

## **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.

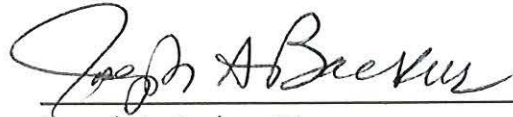
**Section 3.** In support of the proposed Comprehensive Plan Map Amendment; Zone Change; Site Development Review; and Sensitive Lands Development Permits for Flooding, Wetlands, and Fish and Riparian Corridor Overlay, the City Council hereby adopts the recommendations of the Scappoose Planning Commission, 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.

PASSED AND ADOPTED by the City Council this 18<sup>th</sup> day of August, 2025, and signed by the Mayor and City Recorder in authentication of its passage.

**CITY OF SCAPPOOSE, OREGON**

A handwritten signature in black ink, appearing to read "Joseph A. Backus", written over a horizontal line.

Joseph A. Backus, Mayor

First Reading: August 4, 2025

Second Reading: August 18, 2025

Attest:

A handwritten signature in blue ink, appearing to read "Susan M. Reeves", written over a horizontal line.  
Susan M. Reeves, MMC, City Recorder



**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<sup>1</sup>
  6. Transportation Impact Study Letter from Kittleson & Associates, dated March 9, 2025
  7. Transportation Planning Rule Evaluation from DKS Associates, dated March 21, 2025<sup>2</sup>
  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

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<sup>1</sup> Note: Appendices available to any interested parties upon request.

<sup>2</sup> Note: Pages not applicable to subject site were extracted for this exhibit. Entire document available upon request.

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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)<sup>3</sup> 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<sup>4</sup>, 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

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<sup>3</sup> City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

<sup>4</sup> 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.

#### SENSITIVE 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

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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

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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):

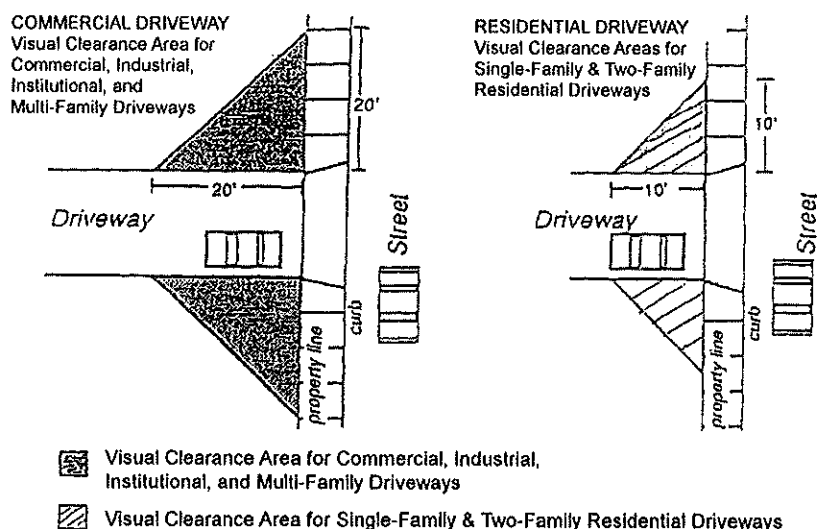
[...]

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.

<b>Use</b>	
[...]	[...]
Mini-storage with or without caretaker dwelling	Permitted outright <sup>1</sup>
[...]	[...]

**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.

<b>Dimensional Requirements</b>	<b>Requirement<sup>1</sup></b>
Minimum lot size	Ten thousand square feet
Minimum lot width	One hundred feet
Minimum setback	

## Ofstad Self Storage

<i>Front Yard</i>	<i>Shall be minimum of ten feet and shall be landscaped per 17.100.090</i>
<i>Corner lots and through lots</i>	<i>The minimum setback for the side facing the street shall be twenty feet</i>
<i>Side or rear yard</i>	<i>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.</i>
<i>Maximum height</i>	<i>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.</i>
<i>Maximum lot coverage</i>	<i>The maximum lot coverage shall be ninety percent including all buildings and impervious surfaces</i>

**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:

<b>Category</b>	<b>Proposed</b>	<b>Determination</b>
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.*

*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:

<b>Category</b>	<b>Dimension</b>	<b>Determination</b>
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.*

Ofstad Self Storage

**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.

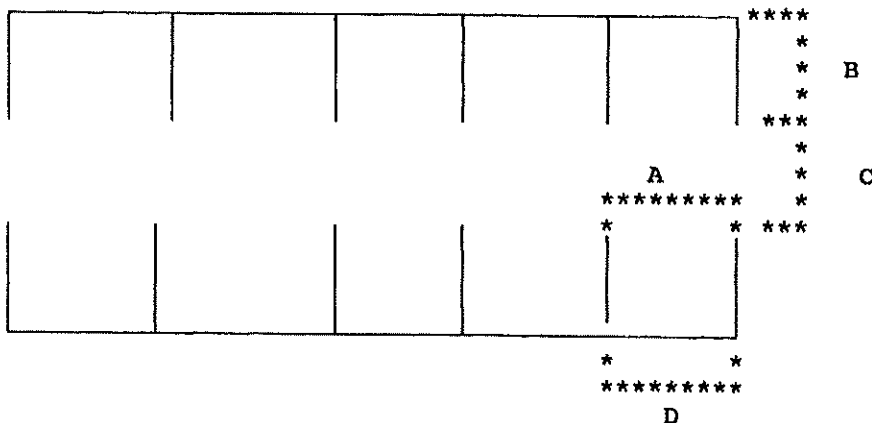
**Finding:** The applicant is proposing to install a 26-foot-wide driveway entrance and drive aisle from Scappoose-Vernonia Highway, through the Crown Z Trail and TL 1800, and to the proposed mini-storage facility (see **Exhibit 4F**). The applicant will be required by the recommended Conditions of Approval 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<sup>5</sup>. 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.

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<sup>5</sup> 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<sup>6</sup> classifies Scappoose-Vernonia Highway as a Collector. The PWDS<sup>7</sup> limits sites abutting Collectors to one driveway per frontage. According to the PWDS<sup>9</sup>, 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*

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<sup>6</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figure 12.

<sup>7</sup> 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<sup>8</sup> classifies Scappoose-Vernonia Highway as a Collector. The PWDS<sup>9</sup> 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:*

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<sup>8</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figure 12.

<sup>9</sup> 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<sup>10</sup>, which indicates a need for 104 gross acres of

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<sup>10</sup> 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<sup>11</sup> 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

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<sup>11</sup> 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<sup>12</sup> 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<sup>13</sup>, 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.*

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<sup>12</sup> City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

<sup>13</sup> 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<sup>14</sup>. 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<sup>15</sup> 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<sup>16</sup>, 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

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<sup>14</sup> City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

<sup>15</sup> City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

<sup>16</sup> 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<sup>17</sup>

#### 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*

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<sup>17</sup> 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<sup>18</sup> 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<sup>19</sup>, 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,

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<sup>18</sup> City of Scappoose, Economic Opportunities Analysis, 2011, page 3.

<sup>19</sup> 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.

Ofstad Self Storage

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.

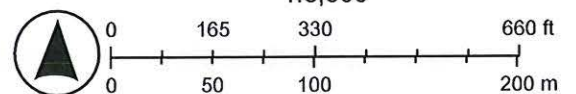


## Ofstad Self Storage Vicinity Map



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

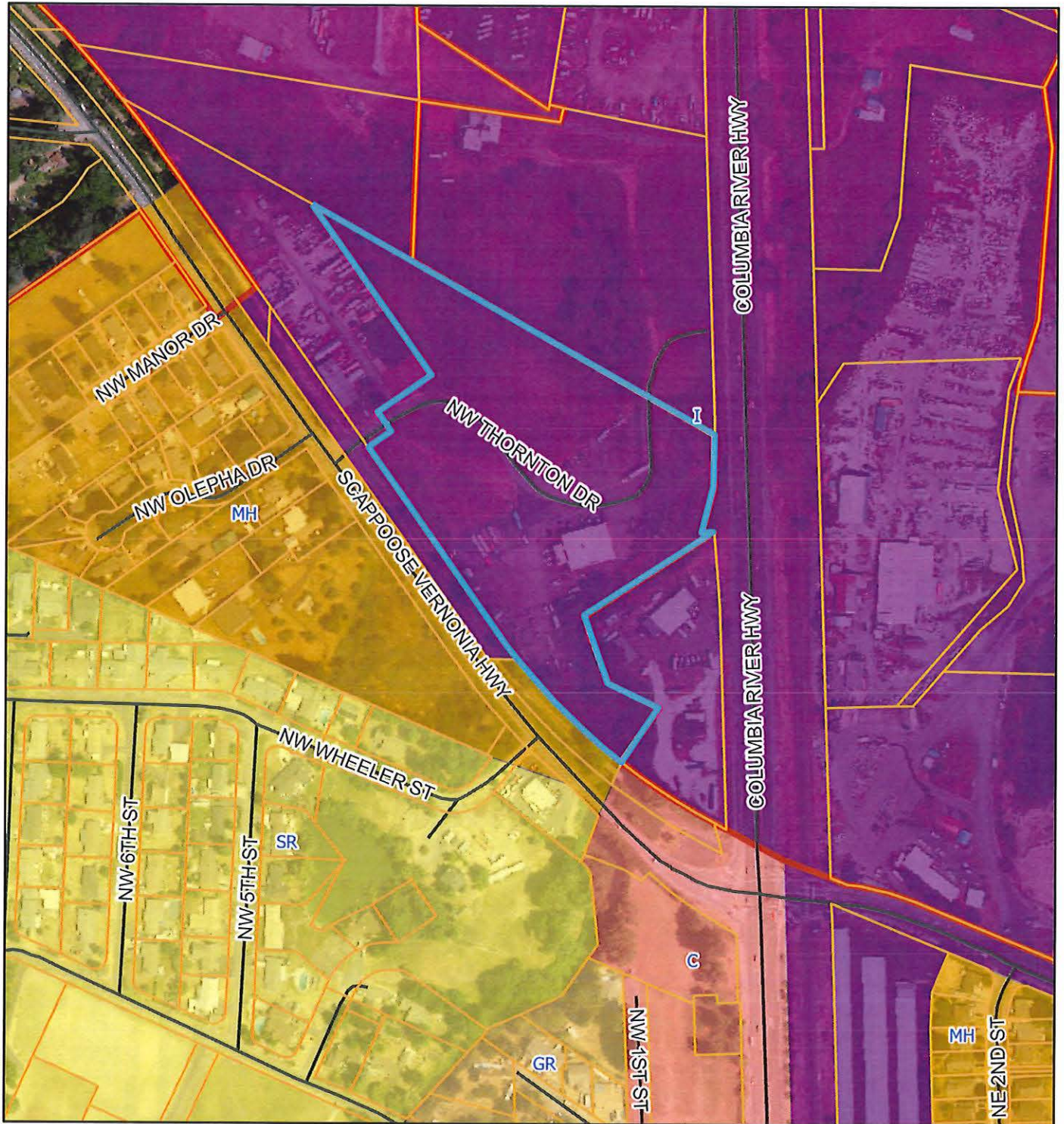
- UGB
- Taxlots without labels
- Streets
- City Limits Boundary



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

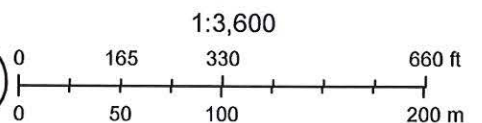


# Comprehensive Plan Designation Vicinity Map Exhibit 1A



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

- |                        |                     |
|------------------------|---------------------|
| Taxlots without labels | General Residential |
| Streets                | Manufactured Home   |
| City Limits Boundary   | Commercial          |
| Comp Plan              | Industrial          |
| Suburban Residential   |                     |



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](http://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) #: \_\_\_\_\_ ☒ Commercial Building(s): 1

☐ Barn or Other Agricultural Building(s) #: \_\_\_\_\_ ☐ Other \_\_\_\_\_

☐ Industrial Building(s) #: \_\_\_\_\_

☐ Accessory Building(s) #: \_\_\_\_\_

**PRESENT USES ON SITE:** Describe the current uses on site and the approximate acreage of each use on site.

Use:	Approximate Acres:
<u>Cinnamon Tree Building (leased office)</u>	<u>.25</u>
_____	_____
_____	_____

**BUSINESSES:** Is any business being operated on the property/properties?

☐ Yes ☒ No (If Yes, describe) \_\_\_\_\_  
\_\_\_\_\_



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 Phone: 503-543-7184 Fax: 503-543-7182  
[www.ci.scappoose.or.us](http://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.)


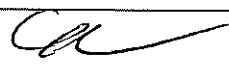
Property Owner(s): Name(s) Keith and Christy Settle

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 McNully 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 McNully 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 \_\_\_\_\_



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[www.ci.scappoose.or.us](http://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.) Existing 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**  
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[www.ci.scappoose.or.us](http://www.ci.scappoose.or.us)

## SENSITIVE LANDS – WETLANDS DEVELOPMENT PERMIT APPLICATION

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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 Highway)

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.) 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 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

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## SENSITIVE LANDS – FISH AND RIPARIAN CORRIDOR OVERLAY

### DEVELOPMENT PERMIT APPLICATION

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Plan Designation \_\_\_\_\_ Zoning LI \_\_\_\_\_ Site Size 9.39 ☒ acres ☐ sq. ft.

Dimensions \_\_\_\_\_

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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

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Water Provider: ☒ City of Scappoose ☐ Well

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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.)*



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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## List of Exhibits

### 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 (see **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.**

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[...]

*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**

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*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 significant 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-CO-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-CO-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-CO-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 <sup>1</sup>
[...]	

<sup>1</sup>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 <sup>1</sup>
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





	<i>percent pursuant to Chapter 17.100, Landscaping, Screening and Fencing.</i>
<i>Maximum height</i>	<i>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.</i>
<i>Maximum lot coverage</i>	<i>The maximum lot coverage shall be ninety percent including all buildings and impervious surfaces</i>

<sup>1</sup> 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.**

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[...]

*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).**

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*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).**

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*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.**

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[...]

*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 areas. 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 ( $18 \times 4 = 72$  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:** Please 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 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.*

*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.

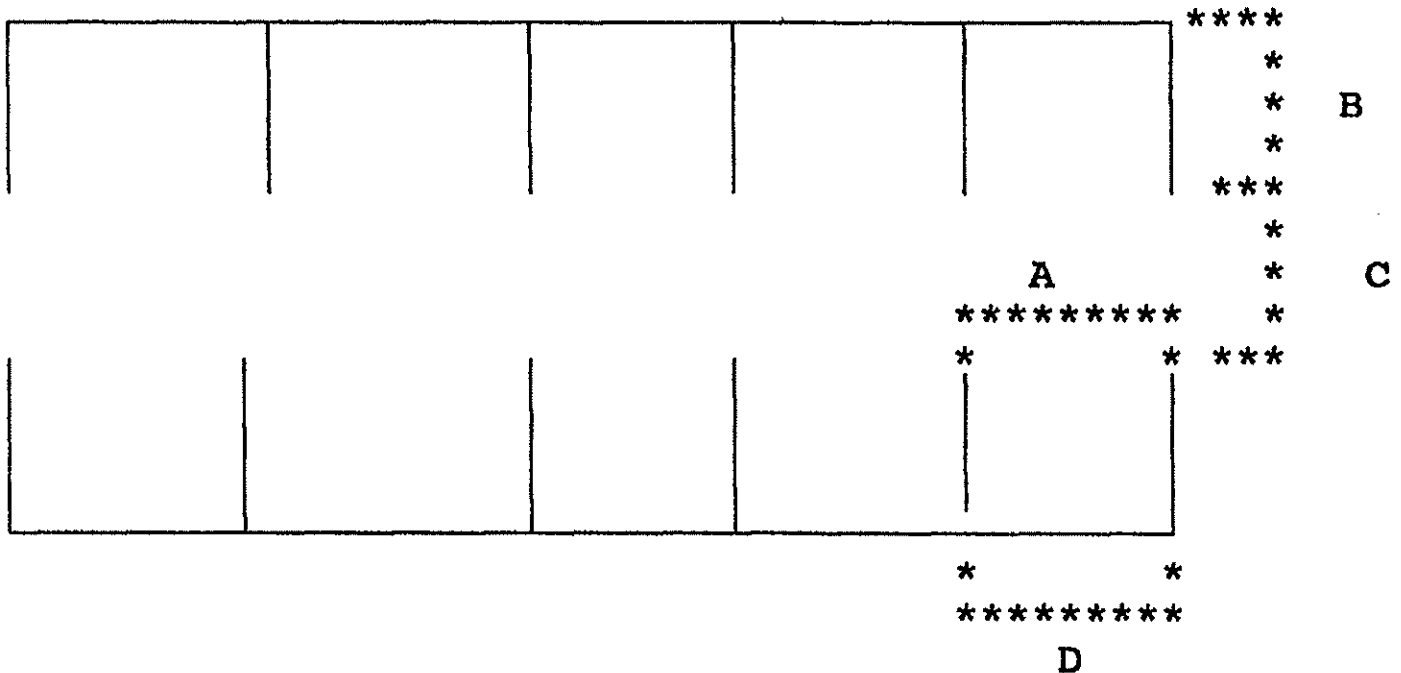
B. Minimum standards for a standard parking stall's length and width, aisle width, and maneuvering space shall be determined from the following table. Dimensions for designated compact spaces are noted in parentheses:

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-foot-wide by 18-foot-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-foot-wide and drive aisles between/around the proposed self-storage buildings are a minimum of 25-foot-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**

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*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 well 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 applicable.

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**

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*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**

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*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**

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*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**

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*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**

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*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**

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*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**

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*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)*

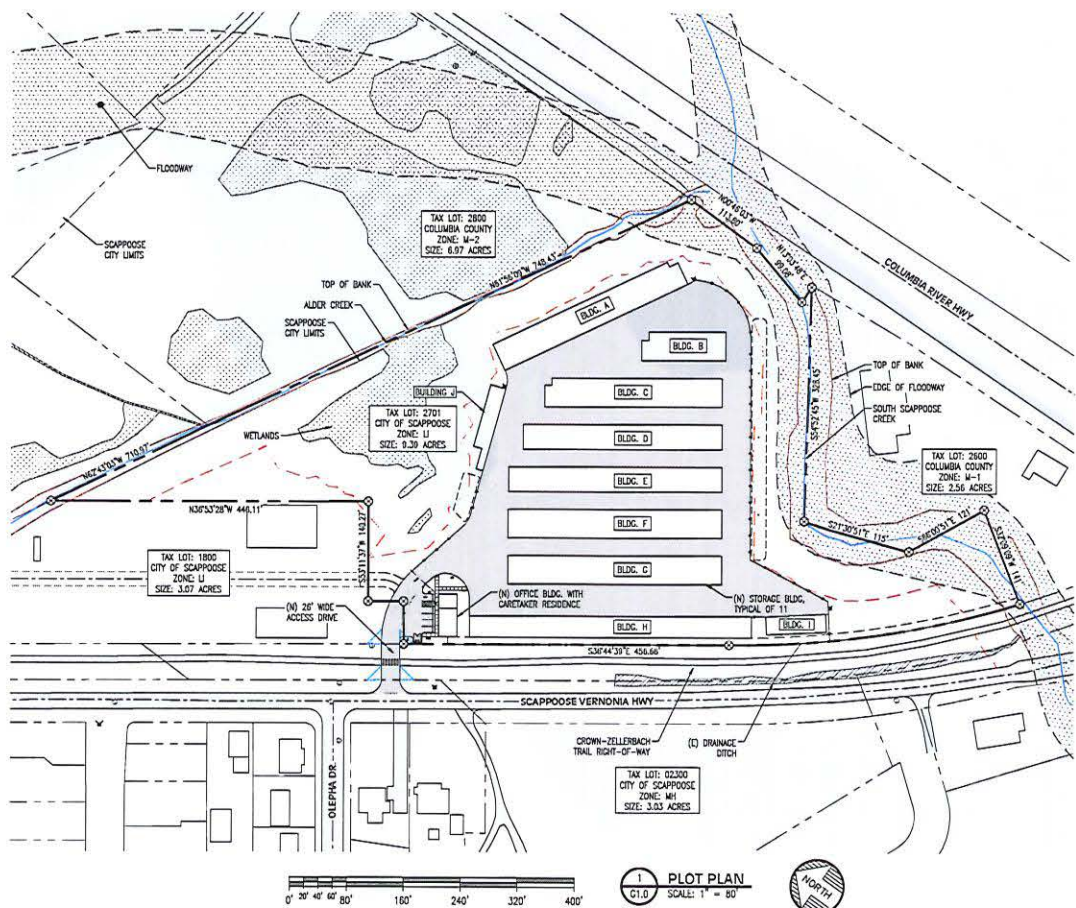
Response: The land divider's engineer will provide a written certification that all improvements, workmanship and materials are in accord with current and standard engineering and construction practices, and are of a high grade and that improvements were built according to plans and specifications.



