



# SCAPPOOSE *Oregon*

## SCAPPOOSE PLANNING COMMISSION

Council Chambers at City Hall  
33568 East Columbia Avenue

### AGENDA

Thursday, March 12, 2026 at 7:00 p.m.

#### 1.0 CALL TO ORDER

#### 2.0 ROLL CALL

#### 3.0 APPROVAL OF MINUTES

3.1 January 22<sup>nd</sup>, 2026 meeting minutes

#### 4.0 CITIZEN INPUT

*The City accepts public citizen input for any item not on the agenda; in person, by email, mail or joining the Microsoft Teams meeting link on city's website calendar.*

#### 5.0 NEW BUSINESS

##### 5.1 Docket # CU 1-26, PLA 1-26

Scappoose Hospitality Group, LLC has requested approval of a consolidated application for Conditional Use (CU 1-26) to allow for the construction of a hotel and various site amenities as well as Property Line Adjustment (PLA 1-26) between the subject site and Tax Lot 700. The site is located at an unaddressed property off NE Wagner Court, southeast of the NE Wagner Court and West Lane Road intersection, on property described as Columbia County Assessor Map #3106-CO-00800.

**Format:** *Quasi-judicial hearings allow verbal testimony during the Planning Commission hearing as well as written comments prior deadline. Interested parties may submit written comments by mail to City of Scappoose; Planner, 33568 E. Columbia Avenue, Scappoose, Oregon, 97056 or by email to [njohnson@scappoose.gov](mailto:njohnson@scappoose.gov) by 5 pm, Wednesday, March 11, 2026.*

#### 6.0 COMMUNICATIONS

6.1 Calendar Check

6.2 Commissioner Comments

6.3 Staff Comments

#### 7.0 ADJOURNMENT

*This is an open meeting, and the public is welcome to attend in person or virtually. Link to attend online can be found within the calendar page on the city's website. The City of Scappoose does not discriminate on the basis of handicap status in its programs and activities. If special accommodations are required, please contact Susan M. Reeves, MMC, City Recorder, in advance, at 543-7146, ext. 224. TTY 1-503-378-5938.*

**Meeting Packets can be viewed on City's website via the calendar links;**

<https://www.scappoose.gov/calendar>

Please call (503) 543 - 7184 if you have any issues accessing the meeting packets.

*Planning Commission Meeting - March 12, 2026*

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# SCAPPOOSE PLANNING COMMISSION MINUTES

Thursday, January 22, 2026 at 7:00 p.m.

## 1.0 CALL TO ORDER

Chair Jensen called the meeting to order at 7pm.

## 2.0 ROLL CALL

Scott Jensen	Chair	Laurie Oliver Joseph	CDC Director (via video)
Harlow Vernwald	Vice Chair	NJ Johnson	City Planner
Rita Bernhard	Commissioner	Chris Negelspach	City Engineer
Monica Ahlers	Commissioner (via video)	Elizabeth Happala	Office Administrator
Peter Williamson	Commissioner		
Willow Ryan	Alternate Commissioner		
Excused;			
Sara Jones	Commissioner		
Harry Bludworth	Commissioner		

*Attendees;*

*Applicant's representative-Chase Berg, Lower Columbia Engineering*

*Applicant's contractors (Tony & Robert)*

*Approximately 5-6 neighboring property owners*

## 3.0 APPROVAL OF MINUTES

3.1 December 11th, 2025 meeting minutes

Vice Chair Vernwald moved to approved the minutes as presented and Commissioner Bernhard 2<sup>nd</sup>.

**Motion passed 5-0. AYES: Chair Jensen, Vice Chair Vernwald, Commissioner Bernhard, Commissioner Williamson and Alternate Commissioner Ryan.**

## 4.0 CITIZEN INPUT

Chair Jensen stated that Citizen Input is for anyone who wants to speak about anything not on the agenda and advised the audience that their comments could not be about the agenda item and would need to be phrased as general comments instead since they cannot accept any verbal comments about tonight's specific docket item.

Mr. Beck came forward and stated his address. He said he wanted to talk about a safety issue he has about construction projects, adding that if construction vehicles enter SE 6<sup>th</sup> Ct. then they would probably need to back into the dead-end street.

City Planner Johnson advised the Chair that the public comment is discussing the application.

Mr. Beck stated that his comment is about safety issues and asked if he could be heard about safety issues.

Chair Jensen stated that he did not disagree with Mr. Beck although there are very specific rules they must follow and cannot accept verbal comments about tonight's application and advised him to phrase his concerns about general construction on a dead-end street.

Mr. Beck agreed and said there is limited access on skinny dead-end street and requested that construction vehicles use wider access roads that are safer and provide turnaround room when access to those wider roads are an option. He stated that larger construction vehicles on smaller streets provide very limited access for the residents on smaller dead-end streets when larger streets are available, adding that his main concern is safety for those living on smaller streets.

Chair Jensen thanked him for his comment.

Commissioner Ahlers just joined via video and Chair Jensen welcomed her to the meeting.

## 5.0 NEW BUSINESS

### 5.1 Docket # SB 1-25

Brad Hendrickson has requested approval of an application for preliminary Subdivision plat (SB 1-25) to subdivide 1.59 acres of land into 14 lots to support townhouses. The site is an unaddressed property abutting the terminus of both SE Maple Street and SE 6th Court described as Columbia County Assessor Map #3212-DA-04400. The site is east of SE Maple Street and SE Cypress Court intersection.

**Format:** *Limited Land Use does not allow verbal testimony during the meeting; however the City allows written comments prior to the deadline. Interested parties may submit written comments by mail to City of Scappoose; Planner, 33568 E. Columbia Avenue, Scappoose, Oregon, 97056 or by email to [njohnson@scappoose.gov](mailto:njohnson@scappoose.gov) by 5 pm, Wednesday, January 21, 2026.*

Chair Jensen read the docket, called the hearing to order and read the format of the hearing proceedings then called for the ex-parte contacts.

*(someone from the audience asked to speak during Citizen Input, Chair Jensen reopened Citizen input)*

After the public comment Chair Jensen re-called the meeting to order, re-read the docket item and the format of the hearing then asked if any commissioner wished to declare any ex parte contacts or conflicts of interest or appearance of bias.

Commissioner Bernhard stated that she knows someone who submitted a written comment, but it certainly would not impact her decision tonight.

