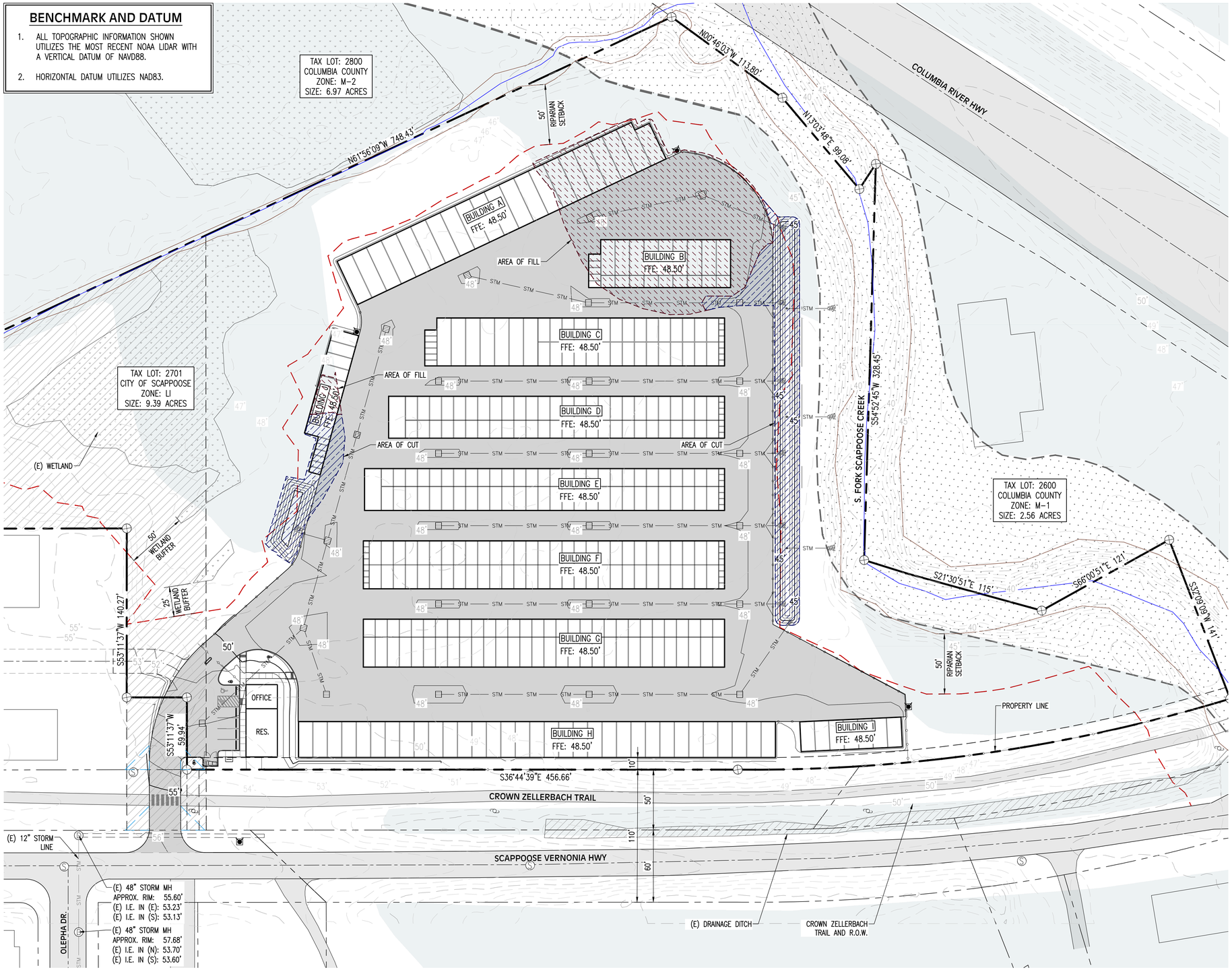
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	OVERALL GRADING & STORMWATER PLAN	
DWG. BY	CAB	OFSTAD STORAGE UNITS	
APPR. BY		ADAM OFSTAD	SHEET C4.0
FILE	D-3550-C-4	DATE 02/26/2025	

Exhibit 4H

BENCHMARK AND DATUM

1. ALL TOPOGRAPHIC INFORMATION SHOWN UTILIZES THE MOST RECENT NOAA LIDAR WITH A VERTICAL DATUM OF NAVD88.
2. HORIZONTAL DATUM UTILIZES NAD83.



LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- AREA OF CUT
- AREA OF FILL
- (E) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- STM (N) STORM LINE
- CENTERLINE OF CREEK
- TOP OF BANK
- 25' (N) MAJOR CONTOUR
- 24' (N) MINOR CONTOUR
- 25' (E) MAJOR CONTOUR
- 24' (E) MINOR CONTOUR
- 50' RIPARIAN/WETLAND SETBACK
- (N) CATCH BASIN
- PROPERTY CORNER

0' 10' 20' 30' 40' 80' 120' 160' 200'

GRADING - CUT-FILL AREAS

SCALE: 1" = 40'

NORTH

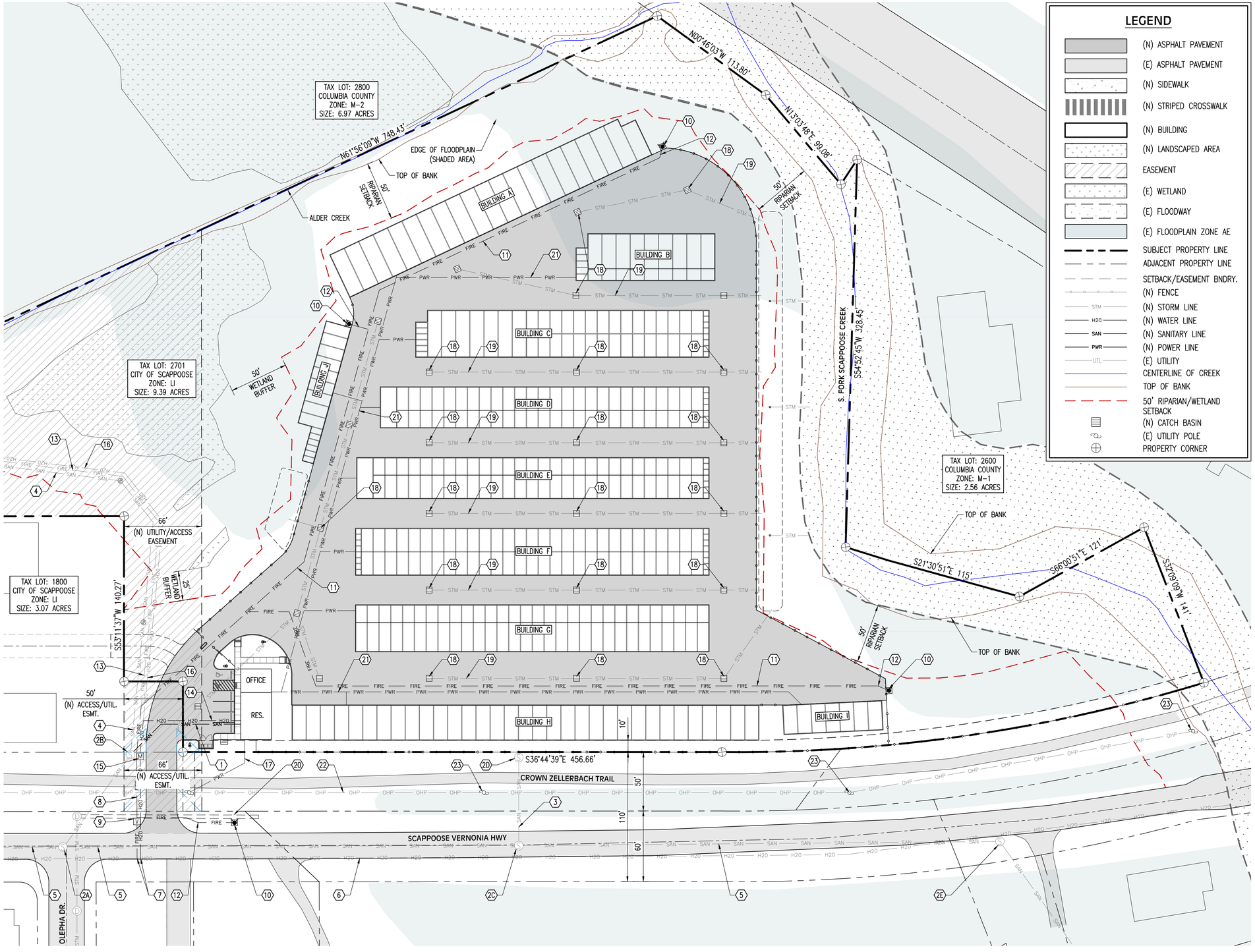
DATE: 05/13/2025
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REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	GRADING – CUT-FILL AREAS	
DWG. BY	CAB	OFSTAD STORAGE UNITS	
APPR. BY		ADAM OFSTAD	SHEET C4.1
FILE	D-3550-C-4.1	DATE 02/26/2025	

Exhibit 4I



LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- (N) STORM LINE
- (N) WATER LINE
- (N) SANITARY LINE
- (N) POWER LINE
- (E) UTILITY
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- (N) CATCH BASIN
- (E) UTILITY POLE
- PROPERTY CORNER

UTILITY PLAN KEYNOTES

1. NEW 100 LF OF 4" PVC SANITARY LATERAL @ 2.00% SLOPE MINIMUM FROM NEW OFFICE/RESIDENCE TO EXISTING SANITARY MANHOLE. CONTRACTOR TO VERIFY MANHOLE TIE-IN DEPTH PRIOR TO INSTALLATION.
2A. EXISTING 48" STANDARD SANITARY MANHOLE
(E) I.E. IN (W): 48.57'
(E) I.E. IN (N): 48.57'
(E) I.E. OUT: 48.47'
2B. EXISTING 48" STANDARD SANITARY MANHOLE.
APPROXIMATE RIM: 55.44'
(N) I.E. IN: 49.65'
(E) I.E. IN: 48.99'
(E) I.E. OUT: ±48.89'
2C. EXISTING 48" STANDARD MANHOLE
(E) I.E. IN (W): 46.92'
(E) I.E. IN (N): 46.92'
(E) I.E. OUT: 46.82'
2D. EXISTING 48" STANDARD MANHOLE
APPROXIMATE RIM: 50.34'
(E) I.E. IN: 47.34'
(E) I.E. OUT: ±47.24'
2E. EXISTING 48" STANDARD MANHOLE
(E) I.E. IN (W): 45.32'
(E) I.E. OUT: 45.12'
3. EXISTING 8" D.I. SANITARY SEWER LATERAL.
4. NEW PRESSURIZED SANITARY LINE TO NORTHERN ADJACENT PROPERTY, SHOWN FOR REFERENCE (NOT PART OF THIS PROJECT).
5. EXISTING 8" PVC SANITARY SEWER MAIN IN SCAPPOOSE-VERNONIA HIGHWAY RIGHT-OF-WAY.
6. EXISTING 8" C900 PUBLIC WATER MAIN IN SCAPPOOSE-VERNONIA HIGHWAY RIGHT-OF-WAY. LOCATION SHALL BE FIELD VERIFIED IN ADVANCE OF HOT TAPPING.
7. NEW WATER LINES TO CONNECT INTO EXISTING 8" C900 PUBLIC WATER MAIN. CONNECTION SHALL BE MADE WITHOUT DISRUPTING SERVICE TO CUSTOMERS. CONTRACTOR TO CONTACT THE CITY OF SCAPPOOSE PRIOR TO HOT TAP WORK. CONTRACTOR SHALL BE APPROVED BY THE CITY OF SCAPPOOSE PRIOR TO START OF WORK.
8. NEW 8" C900 FIRE WATER LINE OFF OF EXISTING 8" C900 PUBLIC WATER MAIN IN RIGHT-OF-WAY. FINAL ALIGNMENT AND LOCATION TO BE APPROVED BY THE PUBLIC WORKS DIRECTOR.
9. NEW FIRE WATER VAULT WITH DOUBLE CHECK DETECTOR ASSEMBLY AND 8-INCH KAMSTRUP FIRE METER. VAULT TO BE INSTALLED WITHIN THE RIGHT-OF-WAY. THE CONTRACTOR SHALL COORDINATE WITH HD FOWLER FOR SPACING REQUIREMENTS BETWEEN THE FIRE METER AND DOUBLE CHECK ASSEMBLY. THE VAULT SIZE SHALL BE DETERMINED BY OTHERS AND SHALL BE SUBMITTED TO THE CITY OF SCAPPOOSE AND THE PROJECT ENGINEER FOR APPROVAL PRIOR TO INSTALLATION.
10. NEW FIRE HYDRANT ASSEMBLY ON 5'x5' CONCRETE PAD. HYDRANT TO INCLUDE INTEGRAL STORZ STEAMER NOZZLE WITH PENT NUT ON CAP.
11. NEW 8" C900 PRIVATE FIRE WATER MAIN FOR FIRE HYDRANT SUPPLY.
12. NEW 6" C900 PRIVATE FIRE WATER LATERAL OFF NEW 8" C900 PRIVATE FIRE WATER MAIN TO SUPPLY FIRE HYDRANT.
13. NEW 6" C900 PRIVATE FIRE WATER LATERAL TO FEED HYDRANT ON NORTHERN ADJACENT LOT, SHOWN FOR REFERENCE (NOT PART OF THIS PROJECT).
14. NEW 1" DOMESTIC WATER LINE OFF OF EXISTING 8" C900 PUBLIC WATER MAIN IN RIGHT-OF-WAY. DOMESTIC WATER LINE TO SUPPLY OFFICE/RESIDENCE BUILDING ONLY.
15. NEW 3/4" WATER METER PER OPSC TABLE 610.4. METER LOCATION TO BE APPROVED BY CITY OF SCAPPOOSE PUBLIC WORKS DEPARTMENT.
16. NEW 2" PEX DOMESTIC WATER LINE TO NORTHERN ADJACENT PROPERTY, SHOWN FOR REFERENCE (NOT PART OF THIS PROJECT).
17. NEW ELECTRICAL SERVICE BY CRPUD OFF EXISTING POWER INFRASTRUCTURE IN SCAPPOOSE-VERNONIA HIGHWAY RIGHT-OF-WAY. LOCATION AND CONFIGURATION OF TRANSFORMER AND OTHER ELECTRICAL SERVICE ELEMENTS TO BE COORDINATED WITH CRPUD PRIOR TO INSTALLATION.
18. NEW CATCH BASIN, SHOWN FOR REFERENCE. SEE GRADING & STORMWATER PLAN ON C4.0 FOR ADDITIONAL INFORMATION.
19. NEW STORM LINE, SHOWN FOR REFERENCE. SEE GRADING & STORMWATER PLAN ON C4.0 FOR ADDITIONAL INFORMATION.
20. EXISTING 12" DIA. CULVERT UNDER THORNTON DRIVE TO REMAIN. CONTRACTOR TO POTHOLE AND VERIFY CULVERT ELEVATION PRIOR TO INSTALLATION OF NEW DRIVEWAY AND UTILITIES.
21. NEW BURIED POWER CONDUIT TO NEW BUILDINGS.
22. EXISTING OVERHEAD POWER LINES IN CZ TRAIL RIGHT-OF-WAY.
23. EXISTING UTILITY POLE FOR OVERHEAD POWER LINES IN CZ TRAIL RIGHT-OF-WAY (APPROXIMATE LOCATION).

Exhibit 4J

0' 10' 20' 30' 40' 80' 120' 160' 200'

UTILITY PLAN
SCALE: 1" = 40'

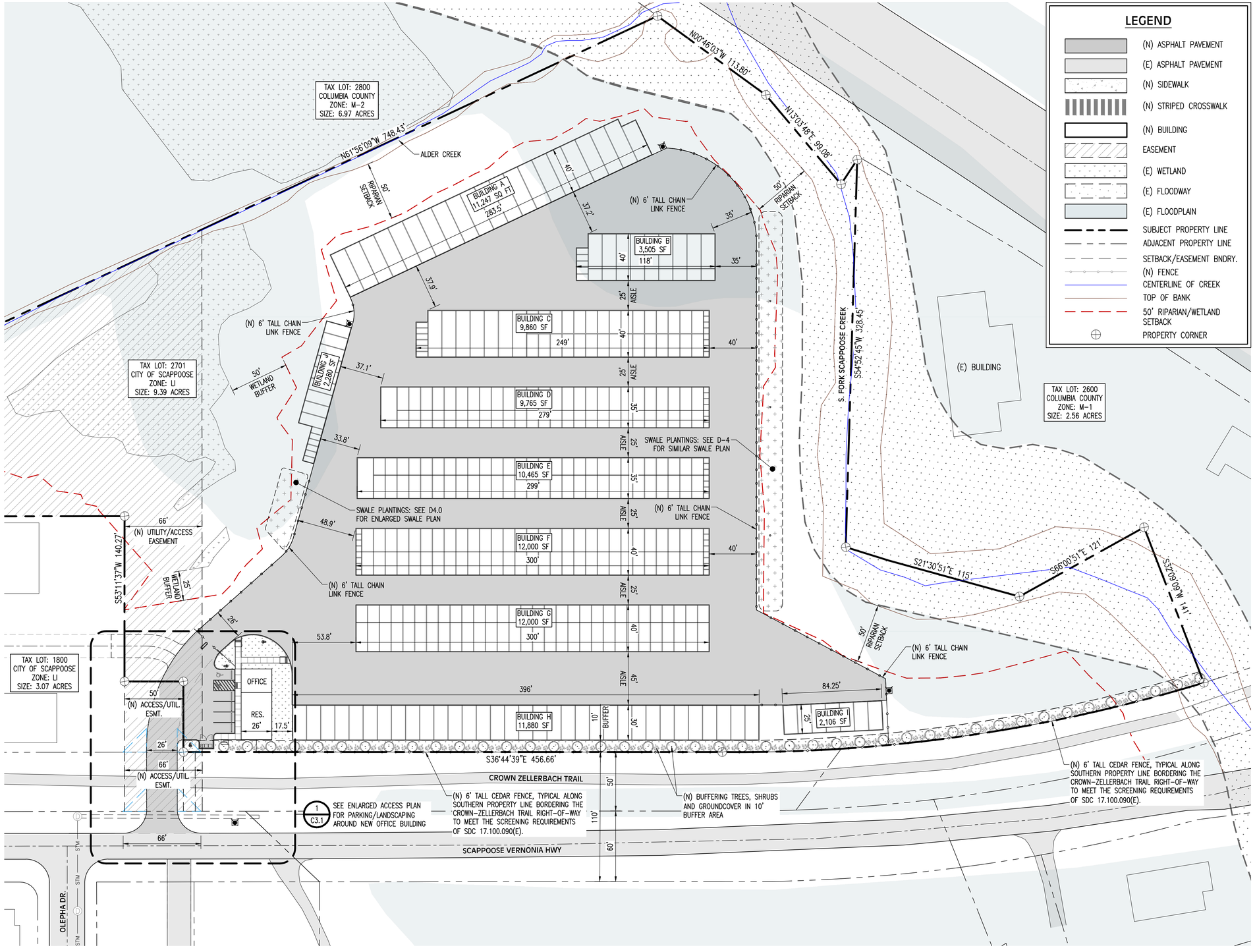
NORTH

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	UTILITY PLAN		
DWG. BY RM2	OFSTAD STORAGE UNITS		
APPR. BY	ADAM OFSTAD	SHEET	C5.0
FILE D-3550-C-5	DATE 05/30/2024		



LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- EASEMENT
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- PROPERTY CORNER

PLANTING LEGEND

- BUFFER TREES – 'PRINCETON SENTRY' – GINKGO (GINKGO BILOBA)
  NO LESS THAN 10' TALL AT TIME OF PLANTING
  15' WIDE x 40' TALL AT MATURITY
  SPACING: 20' ON CENTER
  QUANTITY: 43
- BUFFER SHRUBS: TALL OREGON GRAPE (MAHONIA AQUAFOLIUM)
  4' WIDE x 6' TALL AT MATURITY
  SIZE: 5-GALLON
  SPACING: 4 FT O.C.
  QUANTITY: 84
- SHRUBS – 'MUNCHKIN' OR 'PEE WEE' OAKLEAF HYDRANGEA
  4' WIDE x 4' TALL AT MATURITY
  SIZE: 2-GALLON
  QUANTITY: 17
- SHRUBS – ROCKROSE 'SUNSET' (CISTUS X PULVERULENTUS)
  SPREADING x 2' TALL AT MATURITY
  SIZE: 1-GALLON
  QUANTITY: 19
- SHRUBS – ORANGE SEDGE (CAREX TESTACEA)
  2' WIDE x 2' TALL AT MATURITY
  SIZE: 1-GALLON
  QUANTITY: 71
- SHRUBS – JUNIPER 'ALL'S GOLD' (JUNIPERUS CONFERTA)
  SPREADING x 1' TALL AT MATURITY
  SIZE: 1-GALLON
  QUANTITY: 7
- SITE GROUNDCOVER KINNIKINNICK (ARCTOSTAPHYLOS UVA-URSI)
- SWALE GROUNDCOVER – SUNMARK® PRAIRIE MIX (SEE D7.0 FOR SWALE PLANTING PLAN & TABLE)

PARKING INFORMATION

PARKING USE (OR EQUIVALENT):	MINI STORAGE
PARKING REQUIREMENT:	1 SPACE PER 200 SF OF OFFICE PLUS 2 SPACE PER FOR CARETAKER RES.
OFFICE AREA PROPOSED:	500 SQ. FT.
PARKING REQUIRED (BY AREA):	3 SPACES (500/200 = 2.50)
PARKING REQUIRED (BY CARETAKER):	2 SPACES (1 CARETAKER RESIDENCE)
TOTAL PARKING REQUIRED:	5 SPACES
ADA PARKING REQUIRED:	1 SPACE
TOTAL ON-SITE SPACES PROPOSED:	5 SPACES (1 ADA AND 4 STANDARD)
PROPOSED PARKING INFORMATION	
ON-SITE STANDARD SPACES (9'x18'):	5 SPACES (INCLUDES 1 ADA SPACE)
BICYCLE PARKING:	2 SPACES

0' 10' 20' 30' 40' 80' 120' 160' 200'

PARKING & LANDSCAPE PLAN

SCALE: 1" = 40'

NORTH

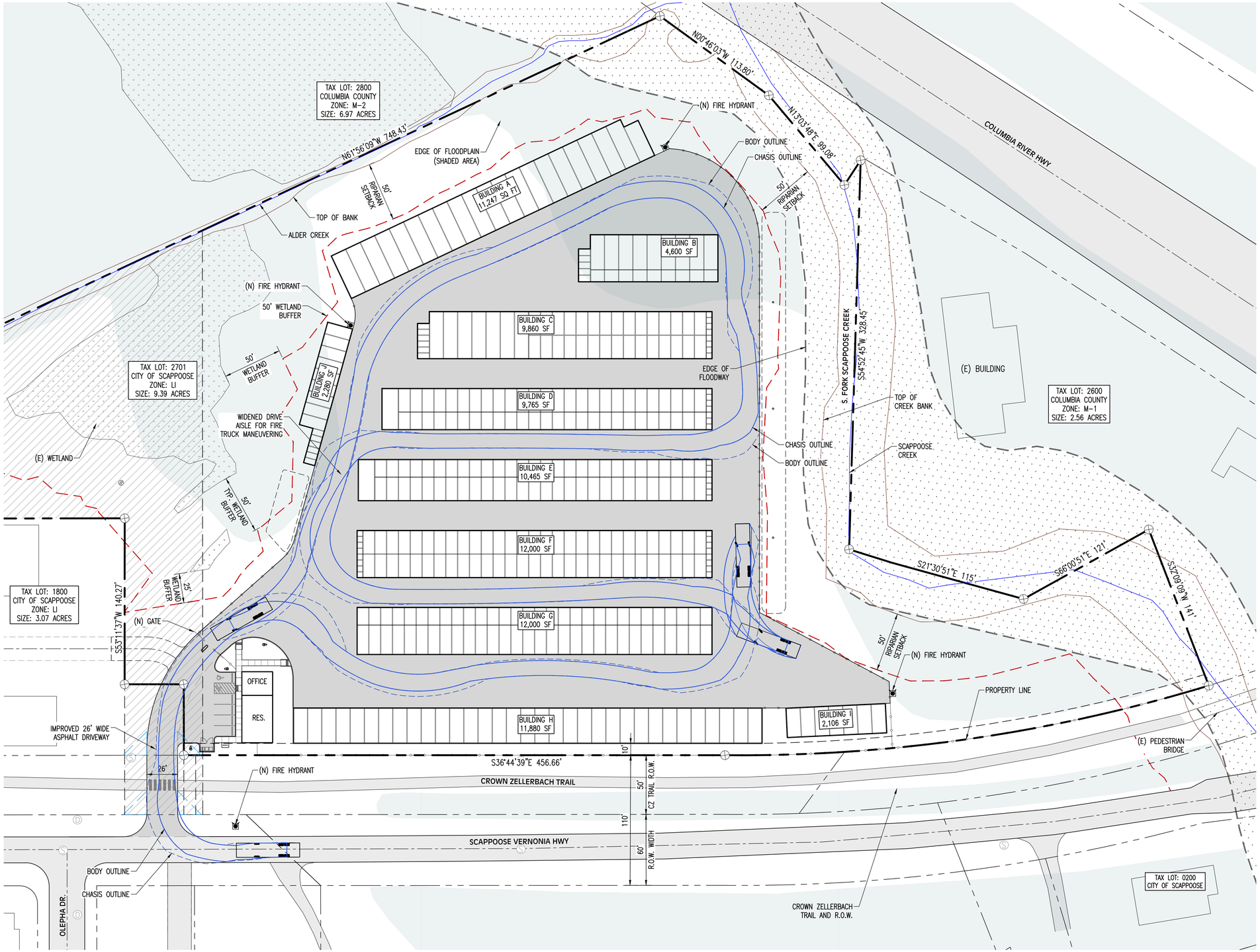
DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

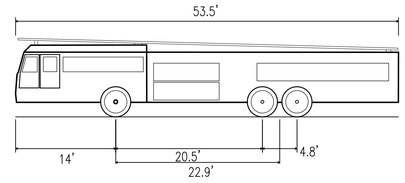
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	PARKING & LANDSCAPE PLAN		
DWG. BY RM2	OFSTAD STORAGE UNITS		
APPR. BY	ADAM OFSTAD	SHEET	C6.0
FILE D-3550-C-6	DATE 05/30/2024		

Exhibit 4K



SCAPPOOSE FIRE TRUCK SPECS



SCAPPOOSE FIRE LADDER TRUCK

OVERALL LENGTH	53.5	ft
OVERALL WIDTH	12.0	ft
OVERALL BODY WIDTH	12.0	ft
MIN BODY GROUND CLEARANCE	2.0	ft
TRACK WIDTH	12.0	ft
LOCK-TO-LOCK TIME	6.00	s
TURNING RADIUS	39.0	ft

LEGEND

- (N) ASPHALT PAVEMENT
- (E) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENTS
- (E) WETLAND
- (E) FLOODWAY
- (E) FLOODPLAIN
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- CENTERLINE OF CREEK
- TOP OF BANK
- 50' RIPARIAN/WETLAND SETBACK
- PROPERTY CORNER

0' 10' 20' 30' 40' 80' 120' 160' 200'

FIRE TRUCK MANEUVERING
SCALE: 1" = 40'

NORTH

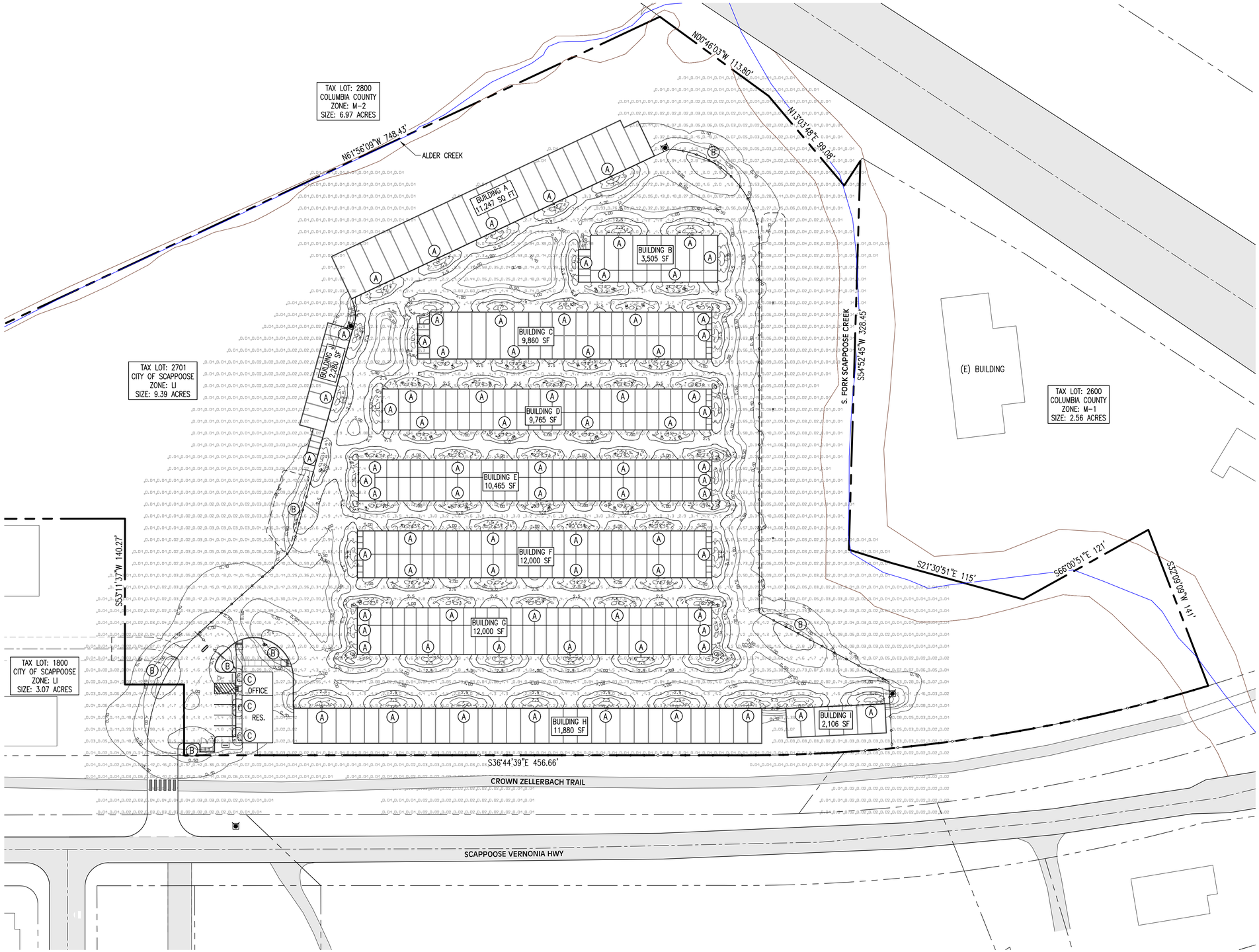
DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	FIRE TRUCK MANEUVERING		
DWG. BY MLA	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD		SHEET C7.0
FILE D-3550-C-7 MANEUVERING		DATE 11/09/2023	

Exhibit 4L



EXTERIOR LIGHTING KEYNOTES:

(A) COOPER LIGHTING VWM VISION WALL MOUNT LED: MODEL VWM-F03-LED-E1-SL2-7030, LUMINOUS FLUX OF 6911 lm; MOUNTED AT 9' ABOVE GRADE, TYP. OF 80

(B) COOPER LIGHTING "PREVAIL" AREA AND ROADWAY LUMINAIRE: MODEL PRV-C15-D-UNV-73-BZ; LUMINOUS FLUX OF 7395 lm; 70CRI, 4000K LED WITH TYPE III OPTICS MOUNTED 15' ABOVE GRADE, TYPICAL OF 7

(C) WE-EF "QLS410 (R45)" WALL PACK LUMINAIRE: MODEL 131-9007; LUMINOUS FLUX OF 1230 lm; MOUNTED 7' ABOVE GRADE, TYPICAL OF 3

DARK SKY REQUIREMENTS ARE PER THE INTERNATIONAL DARK SKY ASSOCIATION'S "RECOMMENDED LIGHTING LEVELS FOR EXTERIOR LIGHTING." LIGHTING CONTOURS AND ILLUMINANCE VALUES WERE CALCULATED USING DIALUX EVO LIGHTING SOFTWARE.