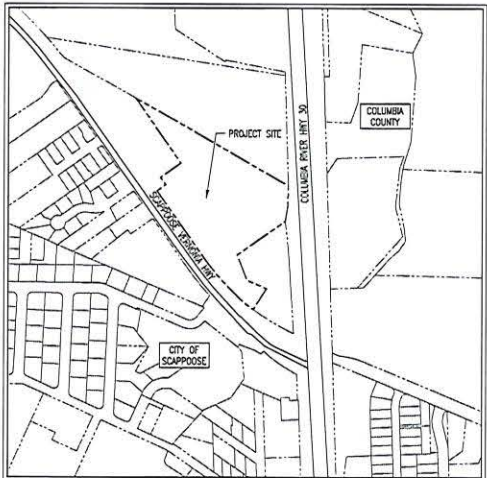
# OFSTAD SELF-STORAGE

ADAM OFSTAD

53026 NW THORNTON DR  
SCAPPOOSE, OR 97056



DRAWING INDEX	
GENERAL	
SHEET	DESCRIPTION
G1.0	COVER SHEET
G2.0	GENERAL NOTES & LEGENDS
CIVIL	
SHEET	DESCRIPTION
C1.0	EXISTING CONDITIONS PLAN
C2.0	EROSION & SEDIMENT CONTROL PLAN
C3.0	CIVIL SITE PLAN
C3.1	ENLARGED ACCESS PLAN
C3.2	UNIT TYPE SITE PLAN
C4.0	OVERALL GRADING & STORMWATER PLAN
C4.1	GRADING - CUT-FILL AREAS
C5.0	UTILITY PLAN
C6.0	PARKING & LANDSCAPE PLAN
C7.0	FIRE TRUCK MANEUVERING
C8.0	ILLUMINATION PLAN
DETAILS	
SHEET	DESCRIPTION
D1.0	ESC DETAILS
D2.0	CITY STANDARD DETAILS
D2.1	STANDARD DETAILS
D2.2	STANDARD DETAILS
D3.0	CIVIL DETAILS
D3.1	CIVIL DETAILS
D4.0	SWALE DETAILS



VICINITY MAP  
SCALE: NTS

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  
53026 COLUMBIA RIVER HWY  
SCAPPOOSE, OR 97056  
PHONE: (503) 987-4000

**CIVIL ENGINEER**

LOWER COLUMBIA ENGINEERING, LLC  
58840 McNULTY WAY  
ST. HELENS, OR 97051 PHONE:  
PHONE: (503) 366-0399  
CONTACT: ANDREW NEDAL, P.E.  
andrew@lowercolumbiaengr.com

**SURVEYOR**

K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OR 97064  
PHONE: (503) 429-8115  
CONTACT: DONALD WALLACE, SURVEYOR

Exhibit 4A

DATE: 06/13/2023 PRELIMINARY NOT FOR CONSTRUCTION	REV. REVISION RECORD	DATE	Lower Columbia Engineering St. Helens, Oregon 503.366.0399	PROJ. NO. 3550	COVER SHEET
				OWN. BY PCD	OFSTAD SELF-STORAGE
				APPR. BY ADAM OFSTAD	SHEET
				FILE D-3550-G1.0	DATE 12/18/2023
					G1.0







**LEGEND**

(S) ASPHALT PAVEMENT
(C) CONCRETE
(G) GRAVEL
(B) BUILDING
(F) FUTURE EASEMENTS
(W) WETLAND
(F) FLOODWAY
(F) FLOODPLAIN ZONE AE
(S) SUBJECT PROPERTY LINE
(A) ADJACENT PROPERTY LINE
(S) SETBACK/EASEMENT BOUNDARY
(F) FENCE
(S) STORM LINE
(W) WATER LINE
(S) SANITARY LINE
(O) OVERHEAD POWER LINE
(C) CENTERLINE OF CREEK
(T) TOP OF BANK
(S) 50' BUFFER/WETLAND SETBACK
(C) MAJOR CONTOUR
(C) MINOR CONTOUR
(C) UTILITY POLE
(C) PROPERTY CORNER
(C) SEWER MANHOLE
(C) STORM MANHOLE

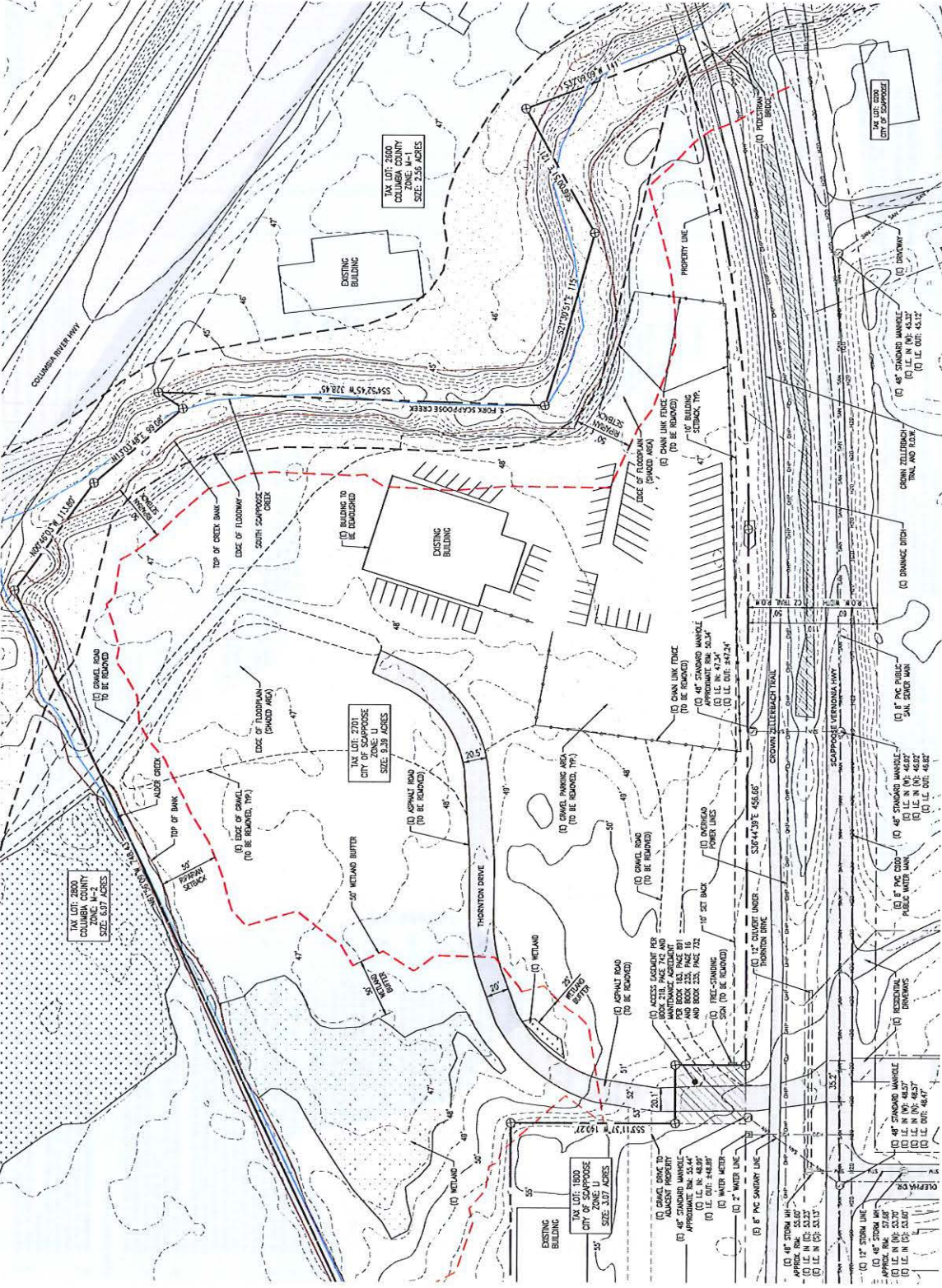
**BENCHMARK AND DATUM**

1. ALL ELEVATIONS SHOWN ARE BASED ON THE NATIONAL DATUM WITH A VERTICAL DATUM OF NAVD83.

2. HORIZONTAL DATUM UTILIZES NAD83.

**NOTE:**

NO TREES ARE ANTICIPATED TO BE REMOVED AS A RESULT OF THIS DEVELOPMENT. THE PROPOSED AREA OF DEVELOPMENT CONTAINS PRIMARY CROSS AND ALL EXISTING TREES FALL WITHIN THE BUFFER SETBACKS. IF IT IS DETERMINED THAT TREES ARE TO BE REMOVED AS A RESULT OF THIS DEVELOPMENT, THE APPLICANT SHALL PROVIDE A TREE REMOVAL PLAN FOR REVIEW AND APPROVAL BY THE CITY OF SCARPOOSE.



**EXISTING CONDITIONS PLAN**

SCALE: 1" = 40'

DATE: 10/20/2023

PROJECT: 3550

CLIENT: OPSTAD SELF-STORAGE

DESIGNER: ADAM OPSTAD

DATE: 10/20/2023

SHEET: C1.0

**Lower Columbia Engineering**

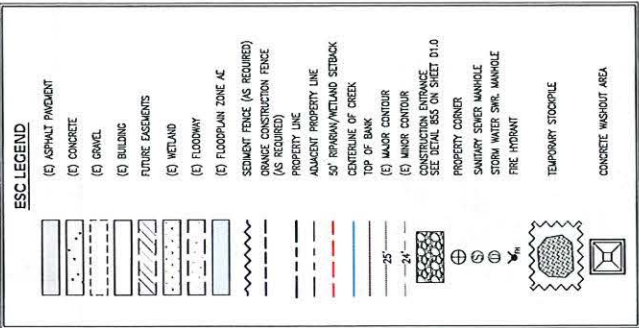
St. Helens, Oregon

1000 1st Street, NE

503.325.1111

www.lce-engineering.com





**EROSION AND SEDIMENT CONTROL BMP IMPLEMENTATION:**

1. ALL BASIC MEASURES (INLET PROTECTION, FEDMENTER 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 "STATUS" SHALL BE NOTED 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 DURING EROSION AND GRADING ACTIVITIES. SEE DETAIL 875 ON SHEET D1.0.
2	PROPOSED SOILS STOOPPILE AREA. PROTECT STOOPPILE WITH PLASTIC SHEETING AS REQUIRED PER DETAIL 810 ON SHEET D1.0. PROVIDE SEDIMENT FENCE AROUND SOILS STOOPPILES 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.

## EROSION & SEDIMENT CONTROL PLAN

SCALE: 1" = 40'

PROJECT NO. 3550

DATE 05/20/2024

PROJECT NAME 05510 STORAGE UNITS

PROJECT LOCATION 05510 STORAGE UNITS

PROJECT OWNER 05510 STORAGE UNITS

PROJECT ENGINEER 05510 STORAGE UNITS

PROJECT ARCHITECT 05510 STORAGE UNITS

PROJECT CONTRACTOR 05510 STORAGE UNITS

PROJECT SUBMITTER 05510 STORAGE UNITS

PROJECT REVIEWER 05510 STORAGE UNITS

PROJECT APPROVER 05510 STORAGE UNITS

PROJECT CHECKER 05510 STORAGE UNITS

PROJECT DATE 05/20/2024

PROJECT FILE 0-3550-C-2

PROJECT SHEET C2.0

PROJECT NO. 3550

PROJECT NAME 05510 STORAGE UNITS

PROJECT LOCATION 05510 STORAGE UNITS

PROJECT OWNER 05510 STORAGE UNITS

PROJECT ENGINEER 05510 STORAGE UNITS

PROJECT ARCHITECT 05510 STORAGE UNITS

PROJECT CONTRACTOR 05510 STORAGE UNITS

PROJECT SUBMITTER 05510 STORAGE UNITS

PROJECT REVIEWER 05510 STORAGE UNITS

PROJECT APPROVER 05510 STORAGE UNITS

PROJECT CHECKER 05510 STORAGE UNITS

PROJECT DATE 05/20/2024

PROJECT FILE 0-3550-C-2

PROJECT SHEET C2.0

PROJECT NO. 3550

PROJECT NAME 05510 STORAGE UNITS

PROJECT LOCATION 05510 STORAGE UNITS

PROJECT OWNER 05510 STORAGE UNITS

PROJECT ENGINEER 05510 STORAGE UNITS

PROJECT ARCHITECT 05510 STORAGE UNITS

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PROJECT SUBMITTER 05510 STORAGE UNITS

PROJECT REVIEWER 05510 STORAGE UNITS

PROJECT APPROVER 05510 STORAGE UNITS

PROJECT CHECKER 05510 STORAGE UNITS

PROJECT DATE 05/20/2024

PROJECT FILE 0-3550-C-2

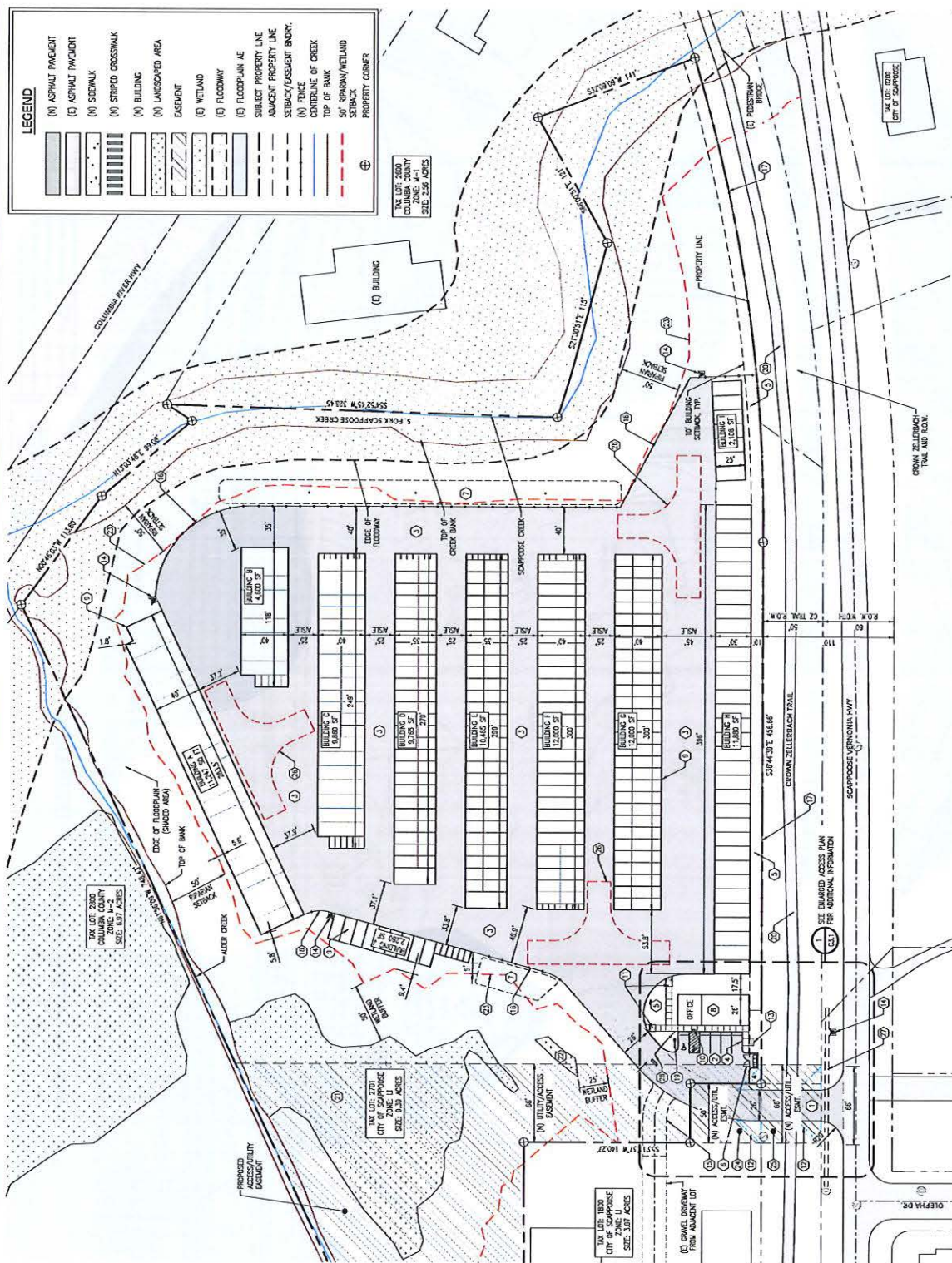
PROJECT SHEET C2.0



PROJ. NO.	3550	CIVIL SITE PLAN
ENG. BY	MLA	OFSTAD SELF-STORAGE
APPR. BY	ADAM OFSTAD	SHEET
FILE	D-3550-C-3	DATE 11/09/2023

C3.0

- 1 NEW ASPHALT DRIVE, NEW ASPHALT DRIVEWAY, DRIVE TO PROVIDE ACCESS FOR SUBJECT PROPERTY AND ADJACENT LOT. SEE EXHIBIT C FOR PLACEMENT FROM DRIVEWAY TO BUILDING PERMIT. SEE SHEET C14 FOR ELAID ACCESS PLAN.
- 2 NEW ASPHALT PARKING LOT, LOT OFF DUTIES/RESIDENCE. SEE EXHIBIT C FOR ADDITIONAL INFORMATION. SEE LANDSCAPE PLAN ON C14 FOR ADDITIONAL INFORMATION.
- 3 NEW ASPHALT DRIVE ALKES AND HANOVERING AREAS. ALL DRIVE ALKES TO BE A MINIMUM OF 25' IN WIDTH.
- 4 NEW STANDARD 6" CONCRETE CURB, TYPICAL.
- 5 NEW LANDSCAPED AREA, SEE PARKING & LANDSCAPE PLAN ON C14 FOR ADDITIONAL INFORMATION.
- 6 NEW TRASH ENCLOSURE AREA W/ 6' HIGH CEDAR FENCE.
- 7 NEW STORMWATER SWALE, SEE GRADING & STORMWATER PLAN ON C14 FOR ADDITIONAL INFORMATION.
- 8 NEW SELF-BUILDING W/ RESIDENCE.
- 9 NEW SELF-STORAGE BUILDING, TYPICAL OF 10. SEE SHEET C12 FOR UNIT DISTRIBUTION AND ZONING.
- 10 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 11 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 12 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 13 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 14 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 15 NEW PARALLEL ACCESSIBLE CURB RAMP.
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- 28 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 29 NEW PARALLEL ACCESSIBLE CURB RAMP.
- 30 NEW PARALLEL ACCESSIBLE CURB RAMP.