Chair Jensen asked if anyone wanted to challenge any commissioner's impartiality or legal capacity to participate. Seeing none, he stated the order of the hearing will be the staff report, followed by Commissioner questions for staff, then consideration of the matter by the Commission. Adding that the decision of the Planning Commission could be appealed to the City Council within 14 days of the decision, then called for the staff report.

City Planner Johnson thanked the chair and thanked the commissioners for looking over the materials for tonight's meeting. He said they received 3 public comments after the staff report was published on the 15<sup>th</sup> as folks had until the 21<sup>st</sup> at 5pm to submit public comments, which is always the day before the decision. He stated that he has printed an abridged version for each of the commissioners tonight and that Commissioner Ahlers should have it via email that he sent to all the commissioners which included the new comments that he has added to tonight's packet as new exhibits along with the applicant's response to each of those comments. He also stated that there is an added condition of approval as a result of one of the written comments and concession by the applicant. For visual reference, he requested that the commissioners open their packets to the site plan page to follow along as he goes over the subject site of his staff report and the observations as there is a lot of history and moving parts with this particular application, then he began his staff report followed by the approval criteria, corresponding findings, staff recommendations and finally the recommended conditions of approval. He also went over each of the 3 written comments that were received before the deadline along with the applicants corresponding responses and staff acceptance, then asked the commissioners if they had any questions and reminded the commissioners that they would not be hearing from the applicant tonight due to new state rules for Limited Land Use meetings.

Commissioner Williamson had questions about the comment on the stormwater and 6<sup>th</sup> St. HOA's acceptance.

City Planner Johnson replied that there have been some background discussions with Thompson Wood's HOA and it is listed as a Condition of Approval since it has not been finalized yet.

Commissioner Williamson asked if the HOA does not accept it then the developer would need to come up with an

alternative plan that they would need to approve.

City Planner Johnson replied that their alternative plan would need to meet our Public Works Design Standards and all the other applicable approval criteria, and it would be reviewed by staff as part of their construction document and engineering approvals.

Chair Jensen asked about section 17.100.090, on how high the site obscuring fence would need to be.

City Planner Johnson stated 5' minimum is listed in the code.

Commissioner Ahlers asked if the road connection between Maple & 6<sup>th</sup> Ct. was in the Transportation System Plan (TSP).

City Planner Johnson replied not exactly, as the TSP was finalized in 2016 prior to Thompson Woods being built so the condition around SE 6<sup>th</sup> Ct. was just in a different situation although the TSP also states that the local connections shown are not an exhaustive list and states development review is the real time to decide what connections and street networks make the most sense when you're doing subdivisions and major partitions.

Commissioner Ahlers asked if the TSP was going to be updated in the 50-year plan.

City Planner Johnson replied that it was not technically part of the 50-year plan although it is in the process of an update as Community Development Director Oliver Joseph obtained a grant for the TSP update.

Vice Chair Vernwald asked about parking as there is note about it on page 44 of the packet, that it currently says the occupants of SE 6<sup>th</sup> Ct. can park on both sides of the street although the note says possibly installing no parking signs at the intersection and how that will affect the current property owners when there is limit street parking.

City Engineer Negelspach replied that some time ago he did hear about the parking issues at the intersection with SE 6<sup>th</sup> Ct. and Elm St. on the westside of the street that was creating a site distance issue as you pull out going westbound it was difficult to see around the cars parked there. Adding that it is in our code that parking at an intersection is based on the street type which is typically 30' back from the tangent point although it is often not striped or marked that way. He said he had suggested that the HOA submit their formal traffic complaints via the police tab on the City website that is reviewed by the Traffic Safety Committee who would monitor the site prior to taking any action. As of yet, he said he has not seen any formal traffic safety complaints come in and assumes that issue went away perhaps.

Chair Jensen stated that if there are no more questions for staff then commissioners can now feel free to discuss amongst ourselves. He wanted to start by thanking everyone who submitted written comments, adding that they were well made by applying criteria and appreciated everyone's participation in the process. He stated that he hopes everyone understands why they might not be receiving the staff responses that they would prefer as their decision must be based on whether it meets the city's codes with a 'yes' or 'no' and not based on any judgement. Adding that staff does a very good job of that with their thorough staff report itemizing each criteria and how it is or isn't being met which ultimately showed that this project does meet the criteria and, on that basis, which is the only basis that the commissioners have, this should be approved and then he called for a motion.

Commissioner Williamson moved that the Planning Commission approve SB 1-25 and adopt the findings and conditions of approval, as presented, in the Planning Commission staff report, originally dated January 15, 2026 and amended by staff on January 22, 2026. Commissioner Ryan seconded the motion.

**Motion passed 6-0. AYES: Chair Jensen, Vice Chair Vernwald, Commissioner Bernhard, Commissioner Ahlers, Commissioner Williamson and Alternate Commissioner Ryan.**

Chair Jensen addressed the audience that they could leave now if they wished.

## **6.0 COMMUNICATIONS**

### **6.1 Calendar Check**

Chair Jensen went over the calendar in the packet.

City Planner Johnson added that on Sat. Feb. 7<sup>th</sup> at 9am City Council will be doing their annual goal setting at the Scappoose Middle School. Adding that this is their time to update their Council Goals as posted on the wall, motioning them to the Council goal list posted on the wall next to the screen. He said the meeting is open to the public although there would not be any public involvement as it is council's time to discuss the vision they want for the city.

### **6.2 Commissioner Comments**

Chair Jensen said he already made his comments and asked if any commissioners had any comments; as there were none he asked for staff comments.

### **6.3 Staff Comments**

City Planner Johnson stated that at our last meeting in December we discussed the Elm St. annexation and partition that was recommended for approval for City Council, and on Tuesday the 20<sup>th</sup> it was approved by via ordinance and is now moving forward. Adding that they will start seeing new sidewalks being installed and paving to tie it into the existing street with new sidewalk and curbs. He also stated that they are working on a completeness review for the hotel project on Wagner Ct. that will likely be scheduled for Planning Commission Feb. 28<sup>th</sup> or March 12<sup>th</sup> although they have not deemed it complete quite yet. He also went over current projects at Dutch Canyon Estates subdivision and 50-year plan updates.