HORIZONTAL ILLUMINANCE (fc)

AVERAGE (E)	3.47 fc
MINIMUM (E_{MIN})	0.07 fc
MAXIMUM (E_{MAX})	15.2 fc
E / E_{MIN}	48.4
E_{MAX} / E_{MIN}	212

SELECTED FIXTURES ARE DARK SKY COMPLIANT. PROVIDE CUT-OFF SHIELDS AT EACH LIGHT FIXTURE AS REQUIRED TO COMPLY WITH I.E.S. AND DARK SKY STANDARDS SUCH THAT NO GLARE SHINES INTO PUBLIC RIGHT-OF-WAYS OR NEARBY RESIDENCES.

0' 10' 20' 30' 40' 80' 120' 160' 200'

ILLUMINATION PLAN

SCALE: 1" = 40'

NORTH

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

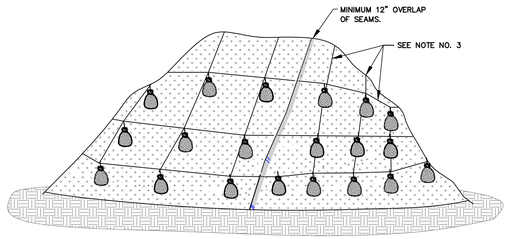
REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	ILLUMINATION PLAN		
DWG. BY RM2	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	C8.0
FILE D-3550-C-8-A		DATE 05/30/2024	

Exhibit 4M

FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.



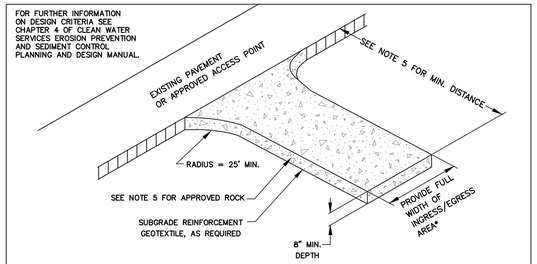
PLASTIC SHEETING

NOTES:

1. MINIMUM 12" OVERLAP OF ALL SEAMS REQUIRED.
2. PERIMETER SEDIMENT CONTROL BMP TO BE INSTALLED A MINIMUM OF 3' FROM TOE OF STOCKPILE.
3. COVERING MAINTAINED TIGHTLY IN PLACE BY USING SANDBAGS OR APPROVED EQUAL ON ROPES WITH A MAXIMUM 10' GRID SPACING IN ALL DIRECTIONS.
4. PLASTIC TO EXTEND MINIMUM 1' BEYOND TOE OF SLOPE.
5. AS APPROPRIATE, BMP'S SHALL BE INSTALLED TO CONVEY WATER DISCHARGE FROM STOCKPILE AREAS.

PLASTIC SHEETING
DRAWING NO. 810 REVISED 10-31-19
CleanWater Services

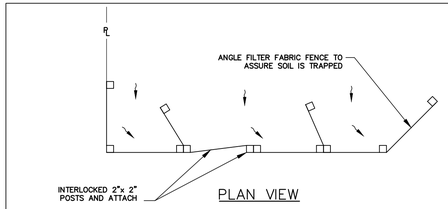
FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.



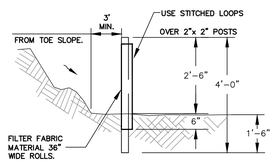
NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEAN OUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF- WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
4. WHERE RUNOFF CONTAINING SEDIMENT LADEN WATER IS LEAVING THE SITE VIA THE CONSTRUCTION ENTRANCE, OTHER MEASURES SHALL BE IMPLEMENTED TO DIVERT RUNOFF THROUGH AN APPROVED FILTERING SYSTEM.
5. DIMENSIONS
   SINGLE FAMILY
   20' LONG BY 20' WIDE 8" DEEP OF ¾" MINUS CLEAN ROCK.
   COMMERCIAL/SITE DEVELOPMENT
   50' LONG BY 20' WIDE 3-6" CLEAN ROCK, GOVERNING AUTHORITY MAY REQUIRE GEOTEXTILE FABRIC TO PREVENT SUB-SOIL PUMPING.

CONSTRUCTION ENTRANCE
DRAWING NO. 855 REVISED 10-31-19
CleanWater Services



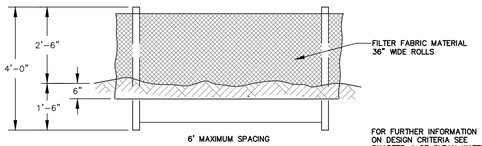
PLAN VIEW



PROFILE

NOTES:

1. SEDIMENT FENCE TO HAVE STITCHED LOOPS AROUND 2" x 2" POSTS.
2. BURY BOTTOM OF FILTER FABRIC 6" VERTICALLY BELOW FINISHED GRADE.
3. 2"x 2" FIR, PINE OR STEEL FENCE POSTS.
4. POSTS TO BE INSTALLED ON UPHILL SIDE OF SLOPE.
5. COMPACT BOTH SIDES OF FILTER FABRIC TRENCH.
6. PANELS MUST BE PLACED ACCORDING TO SPACING ON DRAWING NO. 940.



FRONT VIEW

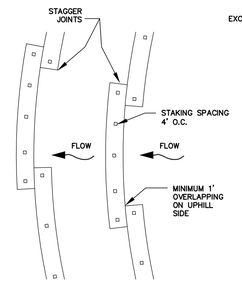
FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

SEDIMENT FENCE
DRAWING NO. 875 REVISED 10-31-19
CleanWater Services

FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

PROFILE

SECTION



PLAN VIEW

NOTES:

1. STAKING SPECIFICATIONS:
   a. 1"x2" WOODEN STAKES
   b. ADDITIONAL STAKES MAY BE INSTALLED ON DOWNHILL SIDE OF WATTLES, ON STEEP SLOPE OR HIGHLY EROSIVE SOILS.
2. SPACING IN ACCORDANCE WITH DETAIL 940.
3. REMOVE ALL ROCKS, CLODS, VEGETATION OR OTHER OBSTRUCTIONS SO THAT THE INSTALLED WATTLES WILL HAVE DIRECT CONTACT WITH THE SOIL.
4. INSTALL THE WATTLES IN A 2" DEEP TRENCH, INSURING THAT NO GAPS EXIST BETWEEN THE SOIL AND THE BOTTOM OF THE WATTLE. THE ENDS OF ADJACENT WATTLES SHALL BE OVERLAPPED 1 FT. MINIMUM TO PREVENT SEDIMENT PASSING THROUGH THE FIELD JOINT.

WATTLES
DRAWING NO. 880 REVISED 10-31-19
CleanWater Services

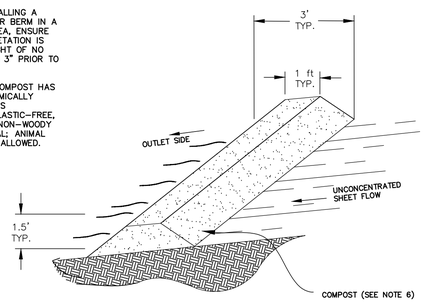
FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

NOTES:

1. DIRECT THE OUTLET SIDE OF THE ROCK/COMPOST FILTER BERMS ONTO A STABILIZED AREA, SUCH AS VEGETATION AND/OR ROCK.
2. EMBED ROCK FILTER BERM A MIN. OF 4" INTO THE EXISTING GROUND/EMBANKMENT.
3. USE ROCK FILTER BERM ON 3H:1V OR FLATTER SIDE SLOPES. WITHIN THE SAFETY CLEAR ZONE, USE 6H:1V OR FLATTER ON SIDE SLOPES.
4. PLACE COMPOST FILTER BERMS ALONG OR ON THE GROUND CONTOUR WITH THE ENDS TURNED UP SLOPE.
5. PRIOR TO INSTALLING A COMPOST FILTER BERM IN A VEGETATED AREA, ENSURE THAT THE VEGETATION IS CUT TO A HEIGHT OF NO GREATER THAN 3" PRIOR TO INSTALLATION.
6. VERIFY THAT COMPOST HAS NOT BEEN CHEMICALLY TREATED AND IS WEED-FREE, PLASTIC-FREE, DECOMPOSED, NON-WOODY PLANT MATERIAL; ANIMAL WASTE IS NOT ALLOWED.



ROCK FILTER BERM

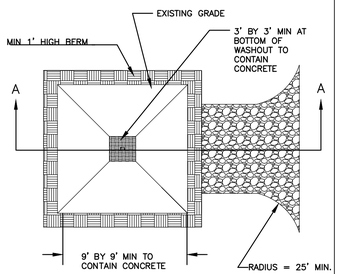


COMPOST FILTER BERM

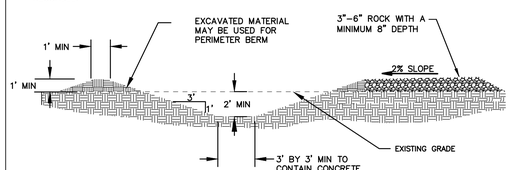
FILTER BERMS
ROCK/COMPOST
DRAWING NO. 890 REVISED 10-31-19
CleanWater Services

NOTES:

1. WASHOUT FACILITIES SHALL BE MAINTAINED TO PROVIDE ADEQUATE HOLDING CAPACITY WITH A MINIMUM FREEBOARD OF 12 INCHES.
2. WASHOUT FACILITIES MUST BE CLEANED, OR NEW FACILITIES MUST BE CONSTRUCTED AND READY FOR USE ONCE THE WASHOUT IS 75% FULL.
3. IF THE WASHOUT IS NEARING CAPACITY, VACUUM AND DISPOSE OF THE WASTE MATERIAL IN AN APPROVED MANNER.
4. TEMPORARY CONCRETE WASHOUT FACILITIES SHALL BE LOCATED A MINIMUM OF 50 FT FROM SENSITIVE AREAS INCLUDING OPEN DRAINAGE FACILITIES AND WATER SOURSES.
5. CONCRETE WASHOUT FACILITIES SHALL BE CONSTRUCTED AND MAINTAINED IN SUFFICIENT QUANTITY AND SIZE TO CONTAIN ALL LIQUID AND CONCRETE WASTE GENERATED BY WASHOUT OPERATIONS.
6. INSTALL CONCRETE WASHOUT SIGN WITHIN 30 FEET OF TEMPORARY CONCRETE WASHOUT FACILITY.
7. TEMPORARY CONCRETE WASHOUTS MAY BE A PREFABRICATED CONTAINER THAT IS PORTABLE AND REUSABLE.



PLAN

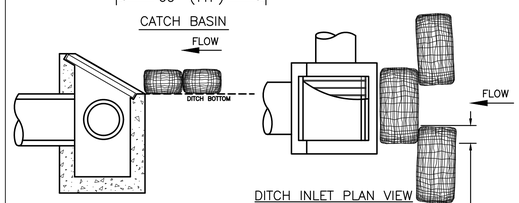


SECTION A-A

CONCRETE WASHOUT
DRAWING NO. 900 REVISED 10-31-19
CleanWater Services

CATCH BASIN

AREA DRAIN



DITCH INLET

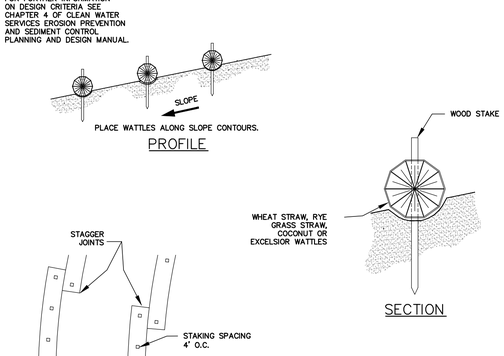
DITCH INLET PLAN VIEW

NOTES:

1. ADDITIONAL MEASURES MUST BE CONSIDERED DEPENDING ON SOIL TYPES.
2. BIO-FILTER BAGS SHOULD BE STAKED WHERE APPLICABLE USING (2) 1"x2" WOODEN STAKES OR APPROVED EQUAL PER BAG.
3. WHEN USING 30" BIO-BAGS TO PROTECT A CATCH BASIN YOU HAVE 4 BAGS AND THEY SHALL BE OVERLAPPED BY 6".

FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

INLET PROTECTION
TYPE 4
DRAWING NO. 915 REVISED 10-31-19
CleanWater Services



PLAN VIEW

NOTES:

1. WATTLE SHALL BE INSPECTED REGULARLY FOR EFFECTIVE FILTERING
2. SEDIMENT FENCE SHALL BE INSPECTED REGULARLY TO ENSURE INTEGRITY.
3. STOCKPILE SHALL BE COVERED DURING WET WEATHER AND DURATIONS WHEN NOT IN USE.

CONSTRUCTION STOCKPILE

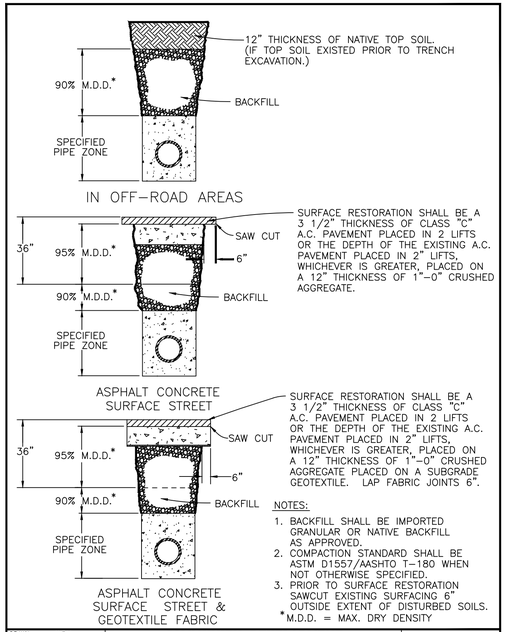
Exhibit 4N

DATE: 05/13/2025
PRELIMINARY
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FOR CONSTRUCTION

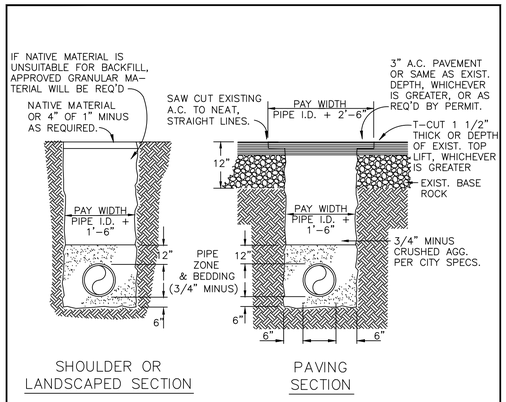
REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	ESC DETAILS	
DWG. BY	MLA	OFSTAD SELF-STORAGE	
APPR. BY		ADAM OFSTAD	SHEET D1.0
FILE	D-3550-D1.0	DATE 11/09/2023	



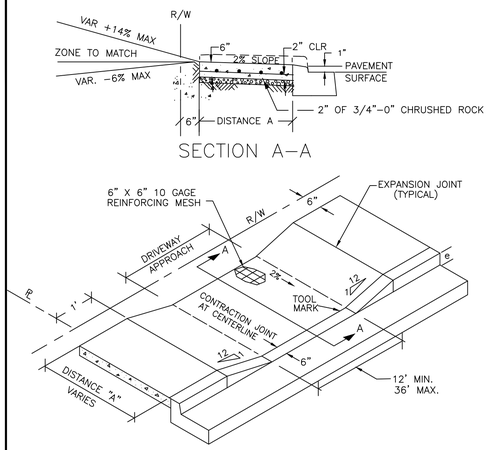
DRAWN WRH	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV.	CITY OF SCAPPOOSE	DATE 2002	
REV. DATE APPR.	34485 E. COLUMBIA AVENUE, PO BOX "P", CITY OF SCAPPOOSE, OR. 97056	APPR.	
	TYPICAL TRENCH SECTION BACKFILL and SURFACING	DWG. NO. 329	



NOTES.

1. ALL WATER MAINS SHALL HAVE A MIN. COVER OF 36" IN RIGHT-OF-WAY AND 48" IN EASEMENTS
2. ALL TRENCH BACKFILL SHALL BE COMPACTED TO 95% OF MAX. DENSITY PER AASHTO T-180 OR AS SPECIFIED IN THE CONTRACT DOCUMENTS.
3. ALL TRENCH BACKFILL AND PATCHING SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF THE GOVERNING AGENCY.
4. PAYMENT FOR PAVEMENT CUT AND REPAIR SHALL INCLUDE ALL A.C. AND CRUSHED AGGREGATE TO 12" BELOW FINISH GRADE.
5. SAND BACKFILL WILL BE REQ'D IN PIPE ZONE WHEN PIPE LINE IS TO BE POLYBAGGED.
6. BACKFILL SHALL BE PLACED AND COMPACTED IN LIFTS, OR AS DETERMINED IN FIELD BY THE CITY ENGINEER.

DRAWN DDD	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. DES-SS/WWTP	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVENUE, PO BOX "P", CITY OF SCAPPOOSE, OR. 97056	APPR.	
	STANDARD TRENCH SECTION	DWG. NO. 402	

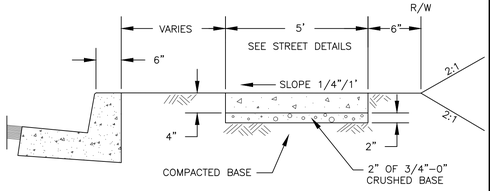


1. DISTANCE "A" VARIES WITH STREET FUNCTIONAL CLASSIFICATION.
2. EXPANSION JOINTS SHALL BE 1/2" WIDE AND CONSIST OF APPROVED PRE-FORMED FILLER.
3. CONTRACTION JOINTS SHALL BE 1/8" TO 1/4" WIDE. DEPTH OF THE JOINT SHALL BE A MINIMUM OF 1/3 THE THICKNESS OF THE CONCRETE.
4. ALL SURFACES SHALL BE LIGHTLY BROOMED AND EDGED IN A WORKMANLIKE MANNER.
5. SAW CUT EXISTING CURBS WHERE THEY ARE TO BE REMOVED, IF LESS THAN 3' TO EXISTING JOINT REMOVE TO JOINT. EXISTING A/C IN FRONT OF THE APPROACH SHALL BE SAW CUT AND REPLACED WITH HOT MIX.
6. CONCRETE SHALL BE 3300 PSI AT 28 DAYS.
7. SEE STANDARD DRAWING NUMBERS 518 AND 519 FOR CURB EXPOSURE DIMENSION 'e'.

DRAWN DDD	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	COMMERCIAL DRIVEWAY APPROACH	DWG. NO. 511	

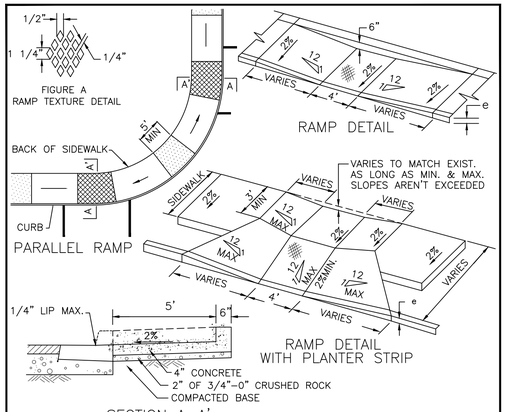
TYPICAL SIDEWALK DETAIL

(FOR LOCAL STREET)



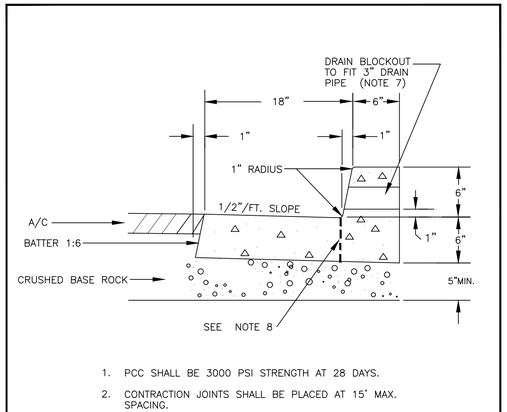
1. LOCATION AND WIDTH OF SIDEWALK WILL VARY DEPENDING UPON FUNCTIONAL CLASSIFICATION OF THE STREET. SEE TYPICAL STREET SECTION DRAWINGS ST-500,ST-501,ST-502.
2. PCC SHALL BE 3300 PSI STRENGTH AT 28 DAYS.
3. EXPANSION JOINTS SHALL BE PLACED AT DRIVEWAY APPROACHES, CURB RETURNS AND AT ANY FIXED OBJECT WITHIN THE SIDEWALK AREA. JOINTING MATERIAL AT DRIVEWAYS SHALL CONSIST OF APPROVED FILLER AND SHALL NOT BE LESS THAN 1/2" WIDE.
4. CONTRACTION JOINTS SHALL BE PLACED AT ALL CHANGES OF DIRECTION, POINTS OF CURVATURE AND AT 15' (MAX) INTERVALS. JOINTS SHALL BE 1/8" TO 1/4" WIDE AND A MINIMUM DEPTH OF 1/3 THE THICKNESS OF THE CONCRETE.
5. ALL SURFACES SHALL BE TROWELED AND BROOMED IN A WORKMANLIKE MANNER. ALL CONTRACTION JOINTS SHALL BE STEEL TROWELED (3 IN. TYP.).

DRAWN DDD	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	TYPICAL SIDEWALK DETAIL	DWG. NO. 513	



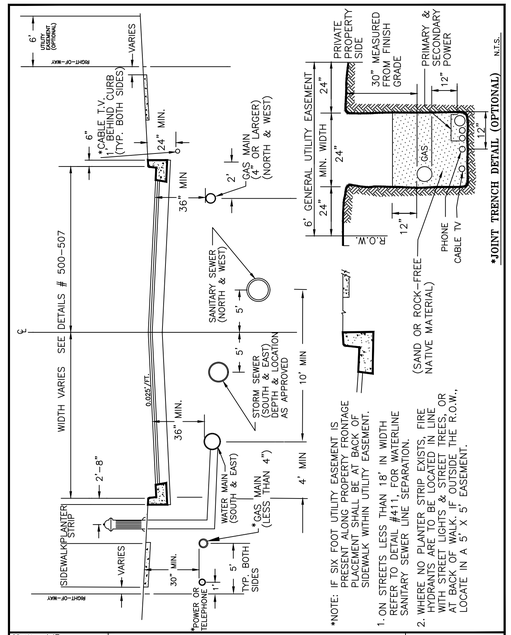
1. PCC SHALL BE 3000 PSI STRENGTH AT 28 DAYS.
2. TWO SIDEWALK RAMPS PER CORNER ARE REQUIRED AT ALL NEW INTERSECTIONS.
3. A SINGLE DIAGONAL RAMP MAY BE USED AT ALTERATIONS ONLY, WHEN SITE CONSTRAINTS PROHIBIT INSTALLING TWO RAMPS AND APPROVED BY CITY ENGINEER.
4. REPLACEMENT CURBS MUST BE POURED AGAINST A VERTICAL EDGE OF REMAINING CURB.
5. CONCRETE IN A REPLACEMENT CURB SHALL NOT PROTRUDE PAST THE FACE OF THE CURB IN THE ASPHALT REPLACEMENT AREA.
6. HORIZONTAL AND VERTICAL ALIGNMENT SHALL BE WITHIN 1/8" IN 10 FEET.
7. USE DIAMOND PATTERN IN CENTER RAMP.
8. SEE STANDARD DRAWING NUMBERS 518 AND 519 FOR CURB EXPOSURE DIMENSION 'e'.

DRAWN DDD	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	SIDEWALK RAMP	DWG. NO. 514	

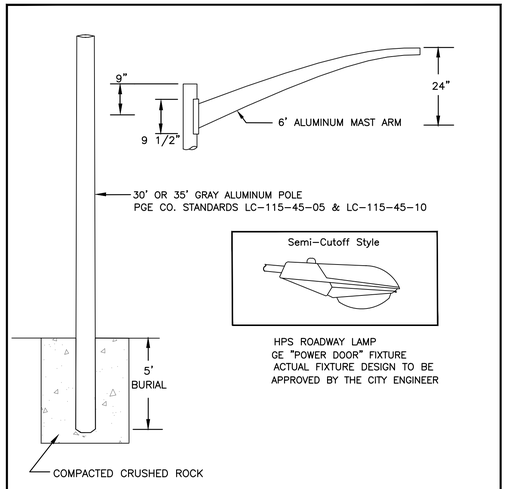


1. PCC SHALL BE 3000 PSI STRENGTH AT 28 DAYS.
2. CONTRACTION JOINTS SHALL BE PLACED AT 15' MAX. SPACING.
3. EXPANSION JOINTS SHALL BE PLACED AT ALL DRIVEWAYS AND CURB RETURNS.
4. CURB EXPOSURE SHALL BE 8" AT ALL CATCH INLETS.
5. DRAIN BLOCKOUT SHALL BE SUFFICIENT FOR 3" DRAIN PIPE AND PLACED WHERE DIRECTED.
6. ADD KEYWAY WHEN CURB IS PLACED AGAINST SIDEWALK.
7. CRUSHED BASE ROCK SHALL BE COMPACTED TO 95% RELATIVE DENSITY PER AASHTO T-180.
8. WHEN A DRIVEWAY IS PLACED WHERE THERE IS AN EXISTING MONOLITHIC CURB MAKE A VERTICAL SAWCUT AT THE FACE OF CURB, REPLACE BACK PART OF CURB AND ADD DRIVEWAY WITH ONE CONTIGUOUS POUR.

DRAWN DDD	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	MONOLITHIC CURB AND GUTTER	DWG. NO. 519	



DRAWN AJB	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	TYPICAL UTILITY PLACEMENT DETAIL	DWG. NO. 522	



1. MOUNT LUMINAIRE 25-30 FT. ABOVE GROUND.
2. ON STREETS WITH A PLANTER STRIP BETWEEN THE CURB AND SIDEWALK, MOUNT POLE 2FT. BEHIND FACE OF CURB.
   ON STREETS WITH NO PLANTER STRIP BETWEEN THE CURB AND SIDEWALK, MOUNT POLE 6" BEHIND SIDEWALK.

DRAWN MRM	COMMUNITY DEVELOPMENT	SCALE N.T.S.	
DIV. TRANSPORTATION	CITY OF SCAPPOOSE	DATE DDDDDD	
REV. DATE APPR.	34485 E. COLUMBIA AVE., PO BOX "P", SCAPPOOSE, OREGON	APPR.	
	STANDARD STREET LIGHT DETAIL	DWG.	