**CIVIL SITE PLAN**  
SCALE: 1" = 40'



DATE 05/27/2025  
PRELIMINARY  
NOT  
END COLLECTIONS

REV.	REVISION RECORD	DATE
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Lower Columbia Engineering  
St. Helens, Oregon  
503.357.4278

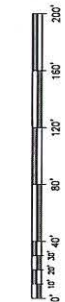
PROJ. NO.	3550	CIVIL SITE PLAN
ENG. BY	MLA	OFSTAD SELF-STORAGE
APPR. BY	ADAM OFSTAD	SHEET
FILE	D-3550-C-3	DATE 11/09/2023

C3.0











# BENCHMARK AND DATUM

1. ALL TOPOGRAPHIC INFORMATION SHOWN UTILIZES THE MOST RECENT NADA LIDAR WITH A VERTICAL DATUM OF NAVD83.
2. HORIZONTAL DATUM UTILIZES NAD83.

TAX LOT: 2800  
COLUMBIA COUNTY  
ZONE: M-2  
SIZE: 6.97 ACRES

TAX LOT: 2701  
CITY OF SCAPPOOSE  
ZONE: U  
SIZE: 9.39 ACRES

# LEGEND

- (N) ASPHALT PAVEMENT
- (C) ASPHALT PAVEMENT
- (S) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (C) WETLAND
- (E) FLOODWAY
- (C) FLOODPLAIN ZONE AE
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- SETBACK/EASEMENT BNDRY.
- (N) FENCE
- (N) STORM LINE
- CENTERLINE OF CREEK
- TOP OF BANK
- (N) MAJOR CONTOUR
- (N) MINOR CONTOUR
- (C) MINOR CONTOUR
- 50' RIPARIAN/WETLAND SETBACK
- (N) CATCH BASIN
- PROPERTY CORNER

# STRUCTURE TABLE

STRUCTURE NAME	ALIGNMENT	STATION	RM	IN	OUT	LENGTH	SLOPE
CB 1.1	DRIVE AISLE 1 - STORM	2+50.00	47.76'	IE: 45.50'	IE: 45.50'	74.65'	0.71%
CB 1.2	DRIVE AISLE 1 - STORM	1+25.00	47.76'	IE: 46.13'	IE: 46.13'	125.00'	0.50%
CB 1.3	DRIVE AISLE 1 - STORM	0+00.00	47.76'	IE: 46.78'	IE: 46.78'	125.00'	0.50%
CB 2.1	DRIVE AISLE 2 - STORM	2+50.00	47.81'	IE: 45.08'	IE: 45.08'	37.00'	0.75%
CB 2.2	DRIVE AISLE 2 - STORM	1+25.00	47.81'	IE: 46.02'	IE: 46.02'	125.00'	0.75%
CB 2.3	DRIVE AISLE 2 - STORM	0+00.00	47.81'	IE: 46.64'	IE: 46.64'	125.00'	0.50%
CB 3.1	DRIVE AISLE 3 - STORM	2+50.00	47.87'	IE: 45.08'	IE: 45.08'	36.98'	0.76%
CB 3.2	DRIVE AISLE 3 - STORM	1+25.00	47.81'	IE: 46.02'	IE: 46.02'	125.00'	0.75%
CB 3.3	DRIVE AISLE 3 - STORM	0+00.00	47.82'	IE: 46.64'	IE: 46.64'	125.00'	0.50%
CB 4.1	DRIVE AISLE 4 - STORM	2+50.12	47.81'	IE: 45.08'	IE: 45.08'	33.54'	0.83%
CB 4.2	DRIVE AISLE 4 - STORM	1+25.12	47.81'	IE: 46.02'	IE: 46.02'	125.00'	0.75%
CB 4.3	DRIVE AISLE 4 - STORM	0+00.11	47.81'	IE: 46.64'	IE: 46.64'	125.01'	0.50%
CB 5.1	DRIVE AISLE 5 - STORM	2+50.00	47.81'	IE: 45.08'	IE: 45.08'	36.98'	0.76%
CB 5.2	DRIVE AISLE 5 - STORM	1+25.00	47.81'	IE: 46.02'	IE: 46.02'	125.00'	0.75%
CB 5.3	DRIVE AISLE 5 - STORM	0+00.00	47.81'	IE: 46.64'	IE: 46.64'	125.00'	0.50%
CB 6.1	DRIVE AISLE 6 - STORM	2+28.59	47.81'	IE: 45.08'	IE: 45.08'	33.54'	0.83%
CB 6.2	DRIVE AISLE 6 - STORM	1+03.09	47.81'	IE: 46.02'	IE: 46.02'	125.50'	0.75%
CB 6.3	DRIVE AISLE 6 - STORM	0+00.00	49.88'	IE: 46.79'	IE: 46.79'	103.09'	0.75%
CB 7.1	DRIVE AISLE 7 - STORM	0+94.93	47.95'	IE: 45.35'	IE: 45.35'	69.96'	0.78%
CB 7.2	DRIVE AISLE 7 - STORM	0+00.00	47.88'	IE: 46.06'	IE: 46.06'	94.92'	0.75%
CB 8.1	DRIVE AISLE 8 - STORM	1+90.56	47.83'	IE: 45.12'	IE: 45.12'	27.50'	0.49%
CB 8.2	DRIVE AISLE 8 - STORM	1+15.56	47.07'	IE: 45.50'	IE: 45.50'	75.00'	0.50%
CB 8.2.1	DRIVE AISLE 8 - STORM	0+91.41	48.03'	IE: 45.79'	IE: 45.79'	58.51'	0.50%
CB 8.3	DRIVE AISLE 8 - STORM	0+00.00	51.98'	IE: 50.00'	IE: 50.00'	115.56'	3.89%
CB 9.1	DRIVE AISLE 9 - STORM	0+91.13	47.96'	IE: 43.29'	IE: 43.09'	91.13'	1.00%
CB 9.2	DRIVE AISLE 9 - STORM	0+00.00	47.90'	IE: 44.21'	IE: 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 = 48.00'  
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 OUTFALLS.
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.

Exhibit 4H

# OVERALL GRADING & STORMWATER PLAN

SCALE: 1" = 40'



DWG: 05/13/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



St. Helens, Oregon  
503.366.0299

PROJ. NO.	3550	OVERALL GRADING & STORMWATER PLAN
DWG. BY	CAB	OFSTAD STORAGE UNITS
APPR. BY	ADAM OFSTAD	SHEET
FILE	D-3550-C-4	DATE 02/26/2025

C4.0



# BENCHMARK AND DATUM

1. ALL TOPOGRAPHIC INFORMATION SHOWN UTILIZES THE MOST RECENT NADA LDMR WITH A VERTICAL DATUM OF NAVD83.
2. HORIZONTAL DATUM UTILIZES NAD83.

TAX LOT: 2800  
COLUMBIA COUNTY  
ZONE: M-2  
SIZE: 6.97 ACRES

TAX LOT: 2701  
CITY OF SCAPPOOSE  
ZONE: U  
SIZE: 9.39 ACRES

TAX LOT: 2600  
COLUMBIA COUNTY  
ZONE: M-1  
SIZE: 2.56 ACRES

## LEGEND

- (N) ASPHALT PAVEMENT
- (C) ASPHALT PAVEMENT
- (N) SIDEWALK
- (N) STRIPED CROSSWALK
- (N) BUILDING
- (N) LANDSCAPED AREA
- EASEMENT
- (C) WETLAND
- (E) FLOODWAY
- AREA OF CUT
- AREA OF FILL
- (C) 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' (C) MAJOR CONTOUR
- 24' (C) MINOR CONTOUR
- 50' RIPARIAN/WETLAND SETBACK
- (N) CATCH BASIN
- PROPERTY CORNER

## GRADING - CUT-FILL AREAS

SCALE: 1" = 40'



DATE: 03/13/2025  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3550	GRADING - CUT-FILL AREAS
DWG. BY	CAB	OFSTAD STORAGE UNITS
APPR. BY	ADAM OFSTAD	SHEET
FILE	D-3550-C-4.1	DATE 02/26/2025

C4.1

Exhibit 41



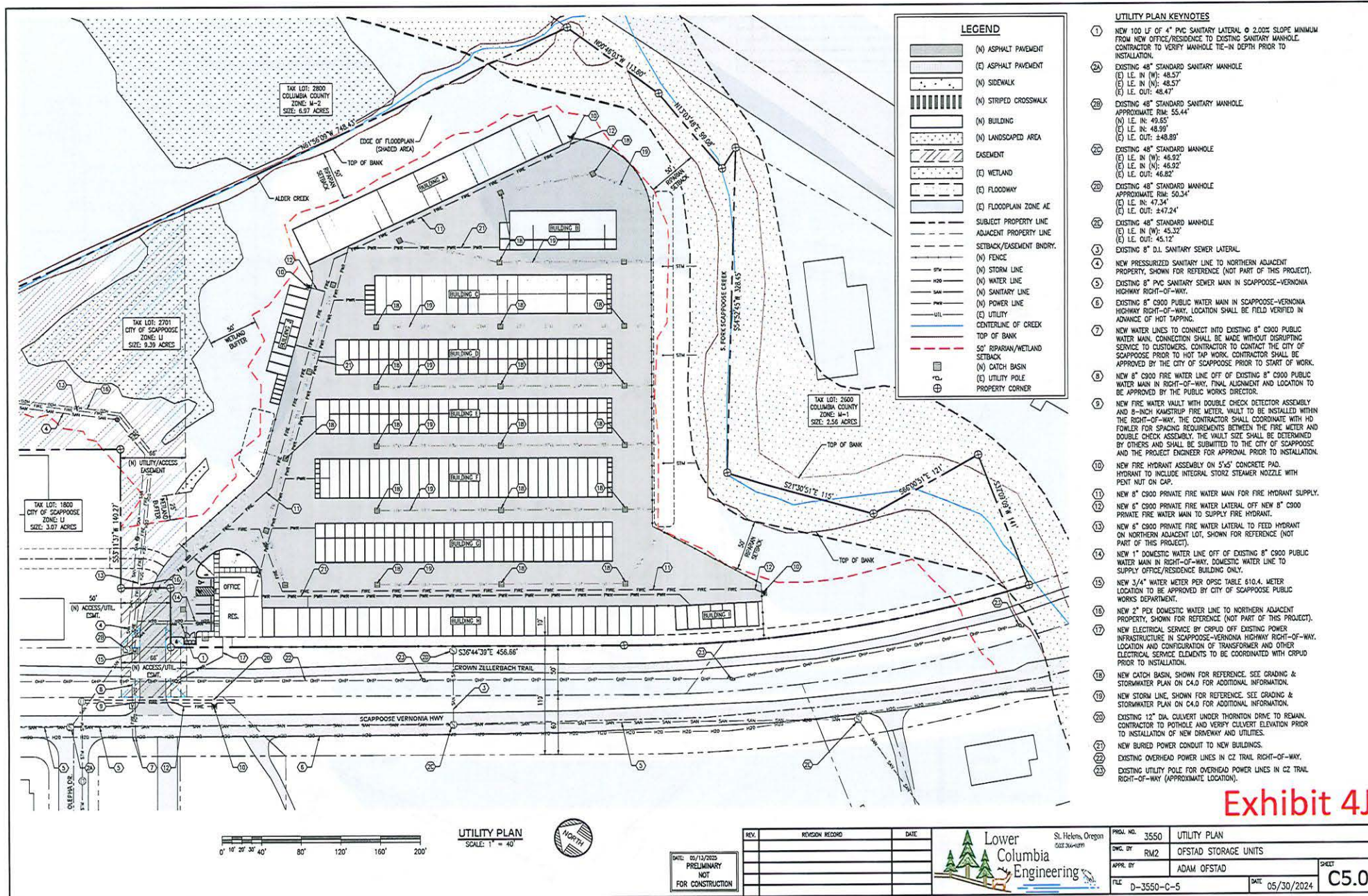
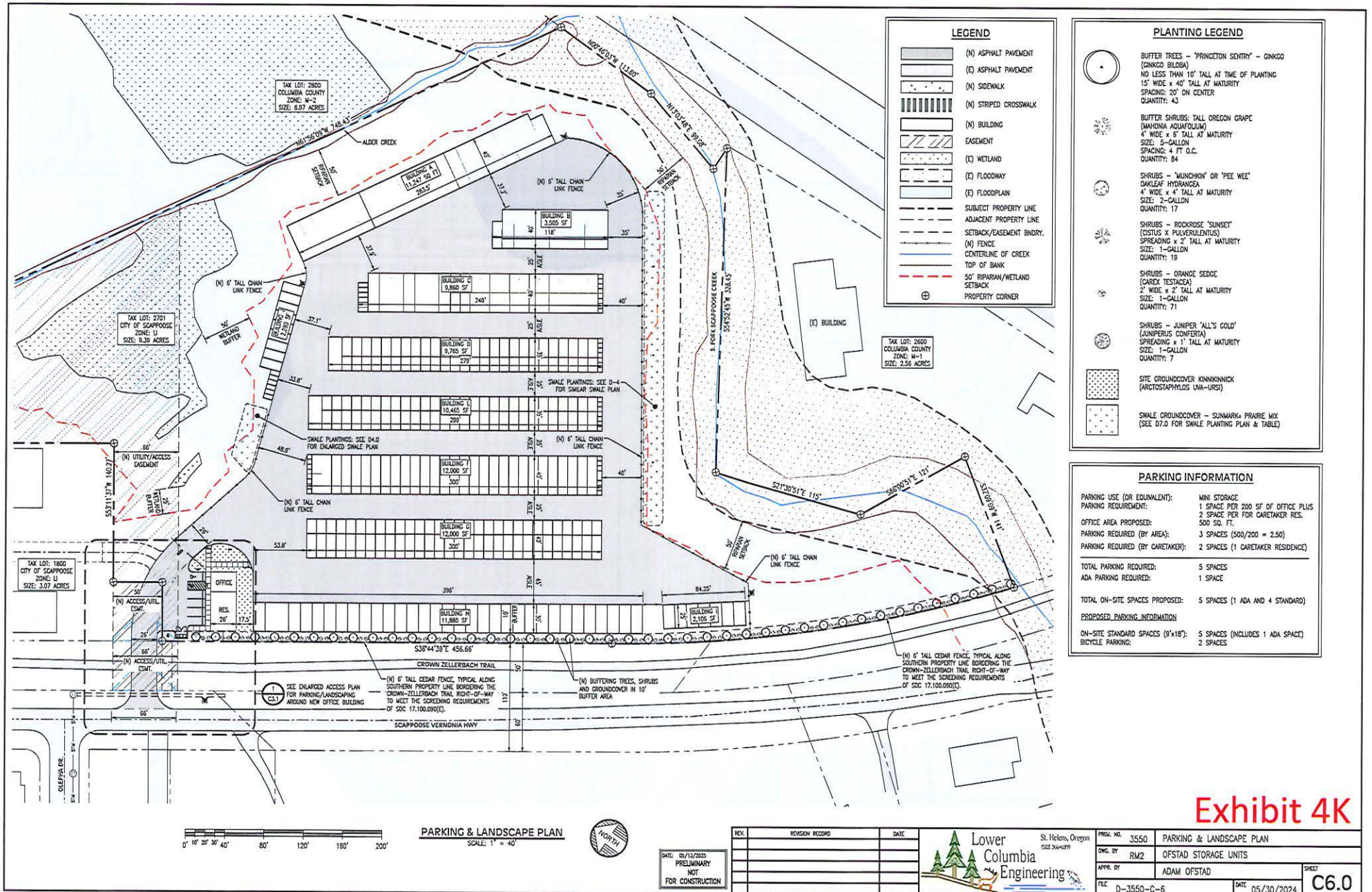


Exhibit 4J





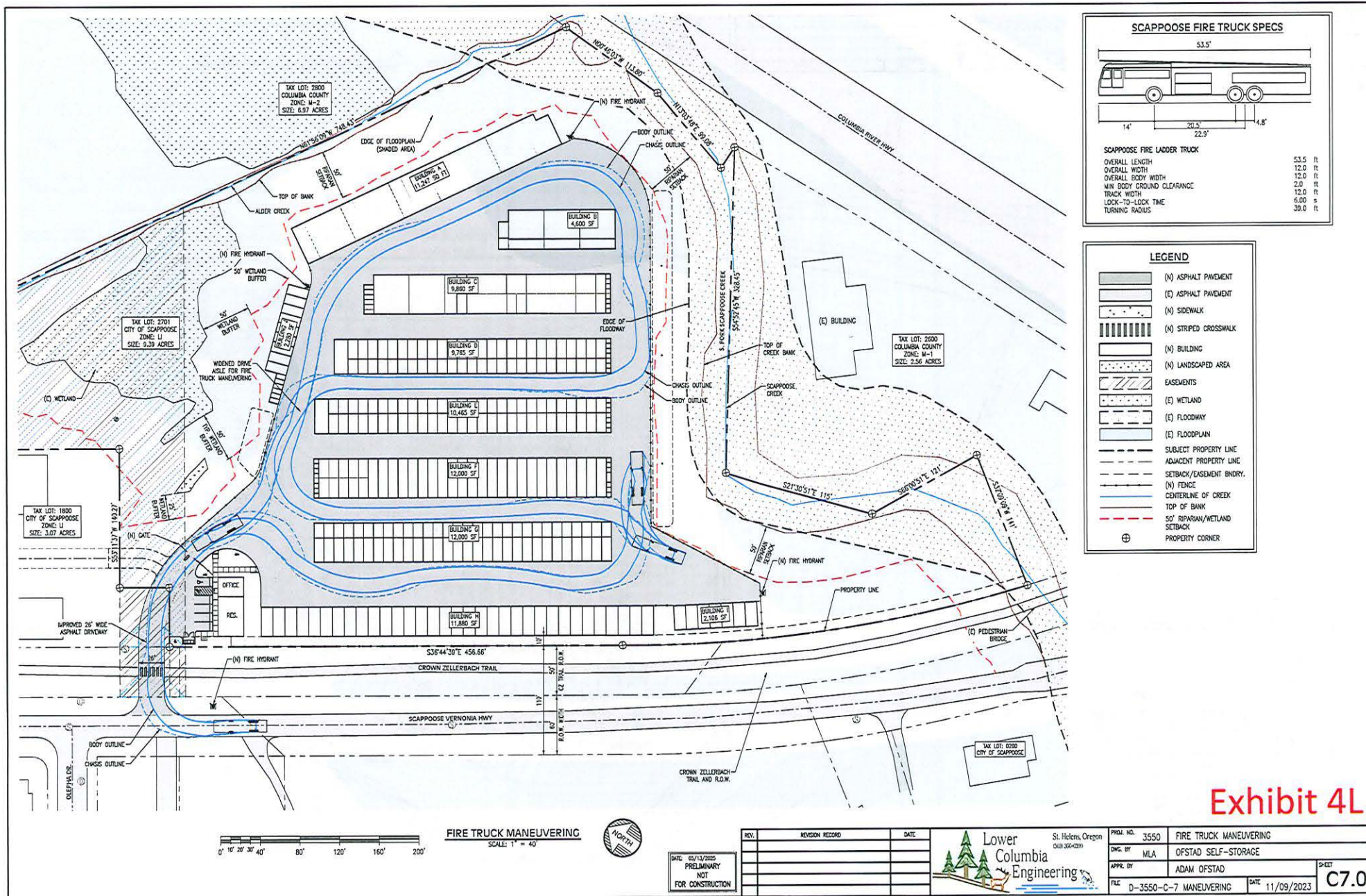
DATE: 05/13/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3550	PARKING & LANDSCAPE PLAN
ENG. BY	RMZ	OFSTAD STORAGE UNITS
APPR. BY	ADAM OFSTAD	
FILE	D-3550-C-6	DATE: 05/30/2024
		SHEET: <b>C6.0</b>