City Engineer Negelspach added additional project updates for Dutch Canyon Estates IV Subdivision, Huser Subdivision, Buxton Subdivision, Casey House on JP West, Habitat for Humanity townhouses on Myrtle/Oak, 3-million gallon reservoir at Keys Road Water Treatment Plant, Sewer Treatment Plant improvements, and a couple more projects in the design for water line replacements in the NW section of town and some street improvements around the elementary schools.

Community Development Director Oliver Joseph said the Transportation Growth Management Grant will allow us to update our Transportation System Plan and as a part of it we would have a public advisory committee. She will share more info on this as later. She also stating that the Scappoose to St. Helens trail project had their first kick off meeting on Dec. 19<sup>th</sup> to meet the consultants and the heads of Scappoose, St. Helens and Columbia County. She then welcomed our new Alternate Commissioner Ryan to her first Planning Commission meeting.

## **7.0 ADJOURNMENT**

Chair Jensen adjourned the meeting at 8:00 pm.

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Chair Jensen

Attest: \_\_\_\_\_  
Elizabeth Happala, Office Administrator

**CITY OF SCAPPOOSE  
PLANNING COMMISSION STAFF REPORT**

**Request:** Approval of a consolidated application for Conditional Use to allow for the construction of a 107-unit hotel and various site amenities as well as a Property Line Adjustment between the subject site and Tax Lot 700.

**Location:** The site is located at an unaddressed property off NE Wagner Court, southeast of the NE Wagner Court and West Lane Road intersection, on property described as Columbia County Assessor Map #3106-C0-00800. See Vicinity Map (**Exhibit 1**).

**Applicant:** Scappoose Hospitality Group, LLC

**Owner(s):** Port of Columbia County

**EXHIBITS**

1. Vicinity Map
2. Application Forms
  - A. Conditional Use
  - B. Property Line Adjustment
3. Conditional Use Application Narrative
  - A. Supplemental Narrative – Phased Development Request
4. Preliminary Development Plans
  - A. Cover Sheet (Sheet C0.0)
  - B. Existing Conditions (Sheet C1.0)
  - C. Site Plan (Sheet C2.0)
  - D. Composite Utility Plan (Sheet C3.0)
  - E. Grading & Drainage Plan (Sheet C4.0)
  - F. Fire & Life Safety Plan (Sheet C5.0)
  - G. Airport Transitional Surface (Sheet C6.0)
  - H. Landscape Plan (Sheet L1.0)
  - I. Property Line Adjustment Record of Survey
5. Landscape Compliance Memorandum from Otak, Inc., dated January 13, 2026
6. Transportation Impact Study from Kittleson & Associates, dated January 13, 2026<sup>1</sup>
7. Geotechnical Engineering Report from Central Engineering Services, dated August 5, 2025<sup>1</sup>
8. Stormwater Analysis from Kittleson & Associates, dated January 19, 2026<sup>1</sup>
9. Referral comment from City of Scappoose Public Works Director, dated February 13, 2026
10. Referral comment from City of Scappoose Police Chief, dated February 17, 2026
11. Referral comment from Columbia River PUD, dated February 18, 2026
12. Referral comment from Scappoose Rural Fire Protection District, dated February 27, 2026

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

13. Referral comment from Columbia County Building Official, dated March 2, 2026
14. Referral comment from Oregon Department of Aviation, dated March 3, 2026
15. Referral comment from Port of Columbia County, dated March 4, 2026

## **SUBJECT SITE**

- The subject site is a largely vacant 2.33-acre parcel of land with an airport taxiway and associated 35-foot-wide private taxiway easement along the southern edge of the site (see **Exhibit 4B**). There is also a 20-foot-wide public sanitary sewer easement within a portion of the taxiway easement and an 8-foot public utility & street tree easement along the site frontage (see **Exhibit 4B**).
- The primary subject site is Lot 3 of the 10-lot Aero Business Center Subdivision (local file # SB4-06) and the other parcel involved in the Property Line Adjustment (PLA) to its east is Lot 4 (see **Exhibit 4B**).
- North of the subject site is NE Wagner Court and to the north of that is the PCC OMIC Training Center. West and east of the subject site are other largely vacant parcels described as Lots 2 (west) and 4 (east) of the Aero Business Center Subdivision. South of the subject site is the former Cascade Tissues building.
- The subject site and all surrounding land are zoned Public Use Airport (PUA) and are designated as Airport Employment (AE) on the Comprehensive Plan Map.
- The subject site is not located within the Special Flood Hazard Area (commonly referred to as the 100-year floodplain) and there are no wetlands, watercourses, or steep slopes on or near the site.

## **OBSERVATIONS**

### CONDITIONAL USE

- The applicant is requesting approval of Conditional Use to allow for the construction of a 107-unit hotel and various site amenities (see **Exhibit 4C**).
- Hotels are listed as a conditional use in the PUA zone, which allows the Planning Commission to impose conditions on its approval that it finds necessary to ensure the use is compatible with other uses in the vicinity. Since the subject site's surrounding parcels are either vacant or also include large buildings similar in scale to the proposed hotel, no additional conditions of approval for compatibility are recommended by staff.

### PROPERTY LINE ADJUSTMENT

- The applicant has applied for Property Line Adjustment to shift the common lot line between Tax Lots (TL) 700 and 800 to the east by 19 feet (see **Exhibit 4I**).
- The PUA zone does not have a minimum lot size or applicable setbacks so the PLA will not render either parcel noncompliant with the dimensional requirements of the PUA zone.

### CONSOLIDATED LAND USE APPLICATIONS

- The applicant is requesting approval of two land use applications: Conditional Use and

Property Line Adjustment. The applicant requested that these applications be processed as a consolidated application.