Exhibit 40

REV.	REVISION RECORD	DATE

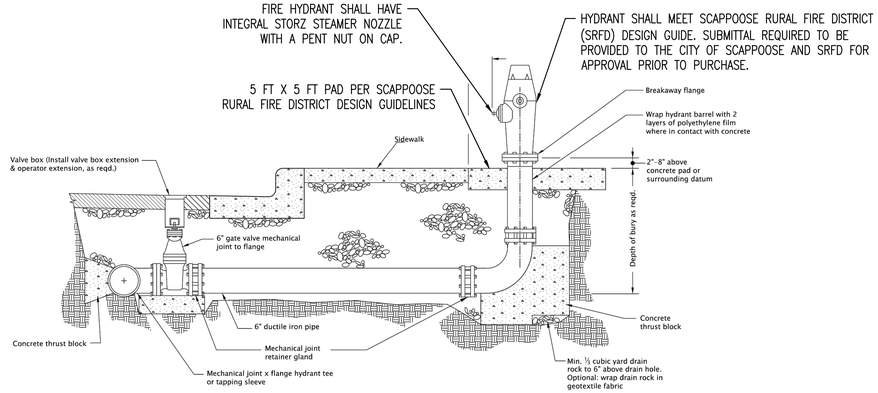
DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	CITY STANDARD DETAILS	
DWG. BY	MLA	OFSTAD SELF-STORAGE	
APPR. BY		ADAM OFSTAD	SHEET D2.0
FILE	D-3550-D2.0	DATE 11/09/2023	

20-JUL-2020

RD254.dgn



HYDRANT ASSEMBLY

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. When pipe is shorter than 18', no joints allowed. Use mechanical joint retainer glands. Two ¾" galvanized tie rods may be used in lieu of thrust blocks for installations less than 18' long. Coat tie rods with two coats of coal tar epoxy.
2. When pipe is longer that 18' retainer glands not required.
3. There shall be a minimum of 18" horizontal clearance around hydrant.
4. When placed adjacent to curb, hydrant port shall be 24" from face of curb.
5. Concrete thrust blocks shall be constructed as per thrust blocking Std. Dwg. RD250. Do not block drain holes.
6. Extensions required for hydrant systems shall be installed to the manufacturer's specifications.
7. Hydrants shall be placed to provide a minimum of 5' clearance from driveways, poles, and other obstructions.
8. Hydrant pumper port shall face direction of access.
9. Set hydrant plumb in all directions.
10. See project plans for details not shown.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

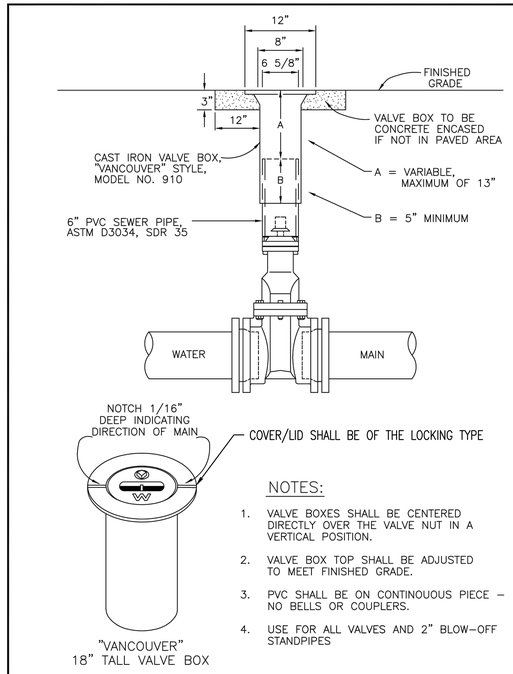
HYDRANT INSTALLATION

2024

DATE	REVISION DESCRIPTION

CALC. BOOK NO. N/A | SDR DATE 25-JUL-2017 | **RD254**

Effective Date: June 1, 2024 – November 30, 2024



NOTES:

1. VALVE BOXES SHALL BE CENTERED DIRECTLY OVER THE VALVE NUT IN A VERTICAL POSITION.
2. VALVE BOX TOP SHALL BE ADJUSTED TO MEET FINISHED GRADE.
3. PVC SHALL BE ON CONTINUOUS PIECE – NO BELLS OR COUPLERS.
4. USE FOR ALL VALVES AND 2" BLOW-OFF STANDPIPES

DRAWN	DRAWN		
DIV.	DEPT		
REV.	DATE	APPR.	

COMMUNITY DEVELOPMENT
CITY OF SCAPPOOSE
34485 E. COLUMBIA AVENUE, PO BOX "P", CITY OF SCAPPOOSE, OR. 97056

STANDARD VALVE BOX DETAIL

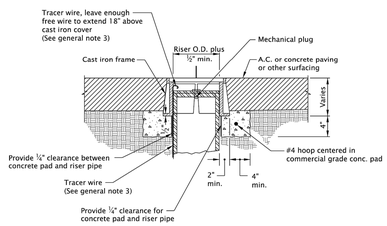
SCALE N.T.S. | DATE 2002 | APPR. | DWG. NO. 413

20-JUL-2020

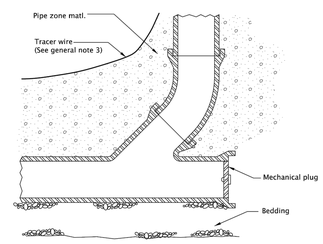
RD362.dgn



CAST IRON COVER



CAST IRON FRAME



CLEANOUT

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

SANITARY CLEANOUT

2024

DATE	REVISION DESCRIPTION

CALC. BOOK NO. N/A | SDR DATE 14-JUL-2014 | **RD362**

Effective Date: June 1, 2024 – November 30, 2024

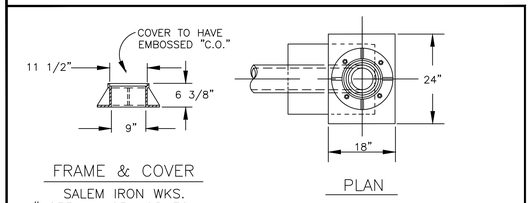
Exhibit 4P

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

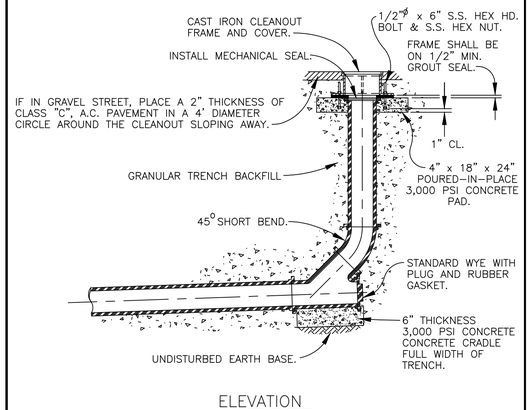
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3550	STANDARD DETAILS	
DWG. BY	PCD	OFSTAD SELF-STORAGE	
APPR. BY		ADAM OFSTAD	SHEET D2.1
FILE	D-3550-D2.1	DATE 03/28/2025	



FRAME & COVER

SALEM IRON WKS.
#4233 & 4234 OR EQUAL.



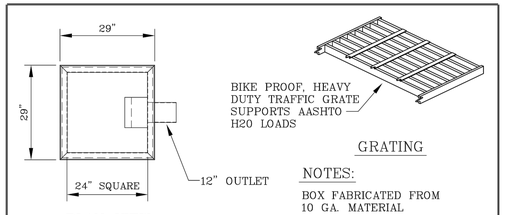
ELEVATION

DRAWN	AJB		
DIV.			
REV.	DATE	APPR.	

COMMUNITY DEVELOPMENT
CITY OF SCAPPOOSE
34485 E. COLUMBIA AVENUE, PO BOX "P", CITY OF SCAPPOOSE, OR. 97056

STANDARD CLEANOUT

SCALE	N.T.S.
DATE	2002
APPR.	
DWG. NO.	321



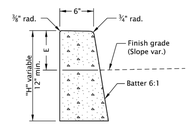
STATE APPROVED – ASPHALT DIPPED

24" SQUARE – 12"ø OUTLET	DWG #
STORM WATER CATCH BASIN	T4
MODEL: MPCB10–48HB–12	
DATE: 11/19/2020 SCALE: NONE	

Gibson Steel Basins, Inc.
1040 Arrowsmith St. Eugene Or. 97402
(541) 484–7200 or (800) 574–8096
Visit us at: www.gibsonsteelbasins.com
Email us at: sales@gibsonsteelbasins.com

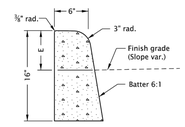
EST. 1996 CCB 150089

20-JUL-2020 RD700.dgn

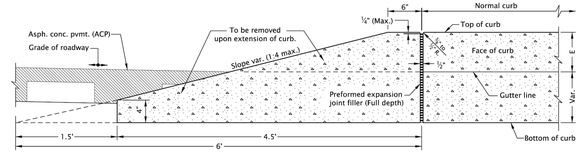


O.D.O.T. & City of Portland Standard "H"=16"

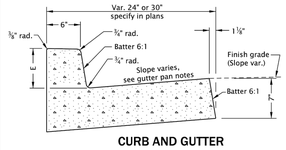
STANDARD CURB
(See general note 11)



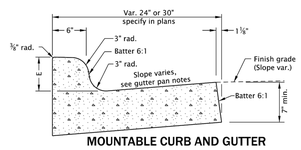
MOUNTABLE CURB
(See general note 11)



CURB ENDING DETAIL



CURB AND GUTTER



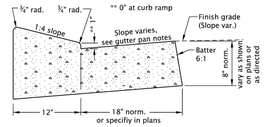
MOUNTABLE CURB AND GUTTER

GUTTER PAN NOTES:

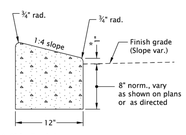
Slope 5.0% normal.

Slope 4.0% max. at curb ramps.

Vary slope as reqd. for drainage. Vary where shown on plans, and allowed by jurisdiction.

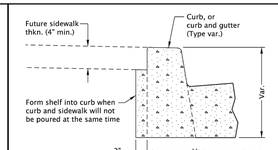


LOW PROFILE MOUNTABLE CURB AND GUTTER
(Where shown on plans)

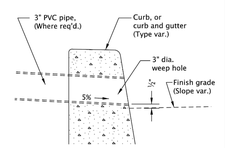


* 0" for Truck Apron

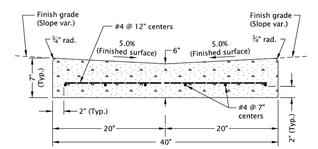
LOW PROFILE MOUNTABLE CURB
(See general note 11)



MODIFICATION FOR KEYWAY
(Where shown on plans)



WEEP HOLE DETAIL
(Where shown on plans, and allowed by jurisdiction)



VALLEY GUTTER

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Curb exposure "E" = 6" to 9", as measured vertically from flowline to highest point on curb. Vary as shown on plans or as directed. O.D.O.T standard "E"=7".
2. Const. curb expansion joints at 200' maximum spacing, and at points of tangency, and at ends of each driveways.
3. Const. curb contraction joints at 15' maximum spacing, and at ends of each inlet and curb ramp.
4. Transitions shall be used to connect curbs of different exposures "E". ("E" is the total vertical dimension of those curb surfaces having a slope of 1:1 or steeper). Minimum desirable transition length shall be 20' for each 1" difference in "E".
5. Tops of all curbs shall slope toward the roadway at 1.5% max. (Max. 2.0% finished surface slope), unless otherwise shown, or as directed.
6. Dimensions are nominal, vary to conform with curb machine approved by the engineer.
7. Dimensions adjacent to radii are measured to the point of intersection of curb surfaces.
8. For sidewalk details, and monolithic curb & sidewalk, see Std. Dwgs. RD720 & RD721.
9. For drainage curbs, see Std. Dwg. RD701.
10. For curb ramp details, see Std. Dwgs. RD900 series.
11. On or along state highways, curb and gutter is required at curb ramp.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

CURBS

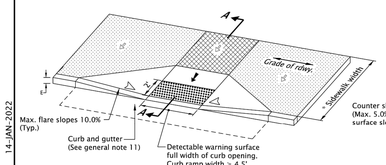
2024

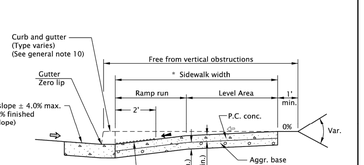
DATE	REVISION DESCRIPTION

CALC. BOOK NO. N/A SDR DATE 20-JUL-2020 **RD700**

Effective Date: June 1, 2024 – November 30, 2024

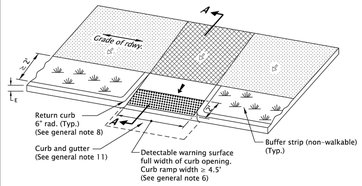
14-JAN-2022 RD910.dgn



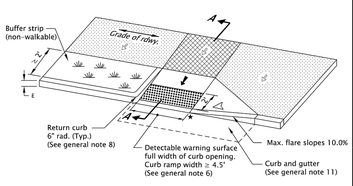


PERPENDICULAR CURB RAMP DETAIL
(Use "Parallel Curb Ramp Detail" or "Combination Curb Ramp Detail" when reqd. turning space cannot be obtained)

SECTION A-A
* NOTE: Minimum width of 14.25 feet sidewalk for E=7"



THROUGH BUFFER STRIP



WITH SINGLE FLARE

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Curb ramp details are based on applicable ODOT Standards.
2. See Std. Dwgs. RD700 & RD701 for curbs. See Std. Dwgs. RD720 & RD721 for sidewalks. See Std. Dwgs. RD902 through RD908 for detectable warning surface installation details. See Std. Dwgs. RD912 through RD916 for curb ramp placement options.
3. Site conditions normally require a project specific design. See project plans for details not shown.
4. Tooled dummy joints are required at all curb ramp grade break lines, (see Std. Dwg. RD722).
5. Curb ramp slopes shown are relative to the true level horizon (zero bubble).
6. Place detectable warning surface at the back of curb for a minimum depth of 2' in the direction of pedestrian travel full width of curb ramp opening that is adjacent to traffic.
7. Grade breaks at the top and bottom of curb ramp runs shall be perpendicular to the direction of the ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush.
8. Return curb may be provided in lieu of flared slope only if protected from traverse travel by landscaping, see Std. Dwg. RD721. Return curb shall not reduce width of approaching sidewalk.
9. Curb ramps for shared use paths intersecting a roadway shall be full width of path, excluding flares. When a curb ramp is used to provide bicycle access from a roadway to a sidewalk, the curb ramp opening will be ≥ 8' wide, (see Std. Dwg. RD909 for additional details).
10. Place an inlet at upstream side of curb ramp or perform other approved design mitigation. Check the gutter flow depth at curb ramp locations to assure that the design flood does not overtop the back of sidewalk.
11. On or along state highways, curb and gutter is required at curb ramps.

LEGEND:

- Sidewalk
- Detectable warning surface
- Level area (Turning space/landing) Unobstructed 4.5' x 4.5' With obstruction 4.5' x 5.5' (Longer dimension in direction of pedestrian street crossing). For the purposes of this application, a max. 2.0% finished surface slope (for drainage) measured perpendicular in two directions is considered level.
- Cross slope 1.5% max. (Max. 2.0% finished surface slope) (Normal sidewalk cross slope)
- Running slope 7.5% max. (Max. 8.3% finished surface slope)
- Counter slope 4.0% max. ascending or descending, (Max. 5.0% finished surface slope) Slope as required for drainage
- Flare slope (Max. 10% finished surface slope)

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

PERPENDICULAR CURB RAMP

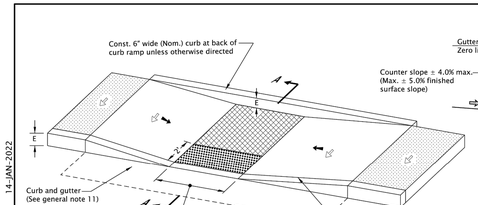
2024

DATE	REVISION DESCRIPTION
12-2021	NEW DRAWING CREATED
01-2022	REVISED NOTES

CALC. BOOK NO. N/A SDR DATE 14-JAN-2022 **RD910**

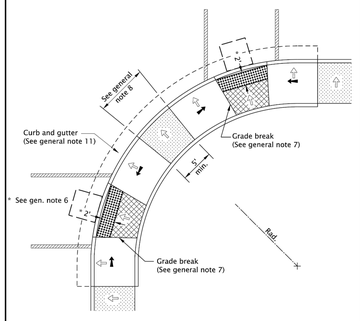
Effective Date: June 1, 2024 – November 30, 2024

14-JAN-2022 RD920.dgn

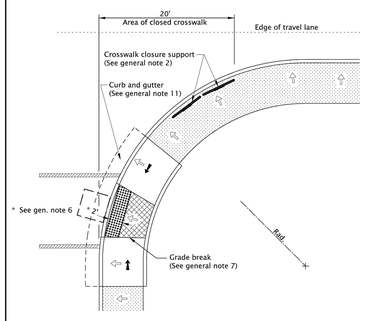


PARALLEL CURB RAMP DETAIL

SECTION A-A



PARALLEL CURB RAMPS
OPTION "PL-1"



PARALLEL CURB RAMP WITH CROSSWALK CLOSURE
OPTION "PL-2"

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Curb ramp details are based on applicable ODOT Standards.
2. See Std. Dwgs. RD700 & RD701 for curbs. See Std. Dwgs. RD720 & RD721 for sidewalks. See Std. Dwgs. RD902 through RD908 for detectable warning surface installation details. See Std. Dwg. TM240 for crosswalk closure detail.
3. Site conditions normally require a project specific design. See project plans for details not shown.
4. Tooled dummy joints are required at all curb ramp grade break lines, (see Std. Dwg. RD722).
5. Curb ramp slopes shown are relative to the true level horizon (zero bubble).
6. Place detectable warning surface at the back of curb for a minimum depth of 2' in the direction of pedestrian travel full width of curb ramp opening that is adjacent to traffic.
7. Grade breaks at the top and bottom of curb ramp runs shall be perpendicular to the direction of the ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush.
8. When 2 ramp runs are immediately adjacent, the curb exposure (E) between the adjacent side may range between 3" and full design exposure.
9. Curb ramps for shared use paths intersecting a roadway shall be full width of path, excluding flares. When a curb ramp is used to provide bicycle access from a roadway to a sidewalk, the curb ramp opening will be ≥ 8' wide, (see Std. Dwg. RD909 for additional details).
10. Place an inlet at upstream side of curb ramp or perform other approved design mitigation. Check the gutter flow depth at curb ramp locations to assure that the design flood does not overtop the back of sidewalk.
11. On or along state highways, curb and gutter is required at curb ramps.

LEGEND:

- Sidewalk
- Detectable warning surface
- Level area (Turning space/landing) Unobstructed 4.5' x 4.5' With obstruction 4.5' x 5.5' (Longer dimension in direction of pedestrian street crossing). For the purposes of this application, a max. 2.0% finished surface slope (for drainage) measured perpendicular in two directions is considered level.
- Cross slope 1.5% max. (Max. 2.0% finished surface slope) (Normal sidewalk cross slope)
- Running slope 7.5% max. (Max. 8.3% finished surface slope)
- Counter slope 4.0% max. ascending or descending, (Max. 5.0% finished surface slope) Slope as required for drainage
- 4'x4' clear space

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

PARALLEL CURB RAMP

2024

DATE	REVISION DESCRIPTION
07-2020	NEW DRAWING CREATED
07-2021	REVISED DETAIL AND I
01-2022	REVISED NOTES

CALC. BOOK NO. N/A

Effective Date: June 1, 2024 – November

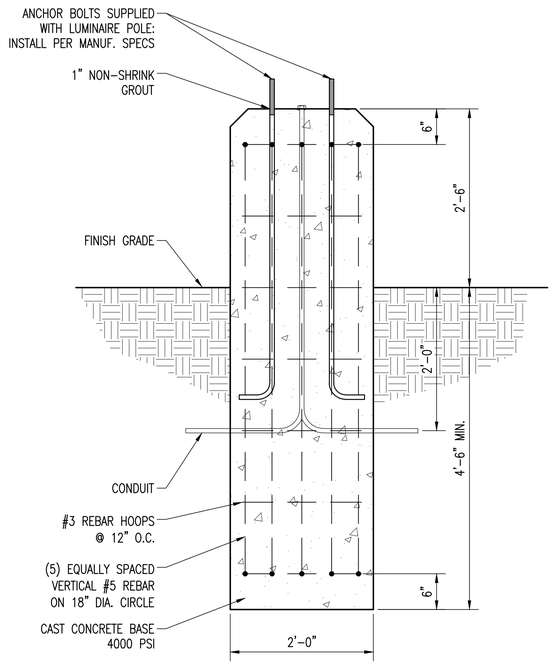
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REV.	REVISION RECORD	DATE

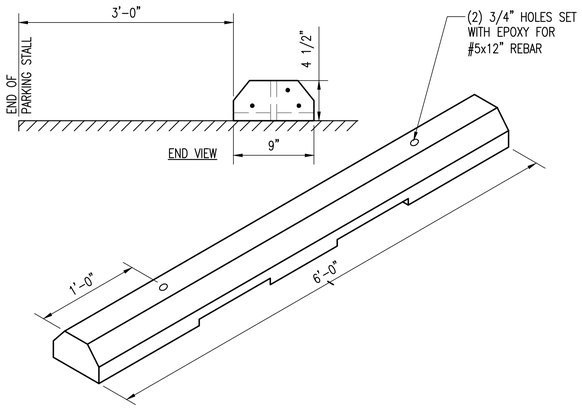
DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

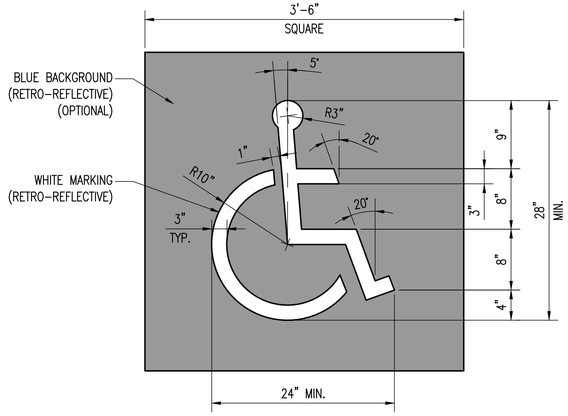
PROJ. NO.	3550	STANDARD DETAILS	
DWG. BY	PCD	OFSTAD SELF-STORAGE	
APPR. BY		ADAM OFSTAD	SHEET D2.2
FILE	D-3550-D2.2	DATE 03/28/2025	



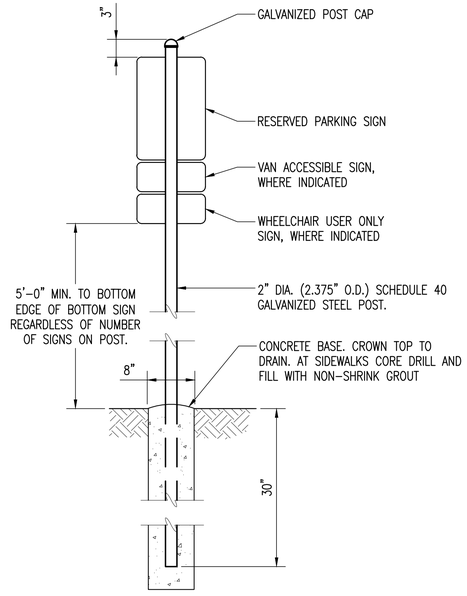
1 D3.0 **RAISED LIGHT POLE BASE DETAIL**
SCALE: 1" = 1'-0"



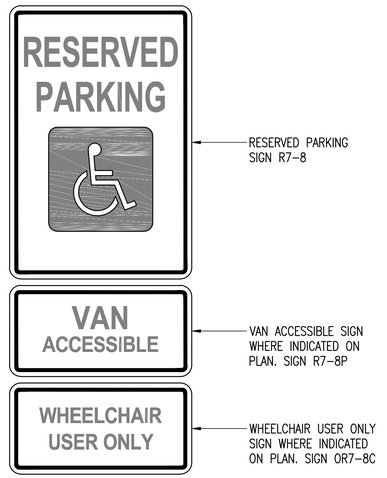
2 D3.0 **PRECAST CONCRETE WHEEL STOPS**
SCALE: N.T.S.



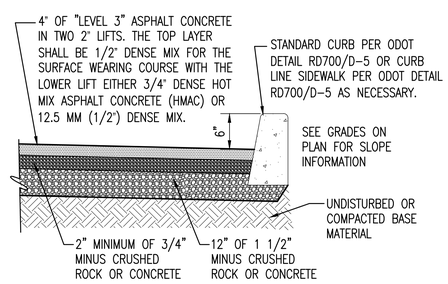
3 D3.0 **PAINTED HANDICAP SYMBOL**
SCALE: N.T.S.



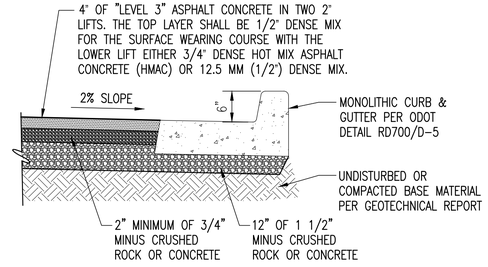
4 D3.0 **ADA SIGN POST**
SCALE: 3/4" = 1'-0"



5 D3.0 **ACCESIBLE SIGNS**
SCALE: N.T.S.



6 D3.0 **TYPICAL SECTION - PARKING LOT**
SCALE: 1" = 1'-0"



NOTE: GEOTECHNICAL ENGINEER SHALL REVIEW PAVEMENT DESIGN PRIOR TO INSTALLATION (IF APPLICABLE).

7 D3.0 **TYPICAL SECTION - PUBLIC ROAD**
SCALE: 1" = 1'-0"

OREGON TRANSPORTATION COMMISSION
Standards for Accessible Parking Places
August 2018

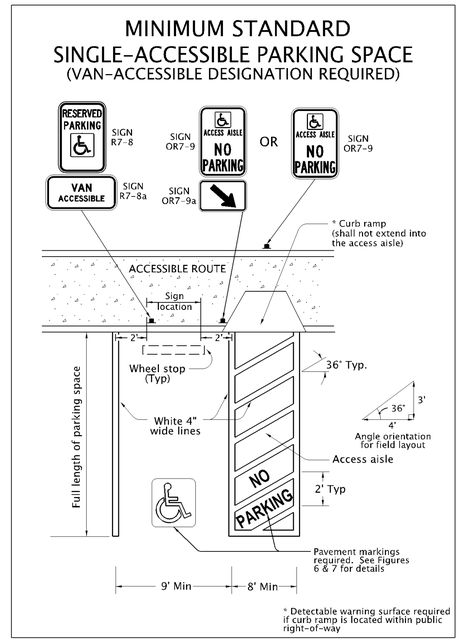
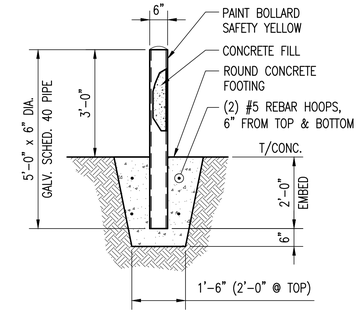


Figure 1

6

8 D3.0 **ODOT ACCESSIBLE PARKING SPACE**
SCALE: N.T.S.



9 D3.0 **TYPICAL BOLLARD ASSEMBLY DETAIL**
SCALE: 1/2" = 1'-0"

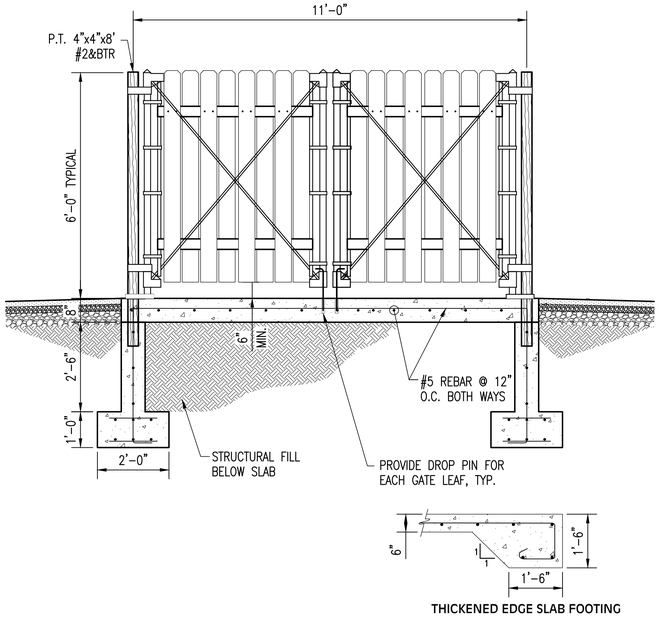
Exhibit 4R

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

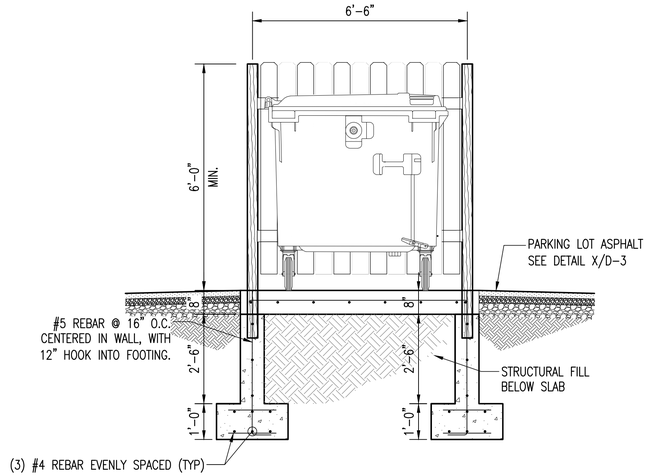
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	CIVIL DETAILS		
DWG. BY MLA	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	D3.0
FILE D-3550-D3.0		DATE 11/09/2023	

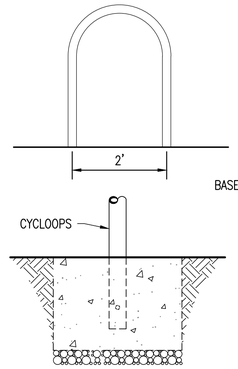


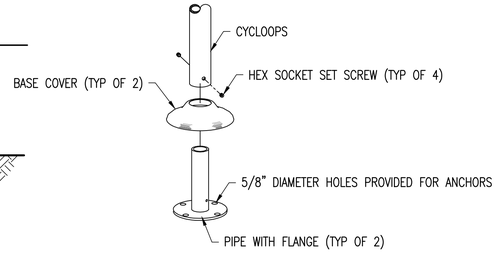
NOTE: AS AN ALTERNATE, A THICKENED EDGE SLAB FOOTING MAY BE USED. THE THICKENED EDGE FOOTING SHALL BE AT A MINIMUM 18 INCHES IN DEPTH AND 18" WIDE.