# EXTERIOR LIGHTING KEYNOTES:

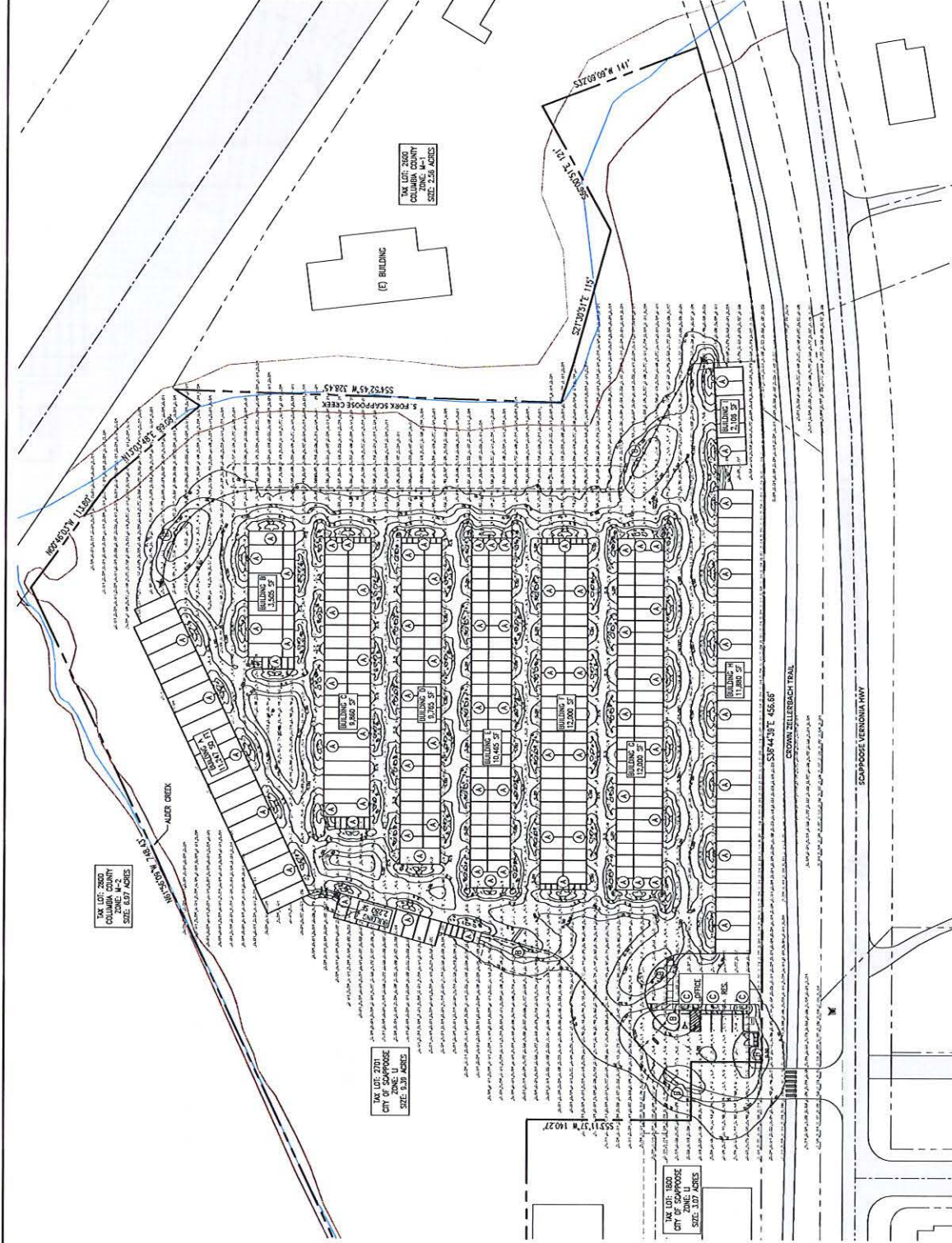
- ① COOPER LIGHTING VNA VISION WALL MOUNT LED, MODEL: VNA-720-LED-E1-52-7020, LUMINOUS FLUX OF 8811 lm, MOUNTED AT 9' ABOVE GRADE, TYP. OF 80
- ② COOPER LIGHTING "PREVAL" AREA AND ROADWAY LUMINAIRE, MODEL: PRO-CH15-4-UN-72-82, LUMINOUS FLUX OF 7295 lm, MOUNTED 15' ABOVE GRADE, TYPICAL OF 7
- ③ MC-EF "205410 (R5)" 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 LUMINANCE VALUES WERE CALCULATED USING DALIUX EVO LIGHTING SOFTWARE.

## HORIZONTAL LUMINANCE (cd)

AVERAGE (E)	MAXIMUM (E <sub>max</sub> )
3.47 fc	15.2 fc
15.2 fc	48.4 fc
E / E <sub>max</sub>	212

SELECTED FEATURES 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.



ILLUMINATION PLAN  
SCALE 1" = 40'



DATE: 07/17/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION



St Helens, Oregon  
SCE-2023-001

REV.	REVISION RECORD	DATE

PROJ. NO. 3550  
DATE: 07/17/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

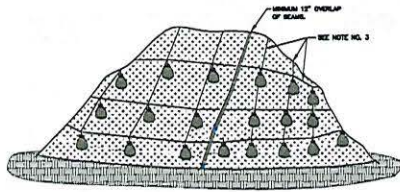
PROJ. NO.	3550	ILLUMINATION PLAN
DATE	07/17/2023	OFSTAD SELF-STORAGE
APPROVED BY	ADAM OFSTAD	
FILE	D-3550-C-B-A	DATE: 05/20/2024

C8.0

Exhibit 4M



FOR FURTHER INFORMATION  
ON DESIGN CRITERIA, SEE  
CHAPTER 4 OF CLEAN WATER  
SERVICES DESIGN PREVENTION  
AND SEGMENT CONTROL  
PLANNING AND DESIGN MANUAL.



PLASTIC SHEETING

NOTES:

1. MINIMUM 12" OVERLAP OF ALL SEAMS REQUIRED.
2. PROTECTIVE SEGMENT CONTROL MAP TO BE INSTALLED A MINIMUM OF 3' FROM TOE OF STOCKPILE.
3. COVERING MAINTAINED TIGHTLY IN PLACE BY USING SANDBAGS OR APPROVED EQUAL ON HOLES WITH A MINIMUM 12" OVERLAP 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.

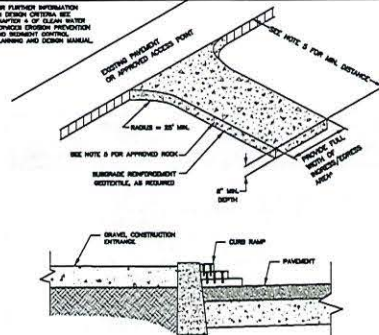
PLASTIC SHEETING

DRAWING NO. 810

REVISED 10-31-19



FOR FURTHER INFORMATION  
ON DESIGN CRITERIA, SEE  
CHAPTER 4 OF CLEAN WATER  
SERVICES DESIGN PREVENTION  
AND SEGMENT CONTROL  
PLANNING AND DESIGN MANUAL.



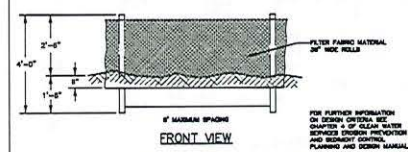
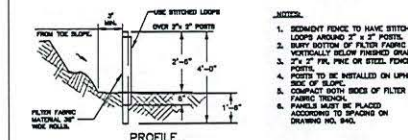
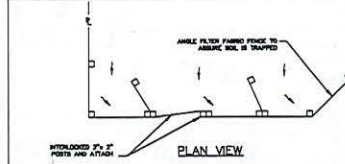
NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAY. THIS MAY REQUIRE TOP EXCAVATING, REPAIR AND/OR CLEAN OUT OF 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 GRASS OR STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
4. ANY RUMPLEY CONTAINING SEDIMENT LATER WATER IS LEAVING THE SITE VIA THE CONSTRUCTION ENTRANCE, OTHER MEASURES SHALL BE IMPLEMENTED TO SHORT RUMPLEY THROUGH AN APPROVED FILTERING SYSTEM.
5. DIMENSIONS:  
20' LONG BY 30" DEEP OF 30" MINUS CLEAN ROCK.  
CONCRETE OR APPROVED EQUAL.  
30' LONG BY 30" DEEP 30" MINUS CLEAN ROCK.  
CONCRETE OR APPROVED EQUAL.

CONSTRUCTION ENTRANCE

DRAWING NO. 855

REVISED 10-31-19



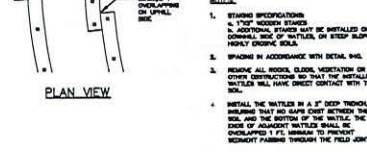
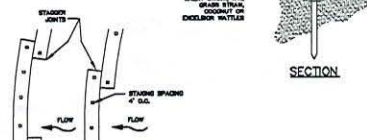
SEDIMENT FENCE

DRAWING NO. 875

REVISED 10-31-19



FOR FURTHER INFORMATION  
ON DESIGN CRITERIA, SEE  
CHAPTER 4 OF CLEAN WATER  
SERVICES DESIGN PREVENTION  
AND SEGMENT CONTROL  
PLANNING AND DESIGN MANUAL.



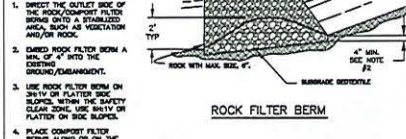
WATTLES

DRAWING NO. 880

REVISED 10-31-19



FOR FURTHER INFORMATION  
ON DESIGN CRITERIA, SEE  
CHAPTER 4 OF CLEAN WATER  
SERVICES DESIGN PREVENTION  
AND SEGMENT CONTROL  
PLANNING AND DESIGN MANUAL.



ROCK FILTER BERM



COMPOST FILTER BERM

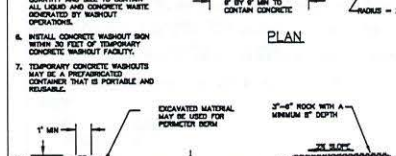
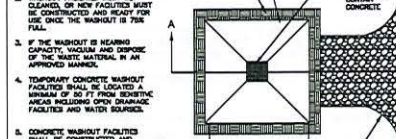
FILTER BERMS  
ROCK/COMPOST

DRAWING NO. 890

REVISED 10-31-19



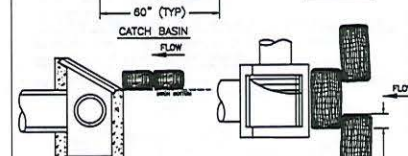
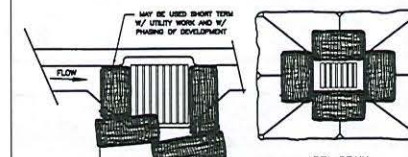
FOR FURTHER INFORMATION  
ON DESIGN CRITERIA, SEE  
CHAPTER 4 OF CLEAN WATER  
SERVICES DESIGN PREVENTION  
AND SEGMENT CONTROL  
PLANNING AND DESIGN MANUAL.



CONCRETE WASHOUT

DRAWING NO. 900

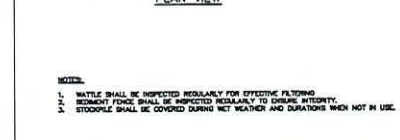
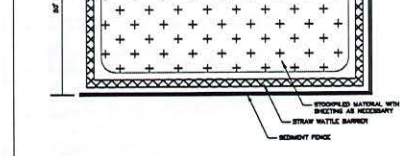
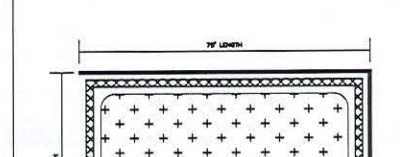
REVISED 10-31-19



INLET PROTECTION  
TYPE 4

DRAWING NO. 915

REVISED 10-31-19



CONSTRUCTION STOCKPILE

DRAWING NO. 920

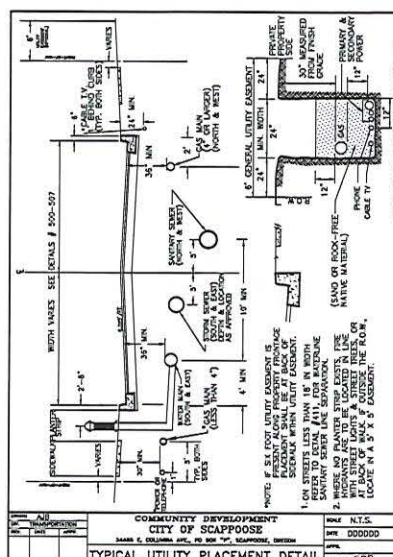
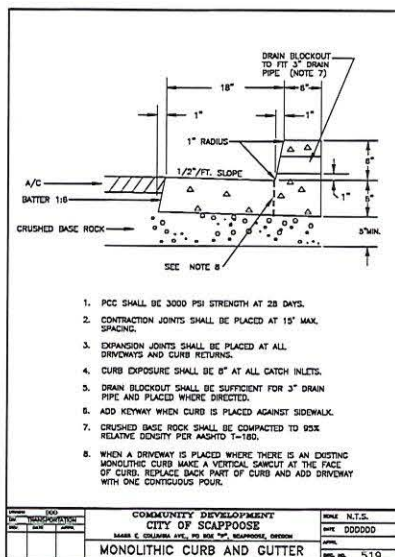
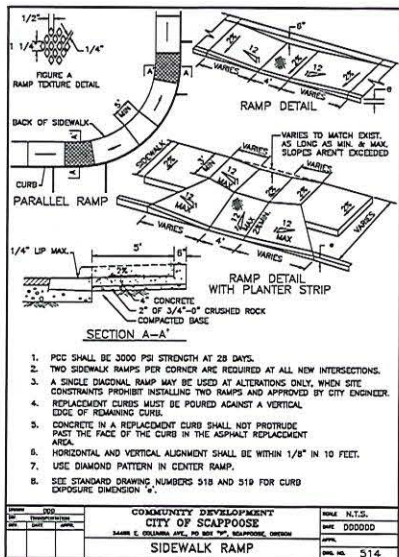
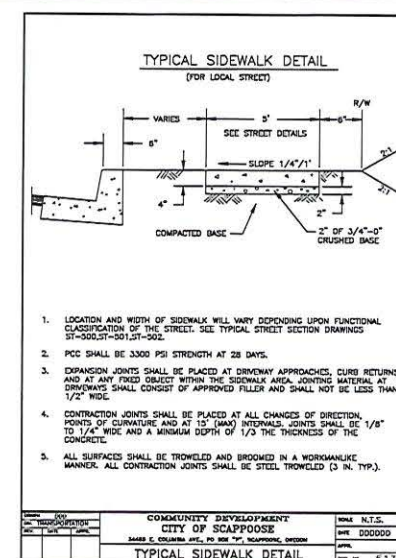
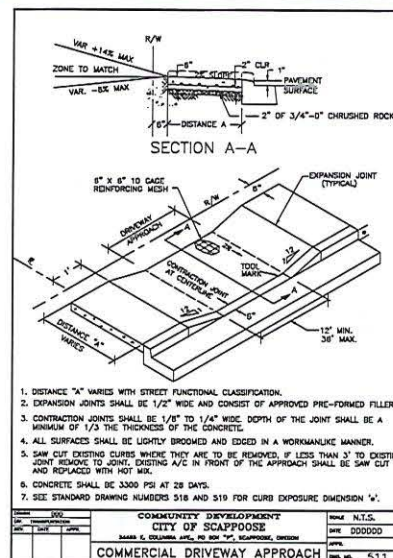
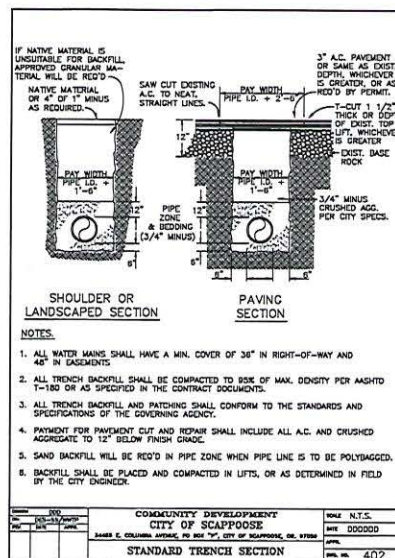
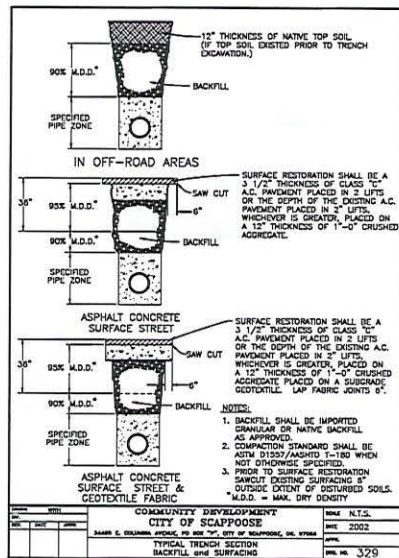
REVISED 10-31-19