- On their own, these application types would have different approval authorities with PLA being reviewed by the Planner and CU being reviewed by the Planning Commission. However, since the applicant submitted a consolidated application, the entire consolidated application will be reviewed for approval by the Planning Commission, as the higher approval authority.
- Approving a PLA is a limited land use decision subject to Chapter 17.164 and Oregon Revised Statutes (ORS) 197.195. Approving a CU application is a quasi-judicial decision 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 NE Wagner Court, which is classified by the 2016 Transportation System Plan (TSP)<sup>2</sup> as a Local Industrial Street, requiring 54 feet of right-of-way width comprised of 32 feet of vehicular travel way, two 5.5-foot planter strips, two 5-foot sidewalks, and two 6-inch utility areas. The NE Wagner Court right-of-way is 54 feet wide with a ~40.38-foot paved width, ~5.76-foot sidewalks, and no planter strip. (See **Exhibit 4B**). NE Wagner Court meets the dimensional requirements for a Local Industrial Street, aside from a planter strip in the right-of-way, and the street is in good condition. Therefore, the applicant will not be required to perform frontage improvements but will be required to plant street trees within the existing public utility and street tree easement on the property. The applicant is not proposing any frontage improvements other than installing two driveways (see **Exhibit 4C**) and planting street trees (see **Exhibit 4H**) but will be required to repair or replace any asphalt or sidewalks that are damaged during construction.
- There are currently 3 streetlights on the subject site's frontage (see **Exhibit 4B**), which is adequate for the site's length of frontage and no more will be required to be installed.

#### VEHICULAR ACCESS/OFF-STREET PARKING

- The applicant is proposing to install two 30-foot-wide commercial driveway entrances to provide access from NE Wagner Court to the proposed hotel (see **Exhibit 4C**).
- Section 17.106.030(C)(23) requires a vehicular parking space for each room plus an additional space for every two employees. The hotel is proposed to have 107 guest rooms and the applicant stated that the largest shift will have 8 employees working at a time (see **Exhibit 3, p. 29**), requiring a total of 111 parking spaces. The applicant is proposing to provide 115 parking spaces (see **Exhibit 4C**), exceeding 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. With 111 vehicular parking spaces required, the applicant is required to provide parking capacity for 23 bicycles. The applicant is showing the provision of 14 bicycle spaces in front of the building between the building and pedestrian

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<sup>2</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figures 12 & 13b.

path (see **Exhibit 4C**). The recommended conditions of approval will require the full 23 spaces be provided. Staple steel racks or other approvable materials will be required as well.

#### TRAFFIC GENERATION

- The applicant submitted a Transportation Impact Study (TIS) (**Exhibit 6**), which estimates the trips generated by the development and analyzes nearby intersections for safety and capacity.
- The TIS projects that the proposed development would generate 471 weekday daily trips, including 36 AM peak hour trips and 39 PM peak hour trips (see **Exhibit 6, p. 11**) and that all study intersections are forecasted to meet the City's performance criteria upon build out of the site.
- The findings (**Exhibit 6, p. 22**) recommend the following migrations measures:
  - Place and maintain site landscaping, above-ground utilities, and site signage along the site frontage to provide adequate intersection sight distance per applicable City requirements.
  - Post a new STOP (R1-1) sign in accordance with applicable City standards and the Manual on Uniform Traffic Control Devices (MUTCD) on the northbound approaches of the site access points on NE Wagner Court.

These have been incorporated into the recommended conditions of approval.

#### UTILITIES

- The applicant submitted a Composite Utility Plan (**Exhibit 4D**), Grading & Drainage Plan (**Exhibit 4E**), and Stormwater Analysis (**Exhibit 8**) to illustrate and describe their proposed utility provision scheme.
- There is currently a public 8-inch polyvinyl chloride (PVC) sewer main in NE Wagner Court just to the west of the subject site's frontage that runs southbound into TL 1700 through a public sanitary sewer easement and intersects with another 8-inch PVC line that runs within the sanitary easement of the subject site. The applicant proposes to connect the hotel building to the main from the rear of the building with a new 6-inch lateral. The easements established as part of the Aero Business Center Subdivision are adequate and the mains are not proposed to be rearranged.
- There is an existing 15-inch corrugated polyethylene pipe (CPP) stormwater main in NE Wagner Court. The applicant is proposing to install catch basins throughout the site to collect stormwater generated onsite, which will then be conveyed to the public main. This main flows eastward past the subject site and then pivots southward where it is eventually discharged into a stormwater outfall adjacent to the Crown Z Trail. The proposed stormwater system would be capable of managing a 25-year storm event.
- There is an existing 8-inch C900 water main in NE Wagner Court. The applicant has proposed to extend a new lateral from the main and around the east side of the building to make a connection in the rear of the building.

#### LANDSCAPING, BUFFERING, AND SCREENING

- The applicant submitted a Landscape Plan (**Exhibit 4H**) depicting their proposed plantings,

buffering, and screening.

- The applicant is proposing to plant 11 Pacific Sunset Maple street trees along the NE Wagner Court frontage. The species is on the City's Approved Street Tree List<sup>3</sup> and is placed in an appropriately sized planter strip for the species.
- If 4 or more off-street parking spaces are required, off-street parking adjacent to a public street shall provide a minimum of 4 square feet of landscaping for each lineal foot of street frontage. Additionally, one tree which shall provide a canopy of at least 300 square feet upon maturity shall be provided for each 50 lineal feet of street frontage or fraction thereof. As proposed, there are 12 stalls that would be adjacent to a public street if not for landscaping with each stall being 9 feet wide (see **Exhibit 4C**), totaling 108 feet of lineal frontage. This triggers a requirement for 432 square feet of landscaping and 3 large canopy trees. The applicant is proposing to provide ~1,959 square feet of landscaping that is dense and diverse as well as 4 trees with a canopy of 491 square feet at maturity between these parking spaces and NE Wagner Court. The Blue Fescue shrubs are proposed to front the right-of-way but are only 8-12 inches tall at maturity. The recommended conditions of approval will require the shrubs to be at least 2 feet in height.

#### NOTICING AND REFERRAL

- The City of Scappoose City Manager, Public Works Director, and Chief of Police; Columbia County Building Official; Port of Columbia County; Oregon Department of Aviation (ODA); 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 City of Scappoose Public Works Director provided a referral comment (**Exhibit 9**) stating that they have reviewed the application and have no objection to its approval provided it meets all criteria in the Scappoose Municipal Code and Scappoose Public Works Design Standards (PWDS).
- The City of Scappoose Police Chief provided a referral comment (**Exhibit 10**) stating that they have reviewed the application and have no objection to its approval as submitted.
- The Columbia River PUD provided a referral comment (**Exhibit 11**) stating that they have reviewed the application and have no objection to its approval as submitted.
- The Scappoose Rural Fire Protection District provided a referral comment (**Exhibit 12**) issuing requirements related to building addressing, apparatus access roads, alarm and sprinklers, hydrants, landscaping, and safety during construction. The recommended conditions of approval will require the applicant to adhere to these requirements.
- The Columbia County Building Official provided a referral comment (**Exhibit 13**) stating that they have reviewed the application and have no objection to its approval as submitted.
- The Oregon Department of Aviation (ODAV) provided a referral comment (**Exhibit 14**) making statements on three separate issues:
  - First, the applicant will need to submit an official notice of construction to ODAV and the Federal Aviation Administration (FAA) separately. The applicant should receive

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<sup>3</sup> City of Scappoose, Approved Street Trees, page 5.