1 D3.1 **REFUSE ENCLOSURE GATE ELEVATION DETAIL**
SCALE: N.T.S.

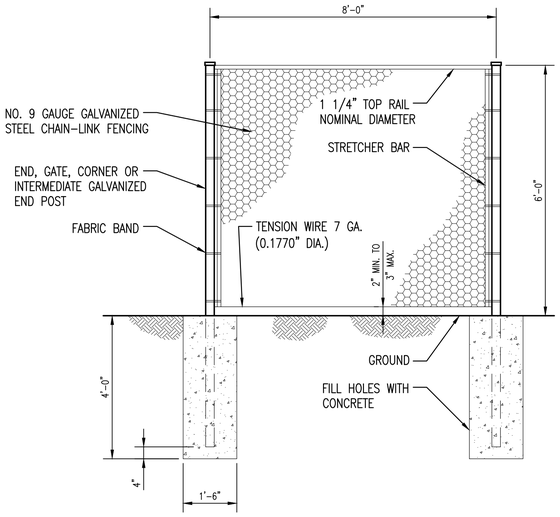


2 D3.1 **REFUSE ENCLOSURE SECTION**
SCALE: N.T.S.





3 D3.1 **BICYCLE RACK DETAIL**
SCALE: N.T.S.



4 D3.1 **CHAIN LINK FENCE DETAIL**
SCALE: N.T.S.

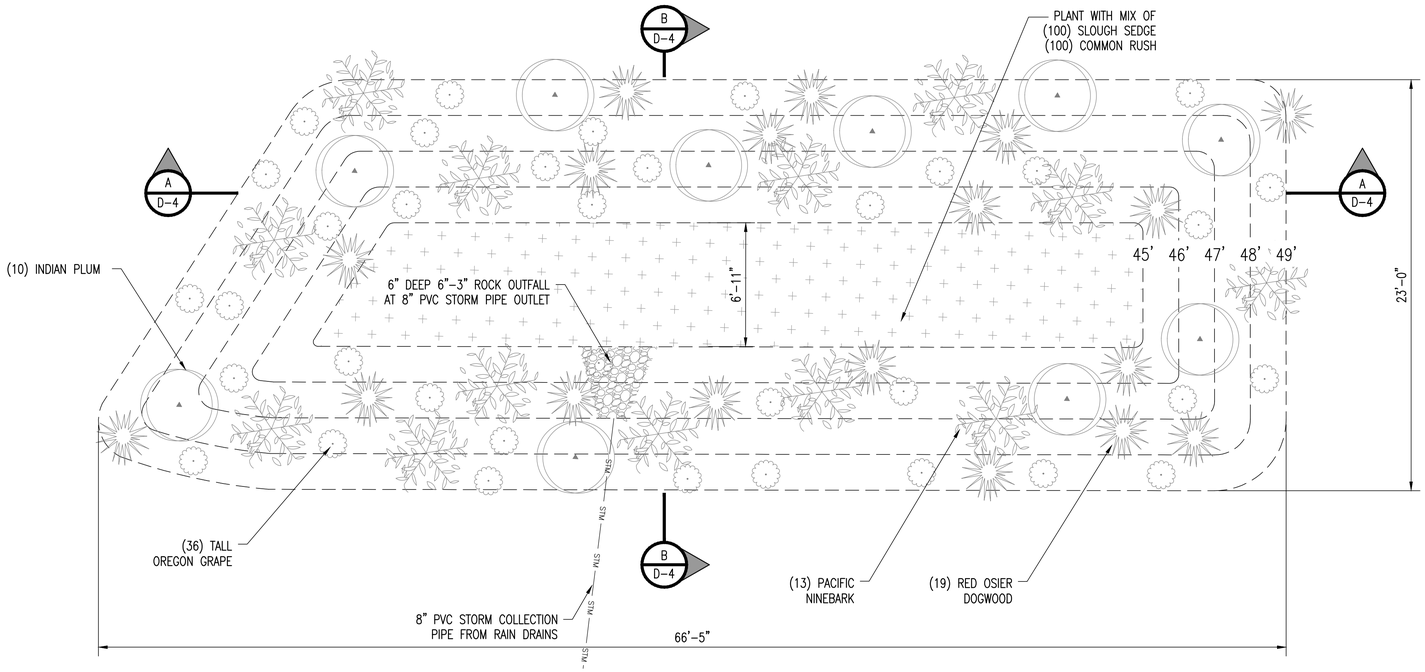
Exhibit 4S

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	CIVIL DETAILS		
DWG. BY PCD	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	D3.1
FILE D-3550-D3.1	DATE 03/28/2025		

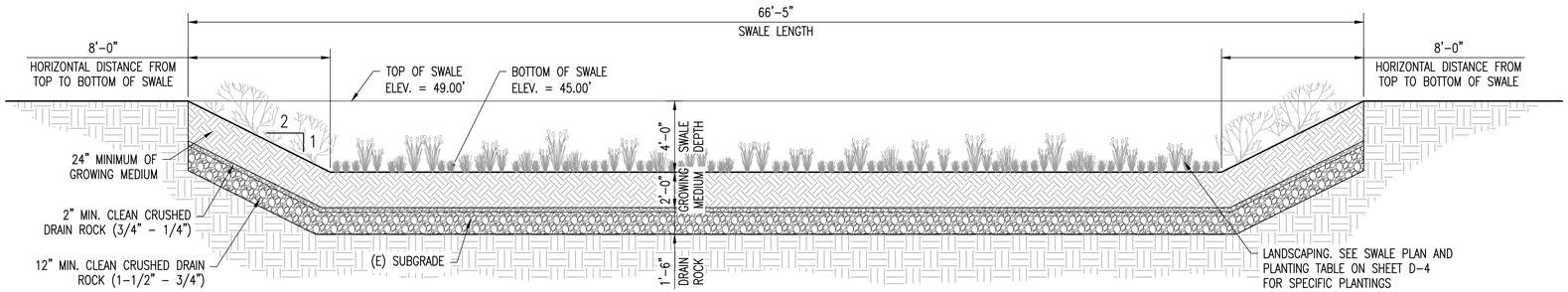


1 D4.0 **ENLARGED SWALE PLAN - DETENTION SWALE**
SCALE: 1/4" = 1'-0"

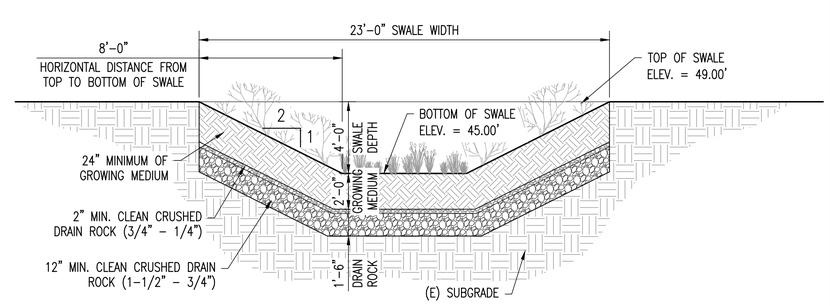
PACIFIC NW NATIVE STORM WATER PLANTS KEY

COMMON NAME	SYMBOL	BOTANICAL NAME	MATURITY WIDExTALL	CHARACTERISTICS	CONDITIONS	D/E*	MIN. SIZE	QTY	SPACING (O.C.)
SMALL TREES									
INDIAN PLUM		OEMLERIA CERASIFORMIS	6'x12'	GREEN FOLIAGE, WHITE EARLY SPRING FLOWERS, PLUM-LIKE FRUIT	☼ ●	D	1 GAL	24	4 FT
SHRUBS									
PACIFIC NINEBARK		PHYSOCARPUS CAPITATUS	10'x12'	GREEN LEAVES RESEMBLING MAPLE LEAVES, SMALL WHITE CLUSTERS OF FLOWERS, PEELING BARK.	☼ ●	D	1 GAL	22	4 FT
RED-OSIER DOGWOOD		CORNUS SERICEA	6'x10'	GREEN LEAVES, WHITE LATE SPRING FLOWERS, BLUE FRUIT, STRIKING RED BARK, SPREADING	☼ ●	D	1 GAL	85	4 FT
TALL OREGON GRAPE		MAHONIA AQUIFOLIUM	3' x 6'	DARK GREEN, SPINY, GLOSSY LEAVES, CLUSTERS OF GOLDEN FLOWERS, BLUE FRUIT	☼ ●	E	1 GAL	32	4 FT
NATIVE SEDGES									
SLOUGH SEDGE		CAREX OBNUPTA	22"x60"	DENSE TAN FLOWERS ON BRIGHT GREEN STALKS, PREFERS WET/MOIST	☼ ●	E	1 GAL	132	36 IN
NATIVE RUSHES									
COMMON RUSH		JUNCUS EFFUSUS	48"x48"	SOFT, GRASS-LIKE STEMS, SMALL, GREENISH-BROWN FLOWERS, PREFERS WET/MOIST SOIL	☼ ●	E	1 GAL	132	36 IN

D/E*: D=DECIDUOUS, E=EVERGREEN



A D4.0 **DETENTION SWALE CROSS SECTION**
SCALE: 1/4" = 1'-0"



B D4.0 **DETENTION SWALE CROSS SECTION**
SCALE: 1/4" = 1'-0"

SUNMARK SEEDS INTERNATIONAL, INC.
PO Box 1210
Fairview OR 97024
503-241-7333
888-214-7333

Native EcoTurf

Sunmark Prairie Mix

Acres: 1
Quantity: 43.67 lbs.

Botanical Name	Common Name	% by Weight	Seeds per lb. of Mix	Seeds per lb.	Actual % by Seed Size	Lbs. Needed	% Requested
Festuca rubra rubra	Native Red Fescue	45.00%	225000	500,000	36.67%	19.65	35%
Bouteloua gracilis	Blue Grama	25.00%	206250	825,000	33.62%	10.92	35%
Buchole dactyloides	Buffalograss	20.00%	11200	56,000	1.83%	8.73	3%
Koeleria macrantha	Prairie Junegrass	7.00%	162050	2,315,000	26.41%	3.06	25%
Trifolium fragiferum	Strawberry Clover	3.00%	9000	300,000	1.47%	1.31	2%
	TOTALS:	**100.00%**	**613500**		**100%**	**43.67**	**100%**

Seeding Rate
1.00 PLS lbs. per 1000 sq. ft.
43.67 PLS lbs. per acre

Eco Turf is a native EcoLawn mix that has been designed for low/no maintenance sites. Similar to other "EcoLawns" but this one is NATIVE!!

Exhibit 4T

DATE: 05/13/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3550	SWALE DETAILS		
DWG. BY PCD	OFSTAD SELF-STORAGE		
APPR. BY	ADAM OFSTAD	SHEET	D4.0
FILE D-3550-D4.0	DATE 03/27/2025		

Adam Ofstad

Ofstad Self Storage

Preliminary Stormwater Report

Prepared by Lower Columbia Engineering
Submitted to City of Scappoose
Planning Department
March 2025

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Stormwater Narrative 4
Project Description 4
Existing Conditions 4
Proposed Conditions 4
Stormwater Analysis 4
Stormwater Management Design 4
Operations and Maintenance Overview 5
Conclusion 5

Attachments

Attachment A - Soil Survey 6
Attachment B - Stormwater Calculations 8

Summary Information

Internal File No:	3550
Applicant:	Adam Ofstad 50038 Columbia River Hwy Scappoose, OR 97056 503-358-3717 aofstad@msn.com
Applicants Representative:	Matt Alexander Lower Columbia Engineering 58640 McNulty Way St. Helens, OR 97051 503-366-0399 matt@lowercolumbiaengr.com
Request:	Zone Change – Comp Plan Amendment Site Development Review Floodplain Development Permit Fish and Riparian Corridor Overlay Development Permit Wetlands Development Permit
Location:	53026 NW Thornton Dr, Scappoose, OR, 90h756
Tax Lot ID:	3201-C0-02701
Zoning Designation:	Light Industrial (LI)

Stormwater Narrative

Project Description

The proposed development is for a self-storage facility to be located near the intersection of Columbia River Highway and Scappoose Vernonia Highway in Scappoose, Oregon and lies on taxlot 2701. The entirety of the lot is comprised of 9.39-acres, but for the purposes of this stormwater report, the study area will be focused down to 4.86 acres.

Existing Conditions

Existing conditions consist of a building, gravel lot, paved drive aisle and undeveloped fields. Alder Creek runs along the northern property line and converges with South Scappoose Creek which runs along the southern property line. Existing grades and drainage patterns are understood to run generally from west to east. The site also contains mapped wetlands, is located within the FEMA mapped 100-year floodplain, and is adjacent to South Scappoose Creek.

Proposed Conditions

Preliminary plans call for the development of a self-storage facility consisting of 11 storage buildings, an office building, paved drive aisles and improved landscaping. It is understood that floodplain and wetland regulations and measures will need to be accommodated with the development. This report has been compiled to assess preliminary stormwater needs for the site as it pertains to City of Scappoose Public Works Standards.

Stormwater Analysis

Stormwater events for this site were calculated using the SBUH method given a Type IA storm type within the HydroCAD software system. Western Regional Climate Center's Precipitation Frequency Maps were referenced to include the events listed in Table 1 below. The water-quality storm event was determined to equal half of the 2-year storm event, or 1.20 inches. Soil Survey Maps from the NRCS were referenced to determine the site's soil compositions as a majority Aloha silt loam and Cloquato silt loam with a hydrologic soil group of C/D and B, respectively (see Attachment A). Infiltration testing will be conducted with later iterations of this stormwater assessment. An infiltration rate of 0.5 in/hr was assumed for these calculations given the proximity to the existing water bodies and hydrologic soil classifications. Based on the existing ground conditions and building which will be demolished, the existing conditions have been modeled with a CN number of 86. Stormwater calculations for this site can be seen in Attachment B.

Table 1. Rainfall Design Events

Design Storm Event	Storm Event Intensity (Inches/24 Hours)
Water Quality	1.20
2-Year	2.40
10-Year	3.30
25-Year	3.80
100-Year	4.70

Stormwater Management Design

The on-site stormwater management system will incorporate standard catch basins and piping for capture and conveyance of the developed runoff. The conveyance system will be routed toward one of two 4' deep LIDA stormwater basins which will allow for stormwater treatment and detention. These vegetated stormwater basins have been designed to detain proposed runoff values through the 25-year storm event to their pre-developed equivalents. The 100-year storm event is also detained and adequate measures will be in place for its discharge to be conveyed safely.

Northern Stormwater Facility

The northern stormwater pond will incorporate 1 flow control discharge pipe and 1 weir to act as an emergency overflow; both of which will aid in metering out less flow than is coming into the basin. Once water levels reach an elevation of 47.5' stormwater will exit the facility via a 6" flow control pipe. During high flow events, or in the instance that outlets are clogged, a weir has been included in the design to safely convey stormwater out of the basin. All discharge it expected to match existing drainage patterns by continuing to hydrate existing wetlands on-site.

Southeastern Stormwater Facility

The southeastern stormwater pond has been designed with 2 flow control discharge pipes and 1 weir to act as an emergency overflow. Similarly to the northern stormwater pond, these discharge devices will aid in metering out less flow than is coming into the basin. Once water levels reach an elevation of 45.2' stormwater will exit the facility via a 6" flow control pipe. As water levels continue to build within the basin and reach an elevation of 46.3' stormwater will exit the facility via an 8" flow control pipe. During high flow events, or in the instance that outlets are clogged, a weir has been included in the design to safely convey stormwater out of the basin. All discharge it expected to match existing drainage patterns by continuing the natural discharge point of south Scappoose creek.

Table 2. Pre versus Post Construction Runoff Rates

Design Storm Event	Pre-Development Peak Flow Rate (CFS)	Post-Development Peak Flow Rate (CFS)
Water Quality	0.25	0.13
2-Year	1.33	1.20
10-Year	2.34	1.73
25-Year	2.93	2.59
100-Year	4.02	3.97

Operations and Maintenance Overview

The proper implementation and maintenance of the proposed facilities is the responsibility of the property owner. It is critical that stormwater infrastructure be kept free of debris in order to facilitate effective conveyance and longevity of the system. Catch basins shall be cleaned regularly with scheduled inspections to make sure that inlets and outlets aren't plugged by trash, leaves, or any additional debris.

Similar inspections and maintenance shall be afforded to the detention swales which shall be kept free of debris to make sure that inlets and outlets are not plugged and to ensure that sediment does not accumulate within the swale. Vegetation in the swales shall be inspected regularly to ensure plant health; watering may be necessary in the dry season to help establish new plantings. Any plantings that don't take shall be replaced. If excessive planting failures are observed, different plantings may need to be selected to better suit the site conditions. Areas of concern shall be inspected for the first three years to ensure that plantings are healthy, and facilities are functioning properly. Beyond this time, the facilities shall continue to be inspected and maintained as needed.

Conclusion

On-site stormwater management will be utilized for the Ofstad Self Storage Complex through the construction of two detention basins. Low impact design methods have been incorporated to help facilitate a system that detains stormwater up through the 100-year event. This system has been designed to effectively meet the City of Scappoose standards. Responsibility for the proper implementation and maintenance of this facility belongs to the property owners.

Exhibit 6

KITTELSON & ASSOCIATES
851 SW 6th Avenue, Suite 600
Portland, OR 97204
P 503.228.5230

TECHNICAL MEMORANDUM

March 9, 2025 Project# 31306.0

To: Chris Negelspach
City of Scappoose
33568 E Columbia Avenue
Scappoose, OR 97056

From: Matt Bell

CC: Adam Ofstad, Ofsatd Holdings

RE: Ofstad Self-Storage Facility

INTRODUCTION

Ofstad is proposing to develop the 9.39-acre site located in the northwest corner of the Columbia River Highway (US 30)/Scappoose Vernonia Highway intersection in Scappoose. The proposed development plan includes construction of a self-storage facility consisting of 421 storage units, an office, and a caretaker residence. Access to the development is proposed to be provided by an existing private driveway located on the north side of Scappoose Vernonia Highway approximately 1,350-feet west of US 30. This existing driveway has historically served the previous use of the site and continues to serve several adjacent industrial uses. *The proposed development plan is provided in Attachment A.*

This letter summarizes the trip generation characteristics of the proposed development and provides an evaluation of location and safety of the existing site-access driveway.

TRIP GENERATION

Trip generation estimates for the proposed self-storage facility were prepared based on information provided in the *Trip Generation Manual, 11th Edition*, published by the Institute of Transportation Engineers (ITE – Reference 1). ITE land use code 151 (Mini-Warehouse) was used as the basis for the estimates. Table 1 summarizes the daily, weekday AM, and weekday PM peak hour trip generation estimates for a typical midweek day.

Table 1. Trips Generation Estimates

Land Use	ITE Code	Size (units)	Weekday Daily	Weekday AM Peak Hour			Weekday PM Peak Hour		
				Total	In	Out	Total	In	Out
Mini-Warehouse	151	421	76	5	3	2	7	4	3

As shown in Table 1, the proposed self-storage facility is estimated to generate approximately 76 daily trips, including 5 trips (3 inbound, 2 outbound) during the weekday AM peak hour and 7 trips (4 inbound, 3 outbound) during the weekday PM peak hour. The trips shown in Table 1 are consistent with the City's requirements for a traffic letter per the *Scappoose Traffic Impact Study Guidelines* (Reference 2).

SIGHT DISTANCE EVALUATION

A preliminary sight distance evaluation was conducted at the site-access driveway based on guidance provided in *A Policy on Geometric Design of Highways and Streets* (AASHTO, Reference 3). Per AASHTO, intersection sight distance (ISD) is determined by several factors, including the speed of the adjacent roadway. The posted speed limit on Scappoose Vernonia Highway is 45 miles per hour (mph). Table 4 summarizes the minimum ISD recommendations for the site access driveway based on the posted speed.

Table 2: Minimum ISD Recommendations

Posted Speed Limit (mph)	Minimum ISD Recommendations		
	Case B1, Left Turn from the Minor Road	Case B2, Right Turn from Stop	Case B3, Crossing Maneuver
45	500	430	430

According to AASHTO, ISD is measured from a driver's eye height of 3.5 feet and 14.5 feet from the edge of the nearest travel lane to an object height of 3.5 feet above the roadway surface. Field measurements indicate that there is more than 500 feet of ISD when looking to the left and right from the site-access driveway; therefore, sight distance is adequate. It is recommended that landscaping, above ground utilities, and signing should be located and maintained along the site frontage in a manner that preserves ISD in the future. *Attachment B contains sight distance photos taken at the site-access driveway.*

SAFETY ANALYSIS

The crash history of Scappoose Vernonia Highway within ¼ mile of the existing site-access driveway was reviewed to identify potential safety issues that could impact access to the site. Crash data was obtained from ODOT for the five-year period from January 1, 2018 through December 31, 2022. The data shows that one fixed-object crash was reported approximately 215-feet west of the driveway in 2019 that resulted in a minor injury. A review of the vehicle travel pattern indicates that the crash was not attributed to movements to/from the existing site driveway. No other crashes were reported in the area along Scappoose Vernonia Highway over the five-year period. Based on this review, there is no recent reported crash history that would suggest inherent safety concerns at the existing site driveway.

ON-SITE CIRCULATION AND STREET CONNECTIVITY

As indicated above, access to the site will be provided by an existing driveway located on the north side of Scappoose Vernonia Highway. This driveway provides access to an adjoining property to the west. The proposed development plan maintains the shared driveway with some minor changes to align the adjoining property driveway with the main driveway. *The proposed site-access driveway and adjoining property driveway are shown in the site plan in Attachment A.*

ACCESS SPACING STANDARDS

The City's access spacing standards are documented in the 2016 Scappoose Transportation System Plan (TSP, Reference 4). Per the TSP, the minimum standards are determined by functional classification and apply to private driveways and public streets. Per the TSP, Scappoose Vernonia Highway is a collector; therefore, the minimum driveway spacing for a commercial use, such as the proposed self-storage facility, is 100 feet. Field observations show that there are no driveways within 100 feet of the existing site-access driveway on the north side of the roadway.

BICYCLE AND PEDESTRIAN FACILITIES

The Crown Zellerbach Trail is a multi-use path that follows a historic logging route located on the north side of Scappoose Vernonia Highway and adjacent to the proposed development site. The trail is popular for hiking, biking, and horseback riding, with a relatively gentle grade suitable for all skill levels, including small children. The trail crosses multiple public streets and private driveways, including the existing site-access driveway. The proposed development plan in Attachment A shows the trail and identifies crosswalk signs and includes new pavement markings where the trail crosses the driveway.

FINDINGS

The information provided in this letter indicates that the existing site-access driveway can accommodate traffic generated by the proposed self-storage facility and can continue to be shared with the adjacent property. In addition, there is sufficient sight distance at the driveway, there is no crash history attributed to the driveway, the driveway meets access spacing standards, and the driveway design accounts for the Crown Zellerbach Trail. Therefore, no additional analysis and no off-site mitigations are needed.

We trust this letter provides sufficient information related to the proposed self-storage facility. Please contact us with any questions or comments.

REFERENCES

1. Institute of Transportation Engineers. *Trip Generation Manual, 11th Edition*. 2021.
2. City of Scappoose. *Transportation Impact Study Guidelines*. 2016.
3. American Association of State Highway and Transportation Officials. *A Policy on Geometric Design of Highways and Streets.* 2018.
4. (AASHTO, Reference 3). City of Scappoose. *Scappoose Transportation System Plan*. 2016.

ATTACHMENTS

A. Propose Development Plan
B. Sight Distance Photos

SIGHT DISTANCE PHOTOS



Facing West from Site-Access Driveway



Facing East from Site-Access Driveway

DKS 117 COMMERCIAL STREET NE, SUITE 310, SALEM, OR 97301 • 503.391.8773 • DKSASSOCIATES.COM

TRANSPORTATION ANALYSIS

DATE: March 21, 2025

TO: Laurie Oliver Joseph | City of Scappoose

FROM: Reah Flisakowski, P.E. | DKS Associates

SUBJECT: Scappoose Proposed Rezone Transportation Planning Rule Evaluation

Project #24574-000

BACKGROUND

The City of Scappoose is developing a 50-Year Plan that includes an Urban Growth Boundary (UGB) expansion and establishment of Urban Reserves to meet the forecasted 50-year growth demand. This memorandum presents a trip generation evaluation of specific Comprehensive Plan amendments and zone changes on several parcels. An assessment of Transportation Planning Rule (TPR) requirements found the proposed amendments could significantly affect existing or planned transportation facilities. However, the potential impact could be mitigated by applying a maximum trip cap on future development on specific parcels. The analysis and findings are presented in the following sections.

SCAPPOOSE COMPREHENSIVE PLAN AND ZONE CHANGES

As part of this planning effort, the city is proposing Comprehensive Plan amendments and zone changes on several lots. The proposed change areas are applicable to whole parcels, assuming the whole area could be redeveloped with new uses. The proposed changes are summarized below and shown in Figure 1.

- Six parcels with 100.9 total acres located in the north portion of the city, changing from Industrial to Commercial plan designation
- One parcel with 9.4 total acres located in the north portion of the city, changing from LI (Light Industrial) zoning to EC (Expanded Commercial).
- Two parcels with 11.7 total acres located in the center of the city, changing from A-1 (High Density Residential) zoning to PL-R zoning (Public Land).
- Four parcels with 7.9 total acres located in the south portion of the city, changing from R-4 (Moderate Density Residential) zoning to EC (Expanded Commercial).

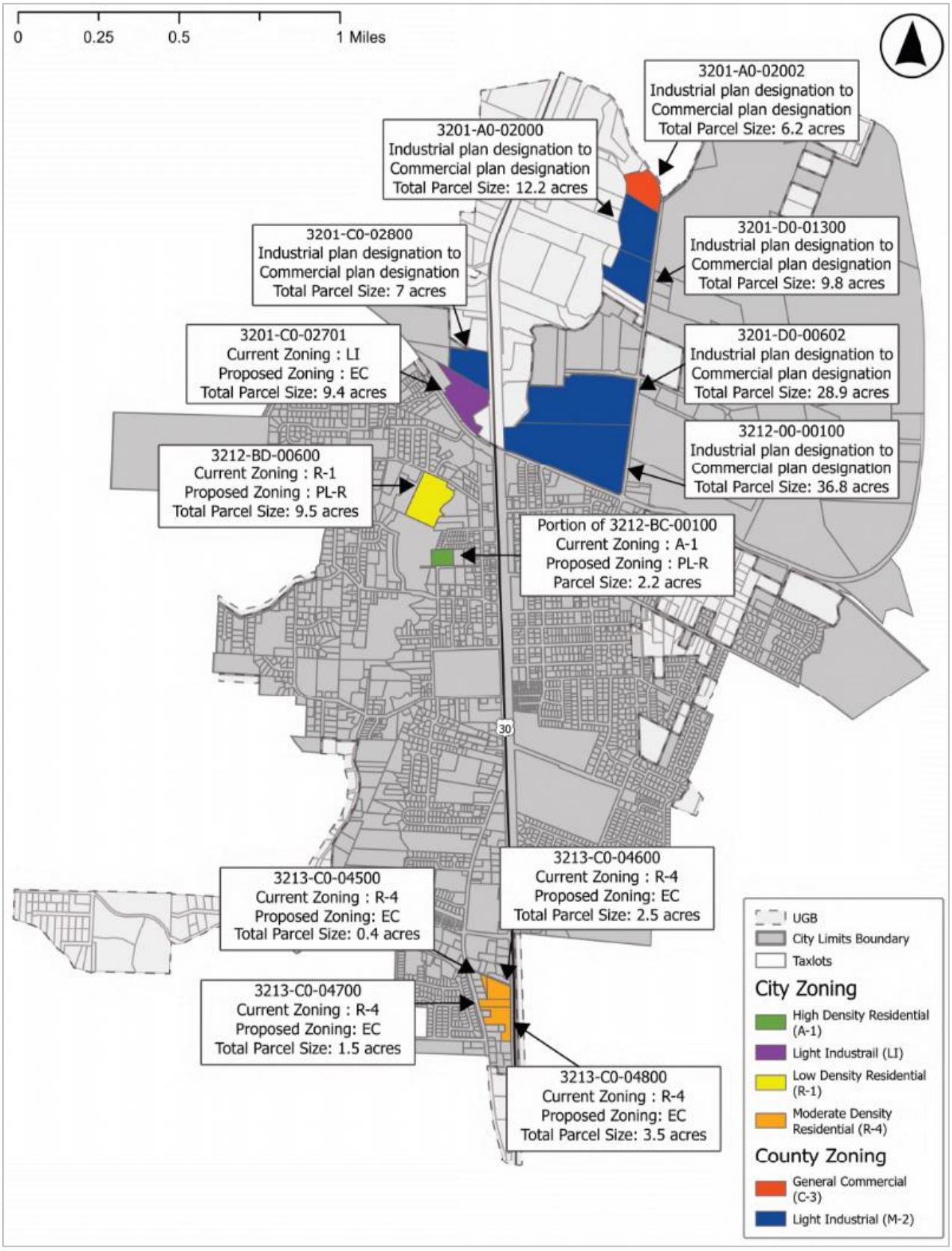


FIGURE 1: CITY OF SCAPPOOSE PROPOSED LAND USE ZONE CHANGES

The two parcels located in the central portion of the City (Figure 1) are proposed to change to Public Land – Recreation (PL-R) and have already been approved to develop or have been developed as a City park which is a permitted use in the existing residential zones. Park use would result in significantly lower vehicle trips than buildout of the land under residential zoning. Therefore, a trip generation assessment was not conducted to evaluate potential impacts as none would be triggered.

For the trip estimate assessment, it was assumed the Industrial plan designation would be equivalent to Light Industrial zoning and the Commercial plan designation would be equivalent to Expanded Commercial zoning.

Descriptions of the various zoning designations from the Scappoose Municipal Code[1] are provided below.

- **LI (Light Industrial)** - Provide appropriate locations for industrial uses including light manufacturing, and processing, assembling, packaging or treatment of produce or products from previously prepared materials.
- **EC (Expanded Commercial)** - Combines light manufacturing, office, retail sales, and complementary related commercial uses.
- **A-1 (High Density Residential)** – Provide for multiple-family residential units in moderate to high density residential developments.
- **PL-R (Public Lands – Recreation) -** Provide for the establishment of various types of public recreation facilities.
- **R-4 (Moderate Density Residential)** - Provide residential use in areas of moderate population concentrations. Permitted land uses include single-family detached or attached dwelling units and multi-family dwelling units. Average net density is 7.5 dwelling units per acre.