Exhibit 4N

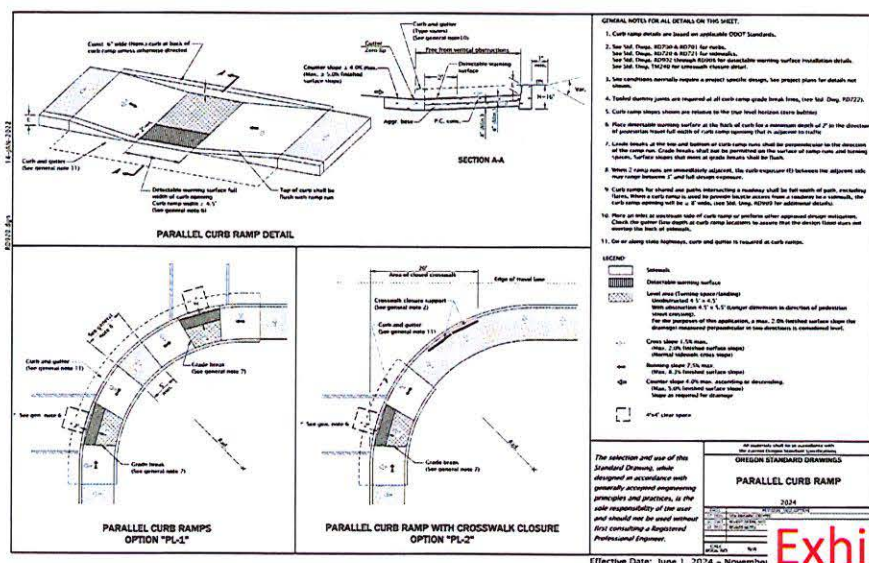
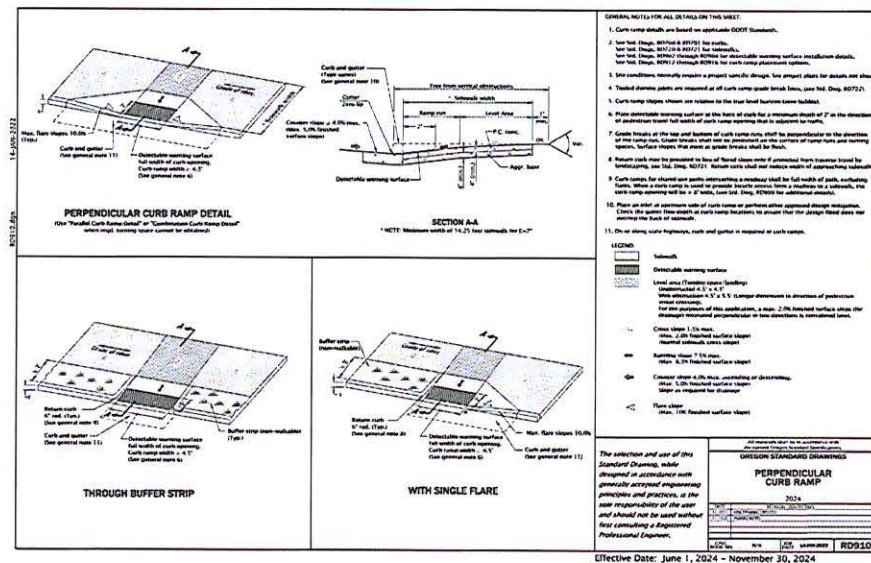
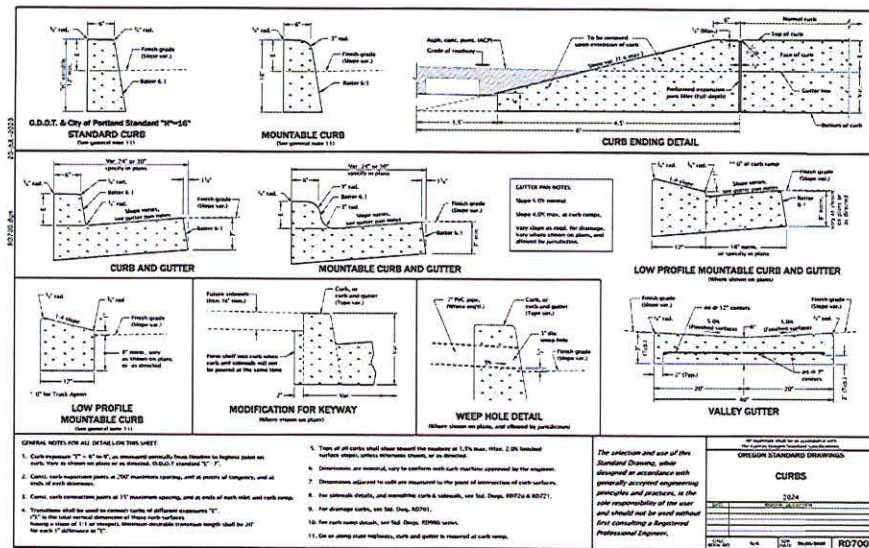
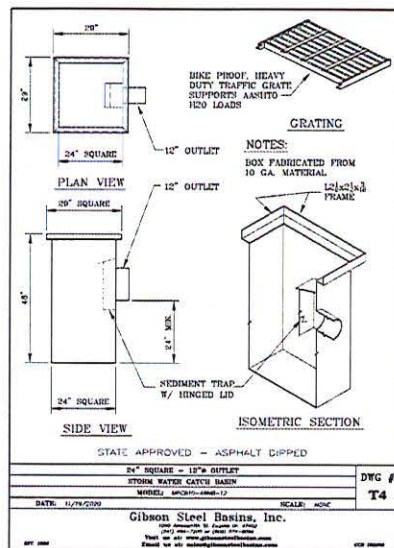
REV.	REVISION RECORD	DATE
01	05/13/2020 PRELIMINARY NOT FOR CONSTRUCTION	
<div> <div> <div>Lower Columbia Engineering</div> <div>St. Helens, Oregon 503.327.0339</div> </div> </div>		
PROJ. NO.	3550	ESC DETAILS
DRG. BY	MLA	OFSTAD SELF-STORAGE
APPR. BY	ADAM OFSTAD	SHEET
FILE	D-3550-D1.0	DATE 11/09/2023
		D1.0







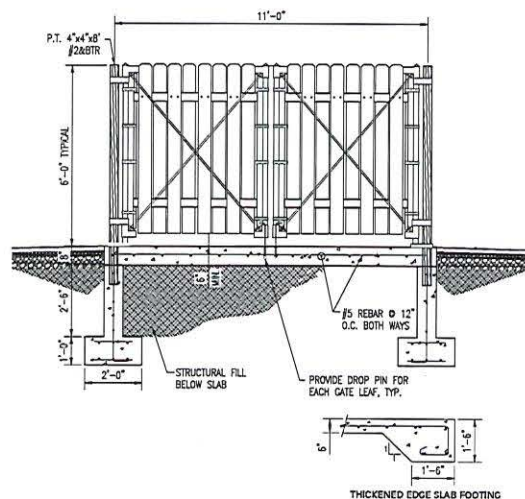






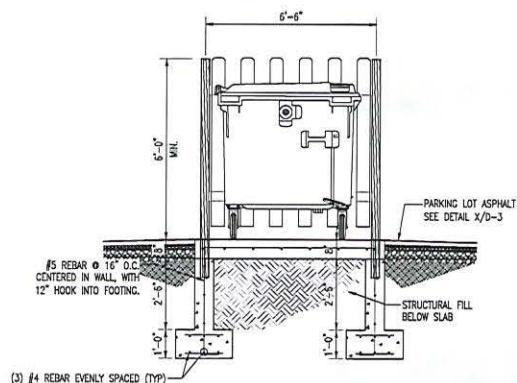




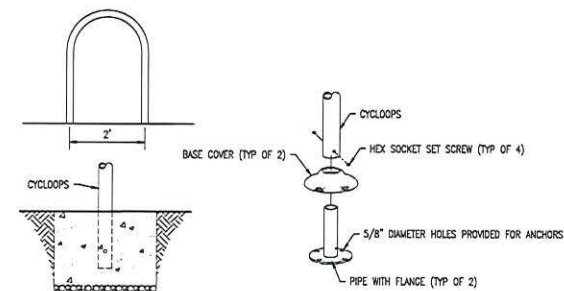


NOTE: AS AN ALTERNATE, A THICKENED EDGE SLAB FOOTING MAY BE USED. THE THICKENED EDGE FOOTING SHALL BE AT A MINIMUM 18 INCHES IN DEPTH AND 18" WIDE.

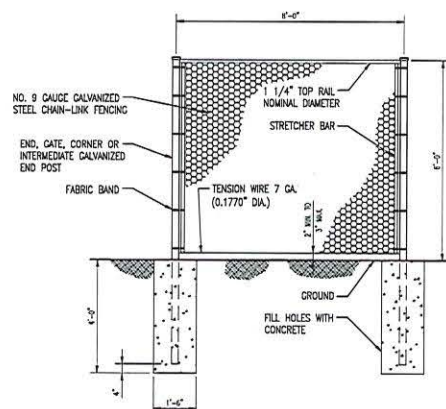
1 REFUGE ENCLOSURE GATE ELEVATION DETAIL  
SCALE: N.T.S.



2 REFUGE ENCLOSURE SECTION  
SCALE: N.T.S.



3 BICYCLE RACK DETAIL  
SCALE: N.T.S.



4 CHAIN LINK FENCE DETAIL  
SCALE: N.T.S.

Exhibit 4S

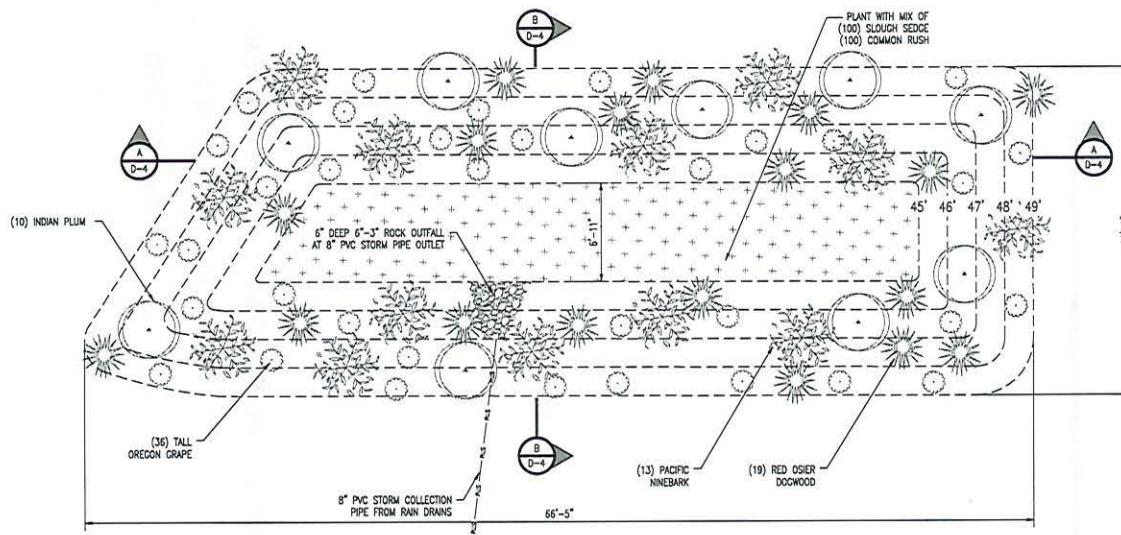
DATE: 03/13/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

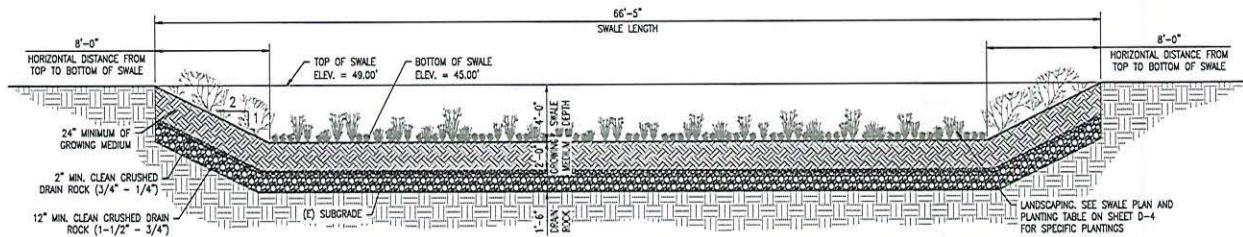


PROJ. NO.	3550	CIVIL DETAILS
OWC. BY	PCD	OFSTAD SELF-STORAGE
APPR. BY	ADAM OFSTAD	
FILE	D-3550-03.1	DATE: 03/28/2025

SHEET  
D3.1



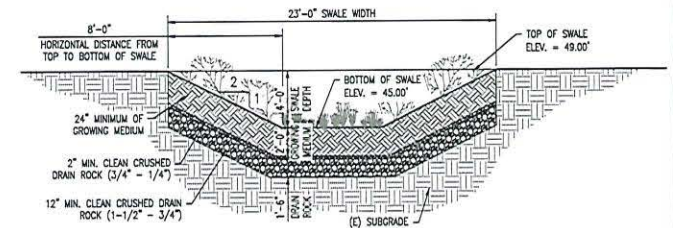
1 ENLARGED SWALE PLAN - DETENTION SWALE  
SCALE: 1/4" = 1'-0"



A DETENTION SWALE CROSS SECTION  
SCALE: 1/4" = 1'-0"

PACIFIC NW NATIVE STORM WATER PLANTS KEY									
COMMON NAME	SYMBOL	BOTANICAL NAME	MATURITY WIDE/TALL	CHARACTERISTICS	CONDITIONS	D/E*	MIN. SIZE	QTY	SPACING (O.C.)
<b>SMALL TREES</b>									
INDIAN PLUM		OEMLERIA CERASIFORMIS	6'x12'	GREEN FOLIAGE, WHITE EARLY SPRING FLOWERS, PLUM-LIKE FRUIT		D	1 GAL	24	4 FT
<b>SHRUBS</b>									
PACIFIC NINEBARK		PHYGOCARPUS 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
<b>NATIVE SEDGES</b>									
SLOUGH SEDGE		CAREX OBNUPTA	22"x60"	DENSE TAN FLOWERS ON BRIGHT GREEN STALKS, PREFERS WET/MOIST		E	1 GAL	132	36 IN
<b>NATIVE RUSHES</b>									
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



B 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**



Summark Prairie Mix

Acres:  
Quantity: 1  
43.67 lbs.

Botanical Name	Common Name	% by Weight	Seeds per lb. of mix	Seeds per lb. of Seed	Actual % by Seed Size	Lbs. Needed	% Recommended
Perennial ryegrass	Native Red Fescue	45.00%	22,000	500,000	36.4%	10.5	75%
Perennial ryegrass	Native Green	25.00%	22,000	500,000	11.2%	10.5	75%
Perennial ryegrass	Buffalagrass	20.00%	11,000	50,000	1.8%	8.7	25%
Perennial ryegrass	Native Junegrass	10.00%	10,000	10,000	28.4%	7.3	25%
Perennial ryegrass	Perennial Ryegrass	0.00%	0	0	1.2%	1.3	25%
TOTALS:		100.00%	61,000	1,000,000	100%	43.67	100%

Seeding Rate  
1.00 PLS lbs. per 1000 sq. ft.  
43.67 PLS lbs. per acre



EcoTurf is a native EcoLawn mix that has been designed for low/no maintenance sites. Similar to other "EcoLawn" but this one is NATIVE!

DATE: 05/13/2023  
PRELIMINARY  
NOT  
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJECT NO. 3550	SWALE DETAILS
DWG. BY PCD	OFSTAD SELF-STORAGE
APPR. BY ADAM OFSTAD	SHEET
FILE D-3550-D4.0	DATE 03/27/2025

D4.0

**Exhibit 4T**



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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## Summary Information

**Internal File No:** 3550

**Applicant:** Adam Ofstad  
50038 Columbia River Hwy  
Scappoose, OR 97056  
503-358-3717  
[aofstad@msn.com](mailto:aofstad@msn.com)

**Applicants Representative:** Matt Alexander  
Lower Columbia Engineering  
58640 McNulty Way  
St. Helens, OR 97051  
503-366-0399  
[matt@lowercolumbiaengr.com](mailto: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.



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, Ofstad 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, 11<sup>th</sup> 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*, 11<sup>th</sup> 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.

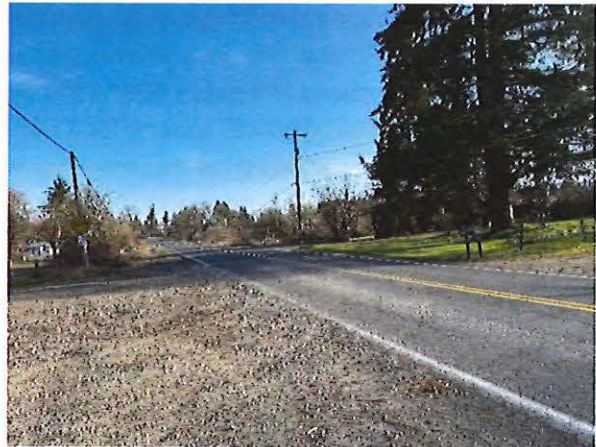
## ATTACHMENTS

- A. Propose Development Plan
- B. Sight Distance Photos

## SIGHT DISTANCE PHOTOS



**Facing West from Site-Access Driveway**



**Facing East from Site-Access Driveway**



## 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

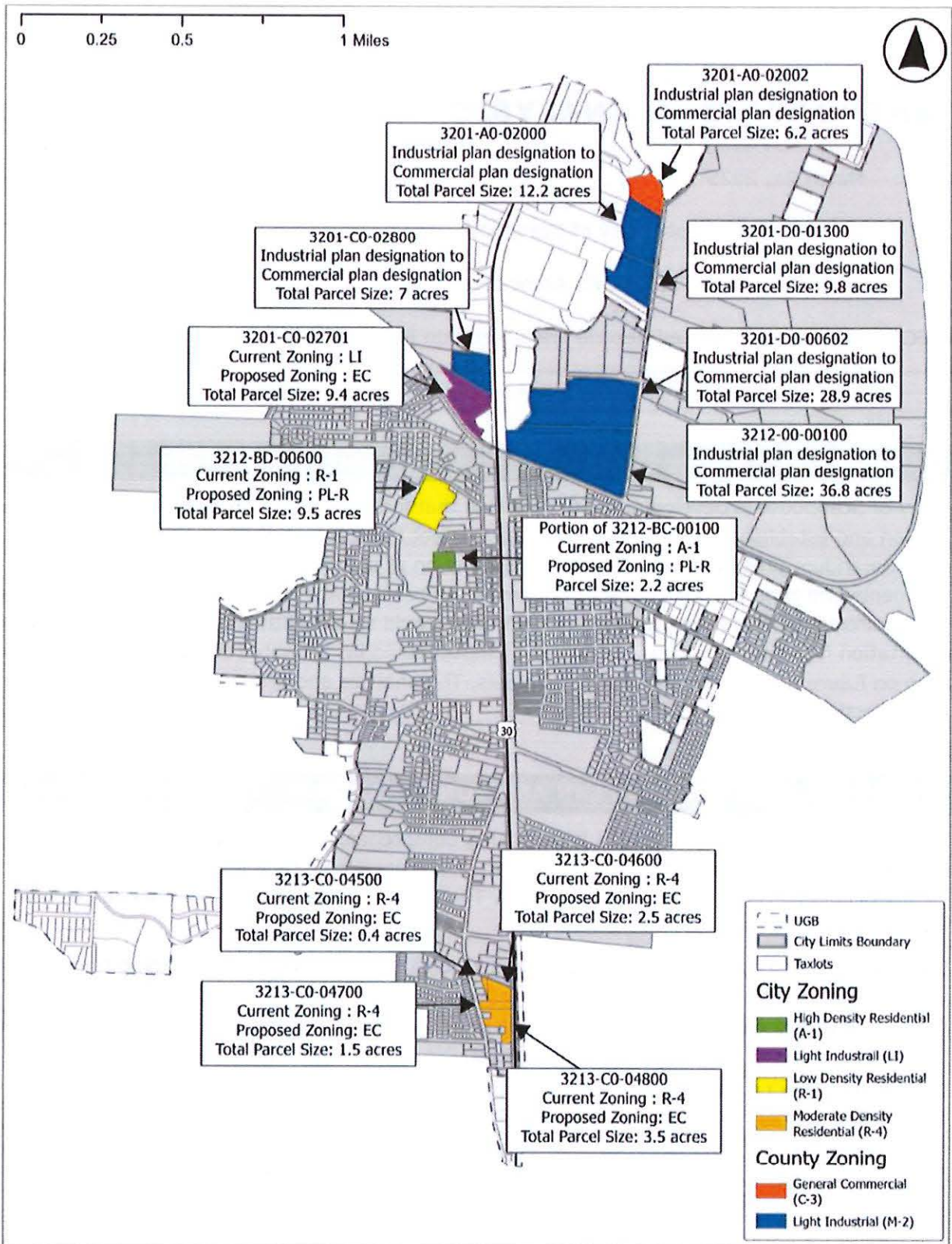
The City of Scappoose is developing a 50-Year Plan that includes an Urban Growth Boundary (UGB) expansion and establishment of Urban Reserves to meet the forecasted 50-year growth demand. This memorandum presents a trip generation evaluation of specific Comprehensive Plan amendments and zone changes 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<sup>1</sup> 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<sup>2</sup> 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

---

<sup>1</sup> 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>

<sup>2</sup> Trip Generation Manual, 11<sup>th</sup> 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)<sup>3</sup>, 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.