- the resulting aeronautical determination letters from the FAA and ODAV prior to approval of building permits. This has been included in the recommended conditions of approval.
- Second, new structures and planted vegetation shall not penetrate the imaginary surfaces, as determined by ODAV and FAA. The development proposal is consistent with this requirement (see **Exhibit 4G**) and will be reinforced in the recommended conditions of approval.
  - Third, ODAV observed that a portion of the proposed building footprint is underneath the transitional surface and stated that the Oregon Airport Land Use Compatibility Guidebook<sup>4</sup> deems residential uses, including transient lodging, to be a noncompatible use underneath transitional surfaces. ODAV does not recommend approval of development which is found to be in conflict with the Airport Land Use Compatibility Guidebook. The City finds and holds the following in regard to this portion of ODAV's comment:
    - The Guidebook that is cited as a basis for this comment lists hotels as incompatible “*within* the transitional surface”, not “underneath” the surface. Transitional surface is defined in the City's code and in the Guidebook as, “those surfaces that extend upward and outward at ninety-degree angles to the runway centerline and the runway centerline extended at a slope of seven feet horizontally for each foot vertically from the sides of the primary and approach surfaces to the point of intersection with the horizontal and conical surfaces”. The City interprets “*within* a transitional surface” to have a separate meaning from “underneath” where “within” requires a use to penetrate the surface, which does not occur in this proposal (see **Exhibit 4G**).
    - The Guidebook<sup>5</sup> contains multiple uses of the word “beneath” with regards to a building's spatial relation to an imaginary surface (height) but not to say that hotels are a noncompatible use.
    - City staff held a meeting with ODAV and the Port of Columbia County on March 4, 2026. In this meeting, ODAV acknowledged that their comment is a recommendation based on their interpretation of “within the transitional surface” and that the City holds the authority to interpret this issue and render a decision on the application as a whole. ODAV also clarified that the City making this interpretation would not preclude the applicant from receiving the required aeronautical determination letters from ODAV or FAA.
    - The City adopted the model code language directly from the Guidebook appendix in an effort to protect the airspace around the Scappoose Airpark and works in cooperation with the airport sponsor, The Port of Columbia County, for all land use proposals in accordance with 17.88.040.
    - The City will continue conversations about this difference in interpretation with ODAV and once ODAV updates its model code language (which was mentioned as a desire by the ODAV Aviation Planner staff spoke with) to

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<sup>4</sup> Oregon Department of Aviation, Airport Land Use Compatibility Guidebook, Table 3-4.

<sup>5</sup> Oregon Department of Aviation, Airport Land Use Compatibility Guidebook, Chapters 3-11 and 3-12.

address the meaning of “transitional surface” to also include the ground underneath the transitional surface as being relevant to its land use compatibility standards, the City will then review and adopt the updated model code after a public process with input from stakeholders.

- The Port of Columbia County provided a referral comment (**Exhibit 15**) stating that they have reviewed the application and have no objection to its approval as submitted. They also stated that they were included in the meeting between ODAV and the City and have no concern regarding the transitional surface with this project and the Port-owned Scappoose Airport.
- Notice of the application and quasi-judicial hearing was mailed to property owners within 300 feet of the subject site on February 20, 2026, posted in the February 27, 2026 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 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 is not a corner lot so intersection visual clearance will not be required. The applicant is proposing to install two driveways that provide access to a public street (see **Exhibit 4C**). Visual clearance will be required to be maintained on both sides of the driveways. 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 with the exception of a public streetlight (see **Exhibit 4H**), which is allowed by the exemptions in Section 12.10.020(D). 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 4E**). 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:*

*A. A public utility pole;*

*[...]*

**Finding:** The VCAs are free of any objects that could impede visual clearance with the exception of a public streetlight (see **Exhibit 4H**), which is allowed above. 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):*

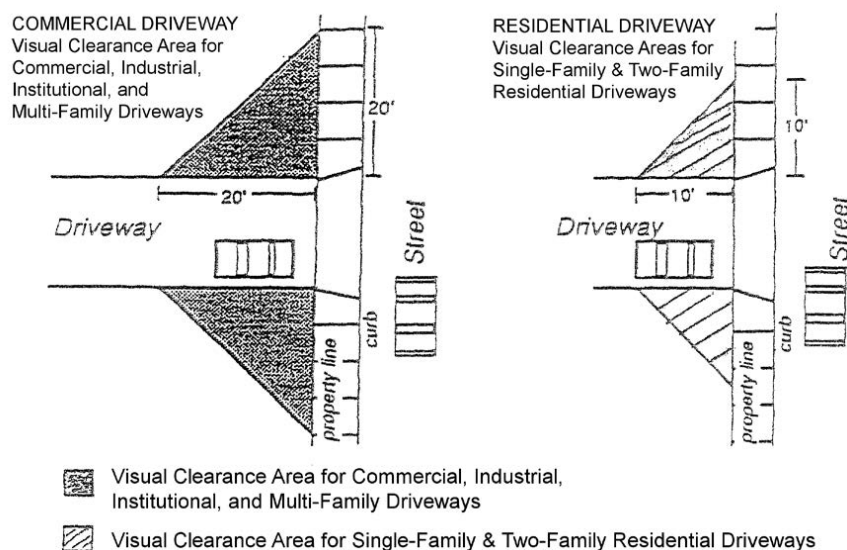
*[...]*

*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.*

*[...]*

**Figure 12.10.2. Visual Clearance Areas for Driveways**



**Finding:** Both sides of the driveways conform to the 20-foot visual clearance standards for commercial driveways with the exception of a public streetlight (see **Exhibit 4H**), which is allowed by the exemptions in Section 12.10.020(D). Section 12.10.030 is satisfied.