LAND USE AND TRIP GENERATION ANALYSIS

Each of the proposed Comprehensive Plan Map amendments and zone changes were evaluated to estimate the expected vehicle trip generation of the reasonable worst-case development potential under the existing and proposed zoning scenarios. The comparison provides the net increase in vehicle trips to the surrounding transportation system. The current edition of the ITE Trip Generation Manual[2] provides average trip generation rates for land uses. Vehicles trips were estimated for daily, morning peak hour (highest hour from 7 to 9 AM) and evening peak hour (highest hour from 4 to 6 PM).

The Light Industrial land use under a reasonable worse case buildout was most closely represented by ITE General Light Industrial land use code. The Expanded Commercial land use under a reasonable worse case buildout was anticipated to be a mix of several land uses: 40% commercial, 20% office and 40% multifamily residential. Commercial land use was most closely represented by

[1] A complete list of permitted land uses can be found in the Scappoose Municipal Code, Title 17 Land Use and Development, https://scappoose.municipal.codes/Code/17

[2] Trip Generation Manual, 11th Edition, Institute of Transportation Engineers, 2021.

ITE Shopping Plaza (without a supermarket) land use code. Office land use was most closely represented by ITE General Office land use code. Multifamily Residential land use was most closely represented by ITE Multifamily Housing – Low Rise land use code.

A trip reduction was applied to the Shopping Plaza land use code to account for passby trips. Passby trips are those trips already on the roadways immediately adjacent to the site but altering their path at the driveway to visit the site.

TRIP GENERATION

The proposed Comprehensive Plan Map amendment includes three parcels with a total of 25.4 acres changing from Industrial to Commercial plan designation, one parcel with a total 9.4 acres changing from LI (Light Industrial) to EC (Expanded Commercial) designation, and four parcels with a total of 8.0 acres converting from R-4 (Moderate Density Residential) zoning to EC. The following sections summarize the land use and trip generation calculations for each parcel.

PARCEL ID: 3201-A0-02000

Table 1 provides a summary of the land use and trip generation calculations for the largest parcel changing from Industrial to Commercial plan designation with 12.2 total acres. The proposed change would result in an increase of up to 3,214 daily trips, 51 AM peak hour trips, and 222 PM peak hour trips.

TABLE 1: 3201-A0-02000 TRIP GENERATION ESTIMATE

ZONING AND LAND USE (ITE CODE)	SIZE	WEEKDAY TRIP GENERATION		
		DAILY	AM PEAK HOUR	PM PEAK HOUR
EXISTING ZONING – LIGHT INDUSTRIAL				
GENERAL LIGHT INDUSTRIAL (110)	159 KSF	774	118	103
PROPOSED ZONING – COMMERCIAL				
SHOPPING PLAZA WITHOUT SUPERMARKET (821)	64 KSF	4,321	111	332
GENERAL OFFICE (710)	32 KSF	347	49	46
MULTIFAMILY HOUSING – LOW RISE (220)	117 DU	789	47	60
RETAIL PASS-BY TRIP REDUCTION (34%)		-2,056	-77	-197
PROPOSED ZONING TOTAL NET NEW TRIPS		3,988	169	325
NET CHANGE EXISTING TO PROPOSED ZONING		**3,214**	**51**	**222**

Note: Multifamily housing – low rise based on 24 dwelling units per acre

PARCEL ID: 3201-C0-02701

Table below provides a summary of the land use and trip generation calculations for the parcel with 9.4 total acres changing from LI (Light Industrial) to EC (Expanded Commercial) plan designation. The proposed change would result in an increase of up to 2,462 daily trips, 39 AM peak hour trips, and 141 PM peak hour trips.

TABLE 5: 3201-C0-02701 TRIP GENERATION ESTIMATE

ZONING AND LAND USE (ITE CODE)	SIZE	WEEKDAY TRIP GENERATION		
		DAILY	AM PEAK HOUR	PM PEAK HOUR
EXISTING ZONING – LIGHT INDUSTRIAL				
GENERAL LIGHT INDUSTRIAL (110)	123 KSF	599	91	80
PROPOSED ZONING – EXPANDED COMMERCIAL				
SHOPPING PLAZA WITHOUT SUPERMARKET (821)	49 KSF	3,308	85	254
GENERAL OFFICE (710)	25 KSF	271	38	36
MULTIFAMILY HOUSING – LOW RISE (220)	90 DU	607	36	17
RETAIL PASS-BY TRIP REDUCTION (34%)		-1,574	-59	-150
PROPOSED ZONING TOTAL NET NEW TRIPS		3,061	130	221
NET CHANGE EXISTING TO PROPOSED ZONING		**2,462**	**39**	**141**

Note: Multifamily housing – low rise based on 24 dwelling units per acre

TRANSPORTATION PLANNING RULE EVALUATION

The proposed zone change must be in accordance with Oregon Administrative Rule (OAR) 660-012-0060, the Transportation Planning Rule (TPR). The intent of the TPR (OAR 660-12-0060) is to ensure that future land use and traffic growth is consistent with transportation system planning and does not create a significant effect on the surrounding transportation system beyond currently allowed uses.

The definition of a significant effect varies by jurisdiction and no such definition is provided in the City of Scappoose code. According to the Oregon Highway Plan (OHP)[3], a net increase of less than 400 daily trips does not qualify as a significant effect. While the OHP is not applicable to city streets, it provides a reasonable estimate of a significant effect for TPR analysis purposes.

The proposed Comprehensive Plan Map amendments and zone changes for each would result in a trip increase of more than 400 daily trips which indicates a potential significant effect for TPR analysis purposes. The total daily trip estimates for each proposed zone change exceed 400 trips, except for the two smallest parcels converting to expanded commercial (3213-C0-04500 and 3213-C0-04700). The resulting level of trip growth from the proposed changes should be evaluated further to determine if any capacity mitigations would be required due to the significant effect.

TPR ASSESSMENT

Per OAR 660-012-0060, Section (9), a zoning map amendment would not significantly affect an existing or planned transportation facility if **all** of the following requirements are met:

(a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the comprehensive plan map;

This requirement is not met since the proposed changes are not consistent with the City's Comprehensive Plan Map designations.

(b) The local government has an acknowledged TSP and the proposed zoning is consistent with the TSP; and

This requirement is not met since the proposed zone changes are not consistent with the City of Scappoose adopted TSP assumptions.

(c) The area subject to the zoning map amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660-024-0020(1)(d), or the area was exempted from this rule, but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.

[3] 1999 Oregon Highway Plan, Action 1F.5, Pages 80-81.

This requirement is not met as the proposed change areas were evaluated in the City's adopted TSP under the current Comprehensive Plan designations and zoning. The proposed zone changes are not consistent with the City of Scappoose adopted TSP assumptions.

Because all of the above listed requirements are not met, the proposed amendments may create a significant effect on the surrounding transportation system.

PROPOSED MITIGATION

The proposed Comprehensive Plan Map amendments and zone changes for all parcels except 3213-C0-04500 (shown in Table 8) resulted in a trip increase of more than 400 daily trips which indicates a potential significant effect for TPR analysis purposes.

To mitigate potential significant effects on the transportation system from the proposed amendments and zone changes to the parcels listed above, the city should impose a limit to the allowable new development on each parcel. Future development applications would be limited to an increase of up to 400 daily trips on each parcel beyond what is allowed under the current zoning designation. A trip generation estimate with each development application would be required to ensure the TPR trip cap for each parcel is not exceeded as shown in Table 11.

TABLE 11: PARCEL TRIP CAP SUMMARY

PARCEL	AREA (ACRES)	DAILY NET NEW TRIP GENERATION		
		EXISTING ZONING	TPR ALLOWED TRIP CAP INCREASE	PROPOSED ZONING
Parcel ID: 3201-A0-02000	12.2	774	400	1,174
Parcel ID: 3201-A0-02002	6.2	394	400	794
Parcel ID: 3201-DO-01300	9.8	623	400	1,023
Parcel ID: 3201-C0-02800	7	443	400	843
Parcel ID: 3201-C0-02701	9.4	599	400	999
Parcel ID: 3201-D0-00602	28.9	1,841	400	2,241
Parcel ID: 3201-00-00100	36.8	2,342	400	2,742
Parcel ID: 3213-C0-04800	3.5	302	400	702
Parcel ID: 3213-C0-04600	2.5	216	400	616

ATTACHMENTS

TRIP GENERATION ESTIMATE

3201-C0-02701

Zoning and Land Use (ITE Code)	Size	Weekday Trip Generation		
		Daily	AM Peak Hour	PM Peak Hour
existing zoning – light industrial				
general light industrial (110)	123 KSF	599	91	80
proposed zoning - commercial				
shopping plaza without supermarket (821)	49 KSF	3,308	85	254
general office (710)	25 KSF	271	38	36
multifamily housing – low rise (220)	90 DU	607	36	17
retail passby trip reduction (34%)		1,125	29	86
PROPOSED ZONING TOTAL NET NEW TRIPS		3,061	130	221
NET CHANGE EXISTING TO PROPOZED ZONING		**2,462**	**39**	**141**

3201-A0-02000

Zoning and Land Use (ITE Code)	Size	Weekday Trip Generation		
		Daily	AM Peak Hour	PM Peak Hour
existing zoning – light industrial				
general light industrial (110)	159 KSF	774	118	103
proposed zoning - commercial				
shopping plaza without supermarket (821)	64 KSF	4321	111	332
general office (710)	32 KSF	347	49	46
multifamily housing – low rise (220)	117 DU	789	47	60
retail passby trip reduction (34%)		1,469	38	113
PROPOSED ZONING TOTAL NET NEW TRIPS		3,988	169	325
NET CHANGE EXISTING TO PROPOZED ZONING		**3,214**	**51**	**222**

Exhibit 8

Lower Columbia Engineering
58640 McNulty Way
St. Helens, OR 97051
503.366.0399

Technical Memorandum

To: City of Scappoose, Oregon
N.J. Johnson, MPA, Assistant to City Manager, City Planner
Laurie Oliver Joseph, AICP, CFM, Community Development Director
Chris Negelspach, P.E., City Engineer

From: Andrew Niemi, Principal Engineer & Owner
Lower Columbia Engineering

Date: April 2nd, 2025
Subject: Cut/Fill Balance Memorandum
Job No.: 3550

In accordance with chapter 17.84.170 of the Scappoose Municipal Code an analysis was performed to determine the net cut/fill grading affects within the 100-year flood plain for the proposed Ofstad Self Storage development.

As part of this analysis, a volumetric surface was developed by comparing existing topographic data to the proposed surface as shown on the overall grading and stormwater plan, sheet C-4.0. This comparison was then focused down to analyze portions of the subject property within the 100-year floodplain. After completing this analysis, it was determined that there is no net fill within the 100-year flood plain. As shown within table 1 all proposed fill (primarily from elevating buildings to be at least 1 foot above base flood elevation) is mitigated within the same taxlot primarily to construct two stormwater facilities.

Table 1. Cut and Fill Quantities on Tax Lot 2701

Design Storm Event	Volume (BCY)
Fill	750
Cut	970

As seen within table 1, the proposed grading plan shows approximately 750 cubic yards of fill within the 100-year floodplain, but due to the construction of two stormwater facilities, this fill volume is offset to result in a net cut of 220 cubic yards.

Please let us know of any questions,

Andrew D. Niemi, P.E.
Principal Engineer



Oregon
Tina Kotek, Governor

Department of State Lands
775 Summer Street NE, Suite 100
Salem, OR 97301-1279
(503) 986-5200
FAX (503) 378-4844
www.oregon.gov/dsl

State Land Board

Tina Kotek
Governor

LaVonne Griffin-Valade
Secretary of State

Tobias Read
State Treasurer

February 14, 2024

Keith Settle
33341 Gilmore Road
Scappoose, OR 97056

Re: WD # 2023-0489 **Approved**
Wetland Delineation Report for Alder Creek
Columbia County; T3N R2W S1CC TLs 1800 and 3800; S1C TLs 2701 and 3300 (Portion); S12BA TL4100 (Portion)
City of Scappoose Local Wetlands Inventory Wetland SSC-2

Dear Keith Settle:

The Department of State Lands has reviewed the wetland delineation report prepared by Aura/Benthos Ecosystem Services LLC for the site referenced above. Please note that the study area includes only a portion of the tax lots described above (see the attached maps). Based upon the information presented in the report, we concur with the wetland and waterway boundaries as mapped in Figure 6 Index, 6-1, 6-2, 6-2A, 6-2B, 6-2C, 6-3, 6-3A, 6-4, 6-4A, and 6-5 of the report. Please replace all copies of the preliminary wetland maps with these final Department-approved maps.

Within the study area, 6 wetlands (Wetland A, B and C; 1; 2 and 3; totaling approximately 0.5403 acres), 2 waterways (Alder Creek, South Scappoose Creek) and 3 ditches (Ditch 1, 2 and 3) were identified. The wetlands, waterways, and ditches are subject to the permit requirements of the state Removal-Fill Law. Normally, a state permit is required for cumulative fill or annual excavation of 50 cubic yards or more in wetlands or below the ordinary high-water line (OHWL) of the waterway (or the 2-year recurrence interval flood elevation if OHWL cannot be determined). However, Alder and South Scappoose Creeks are essential salmonid streams. Therefore, fill or removal of any amount of material below their OHWLs or within hydrologically-connected wetlands (Wetland A) may require a state permit.

This concurrence is for purposes of the state Removal-Fill Law only. We recommend that you attach a copy of this concurrence letter to any subsequent state permit application to speed application review. Federal, other state agencies or local permit requirements may apply as well. The U.S. Army Corps of Engineers will determine jurisdiction under the Clean Water Act, which may require submittal of a complete Wetland Delineation Report.

Please be advised that state law establishes a preference for avoidance of wetland impacts. Because measures to avoid and minimize wetland impacts may include reconfiguring parcel layout and size or development design, we recommend that you work with Department staff on appropriate site design before completing the city or county land use approval process.

This concurrence is based on information provided to the agency. The jurisdictional determination is valid for five years from the date of this letter unless new information necessitates revision. Circumstances under which the Department may change a determination are found in OAR 141-090-0045 (available on our web site or upon request). In addition, laws enacted by the legislature and/or rules adopted by the Department may result in a change in jurisdiction; individuals and applicants are subject to the regulations that are in effect at the time of the removal-fill activity or complete permit application. The applicant, landowner, or agent may submit a request for reconsideration of this determination in writing within six months of the date of this letter.

Thank you for having the site evaluated. If you have any questions, please contact Chris Stevenson, PWS and Jurisdiction Coordinator, at (503) 798-7622.

Sincerely,



Peter Ryan, SPWS
Aquatic Resource Specialist

Enclosures

ec: Stephanie James, Turnstone Environmental
City of Scappoose Planning Department (Maps enclosed for refining LWI)
Brittney Campos, Corps of Engineers
Katie Blauvelt, DSL
Tom Dee, PWS, PBS Engineering and Environment

WETLAND DELINEATION / DETERMINATION REPORT COVER FORM

Fully completed and signed report cover forms and applicable fees are required before report review timelines are initiated by the Department of State Lands. Make checks payable to the Oregon Department of State Lands. To pay fees by credit card, go online at: https://apps.oregon.gov/DSL/EPS/program?key=4.

Attach this completed and signed form to the front of an unbound report or include a hard copy with a digital version (single PDF file of the report cover form and report, minimum 300 dpi resolution) and submit to: **Oregon Department of State Lands, 775 Summer Street NE, Suite 100, Salem, OR 97301-1279.** A single PDF of the completed cover from and report may be e-mailed to: **Wetland_Delineation@dsl.state.or.us**. For submittal of PDF files larger than 10 MB, e-mail DSL instructions on how to access the file from your ftp or other file sharing website.

Contact and Authorization Information

☒ Applicant ☒ Owner Name, Firm and Address:
Keith Settle
33341 Gilmore Road
Scappoose, OR 97056

Business phone # (503) 543-6696
Mobile phone # (optional)
E-mail: keith@oxboinc.com

☐ Authorized Legal Agent, Name and Address (if different):

Business phone #
Mobile phone # (optional)
E-mail:

I either own the property described below or I have legal authority to allow access to the property. I authorize the Department to access the property for the purpose of confirming the information in the report, after prior notification to the primary contact.

Typed/Printed Name: Keith Settle **Signature:** Keith Settle Digitally signed by Keith Settle Date: 2023.10.03 11:06:09 -05'00'

Date: 10/03/2023 Special instructions regarding site access: _____

Project and Site Information

Project Name: Alder Creek

Latitude: 45.765860 Longitude: -122.880763
decimal degree - centroid of site or start & end points of linear project

Proposed Use:
To be determined

Tax Map # 3 02 01 CC 3 02 01 C0
Tax Lot(s) 1800 and 3800 2701 and 3300

Tax Map # 3 02 12 BA
Tax Lot(s) 4100

Project Street Address (or other descriptive location):
53026 NW Thornton Drive

Township 3N Range 2W Section 1 QQ CC
Use separate sheet for additional tax and location information

City: Scappoose County: Columbia

Waterway: Alder Creek River Mile: 0

Wetland Delineation Information

Wetland Consultant Name, Firm and Address:
Tom Dee, PWS, CERP
Aura/Benthos Ecosystem Services LLC
PO Box 14
Vernonia, OR 97064

Phone # (503) 348-2834
Mobile phone # (if applicable)
E-mail: ~~tom@aurabenthos.com~~

Contact: Stephanie James, Turnstone Environmental stephanie@turnstoneenvironmental.com

The information and conclusions on this form and in the attached report are true and correct to the best of my knowledge.

Consultant Signature: Thomas Dee Digitally signed by Thomas Dee DN: cn=Thomas Dee, o=Cascara Ecological Consulting, LLC, ou=Founder-Principal Ecologist, email=tom@cascaraeco.com, c=US Date: 2020.08.11 20:43:51 -07'00' Date: 08/11/2020

Primary Contact for report review and site access is ☐ Consultant ☒ Applicant/Owner ☐ Authorized Agent

Wetland/Waters Present? ☒ Yes ☐ No Study Area size: 15.21 Total Wetland Acreage: 0.5603

Check Applicable Boxes Below

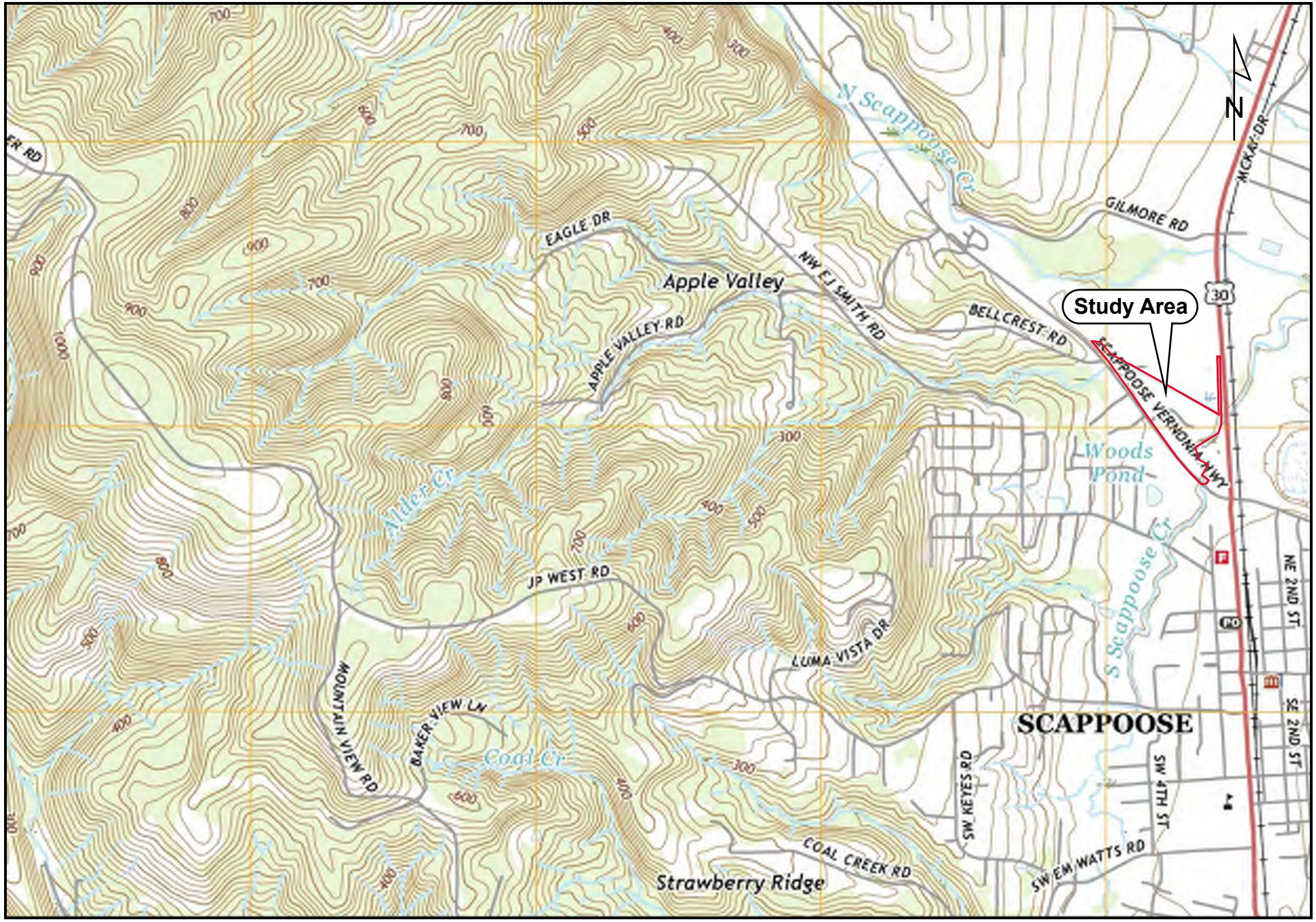
☐ R-F permit application submitted
☐ Mitigation bank site
☐ EFSC/ODOE Proj. Mgr:
☐ Wetland restoration/enhancement project (not mitigation)
☒ Previous delineation/application on parcel
If known, previous DSL # WD2016-0347

☒ Fee payment submitted **$** 540
☐ Resubmittal of rejected report ($100)
☐ Request for Reissuance. See eligibility criteria. (no fee)
DSL # _____ Expiration date_____
☒ LWI shows wetlands or waters on parcel
Wetland ID code SSC-02

For Office Use Only

DSL Reviewer: DE Fee Paid Date: ____ / ____ / ____ DSL WD # 2023-0487

Date Delineation Received: 10 / 20 / 2023 Scanned: ☐ Electronic: ☒ DSL App.# _____

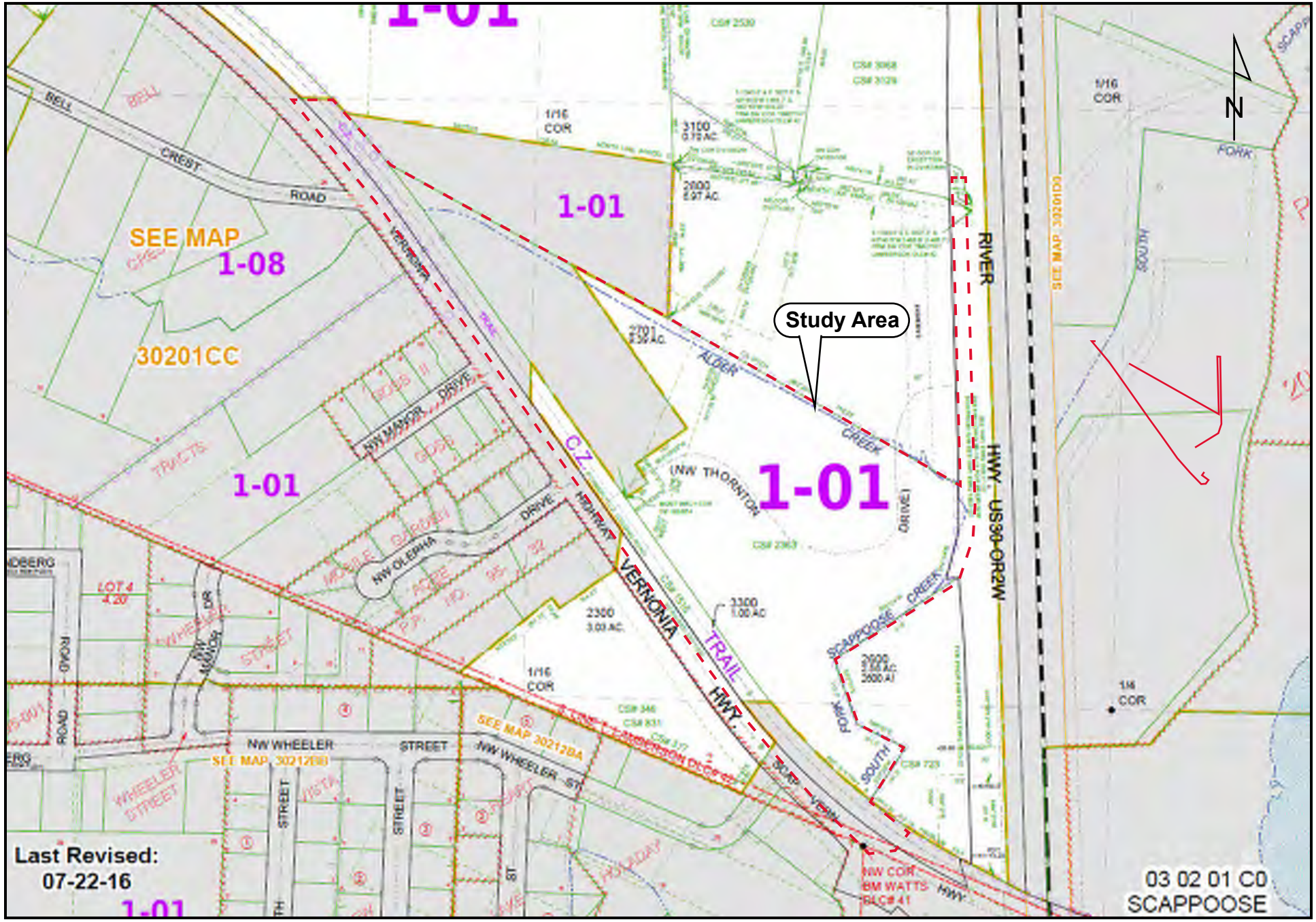


Alder Creek Wetland Delineation

Figure 1. Vicinity Map July 2020

Source: Chapman 7.5-minute Quadrangle (USGS 2020)