---

<sup>3</sup> 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



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 2<sup>nd</sup>, 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



EXPIRES: DECEMBER 31, 2026





# 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](http://www.oregon.gov/dsl)

February 14, 2024

### State Land Board

Keith Settle  
33341 Gilmore Road  
Scappoose, OR 97056

Tina Kotek  
Governor

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

LaVonne Griffin-Valade  
Secretary of State

Tobias Read  
State Treasurer

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,

A handwritten signature in black ink, appearing to read "Peter Ryan", with a stylized flourish at the end.

Peter Ryan, SPWS  
Aquatic Resource Specialist

Enclosures

cc: 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 form 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

<input checked="" type="checkbox"/> Applicant <input checked="" type="checkbox"/> 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
<input type="checkbox"/> 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: <u>Keith Settle</u> Signature: <u>Keith Settle</u> Digitally signed by Keith Settle Date: <u>10/03/2023</u> Special instructions regarding site access: _____ Date: 2023.10.03 11:06:09 -05'00'		

## 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 Contact: Stephanie James, Turnstone Environmental		Phone # (503) 348-2834 Mobile phone # (if applicable) E-mail: <del>tom@aurabenthos.com</del> 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: <u>Thomas Dee</u> Date: <u>08/11/2020</u> <small>DN cn=Thomas Dee, o=Cascara Ecological Consulting, LLC, ou=Founder/Principal Ecologist, email=tom@cascaraeco.com, c=US</small>		
Primary Contact for report review and site access is <input type="checkbox"/> Consultant <input checked="" type="checkbox"/> Applicant/Owner <input type="checkbox"/> Authorized Agent		
Wetland/Waters Present? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Study Area size: 15.21 Total Wetland Acreage: 0.5603		

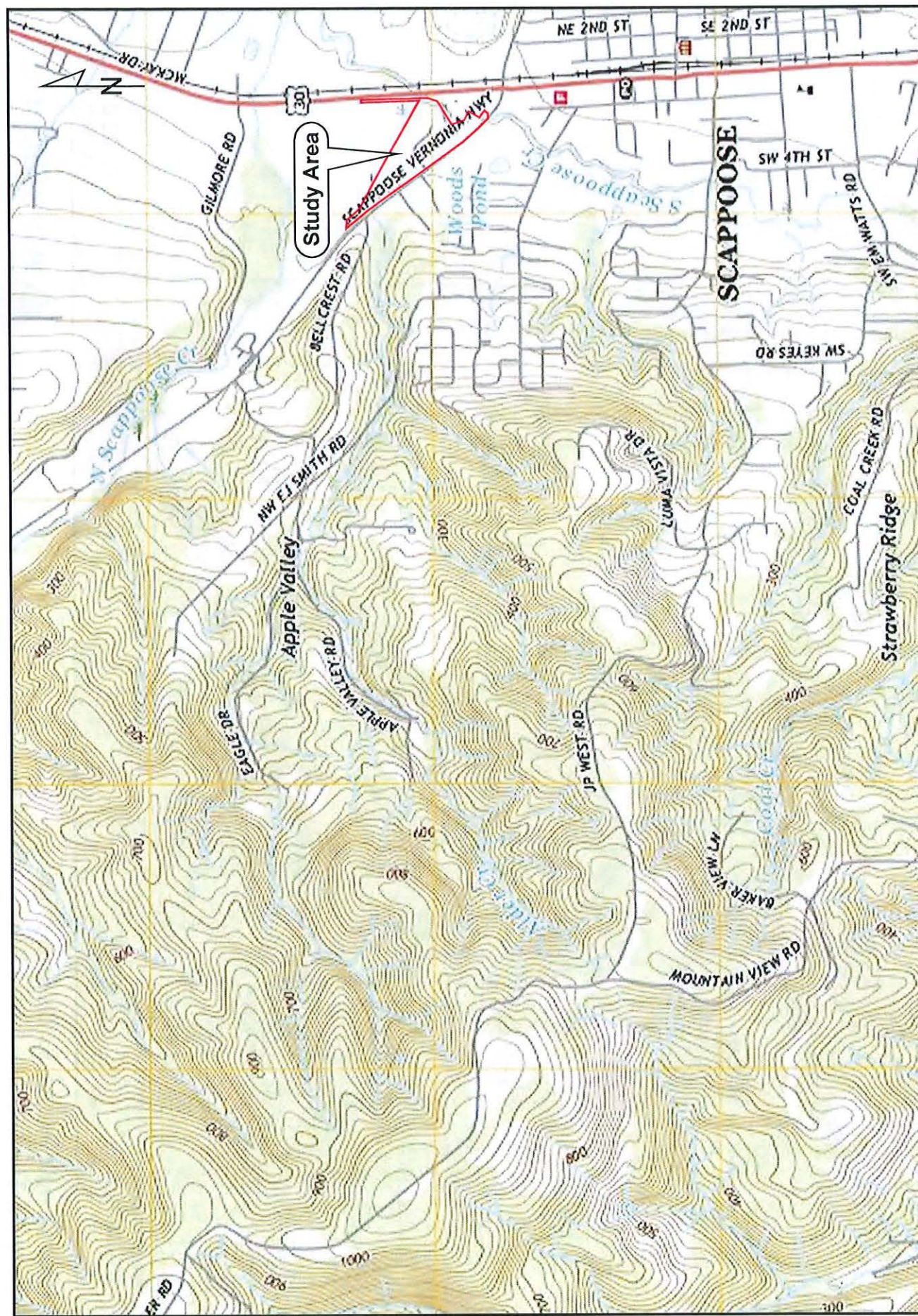
## Check Applicable Boxes Below

<input type="checkbox"/> R-F permit application submitted <input type="checkbox"/> Mitigation bank site <input type="checkbox"/> EFSC/ODOE Proj. Mgr: _____ <input type="checkbox"/> Wetland restoration/enhancement project (not mitigation) <input checked="" type="checkbox"/> Previous delineation/application on parcel If known, previous DSL # <u>WD2016-0347</u>	<input checked="" type="checkbox"/> Fee payment submitted \$ <u>540</u> <input type="checkbox"/> Resubmittal of rejected report (\$100) <input type="checkbox"/> Request for Reissuance. See eligibility criteria. (no fee) DSL # _____ Expiration date _____ <input checked="" type="checkbox"/> LWI shows wetlands or waters on parcel Wetland ID code <u>SSC-02</u>
---	---

## For Office Use Only

DSL Reviewer: <u>DE</u>	Fee Paid Date: ____ / ____ / ____	DSL WD # <u>2023-0487</u>
Date Delineation Received: <u>10 / 20 / 2023</u>	Scanned: <input type="checkbox"/> Electronic: <input checked="" type="checkbox"/>	DSL App.# _____





## Alder Creek Wetland Delineation

Figure 1. Vicinity Map

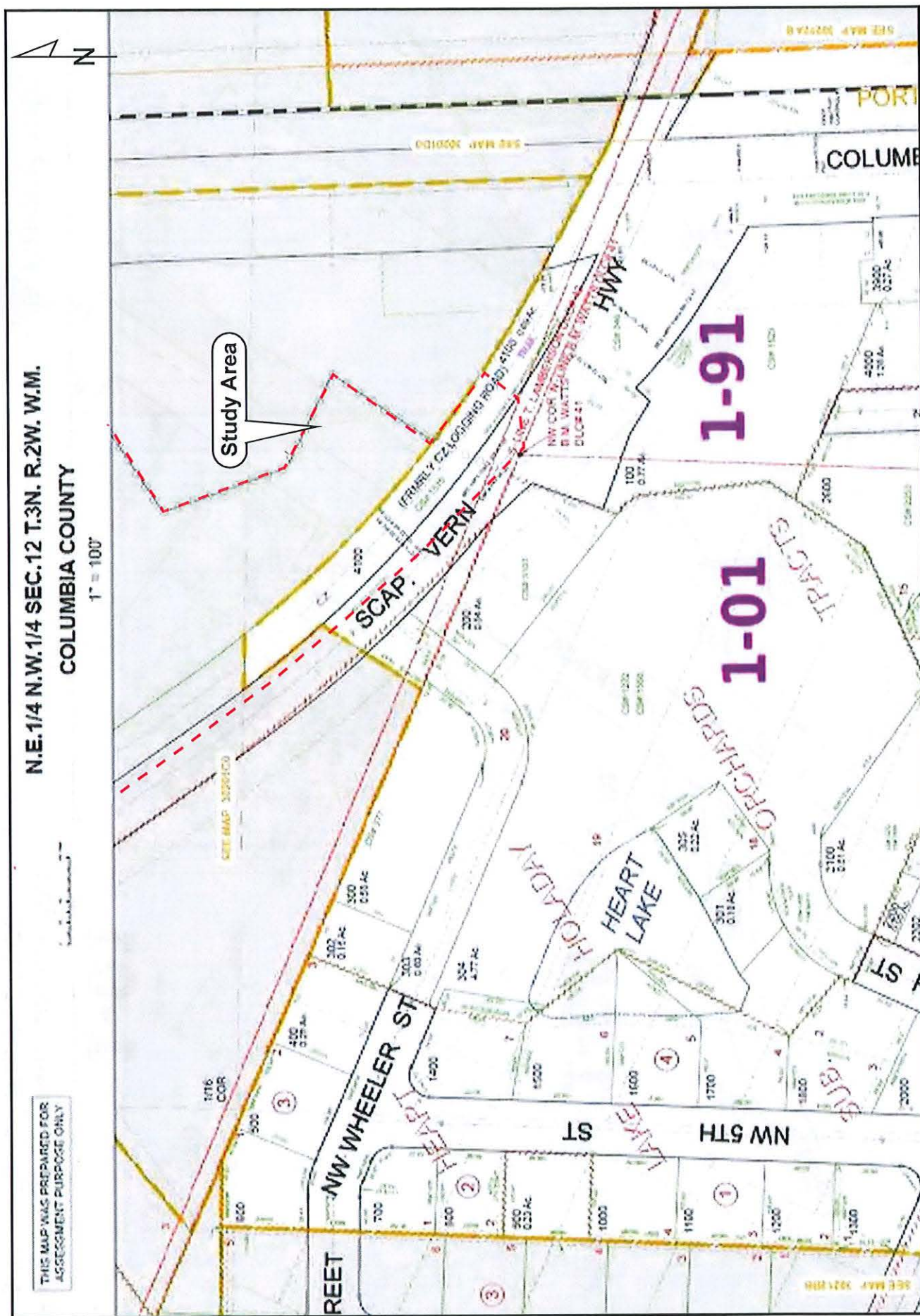
July 2020

Source: Chapman 7.5-minute Quadrangle (USGS 2020)