*Chapter 17.69*  
**PUA PUBLIC USE AIRPORT**

17.69.060 Conditional uses.

*The following uses and their accessory uses may be permitted when authorized by the planning commission in accordance with the requirements of Chapter 17.130 (Conditional Use) of the Scappoose Development Code, other relevant sections of this title, and any conditions imposed by the planning commission:*

[...]

*D. Motels; and*

[...]

**Finding:** The applicant is proposing to construct a hotel (see **Exhibit 4C**), which is a conditional use in the PUA zone. While it is listed above as “motel”, hotel and motel are used interchangeably throughout the Development Code. The applicant has applied for Conditional Use approval (see **Exhibit 2A**) and will be subject to the standards of Chapter 17.130. Section 17.69.060 is satisfied.

17.69.070 Dimensional requirements and development standards.

*A. Lot Size. There is no minimum lot size in the PUA zone.*

**Finding:** The subject site is 2.33 acres (see **Exhibit 4C**). While there are no lot size requirements in the PUA zone, the lot is appropriately sized for a hotel development and is similar in size to other parcels in the vicinity. Section 17.69.070(A) is satisfied.

*B. Setbacks. No front, side or rear yard setbacks except on lots abutting a residential district, where the minimum setback is fifty feet on the side abutting or facing the residential district.*

**Finding:** The subject site does not abut residential zoning; therefore, no setbacks will be triggered. Section 17.69.070(B) is satisfied.

*C. Screening. All outside storage areas require buffering and screening as defined in Chapter 17.100 (Landscaping) of the Scappoose Development Code.*

**Finding:** The development proposal is in conformance with Chapter 17.100, as discussed in the findings to that chapter. Section 17.69.070(C) is satisfied.

*D. Uses shall be developed and located in a manner consistent with the most recent federally approved airport layout plan, the current Scappoose Industrial Airpark Airport Master Plan.*

**Finding:** The 2016 Industrial Airpark Master Plan<sup>6</sup> states the need for a nearby hotel to support commercial airport activities. Section 17.69.070(D) is satisfied.

*E. Additional requirements shall include any applicable section of this title.*

**Finding:** All applicable requirements of the Development Code are met, as discussed throughout the staff report. Section 17.69.070(E) is satisfied.

### Chapter 17.88

#### AO PUBLIC USE AIRPORT SAFETY AND COMPATIBILITY OVERLAY ZONE

Section 17.88.040 Notice of land use and permit applications within overlay zone area.

*Except as otherwise provided herein, written notice of applications for land use or limited land use decisions, including comprehensive plan or zoning amendments, in an area within this overlay zone, shall be provided to the airport sponsor and the Department of Aviation in the same manner as notice is provided to property owners entitled by law to written notice of land use or limited land use applications.*

*A. Notice shall be provided to the airport sponsor and the Department of Aviation when the property, or a portion thereof, that is subject to the land use or limited land use application, is located within the Scappoose city limits and within five thousand feet of the sides or ends of a runway.*

*B. Notice of land use and limited land use applications shall be provided within the following timelines:*

- 1. Notice of land use or limited land use applications involving public hearings shall be provided prior to the public hearing at the same time that written notice of such applications is provided to property owners entitled to such notice; and*
- 2. Notice of land use or limited land use applications not involving public hearings shall be provided at least twenty days prior to entry of the initial decision on the land use or limited land use application.*

*C. Notice of the decision on a land use or limited land use application shall be provided to the airport sponsor and the Department of Aviation within the same timelines that such notice is provided to parties to a land use or limited land use proceeding.*

*[...]*

**Finding:** In order to provide ample time to review the application and prepare a response, the City provided the Port of Columbia County and Oregon Department of Aviation the opportunity to review and comment on the proposal as part of the interagency land use referral. Request for comment was sent on February 12, 2026. ODAV provided a referral comment (**Exhibit 14**), details of which can be found in the Notice and Referral section of the Observations. The Port of Columbia County provided a referral comment (**Exhibit 15**) stating that they have reviewed the application and have no objection to its approval as submitted. ODA did not provide comment.

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<sup>6</sup> City of Scappoose, Scappoose Industrial Airpark Master Plan Update, page 4-5.

Section 17.88.040 is satisfied.

Section 17.88.050 Height limitations on allowed uses in underlying zones.

*All uses permitted by the underlying zone shall comply with the height limitations in this section. When height limitations of the underlying zone are more restrictive than those of this overlay zone, the underlying zone height limitations shall control.*

*A. Except as provided in subsections B and C of this section, no structure or tree, plant or other object of natural growth shall penetrate an airport imaginary surface.*

*B. For areas within airport imaginary surfaces but outside the approach and transition surfaces, where the terrain is at higher elevations than the airport runway surfaces such that existing structures and permitted development penetrate or would penetrate the airport imaginary surfaces, a local government may authorize structures up to thirty-five feet in height.*

*C. Other height exceptions or variances may be permitted when supported in writing by the airport sponsor, the Department of Aviation and the FAA. Applications for height variances shall follow the procedures for other variances and shall be subject to such conditions and terms as recommended by the Department of Aviation and the FAA.*

**Finding:** The building is proposed to be ~50'3" in height (see **Exhibit 4C**). The applicant submitted an Airport Transitional Surface exhibit (**Exhibit 4G**) demonstrating that this height will not penetrate any airport imaginary surface. There would be ~73 feet of clearance above the building at the point where the transitional surface is located and ~78 feet of clearance above the building where the horizontal surface is located. Section 17.88.050 is satisfied.

Section 17.88.070 Land use compatibility requirements.

*A. Noise. Within airport noise impact boundaries, land uses shall be established consistent with the levels identified in OAR 660, Division 13, Exhibit 5. A declaration of anticipated noise levels shall be attached to any subdivision or partition approval or other land use approval or building permit affecting land within airport noise impact boundaries. In habitable areas where the noise level is anticipated to be at or above 45 Ldn, prior to issuance of a building permit for construction of a noise sensitive land use (real property normally used for sleeping or as a school, church, hospital, public library or similar use), the permit applicant shall be required to demonstrate that a noise abatement strategy will be incorporated into the building design that will achieve an indoor noise level equal to or less than 45 Ldn.*

**Finding:** The subject site is not within the noise impact boundaries.<sup>7</sup> Section 17.88.070(A) is not applicable.