Aura/Benthos Ecosystem Services

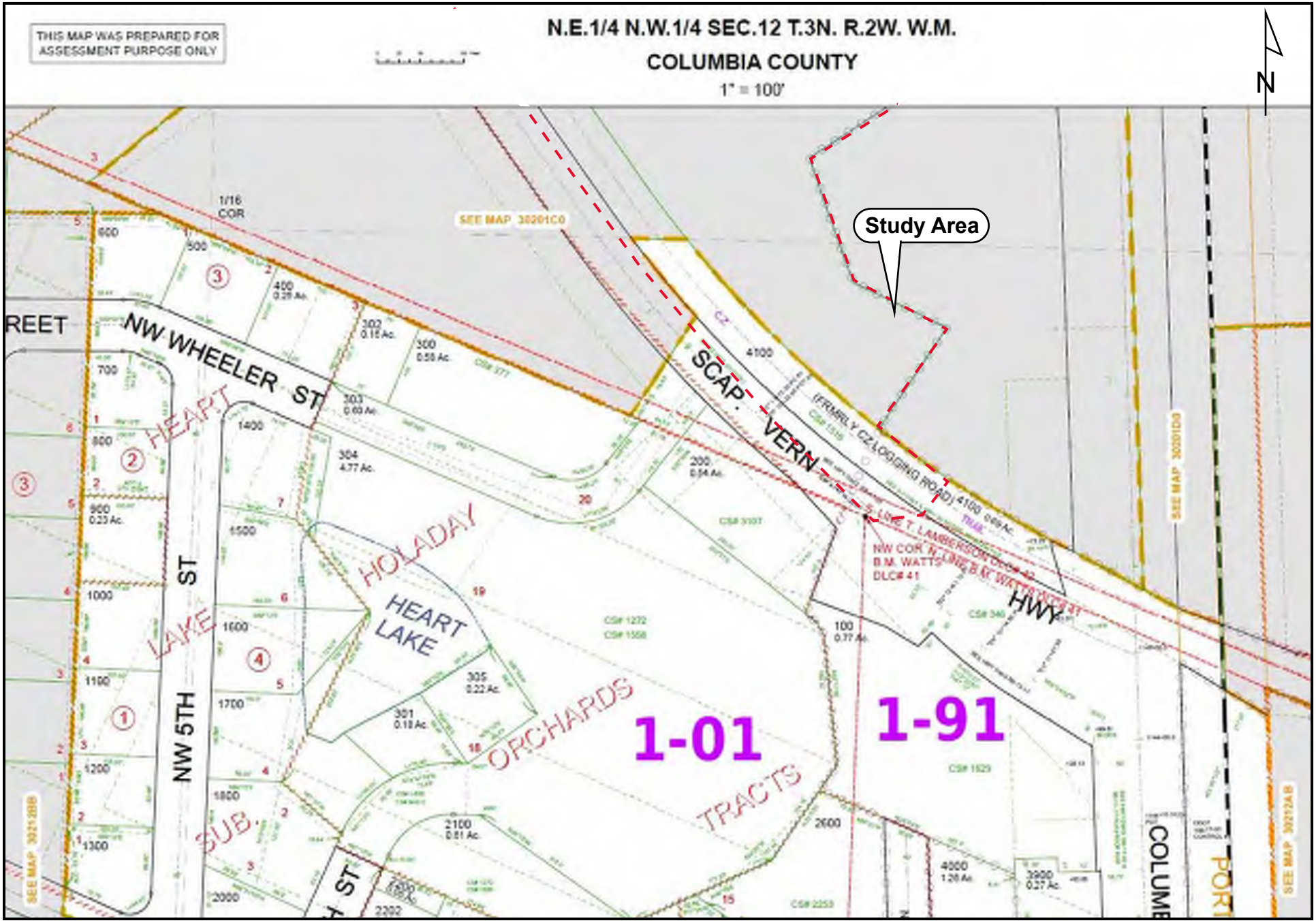


Alder Creek Wetland Delineation

Figure 2a. Tax Lot Map 3 02 01 C0 July 2020

Source: Columbia County 2020

Aura/Benthos Ecosystem Services

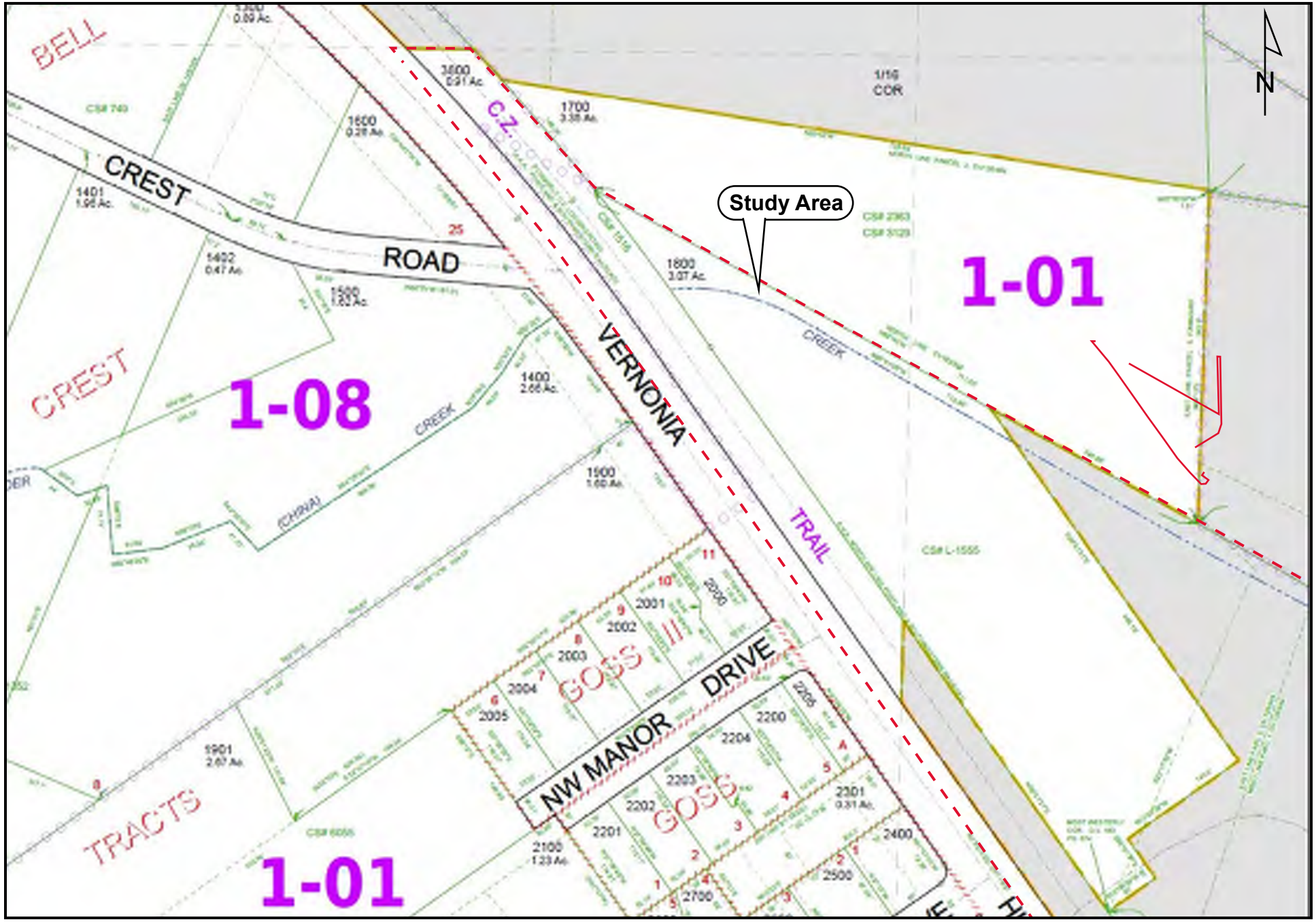


Alder Creek Wetland Delineation

Figure 2b. Tax Lot Map 3 02 12 BA July 2020

Source: Columbia County 2020

Aura/Benthos Ecosystem Services

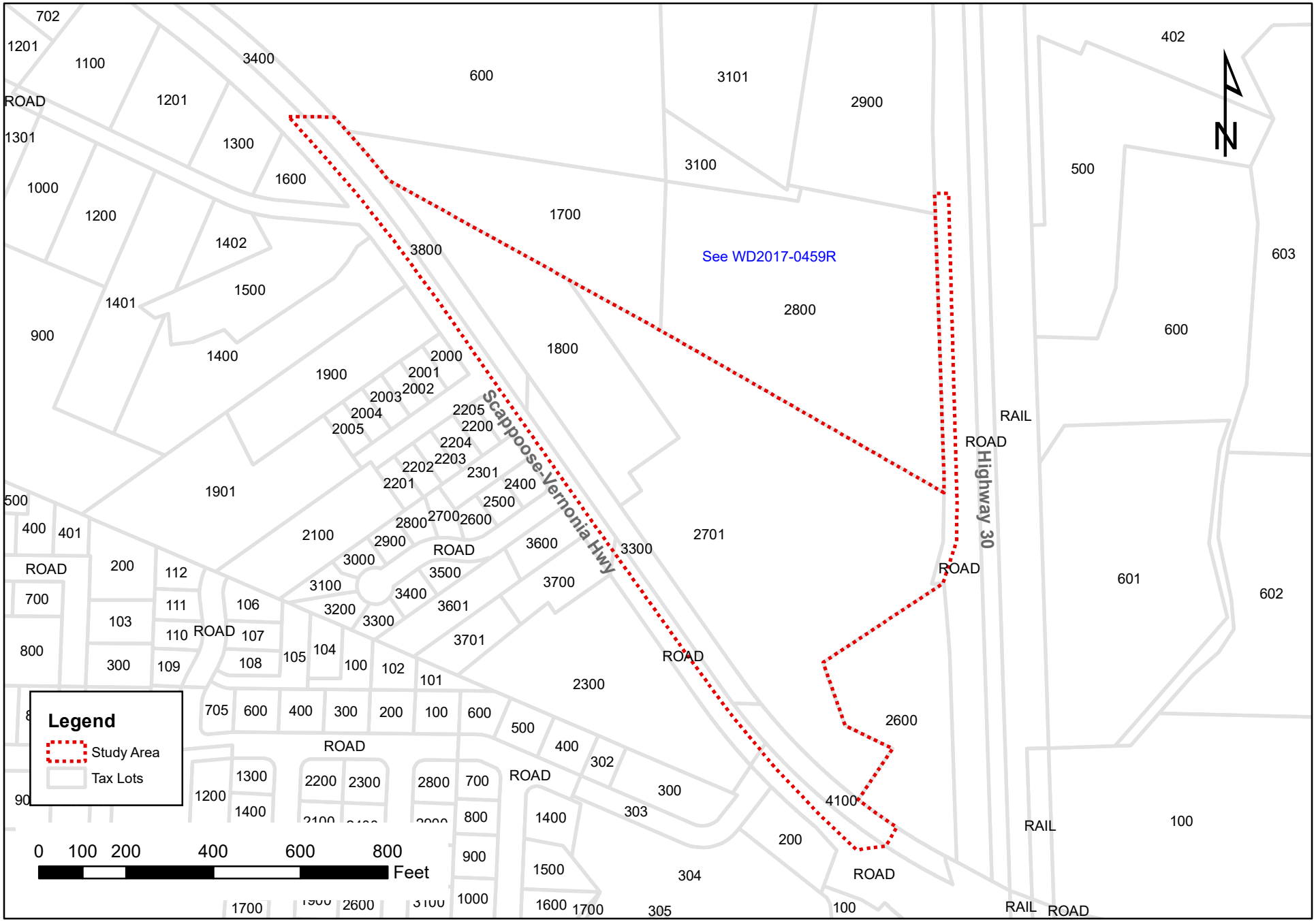


Alder Creek Wetland Delineation

Figure 2c. Tax Lot Map 3 02 01 CC July 2020

Source: Columbia County 2020

Aura/Benthos Ecosystem Services



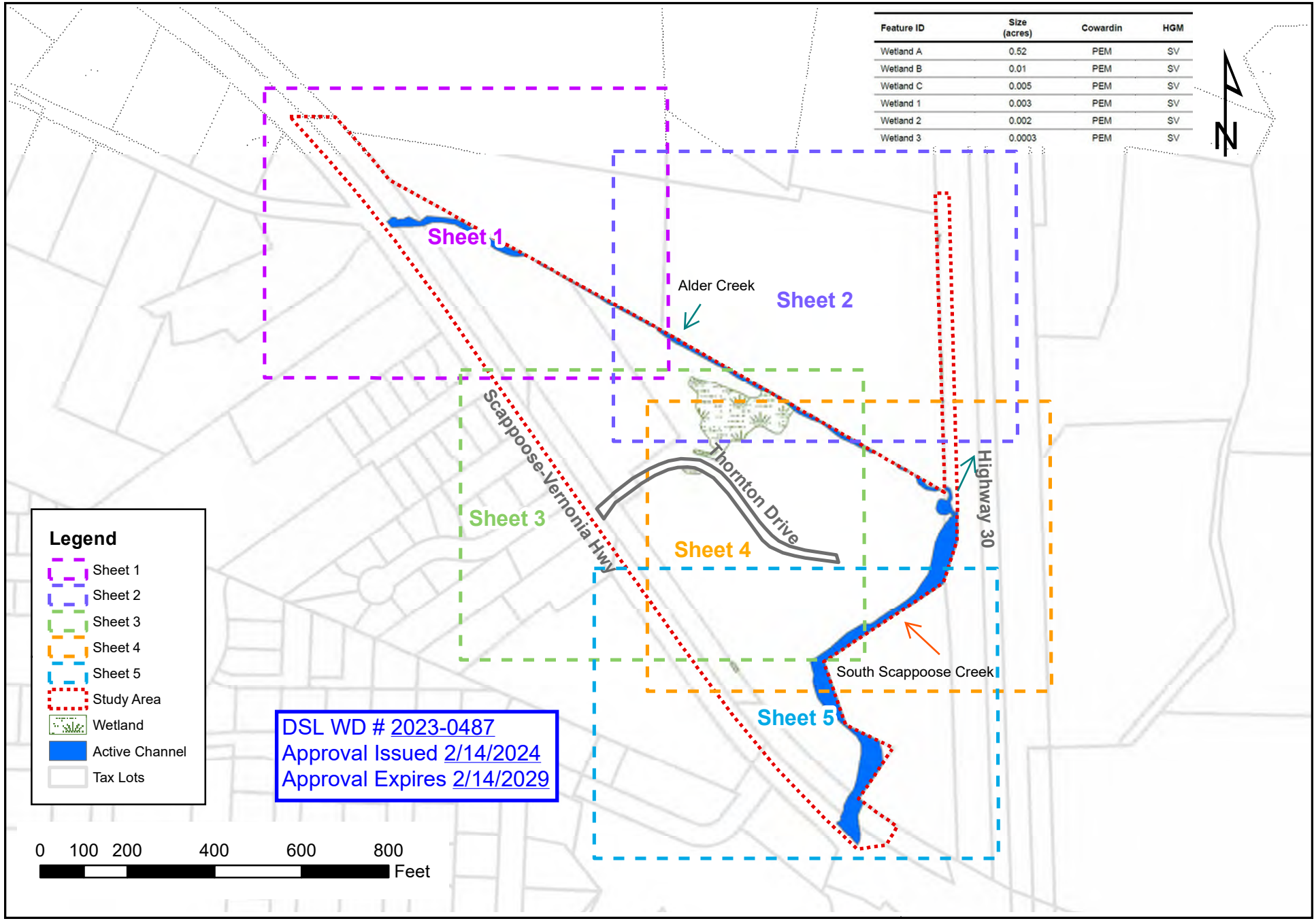
Alder Creek Wetland Delineation

Figure 3. Tax Lot Map

July 2020

Source: Columbia County 2019

Aura/Benthos Ecosystem Services

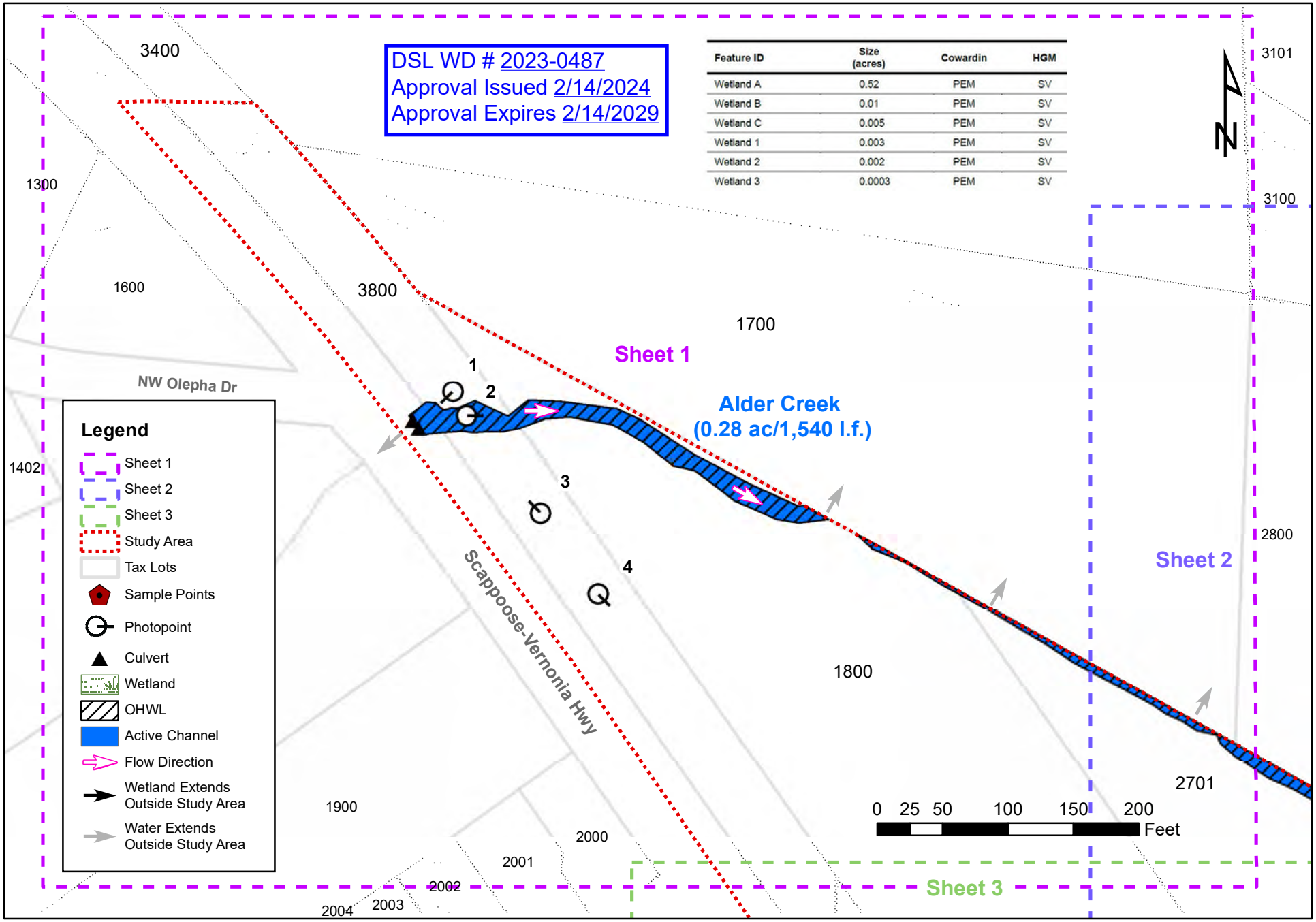


Alder Creek Wetland Delineation

Figure 6 Index Map July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services

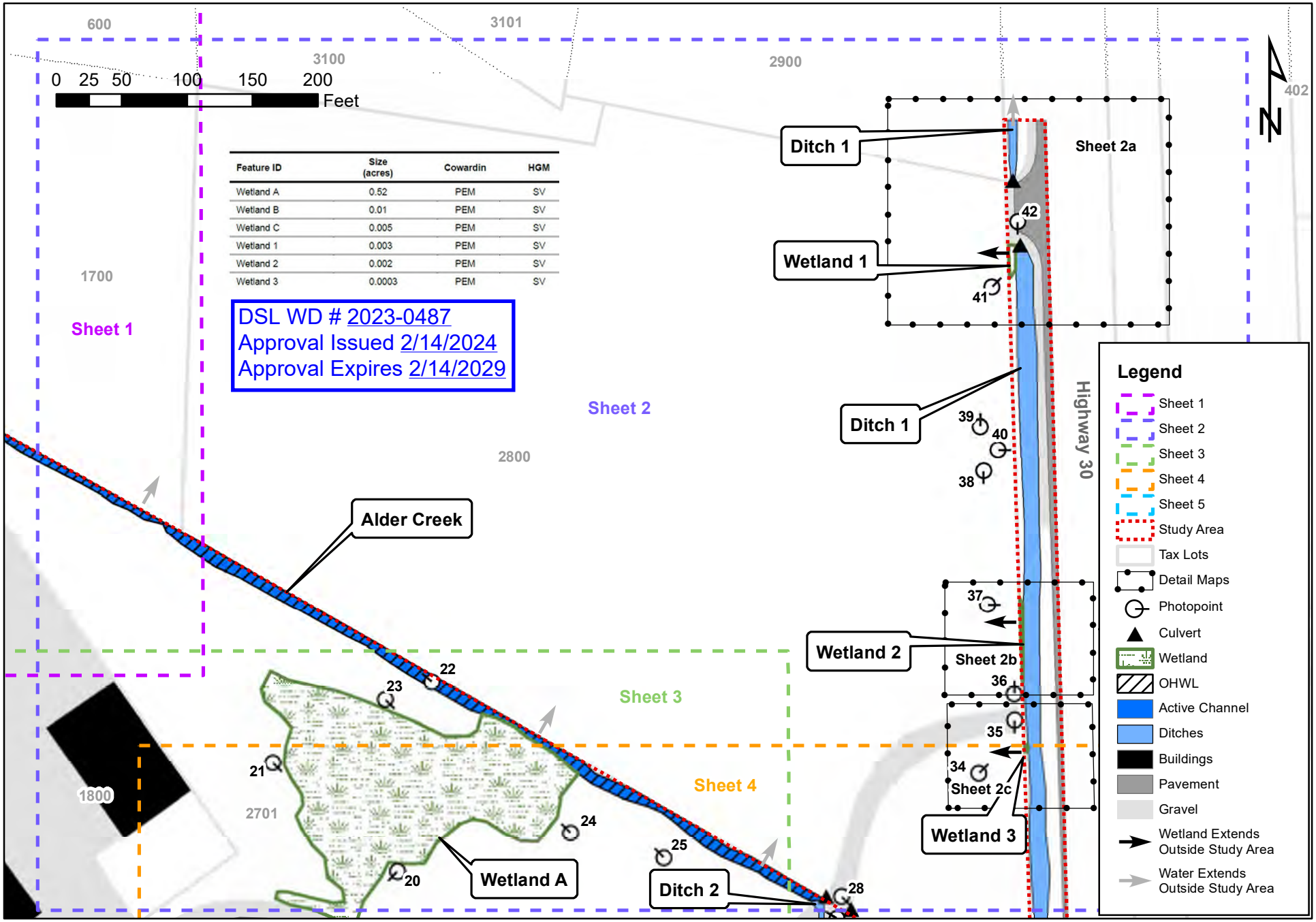


Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 1 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services

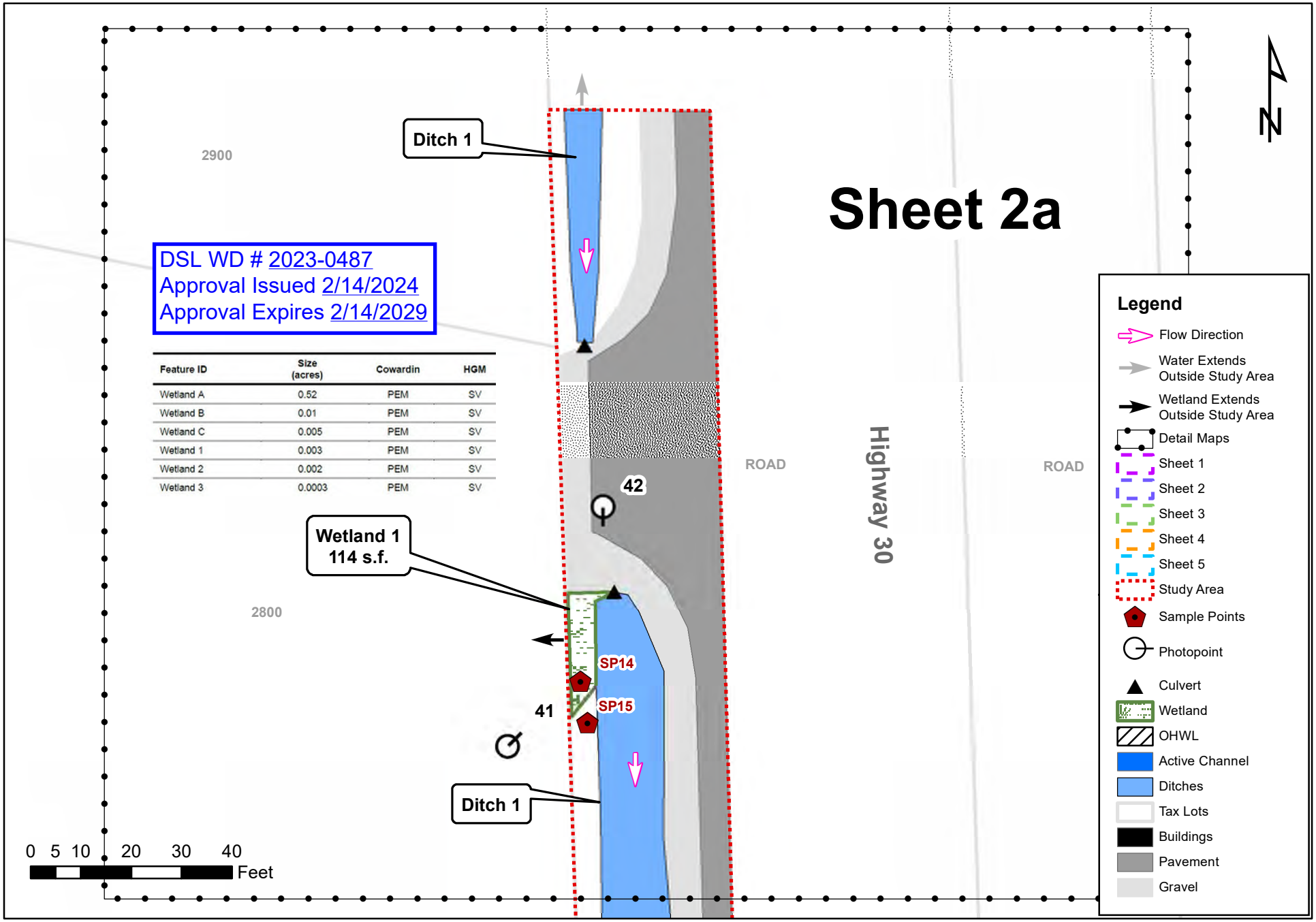


Alder Creek Wetland Delineation

Figure 6_. Delineation Map Sheet 2 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services

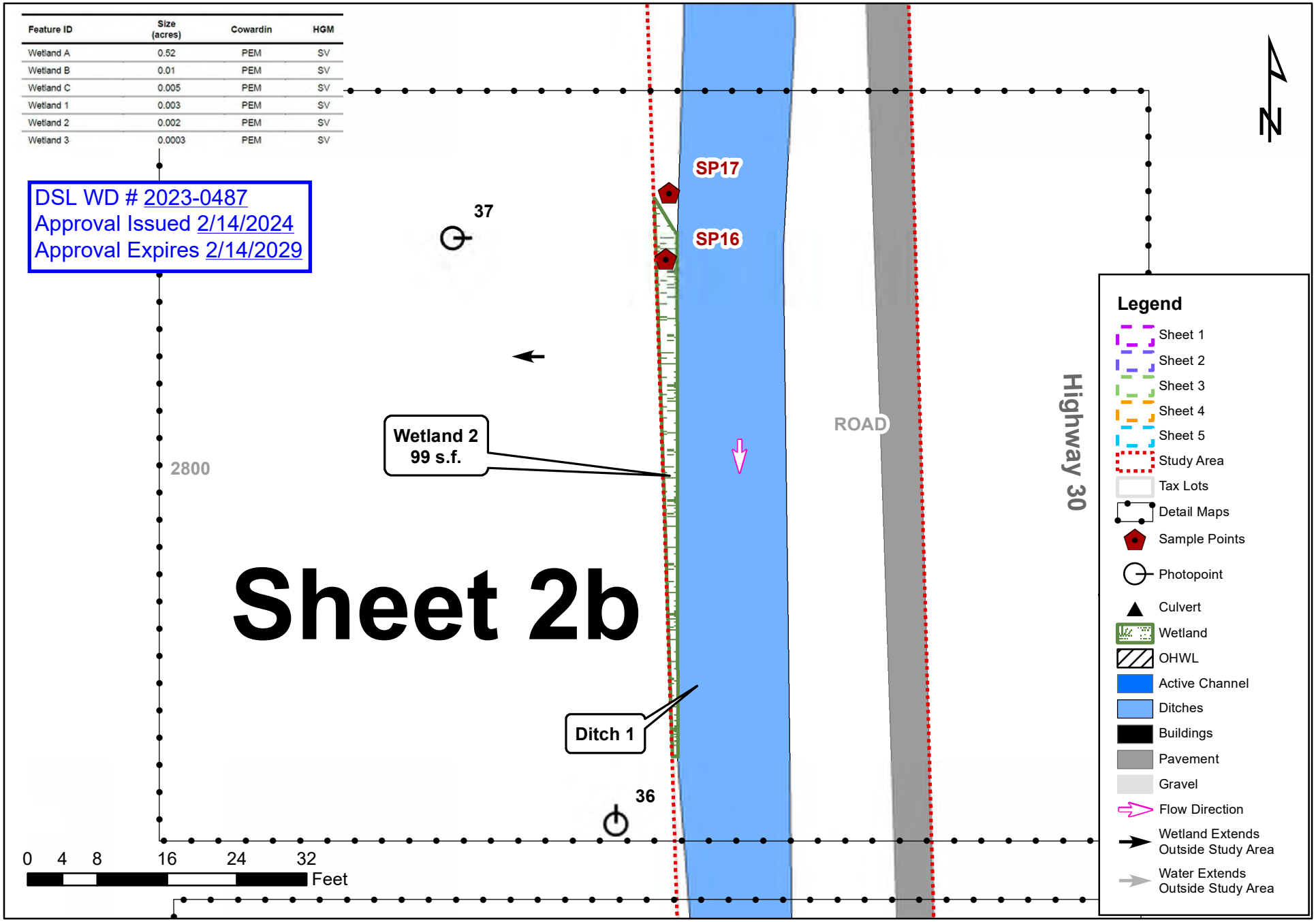


Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 2a July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services

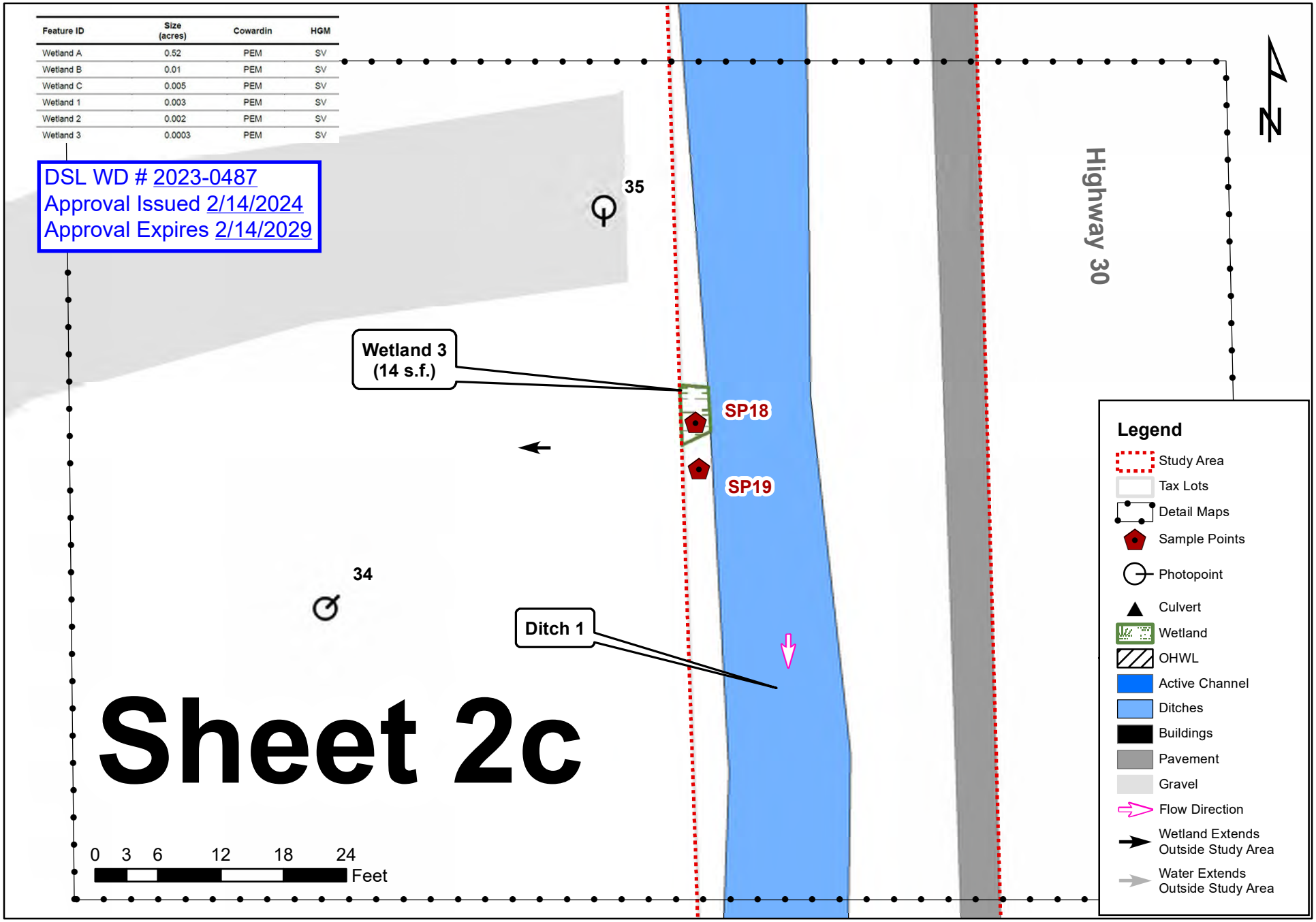


Alder Creek Wetland Delineation

Figure 6(Delineation Map Sheet 2b July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services