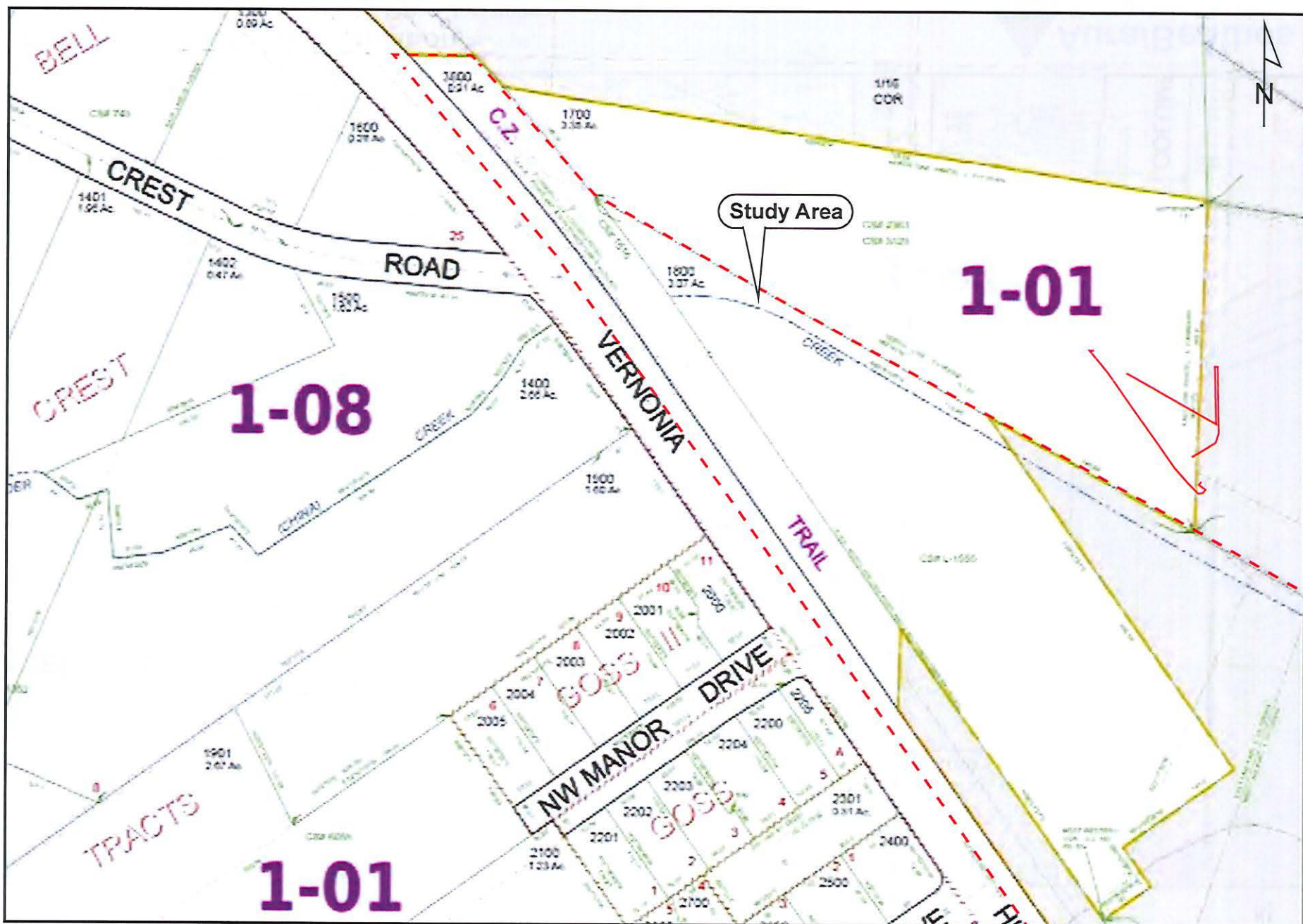












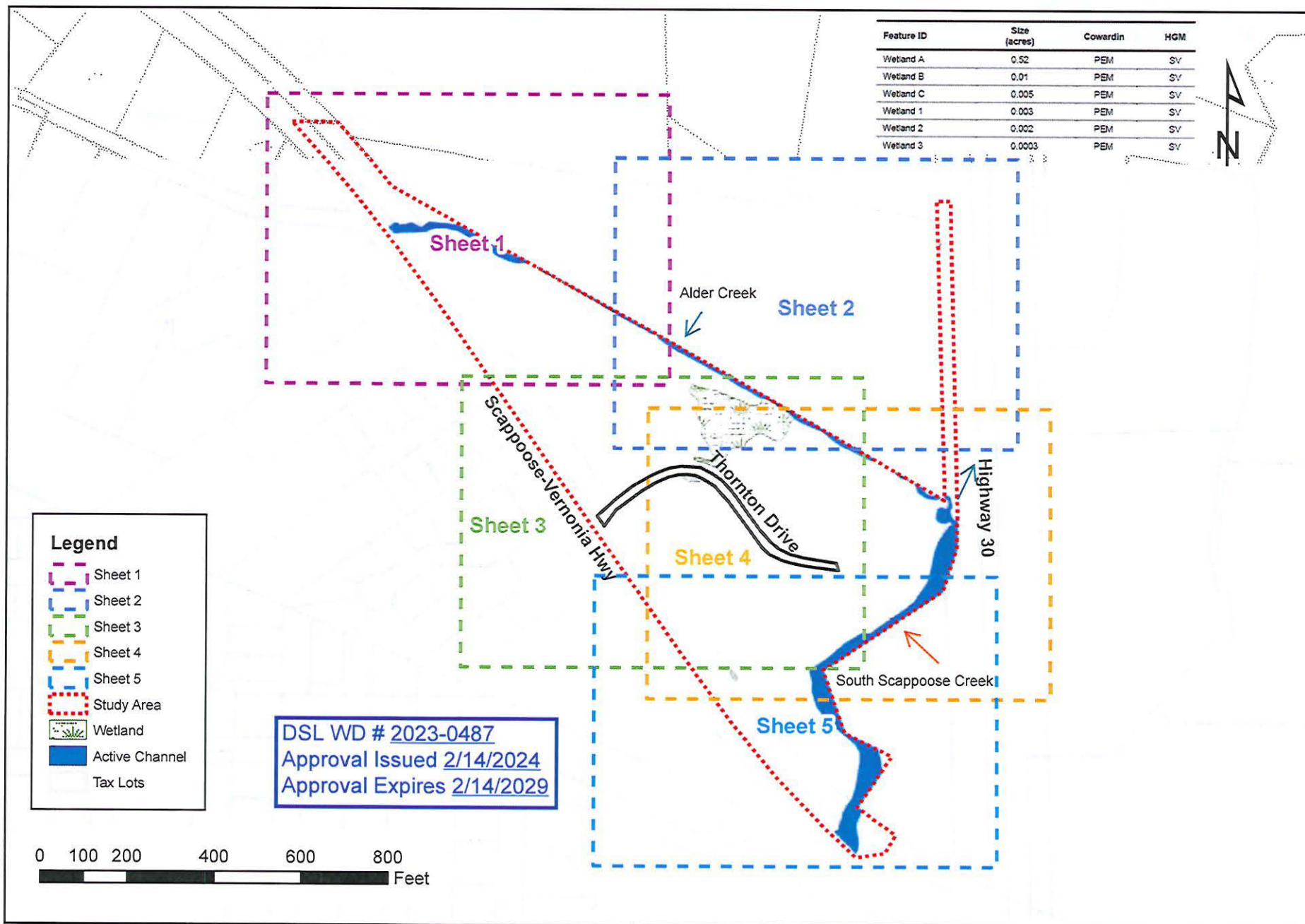
## Alder Creek Wetland Delineation

Figure 2c. Tax Lot Map 3 02 01 CC July 2020

Source: Columbia County 2020







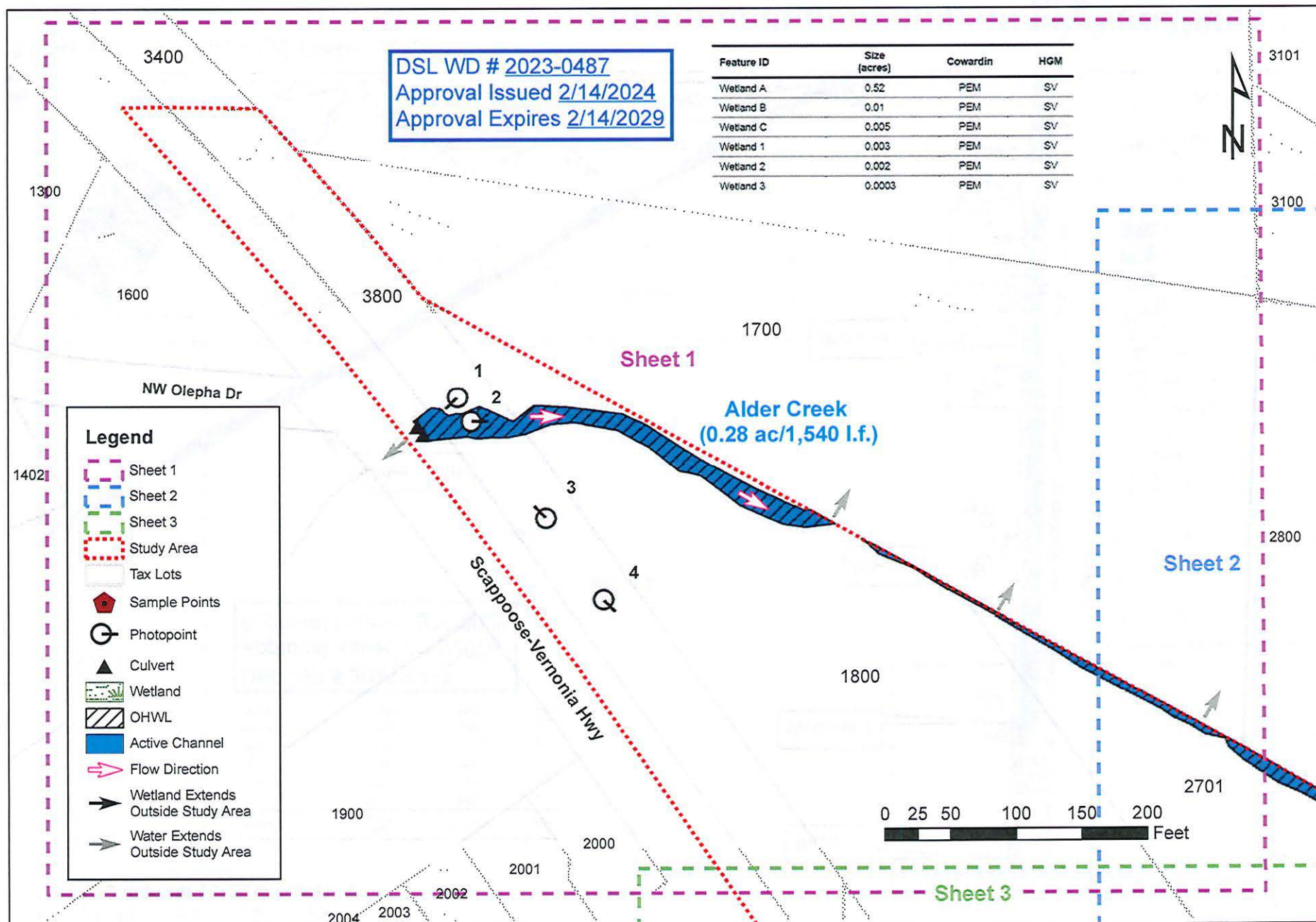
## Alder Creek Wetland Delineation

### Figure 6 Index Map

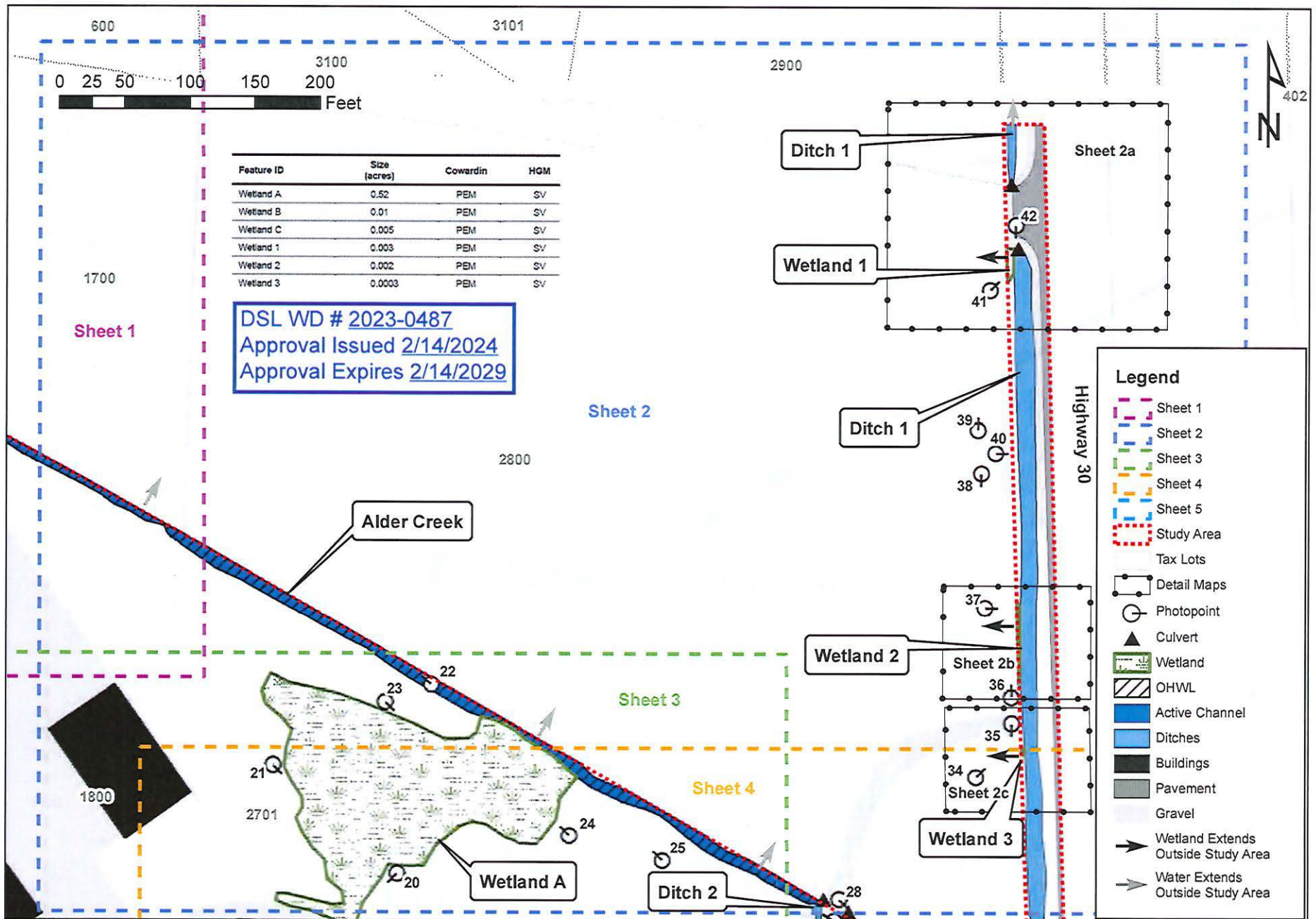
July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.





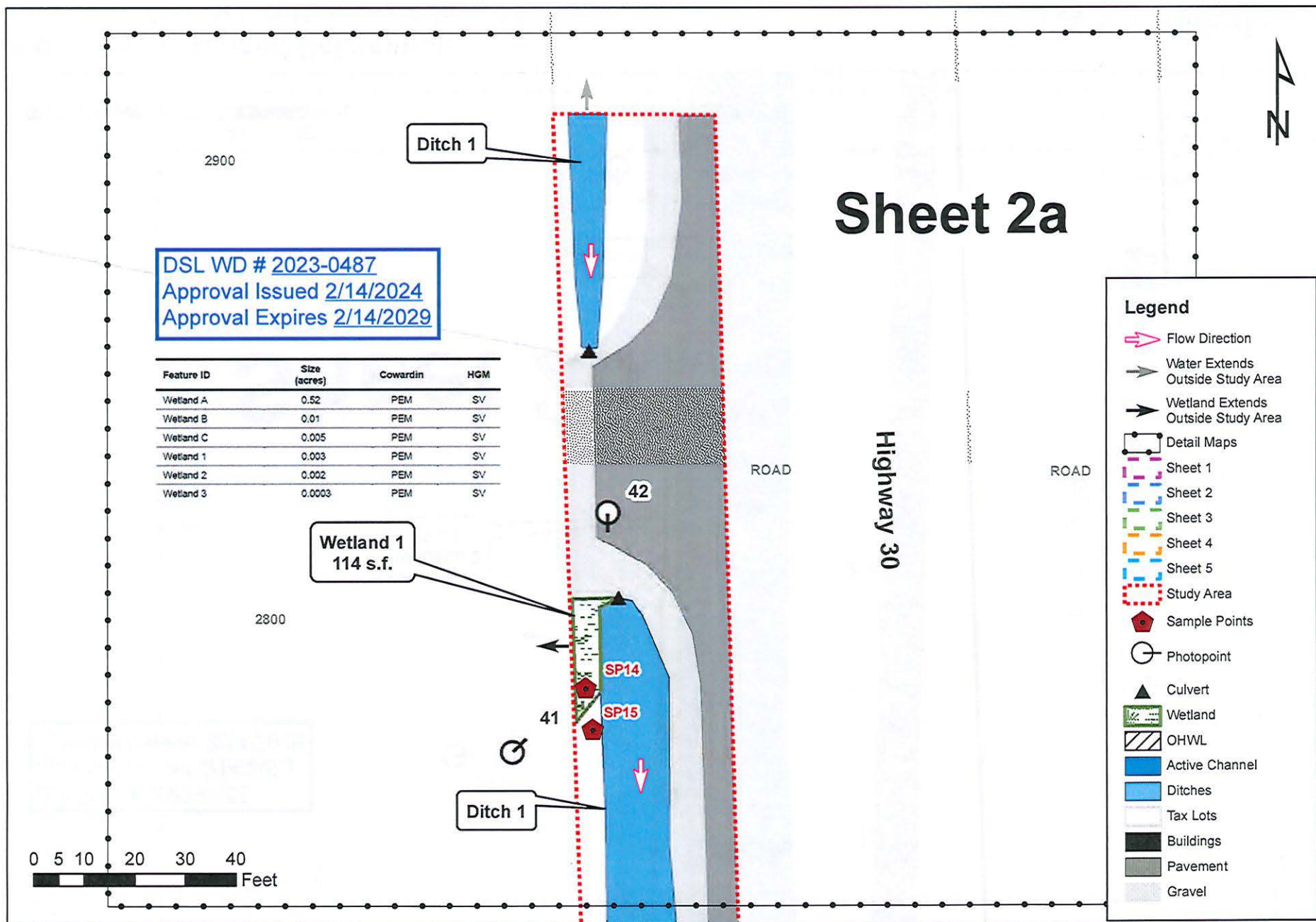




## Alder Creek Wetland Delineation

Figure 6. Delineation Map Sheet 2 July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.

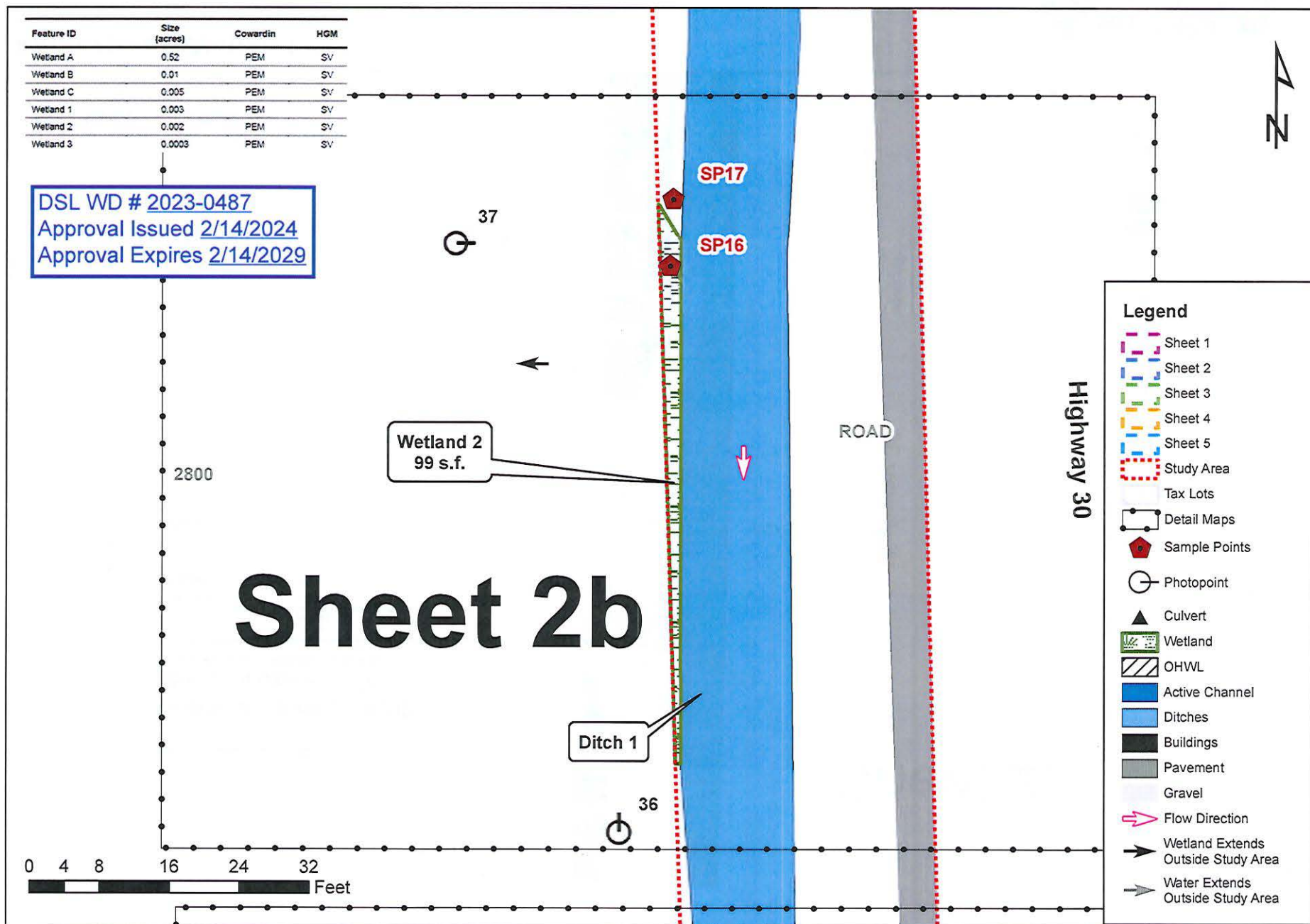


## Alder Creek Wetland Delineation

**Figure 6 Delineation Map Sheet 2a** July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.



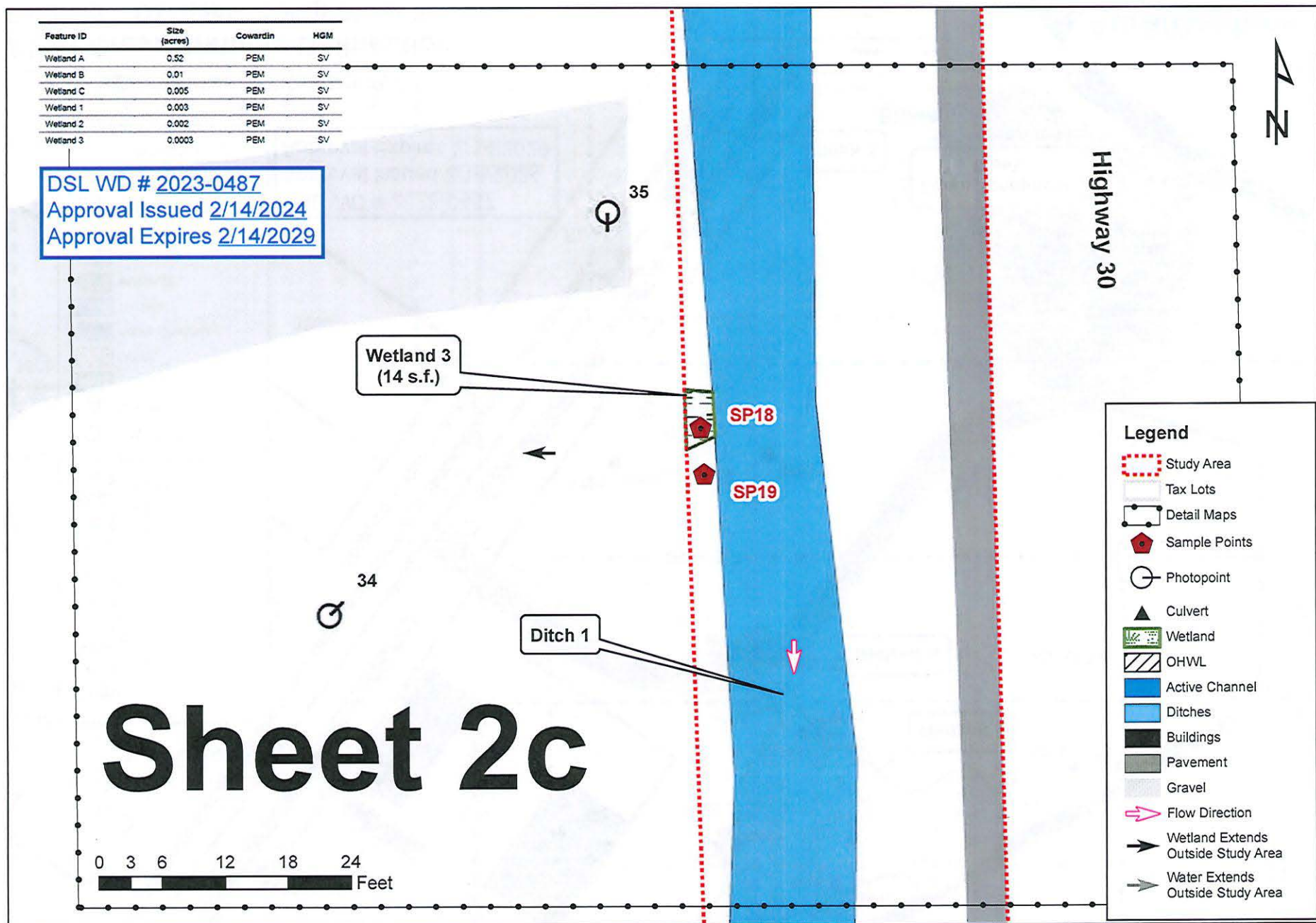


## Alder Creek Wetland Delineation

Figure 6i Delineation Map Sheet 2b July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.