*B. Outdoor Lighting. No new or expanded industrial, commercial or recreational use shall project lighting directly onto an existing runway or taxiway or into existing airport approach surfaces except where necessary for safe and convenient air travel. Lighting for these uses shall incorporate shielding in their designs to reflect light away from airport approach surfaces. No use*

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<sup>7</sup> City of Scappoose, Scappoose Industrial Airpark Master Plan Update, Airport Noise Contours (Sheet 9).

*shall imitate airport lighting or impede the ability of pilots to distinguish between airport lighting and other lighting.*

**Finding:** The applicant stated in their Narrative (**Exhibit 3, pp. 12-13**) that no site lighting will project onto the runway, taxiway, or approach surface; lighting towards these areas will be directed downward and shielded; and site lighting will not imitate airport lighting or interfere with pilot visibility. This standard is included in the recommended conditions of approval. Section 17.88.070(B) is satisfied.

*C. Glare. No glare producing material, including but not limited to unpainted metal or reflective glass, shall be used on the exterior of structures located within an approach surface or on nearby lands where glare could impede a pilot's vision.*

**Finding:** The applicant stated in their Narrative (**Exhibit 3, p. 13**) that no reflective material that could cause glare will be used on the exterior of the building. This standard is included in the recommended conditions of approval. Section 17.88.070(C) is satisfied.

*D. Industrial Emissions. No new industrial, mining or similar use, or expansion of an existing industrial, mining or similar use, shall, as part of its regular operations, cause emissions of smoke, dust or steam that could obscure visibility within airport approach surfaces, except upon demonstration, supported by substantial evidence, that mitigation measures imposed as approval conditions will reduce the potential for safety risk or incompatibility with airport operations to an insignificant level. The review authority shall impose such conditions as necessary to ensure that the use does not obscure visibility.*

**Finding:** Hotels are not an industrial or mining use. Further, the building will not emit any visibility obscuring gases (see **Exhibit 3, p. 13**). Section 17.88.070(D) is satisfied.

*E. Communications Facilities and Electrical Interference. No use shall cause or create electrical interference with navigational signals or radio communications between an airport and aircraft. Proposals for the location of new or expanded radio, radiotelephone, and television transmission facilities and electrical transmission lines within this overlay zone shall be coordinated with the Department of Aviation and the FAA prior to approval. Approval of cellular and other telephone or radio communication towers on leased property located within airport imaginary surfaces shall be conditioned to require their removal within ninety days following the expiration of the lease agreement. A bond or other security shall be required to ensure this result.*

**Finding:** The hotel is proposed to use standard commercial communication and electric systems that are not expected to interfere with aircraft navigation (see **Exhibit 3, p. 13**). Section 17.88.070(E) is satisfied.

*F. Limitations and Restrictions on Allowed Uses in the RPZ, Approach Surface, and Airport Direct and Secondary Impact Areas. The land uses identified in Table 17.88.1, and their accessory uses,*

are permitted (P); permitted under limited circumstances (L); or prohibited in the manner therein described (N). In the event of conflict with the underlying zone, the more restrictive provisions shall control. As used in this section, a limited use means a use that is allowed subject to special standards specific to that use. All regulation of uses within the RPZ, approach surface, and airport direct and secondary impact areas are limited to land areas within the city limits of Scappoose. Direct and secondary impact areas located outside of the city limits are regulated by the codes and ordinances of Columbia County.

[...]

**Table 17.88.1.**

	<i>Public Airport</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>	<i>Institutional</i>	<i>Farm Use</i>	<i>Roads/Parking</i>	<i>Utilities</i>	<i>Parks &amp; Open Space</i>	<i>Golf Courses</i>	<i>Athletic Fields</i>	<i>Sanitary Landfills</i>	<i>Surface Mining</i>	<i>Water Impoundment</i>	<i>Wetland Mitigation</i>
<i>Location</i>															
<i>RPZ</i>	L <sup>2</sup>	N	N	N	N	P <sup>3</sup>	L <sup>4</sup>	L <sup>5</sup>	L <sup>6</sup>	L <sup>7</sup>	N	N	N	N	N
<i>Approach Surface</i>	L <sup>9</sup>	L <sup>10</sup>	L <sup>9</sup>	L <sup>9</sup>	L <sup>9</sup>	P <sup>3</sup>	P	L <sup>5</sup>	P	L <sup>7/9</sup>	L <sup>9</sup>	N	L <sup>11</sup>	N/L <sup>12</sup>	L <sup>13</sup>
<i>Direct Impact Areas</i>	P	L <sup>14</sup>	L <sup>15</sup>	P	L <sup>15</sup>	P <sup>3</sup>	P	L <sup>5</sup>	P	L <sup>7</sup>	L <sup>14</sup>	N <sup>16</sup>	L <sup>11</sup>	L <sup>12</sup>	L <sup>13</sup>

[...]

15. Within the transition surface, overnight accommodations, such as hotels, motels, hospitals and dormitories, are not permitted.

[...]

**Finding:** The subject site is not located in the RPZ or approach surface. The site is not within the transitional surface<sup>8</sup>, as shown on **Exhibit 4G**, based on the definition of transitional surface found in the footnote below. Therefore, the prohibition on hotels in footnote #15 is not applicable. ODAV provided a referral comment (**Exhibit 14**) stating that the building is partially within the transitional surface because a portion of the building is underneath the surface. The City, however, finds that being underneath the transitional surface does not qualify as being within it. See the section on Noticing and Referral in the Observations at the beginning of the staff report for details, which are included as additional findings to this section. The City will continue conversations about this difference in interpretation with ODAV and once ODAV

<sup>8</sup> "Transitional surface" is defined as surfaces that extend upward and outward at ninety-degree angles to the runway centerline and the runway centerline extended at a slope of seven feet horizontally for each foot vertically from the sides of the primary and approach surfaces to the point of intersection with the horizontal and conical surfaces.

updates its model code language to address the meaning of “transitional surface” to also include the ground underneath the transitional surface as being relevant to its land use compatibility standards, the City will then review and adopt the updated model code after a public process with input from stakeholders. Section 17.88.070(F) is satisfied.

Section 17.88.110 Avigation easement.