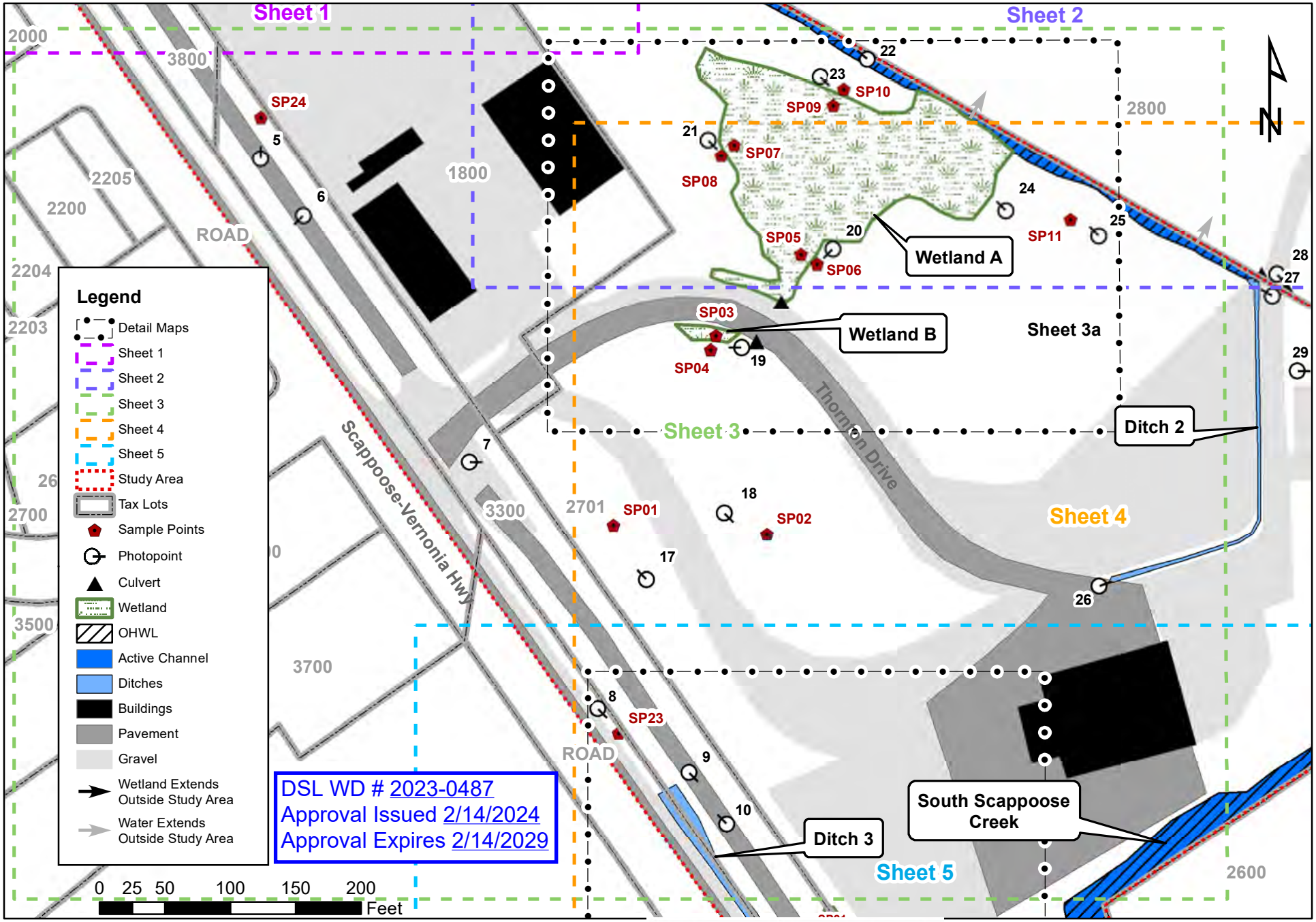
Alder Creek Wetland Delineation

Figure 6 . . Delineation Map Sheet 2c

July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services



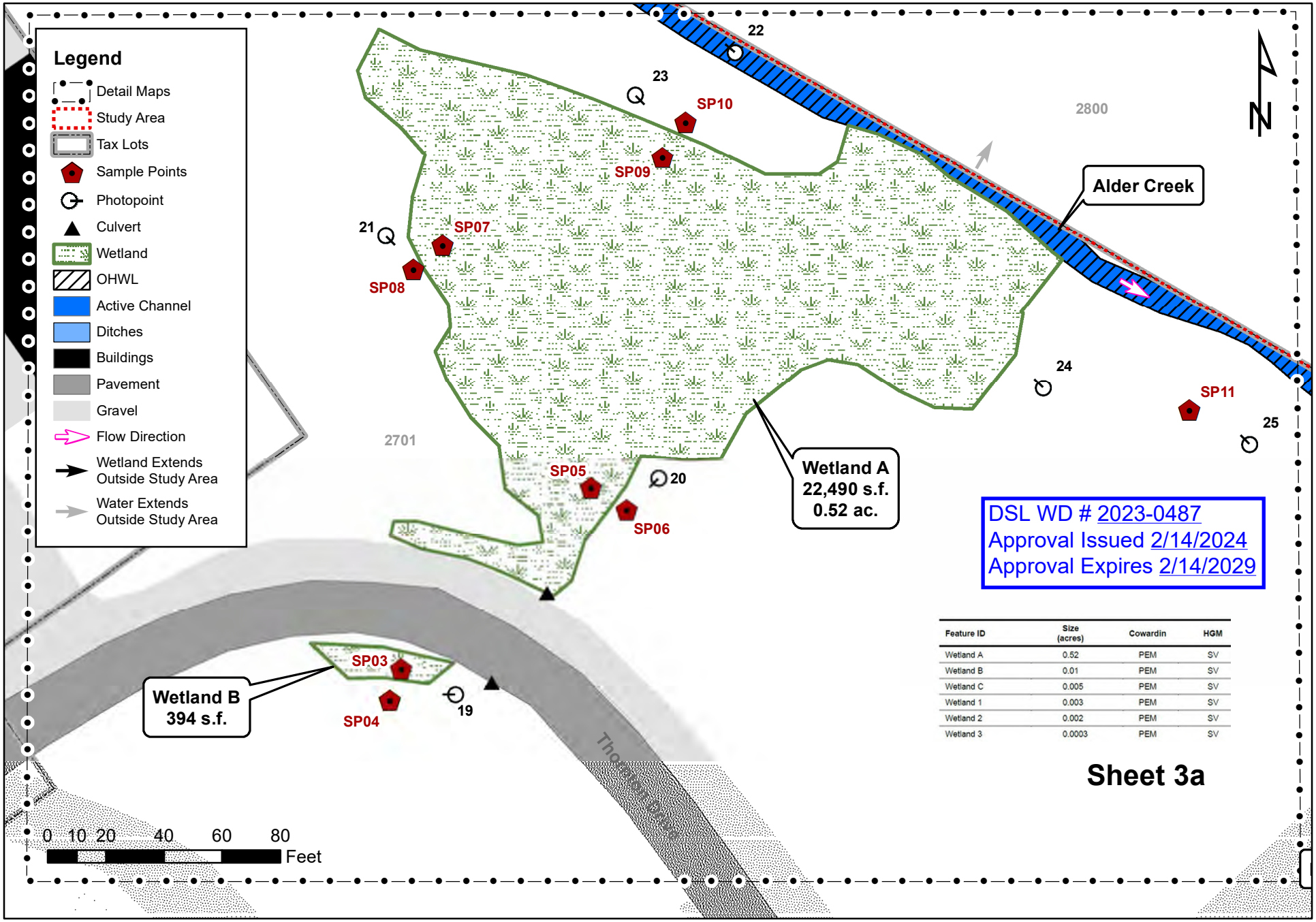
Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 3 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Feature ID	Size (acres)	Cowardin	HGM
Wetland A	0.52	PEM	SV
Wetland B	0.01	PEM	SV
Wetland C	0.005	PEM	SV
Wetland 1	0.003	PEM	SV
Wetland 2	0.002	PEM	SV
Wetland 3	0.0003	PEM	SV

Aura/Benthos Ecosystem Services

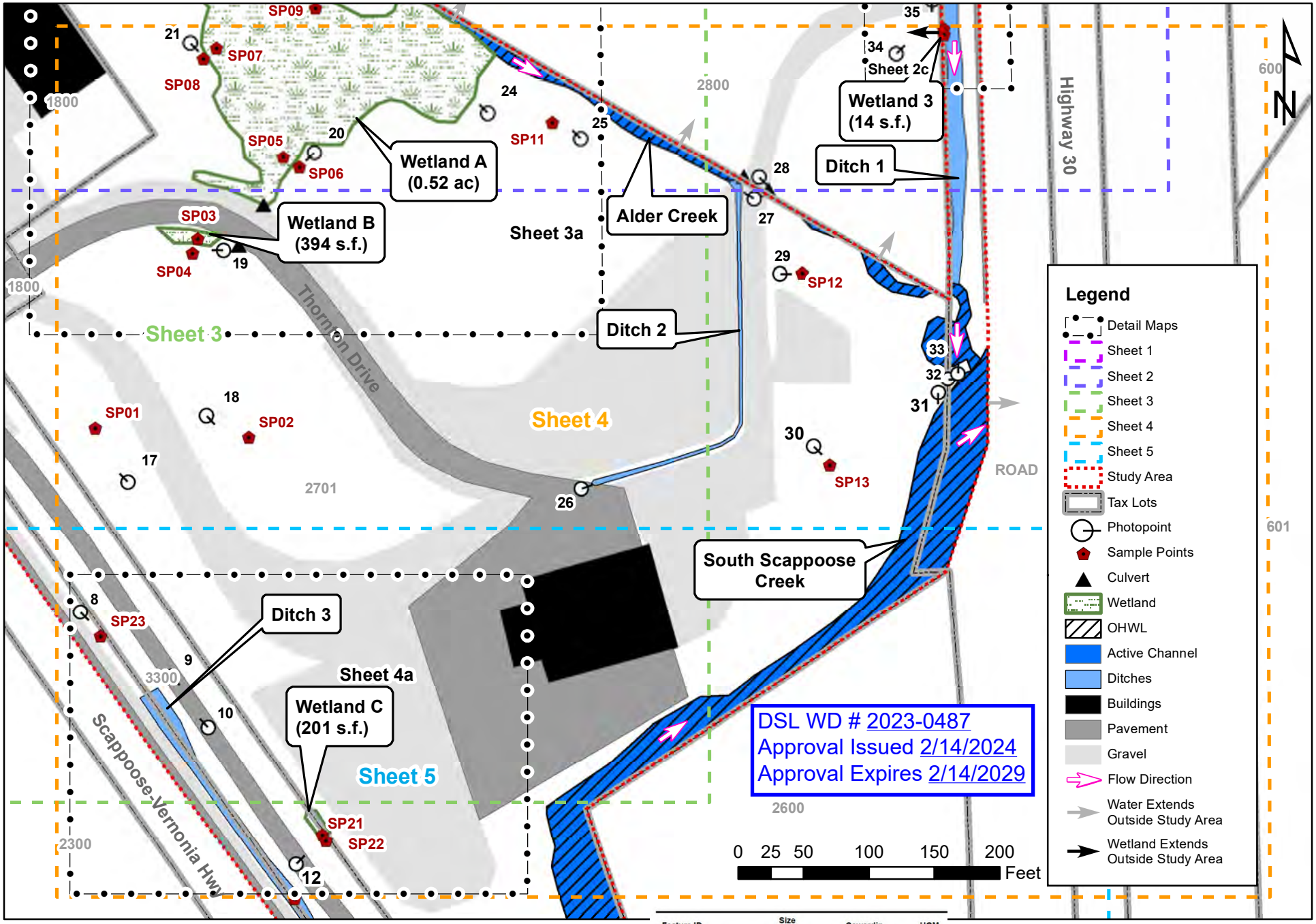


Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 3a July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services



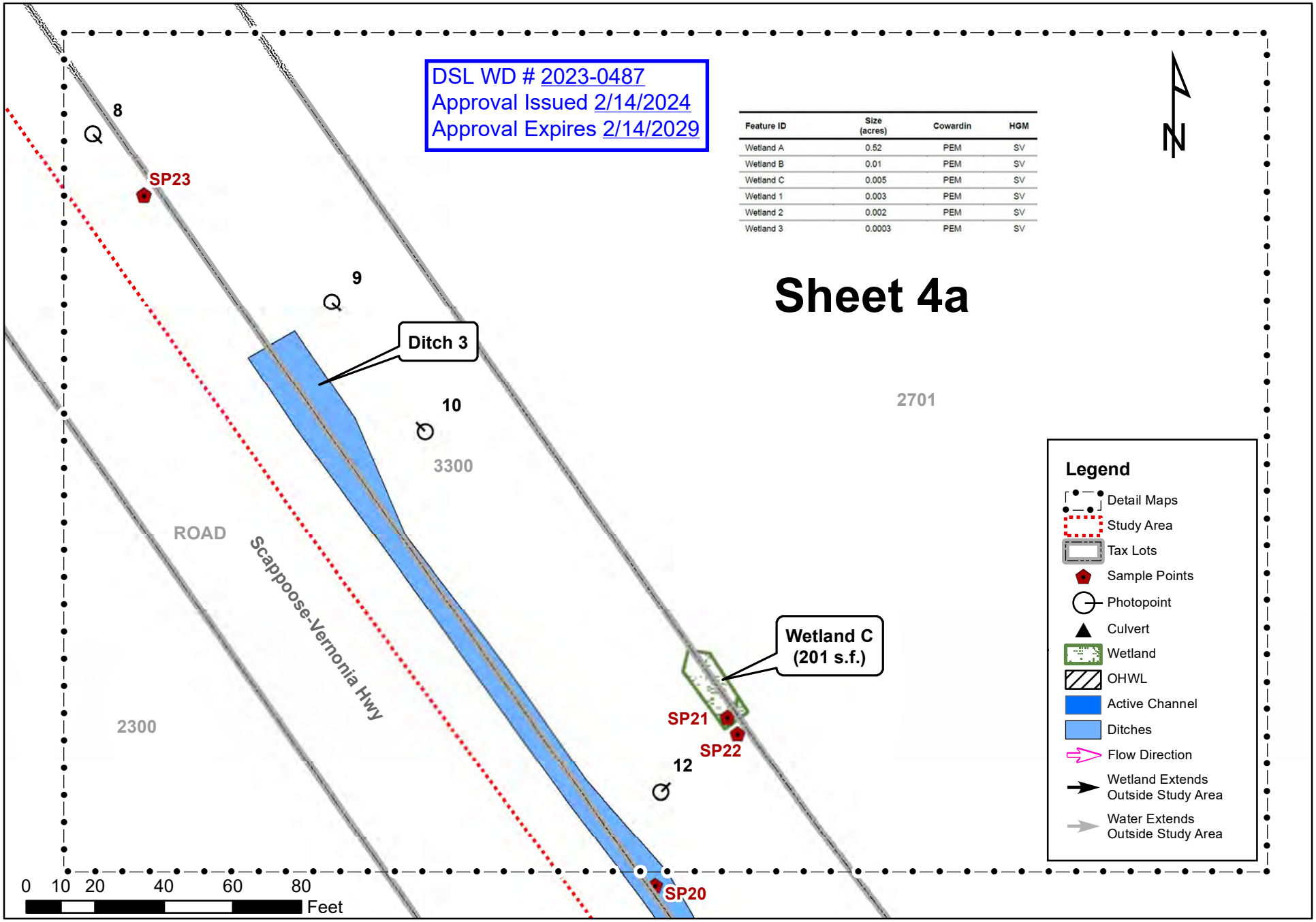
Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 4 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Feature ID	Size (acres)	Cowardin	HGM
Wetland A	0.52	PEM	SV
Wetland B	0.01	PEM	SV
Wetland C	0.005	PEM	SV
Wetland 1	0.003	PEM	SV
Wetland 2	0.002	PEM	SV
Wetland 3	0.0003	PEM	SV

Aura/Benthos Ecosystem Services

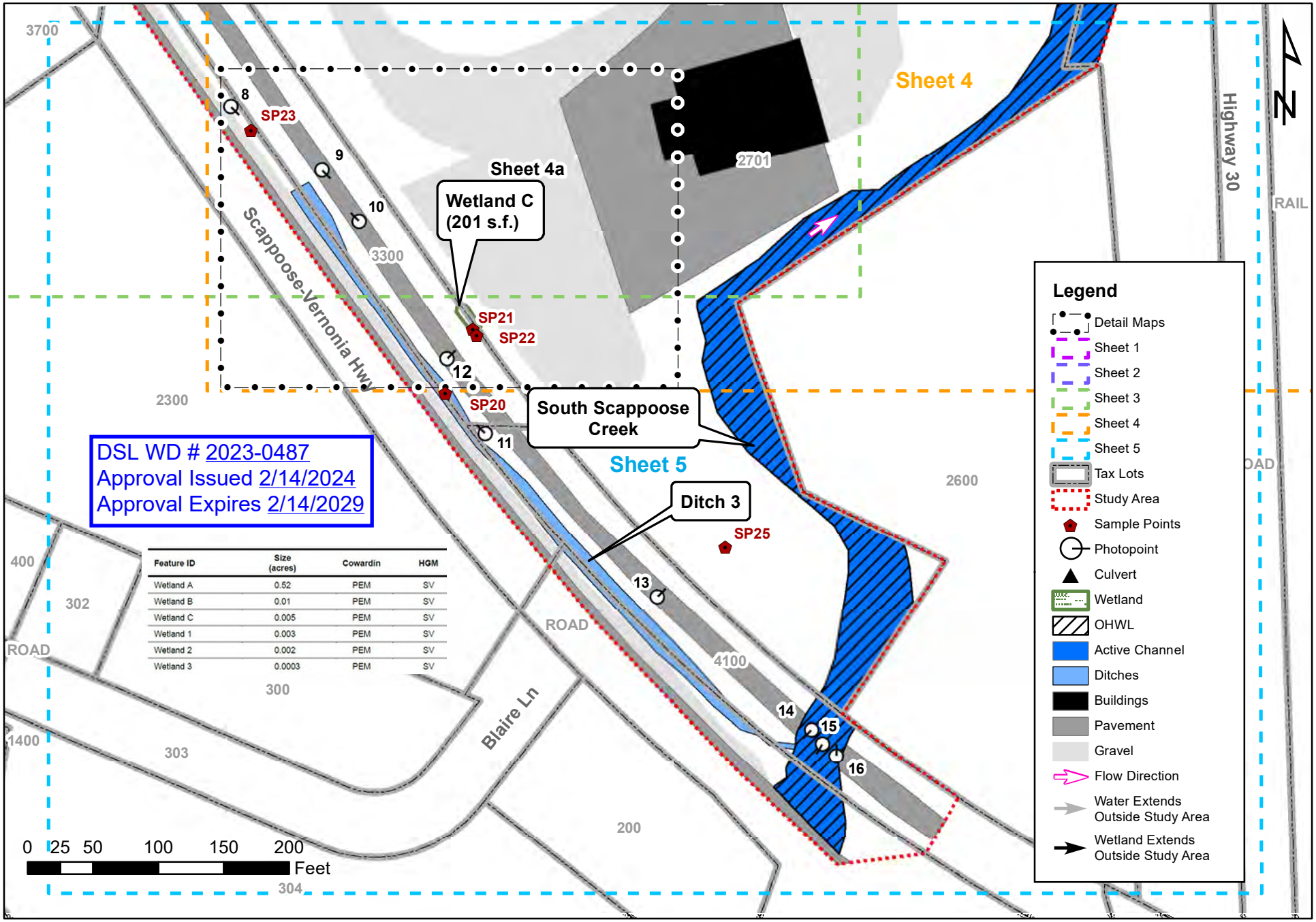


Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 4a July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services



Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 5 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaies provided by Columbia County and accuracy is unknown.

Aura/Benthos Ecosystem Services

Exhibit 10

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) *May 30, 2025*

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

1. _____ We have reviewed the enclosed application and have no objection to its approval as submitted.

2. __X__ Please see either our comments (below) or attached letter.

3. _____ We are considering the proposal further and will have comments to you by _____.

4. _____ Our board must meet to consider this; we will return their comments to you by _____.

5. _____ Please contact our office so we may discuss this.

6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: _____
Any required streetlighting will need to be approved by the City of Scappoose Engineering Department prior to an estimate being provided.

Name: Branden Stachely Title: Engineering manager

Signed: [signature] Date: 6/4/25

Outlook

Exhibit 11

RE: Referral comment requested for Ofstad Self Storage facility in Scappoose (CMPA1-25, ZC1-25, SDR1-25, SLDP1-25, 2-25, 3-25)

From STERTZ Kevin A * ODFW <Kevin.A.STERTZ@odfw.oregon.gov>
Date Fri 6/6/2025 2:37 PM
To Laurie Oliver Joseph <loliver@scappoose.gov>
Cc N.J. Johnson <njohnson@scappoose.gov>; STERTZ Kevin A * ODFW <Kevin.A.STERTZ@odfw.oregon.gov>

Hi Laurie,

I have reviewed the enclosed application and have no objection to its approval as submitted.

Below are a few comments from our Habitat Biologist:

Consider adding diversity to the list of native sedges and rushes. Sawbeak sedge (*Carex stipata*) and Common spike-rush (*Eleocharis palustris*) would be good options. Consider adding some pieces of woody debris in the bottom and banks of the swales. Douglas spirea (*Spiraea douglasii*) shrubs could be used in any remaining areas that have bare soil or if more hedgerows are desired near the wetlands. This species is most often in wet soils, but it is drought tolerant.

Thanks,
Kevin

Kevin Stertz
District Fish Biologist
North Willamette Watershed District
Oregon Department of Fish and Wildlife
Office: (971) 673-6044

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) ***May 30, 2025***

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

1. __X___ We have reviewed the enclosed application and have no objection to its approval as submitted. [Refer to comments below]

2. __X___ Please see either our comments (below) or attached letter.

3. __NA__ We are considering the proposal further and will have comments to you by _____.

4. __NA_ Our board must meet to consider this; we will return their comments to you by _____.

5. ___NA__ Please contact our office so we may discuss this.

6. __NA___ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: ODOT does not have any objectives with the understanding that a trip cap will be applied, please see memo attached from Arielle in email.

Name: __Caroline Crisp Title: Senior Transportation Planner

Signed: ___Caroline Crisp___ Date:_____6/3/2024_____

Oregon
Tina Kotek, Governor

Department of Transportation
Region 2 Tech Center
455 Airport Road SE, Building B
Salem, Oregon 97301-5397
Telephone (503) 986-2990
Fax (503) 986-2839

DATE: June 10, 2025

TO: Caroline Crisp
Senior Transportation Planner

FROM: Arielle Childress, PE
Traffic Analysis Engineer

SUBJECT: Ofstad Self-Storage Facility Development (Scappoose, OR) – Outright Use
Traffic Memo Review Comments

ODOT Region 2 Traffic has completed our review of the submitted traffic memo (dated March 9, 2025) to address traffic impacts due to development on the northwest quadrant of US 30 at Scappoose Vernonia Highway in the city of Scappoose, with respect to consistency and compliance with ODOT's Analysis Procedures Manual, Version 2 (APM). The APM was most recently updated in May 2025. The current version is published online at: https://www.oregon.gov/odot/Planning/Pages/APM.aspx. As a result, we submit the following comments for the City's consideration:

Analysis items to note:

1. The development description includes a "caretaker residence." While it would be appropriate to include a single family dwelling unit in the trip generation, the associated trips would be relatively low and have no impact on the overall conclusions of the memo.

Proposed mitigation comments:

2. ODOT maintains jurisdiction of the Lower Columbia River Highway No. 92 (US 30) and ODOT approval shall be required for all proposed mitigation measures to this facility.
3. No mitigation measures have been proposed. This conclusion appears reasonable for this proposed development.

Thank you for the opportunity to review this traffic impact analysis. As the analysis software files were not provided, Region 2 Traffic has only reviewed the submitted report. This traffic impact study has been, for the most part, prepared in accordance with ODOT analysis procedures and methodologies. No further analysis work should be required. If there are any questions regarding these comments, please contact me at (971) 208-1290 or Arielle.CHILDRESS@odot.oregon.gov.

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) *May 30, 2025*

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

1. _____ We have reviewed the enclosed application and have no objection to its approval as submitted.
2. X Please see either our comments (below) or attached letter.
3. _____ We are considering the proposal further and will have comments to you by _____.
4. _____ Our board must meet to consider this; we will return their comments to you by _____.
5. _____ Please contact our office so we may discuss this.
6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: All Building must meet Current Codes. Owner Must Obtain all Building, Electrical, Plumbing, and Mechanical Permits

Name: Don VanDomelen Title: Building Official

Signed: Date: 6-12-25

Exhibit 14

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) ***May 30, 2025***

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

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2. ✓ Please see either our comments (below) or attached letter.

3. _____ We are considering the proposal further and will have comments to you by _____.

4. _____ Our board must meet to consider this; we will return their comments to you by _____.

5. _____ Please contact our office so we may discuss this.

6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: Please see attached letter.

Name: Grant DeJongh Title: Assistant Director

Signed: [signature] Date: 06/13/2025

COLUMBIA COUNTY
Department of Public Works

ST. HELENS, OR 97051
1054 Oregon St.
Direct (503) 397–5090
Fax (503) 397–7215
columbiacountyor.gov

June 13, 2025

N.J. Johnson, MPA
33568 E Columbia Avenue
Scappoose, OR 97056

RE: Land Use Referral (CMPA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) –
53026 Thornton Drive, Scappoose, OR

Hello, N.J.,

The Public Works Department has reviewed the provided materials and has the following comments:

1. Owner will be required to get a county access permit for each access onto Scappoose-Vernonia Road right-of-way, pursuant to Ord. 96-6 and Ord. 2006-4.
2. Owner will be required to get a county construction permit for all work within County-administered right-of-way, pursuant to Ord. 91-6. Any County infrastructure, including roads and ditches, must be restored to equal or better condition.
3. Trench cuts in Scappoose-Vernonia Road will need to follow County standards for restoration.
4. The existing culvert under Thornton Drive will be evaluated as part of the access permit inspection. If the culvert is found to be of unacceptable size or condition, it may require replacement.
5. Drainage must be retained on-site; no new drainage may flow onto Scappoose-Vernonia Road.
6. On page C3.1, note 26 identifies a proposed sign advising traffic on Scappoose-Vernonia Road to yield to pedestrians. Given the character of the road, Public Works believes it would be better to control the pedestrian traffic on the trail. Place signs on either side of driveway stating, “Crossing traffic does not stop.” Samples of similar signs can be found on the trail at the intersection of Cater Road and Scappoose-Vernonia Road.
7. On page G2.0, the information in note 19.B does not match the 811 utility locates boilerplate. Boilerplate also has the incorrect contact for city connections. Boilerplate also says that a city permit is required to work in the public right-of-way – this should also include the county construction permit mentioned above.

Please let us know if you have any questions. Thank you.

Sincerely,

Grant DeJongh
Columbia County Public Works

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) ***May 30, 2025***

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

1. _____ We have reviewed the enclosed application and have no objection to its approval as submitted.

2. __X__ Please see either our comments (below) or attached letter.

3. _____ We are considering the proposal further and will have comments to you by _____.

4. _____ Our board must meet to consider this; we will return their comments to you by _____.

5. _____ Please contact our office so we may discuss this.

6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: Please see attached letter.

Name: Riley Baker Title: General Services Director

Signed: [signature] Date: 6/16/2025

COLUMBIA COUNTY
Department of General Services

ST. HELENS, OR 97051
230 Strand St., Room 108
Direct (503) 397–7213
www.co.columbia.or.us

June 16, 2025

N.J. Johnson, MPA
33568 E Columbia Avenue
Scappoose, OR 97056

RE: Land Use Referral (CMPA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) – 53026 Thornton Drive, Scappoose, OR

Dear N.J.,

The Columbia County Parks Department has reviewed the proposed development plans and offers the following comments related to the Crown Z Trail:

1. **Trail Easement**
   The Parks Department requests documentation of a recorded easement or other legal right to cross the Crown Z Trail corridor.
2. **Trail Utility Crossing and Restoration**
   The applicant proposes to trench across the trail corridor to install water service. Trench cuts must be restored to equal or better condition. Restoration must include:
   - A minimum bury depth of 30-inches from finished grade to the top of pipe.
   - A minimum of 3 feet of surface restoration on either side of the trench.
   - Pavement restoration to a minimum of 4 inches or to match existing conditions, whichever is greater.
3. **Trail Crosswalk Material**
   The development includes a proposed crosswalk where the Crown Z Trail crosses the new driveway. The Parks Department recommends the use of thermoplastic striping for enhanced durability and visibility under traffic conditions. While this may create a slight rumble-strip effect for cyclists, we believe the long-term performance and reduced maintenance outweigh this concern.

Please feel free to contact me with any questions or if additional information is needed.

Sincerely,

Riley Baker
Director of General Services

Exhibit 16

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) ***May 30, 2025***

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

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2. X Please see either our comments (below) or attached letter.

3. _____ We are considering the proposal further and will have comments to you by _____.

4. _____ Our board must meet to consider this; we will return their comments to you by _____.

5. _____ Please contact our office so we may discuss this.