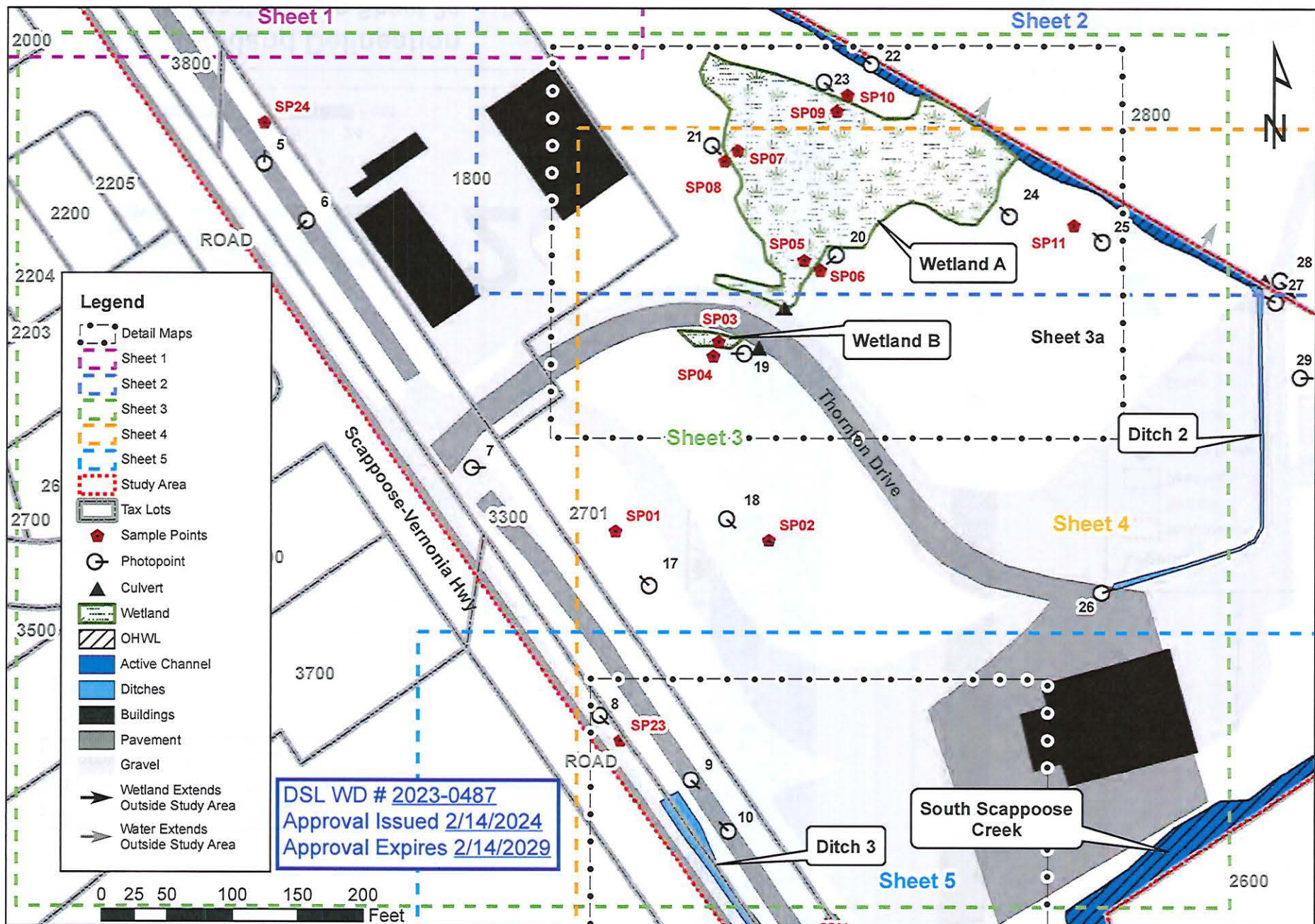


## Alder Creek Wetland Delineation

Figure 6. . . Delineation Map Sheet 2c July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.



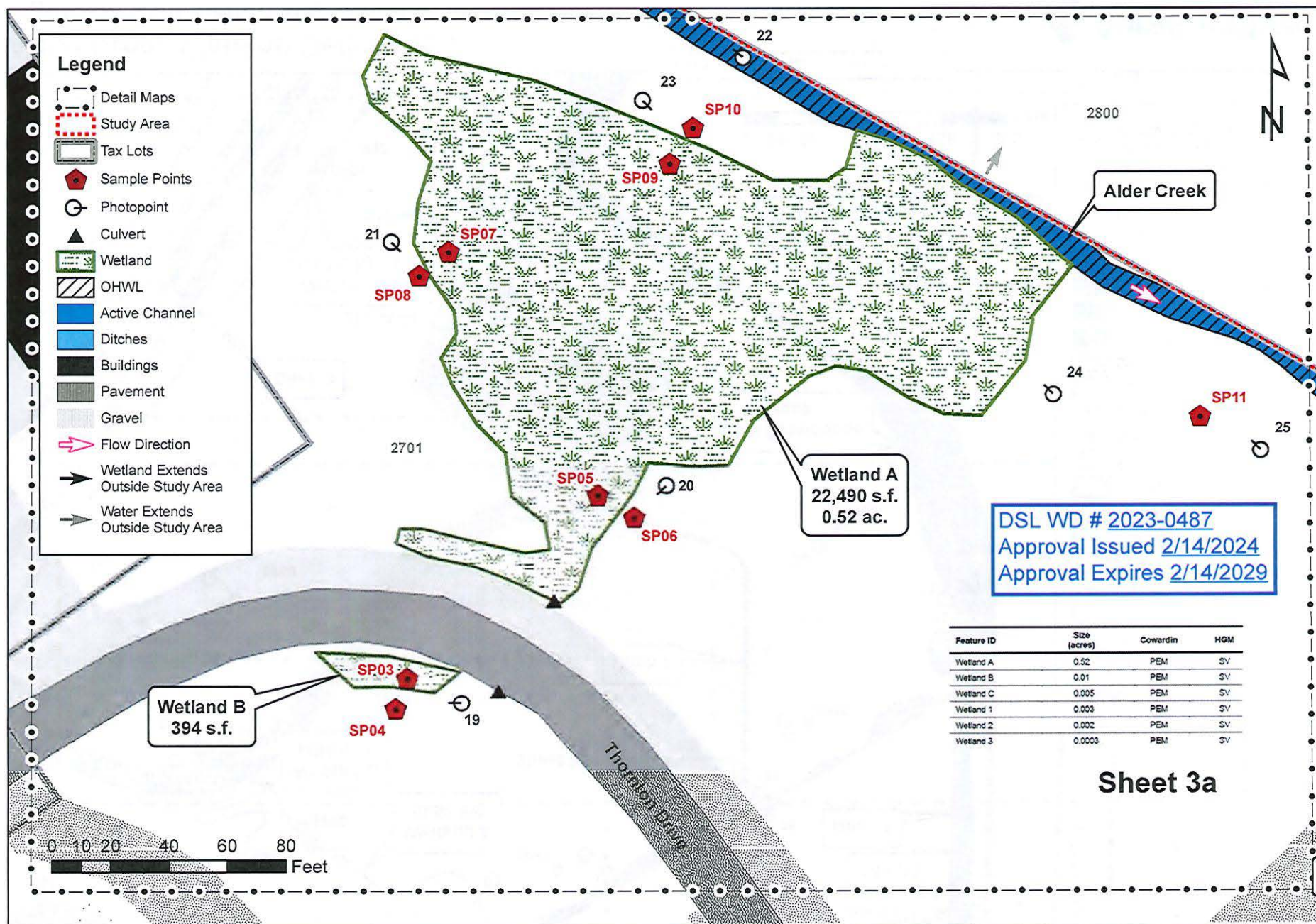


## Alder Creek Wetland Delineation

**Figure 6 Delineation Map Sheet 3** July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.



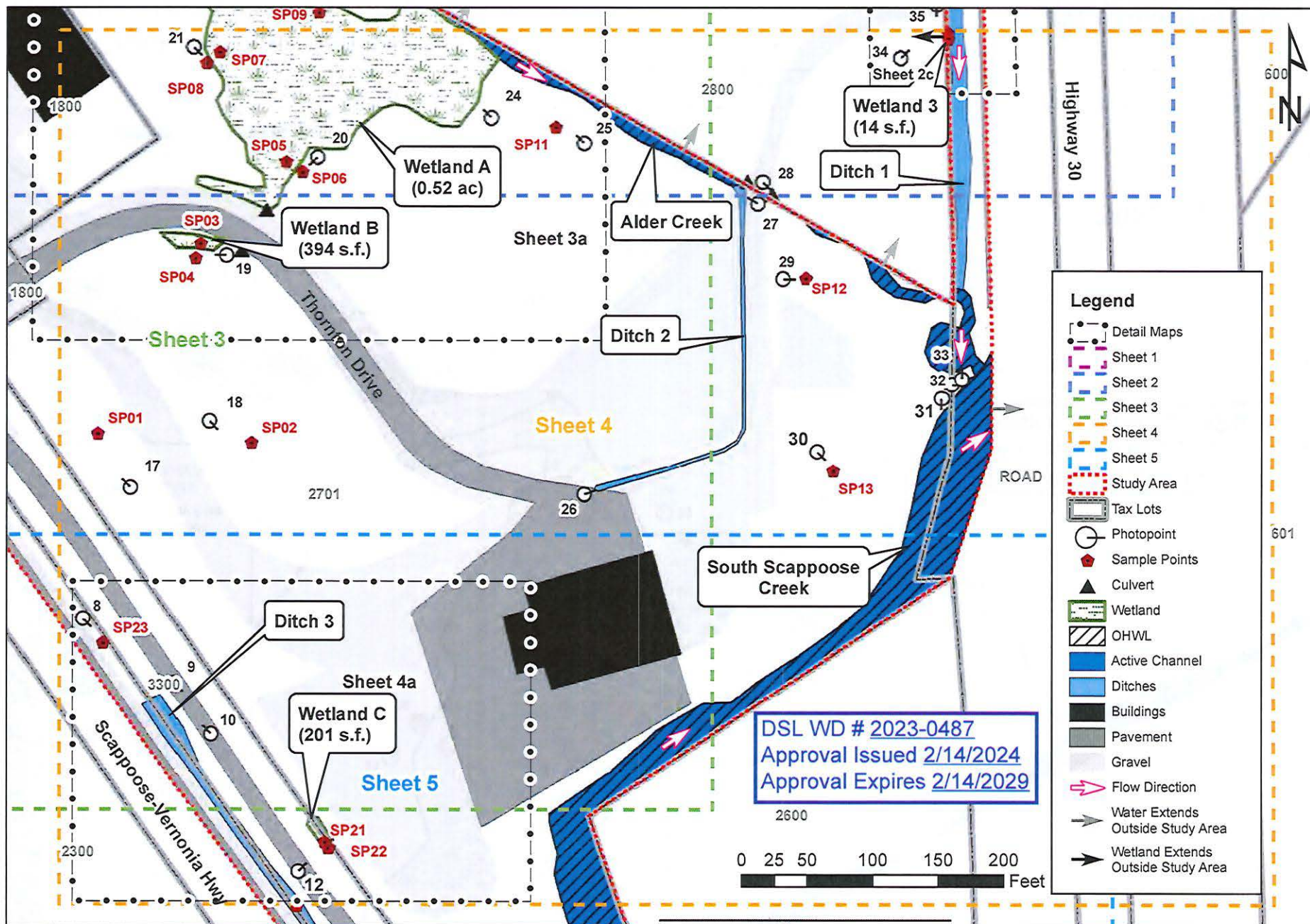


## Alder Creek Wetland Delineation

**Figure 6 Delineation Map Sheet 3a** July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.



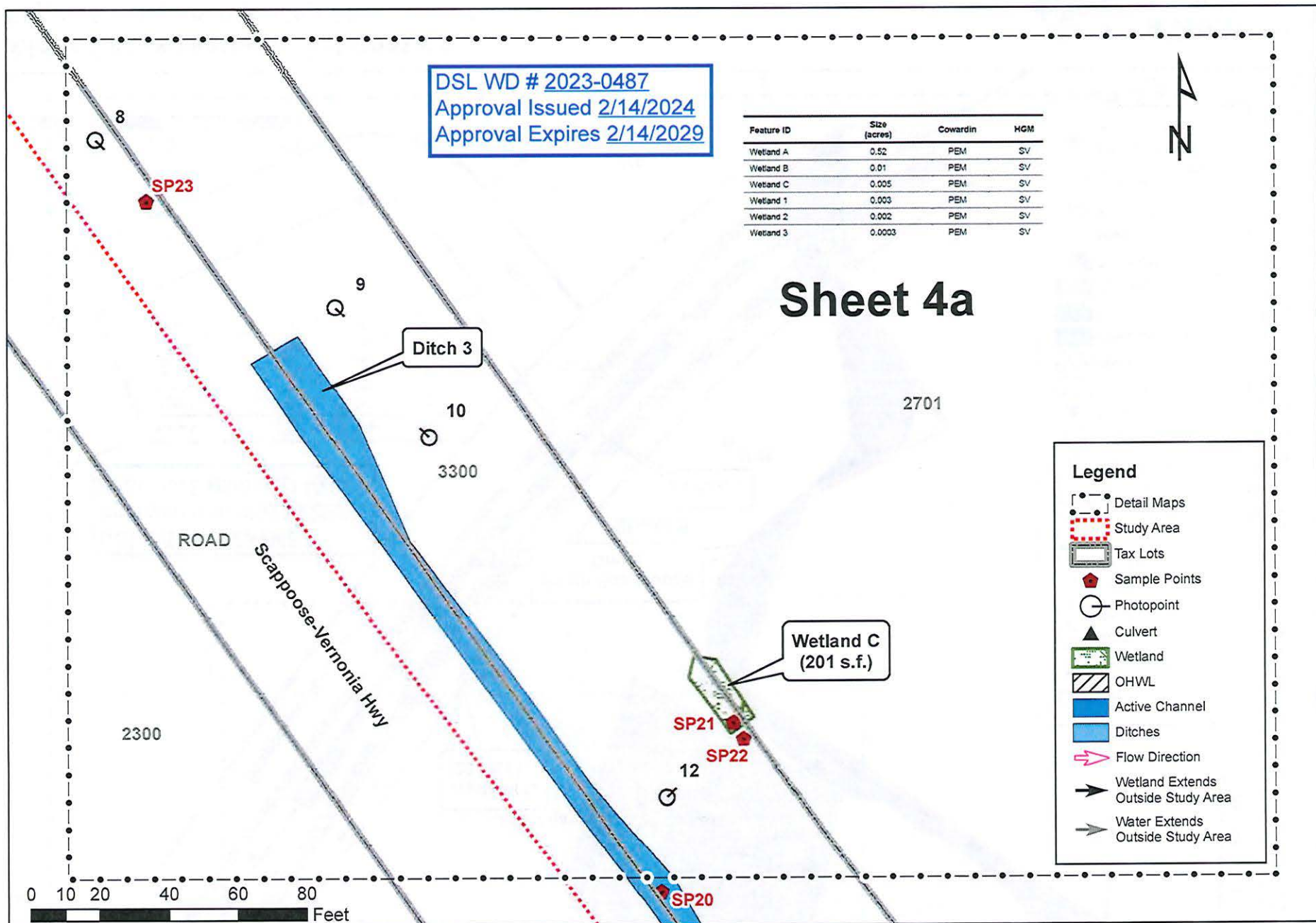


## Alder Creek Wetland Delineation

**Figure 6 Delineation Map Sheet 4** July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries 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

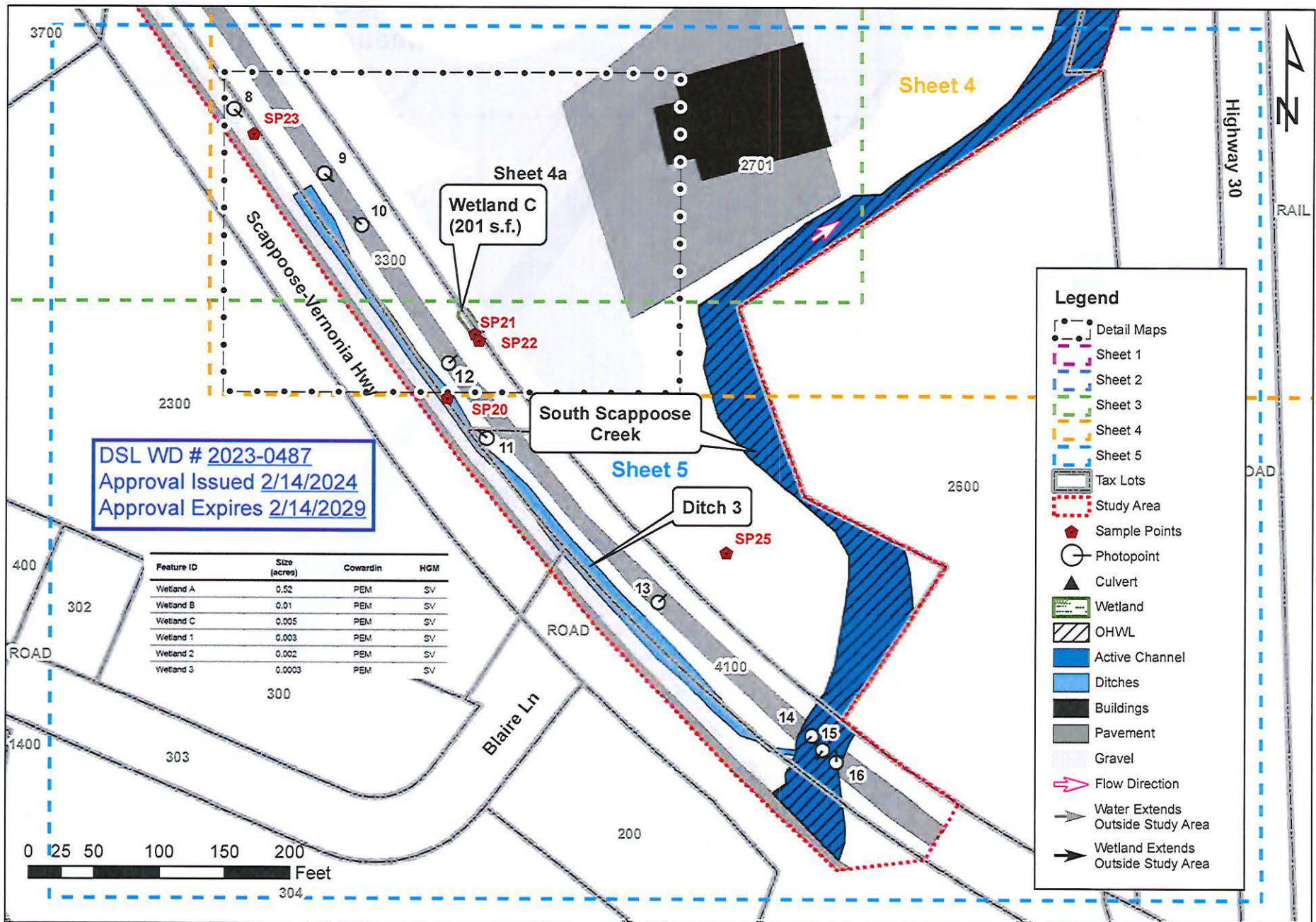


## Alder Creek Wetland Delineation

Figure 6 Delineation Map Sheet 4a July 2020

Wetland, waterways, and sample points professionally surveyed and accuracy is within +/- 1 ft. Tax lot boundaries provided by Columbia County and accuracy is unknown.





## 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 boundaries provided by Columbia County and accuracy is unknown.





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](mailto: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. ☒ 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: Brandon Staechely

Title: Engineering manager

Signed: 

Date: 6/4/25

---

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

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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](mailto: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

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**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. ☒ 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: [Signature]

Date: 6-12-25





# 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](mailto:njohnson@scappoose.gov). If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

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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



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](mailto: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. ☒ 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: 

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](http://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




**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**

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**COMMENTS:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

 Name: DAVE SUKAN

 Title: Public Works Director

 Signed: [Signature]

 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.



LAND USE ACTION REFERRAL (CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25)

May 30, 2025

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**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**