6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: _____

Name: Dave Sukau Title: Public Works Director

Signed: _____ Date: 6/17/2025

SCAPPOOSE Oregon

6/17/2025

To: N.J. Johnson, Associate Planner

From: Dave Sukau, Public Works Director

Re: CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25

Dear N.J.,

I have reviewed the Land Use Action Referral packet and plans for the proposed storage unit facility.

The City of Scappoose Public Works has no objection to its approval, provided it meets all criteria set forth in the Scappoose Municipal Codes and SPWDS.

I would like to make a few notes regarding the proposed design. We would like to see the vault for the fire water system be located near the proposed water meter location. It also appears that the metered service may be intended to serve more than one facility which would not meet development codes. We would also like to make sure that requirements for a force main termination at the downstream manhole have been met.

Sincerely,

Dave Sukau

City of Scappoose, Public Works Dept.

Exhibit 17

SCAPPOOSE Oregon

LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25) ***May 30, 2025***

RETURN TO: N.J. Johnson by June 13, 2025 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Adam Ofstad has requested approval of an application for a Comprehensive Plan Map Amendment to redesignate the subject site from Industrial to Commercial on the Comprehensive Plan Map; Zone Change to rezone the subject site from Light Industrial to Expanded Commercial; Site Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection, on property described as Columbia County Assessor Map #3201-C0-02701.

1. _____ We have reviewed the enclosed application and have no objection to its approval as submitted.

2. MB Please see either our comments (below) or attached letter.

3. _____ We are considering the proposal further and will have comments to you by _____.

4. _____ Our board must meet to consider this; we will return their comments to you by _____.

5. _____ Please contact our office so we may discuss this.

6. _____ We recommend denial of the application. Please see either our comments (below) or attached letter:

COMMENTS: _____

Name: Miguel Bautista Title: Division Chief

Signed: [signature] Date: 7/2/2025

Scappoose Land Use Referral - Ofstad Self Storage

(CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25)

Site Address: NW Thorton Drive and Crown Zellerbach Road
Map & Tax Lot: # 3201-CO & #02701
Description of Proposed Use: Commercial self storage project with 11 storage buildings (various unit sizes) and an office w/ attached caretaker residence. Also applying for a zone change to Expanded Commercial to allow for the full facility size.
Applicant Name(s): Adam Ofstad

This document serves as official comment for the permit application for Tax Map ID No. 3201-CO in Scappoose, Oregon.

The following requirements are required by Scappoose Fire District:

If new development creates a new roadway, the name of this roadway must be approved by the fire district and Columbia 911.

Fire Hydrant:

507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).

2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

Fire Access:

503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

Address:

Main site address numbers need to be installed per code for property as described below. Address numbers on monument at Scappoose Vernonia Highway access needs to be installed.

Building Numbers need to be installed as directed by fire code official.

Address numbers on commercial buildings shall be fixed to the building facing the street at a height that is not obstructed by passenger vehicles, delivery trucks or other obstructions (trees and bushes). Address numbers shall not be affixed to glass windows or doors (ORD17-2).

Commercial properties require a minimum 18" high numbers with a 3" stroke with contrasting background. Be visible from all access directions (ORD17-2).

If the address numbers are obscured, a monument sign shall be required at the end of the road. The size of the numbers shall be 12 inches tall by two inches wide (stroke) (ORD17-2.3).

Fire/Building Codes and Standards:

Adhere to any applicable code requirements for occupancy as designated per the Oregon Fire Code and Oregon Structural Specialty Code or Oregon Residential Specialty Code.

If you have any questions, please let me know.

Thank you,

Miguel Bautista, PhD
Division Chief of Prevention & Training
Scappoose Rural Fire Protection District
52751 Columbia River Highway
P.O. BOX 625
Scappoose, Oregon 97056
Phone: 503-543-5026
FAX: 503-543-2670

City of Scappoose
Council Action & Status Report

Date Submitted: July 28, 2025

Agenda Date Requested: August 4, 2025

To: Scappoose City Council

From: Laurie Joseph, Community Development Director

Subject: Request to rename a portion of SW Volendam Street to SW Rokin Way

Type of Action Requested:

[ ]	**Resolution**	[X]	**Ordinance**
[ ]	**Formal Action**	[ ]	**Report Only**

Issue: The Planning Commission recommends that the City Council rename a portion of SW Volendam Street to SW Rokin Way. An ordinance to enact this change is attached for the Council's consideration.

Analysis: The portion of SW Volendam Street proposed to be renamed is south of SW Callahan Road and is located within the recently platted subdivision of Dutch Canyon Estates IV (see **Exhibit 1**, Ordinance 922 with Vicinity Map).

Within the City of Scappoose, the Scappoose Fire District has street naming and addressing authority. Once a preliminary subdivision plat has been approved, an applicant is required to submit their final subdivision plat to the City and to the Scappoose Fire District for review and approval of the plat and street names, respectively. City staff and the Fire Chief coordinated on the street names for the Dutch Canyon Estate IV plat; however, there was a misunderstanding regarding the naming of the westernmost street, which is an eyebrow cul-de-sac street. As recorded, the final subdivision plat shows SW Volendam as the name of the north-south leg of this westernmost road, and SW Rokin Way as the east-west portion of that road.

The Scappoose Fire District Chief has requested that the entire length of this road be renamed to SW Rokin Way to lessen any confusion for emergency responders and delivery service companies since there are only two homes with the SW Volendam address in this new neighborhood and there is no certainty in when SW Volendam Street to the north (part of the Dutch Canyon Estates III Subdivision) would be extended south.

Procedure:

Scappoose Municipal Code Chapter 12.24[1] sets forth the procedure and approval process for renaming streets. The procedure requires a recommendation from the Planning Commission to the City Council for the renaming of any existing street if the Commission feels there is a strong public need for the change, renaming is in the best interest of the City, and if the request meets the approval criteria contained in SMC 12.24.020. Upon receiving the Commission's recommendation, the Council is then required to schedule a public hearing to consider the matter. If Council wishes to approve the name change, they will adopt an ordinance to formalize the decision.

Findings related to the approval criteria to rename an existing street from SMC 12.24.020 are contained in **Exhibit 2** – the Planning Commission staff report, dated July 24, 2025.

The Planning Commission considered the proposal on July 24, 2025 and recommended unanimously that the Council approve the street name change. Although the Planning Commission meeting was open to the public, no one submitted testimony.

Notice of this request is typically required to be mailed to property owners abutting the section of street to be renamed; however, there are no completed homes on this section of SW Volendam Street. Staff notified the owner/developer of Dutch Canyon Estates IV, Lennar, of this street renaming request and the associated timeline for approval by email on June 23, 2025. Lennar responded that this worked for their timeline since the street renaming would be accomplished prior to homes being completed, which would be better for future homeowners. Notice was also published in the July 11, 2025, edition of the local newspaper. Staff have received no written comments from the public as of the date of this report.

Pursuant to Scappoose Municipal Code Chapter 12.24, staff requests that the Council open the public hearing on the proposed street name change and accept any testimony presented. Should the Council choose to approve the requested street name change, a draft ordinance adopting the street name is attached as **Exhibit 1** for Council's review.

Recommendation:
The Planning Commission recommends that the City Council rename a portion of SW Volendam Street to SW Rokin Way, as depicted in Exhibit 1.

Suggested Motion:
I move that Council adopt Ordinance 922 to rename a portion of SW Volendam Street to SW Rokin Way, as depicted in Exhibit 1.

Exhibits:
1. Ordinance 922 with Vicinity Map
2. Planning Commission staff report with findings to SMC12.24.020, dated July 24, 2025.

[1] ORS 227.120 sets forth the procedure and approval process for naming or renaming streets and SMC 12.24 follows this process but adds additional review criteria to consider.

ORDINANCE NO. 922

AN ORDINANCE RENAMING A PORTION OF SW VOLENDAM STREET TO SW ROKIN WAY

WHEREAS, the City of Scappoose initiated action to rename a portion of SW Volendam Street to SW Rokin Way in accordance with Scappoose Municipal Code 12.24 and ORS 227.120; and

WHEREAS, the two homes that would be addressed off of this section of road to be renamed are currently under construction and have no mailing receptacles associated with them yet; however, the developer - owner of the property was provided notice of the rename request on June 23, 2025; and

WHEREAS, notice of the proposal to rename the street was published in the Columbia County Spotlight on July 11, 2025, as required by Scappoose Municipal Code 12.24 and ORS 227.120; and

WHEREAS, the Planning Commission considered this matter on July 24, 2025, and unanimously recommended that the City Council rename the street; and

WHEREAS, the City Council held a hearing on the matter on August 4, 2025; now therefore,

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. Pursuant to Scappoose Municipal Code 12.24 and ORS 227.120, the portion of SW Volendam Street south of SW Callahan Road in the City of Scappoose, as shown on Attachment A attached hereto, shall be named SW Rokin Way in its entirety.

Section 2. The City Planner is hereby instructed to amend the official City maps to reflect the change in the street name and to file this ordinance with the Columbia County Clerk, Columbia County Assessor, and Columbia County Surveyor.

PASSED AND ADOPTED by the City Council this _____ day of August, 2025, and signed by the Mayor and City Recorder in authentication of its passage.

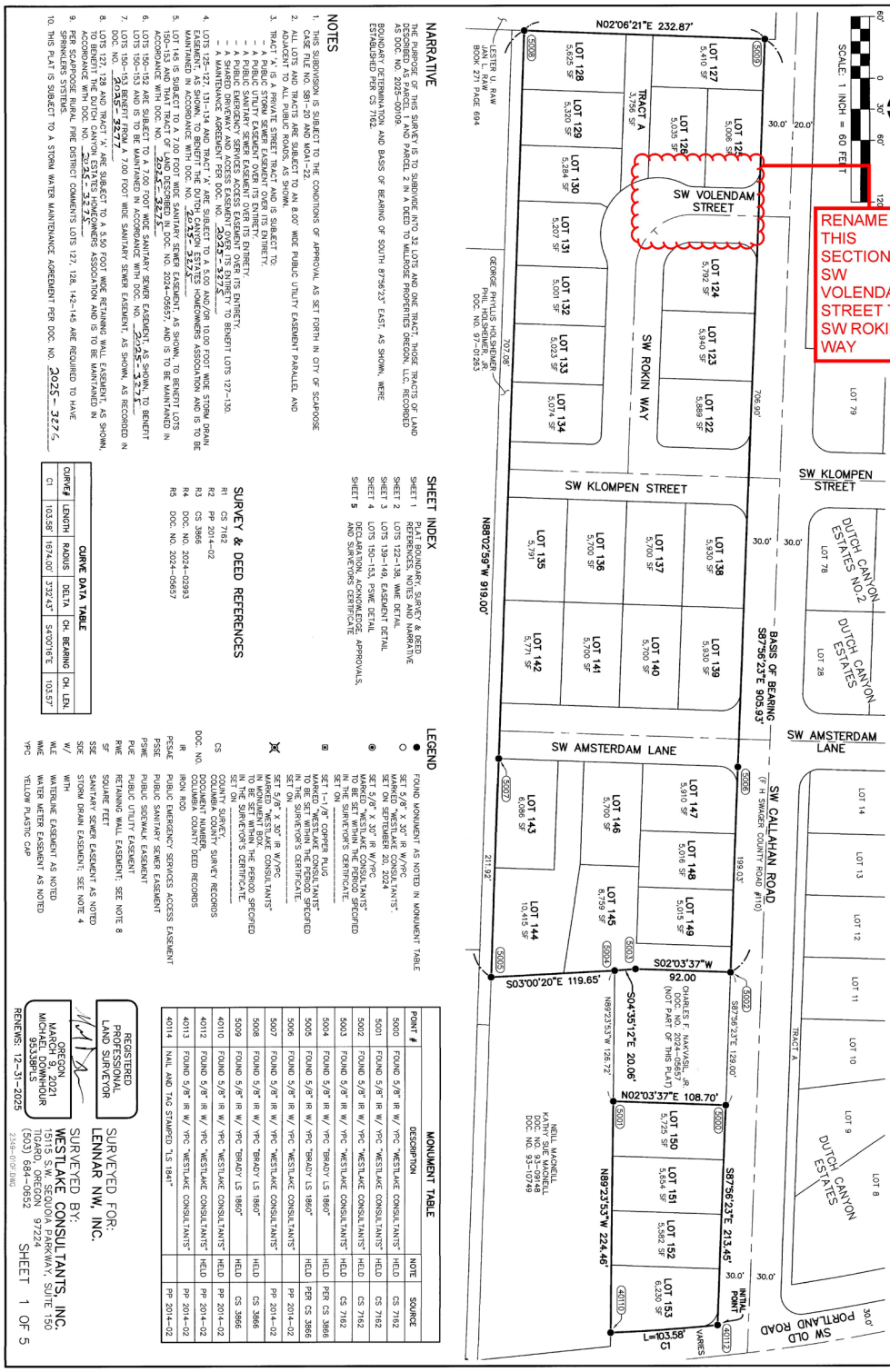
CITY OF SCAPPOOSE, OREGON

_____
Joseph A. Backus, Mayor

First Reading:
Second Reading:

Attest: _____
Susan M. Reeves, MMC
City Recorder/HR

DRAFT



NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE INTO 24 LOTS AND ONE TRACT THOSE TRACTS OF LAND DESCRIBED AS PARCEL 1 AND PARCEL 2 IN A DEED TO MALLORIE PROPERTIES OREGON, LLC, RECORDED AS DOC. NO. 2025-00109

BOUNDARY DETERMINATION AND BASIS OF BEARING OF SOUTH 87°56'23" EAST, AS SHOWN, WERE ESTABLISHED PER CS 7162.

NOTES

1. THIS SUBDIVISION IS SUBJECT TO THE CONDITIONS OF APPROVAL AS SET FORTH IN CITY OF SCAPPOOSE CASE FILE NO. SB1-20 AND MO41-22.
2. ALL LOTS AND TRACTS ARE SUBJECT TO AN 8.00' WIDE PUBLIC UTILITY EASEMENT PARALLEL AND ADJACENT TO ALL PUBLIC ROADS, AS SHOWN.
3. TRACT 'A' IS A PRIVATE STREET TRACT AND IS SUBJECT TO:
   - A PUBLIC UTILITY EASEMENT OVER ITS ENTIRETY.
   - A PUBLIC SANITARY SEWER EASEMENT OVER ITS ENTIRETY.
   - A SHARED DRIVEWAY AND ACCESS EASEMENT OVER ITS ENTIRETY TO BENEFIT LOTS 127–130.
   - A MAINTENANCE AGREEMENT PER DOC. NO. 2025-3277 .
4. LOTS 125–127, 131–134 AND TRACT 'A' ARE SUBJECT TO A 5.00 AND/OR 10.00 FOOT WIDE STORM DRAIN EASEMENT, AS SHOWN, TO BENEFIT THE DUTCH CANYON ESTATES HOMEOWNERS ASSOCIATION AND IS TO BE MAINTAINED IN ACCORDANCE WITH DOC. NO. 2025-3275 .
5. LOT 145 IS SUBJECT TO A 7.00 FOOT WIDE SANITARY SEWER EASEMENT AS SHOWN, TO BENEFIT LOTS 150–153 AND THAT TRACT OF LAND DESCRIBED IN DOC. NO. 2024-05657, AND IS TO BE MAINTAINED IN ACCORDANCE WITH DOC. NO. 2025-3275 .
6. LOTS 150–152 ARE SUBJECT TO A 7.00 FOOT WIDE SANITARY SEWER EASEMENT, AS SHOWN, TO BENEFIT LOTS 150–153 AND TO BE MAINTAINED IN ACCORDANCE WITH DOC. NO. 2025-3275 .
7. LOTS 150–153 ARE SUBJECT TO A 7.00 FOOT WIDE SANITARY SEWER EASEMENT, AS SHOWN, AS RECORDED IN DOC. NO. 2025-3275 .
8. LOTS 127, 128 AND TRACT 'A' ARE SUBJECT TO A 5.50 FOOT WIDE RETAINING WALL EASEMENT, AS SHOWN, TO BENEFIT THE DUTCH CANYON ESTATES HOMEOWNERS ASSOCIATION AND IS TO BE MAINTAINED IN ACCORDANCE WITH DOC. NO. 2025-3275 .
9. PER SCAPPOOSE RURAL FIRE DISTRICT COMMENTS LOTS 127, 128, 142–145 ARE REQUIRED TO HAVE SPRINKLERS SYSTEMS.
10. THIS PLAT IS SUBJECT TO A STORM WATER MAINTENANCE AGREEMENT PER DOC. NO. 2025-3275 .

SHEET INDEX

SHEET 1	PLAT BOUNDARY, SURVEY & DEED REFERENCES, NOTES AND NARRATIVE
SHEET 2	LOTS 122–138, WME DETAIL
SHEET 3	LOTS 139–149, EASEMENT DETAIL
SHEET 4	LOTS 150–153, PSWE DETAIL
SHEET 5	DECLARATION, ACKNOWLEDGE, APPROVALS, AND SURVEYORS CERTIFICATE

SURVEY & DEED REFERENCES

R1	CS 7162
R2	PP 2014-02
R3	CS 3866
R4	DOC. NO. 2024-02393
R5	DOC. NO. 2024-05657

LEGEND

●	FOUND MONUMENT AS NOTED IN MONUMENT TABLE
○	SET 5/8" X 30" IR W/YPC MARKED "WESTLAKE CONSULTANTS" SET ON SEPTEMBER 20, 2024
◉	SET 5/8" X 30" IR W/YPC MARKED "WESTLAKE CONSULTANTS" TO BE SET WITHIN THE PERIOD SPECIFIED IN THE SURVEYOR'S CERTIFICATE.
▣	SET 1-1/8" COPPER PLUG MARKED "WESTLAKE CONSULTANTS" TO BE SET WITHIN THE PERIOD SPECIFIED IN THE SURVEYOR'S CERTIFICATE.
⊠	SET 5/8" X 30" IR W/YPC MARKED "WESTLAKE CONSULTANTS" IN MONUMENT BOX TO BE SET WITHIN THE PERIOD SPECIFIED IN THE SURVEYOR'S CERTIFICATE.
CS	COUNTY SURVEY
DOC. NO.	DOCUMENT NUMBER, COLUMBIA COUNTY DEED RECORDS
IR	IRON ROD
PESAE	PUBLIC EMERGENCY SERVICES ACCESS EASEMENT
PSSE	PUBLIC SANITARY SEWER EASEMENT
PSWE	PUBLIC SIDEWALK EASEMENT
PUE	PUBLIC UTILITY EASEMENT
RWE	RETAINING WALL EASEMENT; SEE NOTE 8
SF	SQUARE FEET
SSE	SANITARY SEWER EASEMENT AS NOTED
SDE	STORM DRAIN EASEMENT; SEE NOTE 4
W/	WITH
WLE	WATERLINE EASEMENT AS NOTED
WME	WATER METER EASEMENT AS NOTED
YPC	YELLOW PLASTIC CAP

CURVE DATA TABLE

CURVE #	LENGTH	RADIUS	DELTA	CH. BEARING	CH. LEN.
C1	103.58'	1674.00'	3°32'43"	S4°50'16"E	103.57'

MONUMENT TABLE

POINT #	DESCRIPTION	NOTE	SOURCE
5000	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	CS 7162
5001	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	CS 7162
5002	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	CS 7162
5003	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	CS 7162
5004	FOUND 5/8" IR W/ YPC "BRADY LS 1860"	HELD	PER CS 3866
5005	FOUND 5/8" IR W/ YPC "BRADY LS 1860"	HELD	PER CS 3866
5006	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"		PP 2014-02
5007	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"		PP 2014-02
5008	FOUND 5/8" IR W/ YPC "BRADY LS 1860"	HELD	CS 3866
5009	FOUND 5/8" IR W/ YPC "BRADY LS 1860"	HELD	CS 3866
40110	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	PP 2014-02
40112	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"	HELD	PP 2014-02
40113	FOUND 5/8" IR W/ YPC "WESTLAKE CONSULTANTS"		PP 2014-02
40114	NAIL AND TAG STAMPED "LS 1841"		PP 2014-02

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON MARCH 9, 2021 MICHAEL DOWNHOUR 95339PLS

RENEWS: 12-31-2025

SURVEYED FOR: **LENNAR NW, INC.**

SURVEYED BY: **WESTLAKE CONSULTANTS, INC.** 15115 SW SEQUOIA PARKWAY, SUITE 150 TIGARD, OREGON 97224 (503) 684-0652

SHEET 1 OF 5

2348-01DF.DWG

To: Planning Commission
From: Laurie Joseph, Community Development Director
Date: July 24, 2025
Re: Request for Street Name Change – A portion of SW Volendam Street

The portion of SW Volendam Street proposed to be renamed is south of SW Callahan Road and is located within the recently platted subdivision of Dutch Canyon Estates IV (see attached Vicinity Map, **Exhibit 1**).

Within the City of Scappoose, the Scappoose Fire District has street naming and addressing authority. Once a preliminary subdivision plat has been approved, an applicant is required to submit their final subdivision plat to the City and to the Scappoose Fire District for review and approval of the plat and street names, respectively. City staff and the Fire Chief coordinated on the street names for the Dutch Canyon Estate IV plat; however, there was a misunderstanding regarding the naming of the westernmost street, which is an eyebrow cul-de-sac street. As recorded, the final subdivision plat shows SW Volendam as the name of the north-south leg of this westernmost road, and SW Rokin Way as the east-west portion of that road.

The Scappoose Fire District Chief has requested that the entire length of this road be renamed to SW Rokin Way to lessen any confusion for emergency responders and delivery service companies since there are only two homes with the SW Volendam address in this new neighborhood and there is no certainty in when SW Volendam Street to the north (part of the Dutch Canyon Estates III subdivision) would be extended south.

Scappoose Municipal Code Chapter 12.24[1] sets forth the procedure and approval process for renaming streets. The procedure requires a recommendation from the Planning Commission to the City Council for the renaming of any existing street if the Commission feels there is a strong public need for the change, renaming is in the best interest of the City, and if the request meets the approval criteria contained in SMC 12.24.020. Upon receiving the Commission's recommendation, the Council is then required to schedule a public hearing to consider the matter. If Council wishes to approve the name change, they will adopt an ordinance to formalize the decision.

Findings related to the approval criteria to rename an existing street from SMC 12.24.020 are below:

12.24.020 Street renaming approval criteria and standards.
A. Street Definition. For the purposes of this section, the word "street" shall refer to a public or private way that is created to provide ingress or egress for persons to one or more lots, parcels, areas, or tracts.

[1] ORS 227.120 sets forth the procedure and approval process for naming or renaming streets and SMC 12.24 follows this process but adds additional review criteria to consider.

B. General Criteria. The following general criteria shall apply to the renaming of any street.

1. A street name change application brought by the public is only allowed on streets that start and terminate within the City's urban growth boundary.

2. A street name change shall apply to the entirety of an existing street. Renaming only a portion of a street is not permitted. A cul-de-sac at the end of a street may not be given a name separate from the street.

Finding: The street name change was requested by the SRFPD Fire Chief and is being initiated by the City. The street begins and ends within the City limits. The street name change would apply to the entirety of this section of right of way.

3. A street name shall not duplicate a street name already in use within the City's urban growth boundary unless the two streets have already become connected or it is reasonably likely that the two streets will be connected at some future time, as determined by City Staff.

4. A street name shall not sound like another street name within the City's urban growth boundary such that the new name could cause confusion between the two streets.

5. A street name shall not be a name that is deliberately misspelled, a pun, a frivolous association with another word, a neologism, profane or slang.

6. A street name shall not contain punctuation or be longer than 20 characters.

7. A street name shall not be approved if the Fire District opposes the name change pursuant to a safety concern.

Finding: There is an existing section of road named SW Volendam Street within Dutch Canyon Estates III subdivision. While staff expects that at some future date the existing portion of SW Volendam within Dutch Canyon Estates III will extend south and connect with SW Callahan Road, we do not know how soon that will occur. Currently, only two homes are addressed off of the new portion of SW Volendam Street within the Dutch Canyon Estates IV subdivision (which are currently under construction), south of SW Callahan Road. The SRFPD Fire Chief has requested that the entire length of this road (south of SW Callahan Road) be renamed to SW Rokin Way to alleviate confusion for emergency responders (a safety concern) and delivery service companies (see **Exhibit 2**).

8. No street name shall be changed that is of historic significance or that is significant in its own right, without a showing of a compelling public need for the name change.

9. No street name shall be changed that was previously named after an individual unless the Council decides that society no longer views the individual's contribution as positive.

10. All street name changes must be in the best interest of the City and the six-mile area surrounding the City.

Finding: The street name is not of historic significance or significant in its own right, nor was it named after an individual. The Planning Commission will consider the request to determine if the application is in the best interest of the City and the six-mile area surrounding the City. Staff recommends that the Planning Commission recommend the name change to City Council since it was requested by the SRFPD Fire Chief in order to alleviate confusion for emergency responders and others.

C. Numerical Criteria. The following numerical criteria shall apply to the renaming of any street.

1. No street shall contain numbers in its name unless the street name is ordinal in nature.

2. No street shall be changed to an ordinal number unless it directly connects or is immediately parallel to another ordinally numbered street.

3. Whenever there is a direct connection, the ordinal number of the new street shall match the ordinal number of the existing street. Whenever there is not a direct connection, the ordinal number of the new street shall follow consecutively from the ordinal number of the immediately parallel street.

Finding: The City is seeking to change a street name without an ordinal nature. This criterion does not apply.

D. Directional Criteria. The following directional criteria shall apply to the renaming of any street.

1. All directional indicators must be abbreviated as N, NE, E, SE, S, SW, W, or NW. Directional words may only be written out when they are attached to another word.

2. Directional indicators must be placed at the beginning of the street name.

3. Directional indicators must correspond to the correct addressing district.

4. The city is divided into the following addressing districts for the purpose of addressing.

i. North District (N): All of the city north of Columbia Ave.

ii. South District (S): All of the city south of Columbia Ave.

iii. East District (E): All of the city east of US30.

iv. West District (W): All of the city west of US30.

Finding: The directional indicator is not changing from SW and is in conformance with the above code requirements.

E. Type Criteria. The following type criteria shall apply to the renaming of any street.

1. All street names must include a road type.

2. Valid road types are Aly, Ave, Blvd, Cir, Ct, Dr, Hwy, Ln, Lp, Pkwy, Pl, Rd, St, Ter and Way. Trail is not an acceptable road type.

3. The following criteria apply to road types:

[...]

i. Place, way and lane may only be given to a street that is 1,000 ft or less in length.

Finding: The City is seeking to change the road type for the north- south section of this road from *street* to *way*, based on a request for the name change from the SRFPD Fire Chief. The request to change the road type to *way* is consistent with the above requirements since the street length totals ~333-feet.

Notice of this request is typically required to be mailed to property owners abutting the section of street to be renamed; however, there are no completed homes on this section of SW

Volendam Street. Staff notified the owner/developer of Dutch Canyon Estates IV, Lennar, of this street renaming request and the associated timeline for approval by email on June 23, 2025. Lennar responded that this worked for their timeline since the street renaming would be completed prior to homes being completed, which would be better for future homeowners. Notice was also published in the July 11, 2025, edition of the local newspaper. Staff has received no written comments from the public as of the date of this report.

The following agencies have been provided with notice of this proposed name change:

City Departments:	City Manager, City Recorder, Finance, Utility Billing, Police, Public Works, Engineering, Building

Post decision notice will be sent to the following agencies:

City Departments:	City Manager, City Recorder, Finance, Utility Billing, Police, Public Works, Engineering, Building
Columbia County:	Assessor, Clerk, Elections, Emergency Management, General Services, Land Development Services, Roads, Sheriff, Surveyor, Transit
Services:	Scappoose Rural Fire Protection District, Columbia River PUD, NW Natural Gas, CenturyLink, Comcast, Scappoose School District, Durham School Services, U.S. Postal Service (Scappoose Postmaster), Columbia 911 Communications District

No comments in opposition to the request have been received as of the date of this report. Based on the findings outlined above, staff requests that the Planning Commission recommend to the City Council that this portion of SW Volendam Street be renamed to SW Rokin Way.

Please find attached the following exhibits:

1. Vicinity map (Vicinity map is included with ORD 922, but is not included again here)
2. Comment from Scappoose Fire District Chief, dated July 22, 2025

Exhibit 2

FIRE CHIEF

Scappoose Fire District

Date: 7/22/2025

City of Scappoose

Laurie Oliver Joseph

RE: Rename a portion of SW Volendam Street

Dear Laurie:

I hope this message finds you well. On behalf of the Scappoose Fire District, we wish to address an important matter that requires the city's attention and support. After thorough review, we have identified the need to change the name of a portion of SW Volendam Street within the recently platted subdivision of Dutch Canyon Estates IV.

During the process of finalizing the addressing, it became evident that an oversight occurred when using an older site plan and the one officially recorded. This oversight resulted in incorrect street naming, which could lead to significant confusion for emergency responders such as Fire, EMS, and Police, as well as for delivery companies and public services like gas and garbage collection.

The affected portion of SW Volendam Street, located south of SW Callahan Road, presents a unique challenge due to its current configuration and the interim absence of development separating the northern and southern segments. This could easily cause navigational errors, similar to past issues experienced on SE 9th (Ulhman / Vine).

To mitigate these risks, our Fire District recommends renaming the entire stretch to SW Rokin Way. This change would create consistency across Dutch Canyon Estates and ensure clarity for all stakeholders involved.

I apologize for any inconvenience this oversight may have caused and appreciate your cooperation in addressing this matter swiftly. Please do not hesitate to reach out with any questions or for further clarification.

Thank you for your understanding and support.

Sincerely,

Jeff Pricher

Fire Chief

CITY OF SCAPPOOSE

August 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Movies in the Park	2 Scappoose Farmers Market 9 am - 2pm
3	4 URA Meeting 6pm Council meeting 7pm	5	6	7	8 Movies in the Park	9 Scappoose Farmers Market 9 am - 2pm
10	11	12	13	14	15 Movies in the Park	16 Scappoose Farmers Market 9 am - 2pm
17	18 Council Work Session 6pm City Council 7pm	19	20	21 EDC, Noon	22 Movies in the Park	23 Scappoose Farmers Market 9 am - 2pm
24	25	26	27	28 Planning Commission 7pm	29 Movies in the Park	30 Scappoose Farmers Market 9 am - 2pm
31						