*Within this overlay zone, the owners of properties that are the subjects of applications for land use or limited land use decisions, for building permits for new residential, commercial, industrial, institutional or recreational buildings or structures intended for inhabitation or occupancy by humans or animals, or for expansions of such buildings or structures by the lesser of fifty percent or one thousand square feet, shall, as a condition of obtaining such approval or permits, dedicate an avigation easement to the airport sponsor. The avigation easement shall be in a form acceptable to the airport sponsor and shall be signed and recorded in the deed records of Columbia County. The avigation easement shall allow unobstructed passage for aircraft and ensure safety and use of the airport for the public. Property owners or their representatives are responsible for providing the recorded instrument prior to issuance of building permits.*

**Finding:** The applicant stated in their Narrative (**Exhibit 3, p. 16**) that they will dedicate an avigation easement to the Port of Columbia County in accordance with the terms above and have it recorded. This has been included in recommended conditions of approval. Section 17.88.110 is satisfied.

*Chapter 17.100*  
**LANDSCAPING, SCREENING AND FENCING**

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:** As proposed, there are 12 stalls that would be adjacent to a public street if not for landscaping with each stall being 9 feet wide (see **Exhibit 4C**), totaling 108 feet of lineal frontage. This triggers a requirement for 432 square feet of landscaping and 3 large canopy trees. The applicant is proposing to provide ~1,959 square feet of landscaping that is dense and diverse as well as 4 trees with a canopy of 491 square feet at maturity between these parking spaces and

NE Wagner Court (see **Exhibit 4H**). The Blue Fescue shrubs are proposed to front the right-of-way but are only 8-12 inches tall at maturity (see **Exhibit 4H**). The recommended conditions of approval will require the shrubs to be at least 2 feet in height per the standard above. Section 17.100.100(A) is satisfied.

*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:** There is a loading area at the rear of the proposed building that would be screened from public view by dense landscaping and the building itself (see **Exhibit 4H**). There is no outside storage to be screened (see **Exhibit 4C**). Section 17.100.100(B) is satisfied.

*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 waste station in the southwest corner of the subject site with adequate screening (see **Exhibit 4C**). There would also be a pet relief area on turf grass in the southeast corner of the site with an associated trash receptacle with bag dispenser (see **Exhibit 4H**). Since this is a small trash bin and meant to be publicly visible and accessible, screening for it will not be required. Section 17.100.100(C) is satisfied.

## Chapter 17.104 STREET TREES

### 17.104.040 Standards for street trees.

*A. Street trees shall be selected from the approved street tree list on file with the Planning Department.*

**Finding:** The applicant is proposing to plant Pacific Sunset Maple street trees (see **Exhibit 4H**), which are on the Approved Street Tree List<sup>9</sup>. Section 17.104.040(A) is satisfied.

*B. At the time of planting, street trees shall not be less than ten feet high for deciduous trees and five feet high for evergreen trees.*

**Finding:** The recommended conditions of approval will require the street trees to be a minimum

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<sup>9</sup> City of Scappoose, Approved Street Trees, page 5.

height of 10 feet at the time of planting. Section 17.104.040(B) is satisfied.

*C. Spacing and minimum planting areas for street trees shall be as follows:*

- 1. Street trees under twenty-five feet tall and less than sixteen feet wide at maturity shall be spaced no further than fifteen feet apart in planting areas containing no less than sixteen square feet of porous surface and not less than four feet wide;*
- 2. Street trees under twenty-five feet tall and greater than sixteen feet wide at maturity shall be spaced no further than twenty feet apart in planting areas containing no less than sixteen square feet of porous surface and not less than four feet wide;*
- 3. Street trees between twenty-five feet to forty feet tall and less than twenty-five feet wide at maturity shall be spaced no greater than twenty-five feet apart in planting areas containing no less than twenty-four square feet of porous surface and not less than six feet wide;*
- 4. Street trees between twenty-five feet to forty feet tall and greater than twenty-five feet wide at maturity shall be spaced no greater than thirty feet apart in planting areas containing no less than twenty-four square feet of porous surface and not less than six feet wide;*
- 5. Street trees greater than forty feet tall at maturity shall be spaced no greater than forty feet apart in planting areas containing not less than thirty-six square feet of porous surface and not less than eight feet wide.*

**Finding:** Pacific Sunset Maples are 30 feet tall and 25 feet wide at maturity, triggering the spacing criteria of subsection 3. The applicant submitted a Landscape Plan (**Exhibit 4H**) detailing the proposed plantings. The trees are spaced 25 feet apart on center where not obstructed by driveways or other objects that would prevent planting. Section 17.104.040(C) is satisfied.

*D. Street trees located under or within ten feet of overhead utility lines shall be less than twenty-five feet tall at maturity.*

**Finding:** There are no existing or proposed overhead utility lines within the development (see **Exhibit 4C**). Section 17.104.040(D) is not applicable.

*E. Street trees shall be planted in accordance with the requirements of Scappoose Municipal Code Section 13.28.020(C).*

**Finding:** The recommended conditions of approval will require the applicant to plant street trees in accordance with Section 13.28.020(C). Section 17.104.040(E) is satisfied.

17.104.060 Maintenance of street trees.

*A. The adjacent owner, tenant, and their agent, if any, shall be jointly and severally responsible for the maintenance of all street trees which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and tree wells shall be kept free from refuse and debris.*

*B. All street trees shall be controlled by pruning to National Arborist Association Pruning Standards for Shade Trees included as Appendix B of the Scappoose Comprehensive Urban Forestry Plan.*

*C. Every owner of any tree overhanging any street or right-of-way within the city shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of thirteen feet above street surface or eight feet above the sidewalk surface. Such owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The city shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, or interferes with visibility of any traffic-control device or sign or sight triangle at intersections as defined in Scappoose Municipal Code 12.10, Visual Clearance Areas. Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements.*

*D. The city shall have the right to plant, prune, and otherwise maintain trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.*

*E. It is unlawful as a normal practice for any person, firm or city department to top any street tree. Topping is defined as the severe cutting back of limbs within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this chapter at the determination of the city manager after consultation with a registered arborist or certified forester.*

**Finding:** The applicant stated in their Narrative (**Exhibit 3, pp. 19-20**) that they acknowledge and accept the maintenance obligation of this section. Section 17.104.060 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 Site Plan (**Exhibit 4C**) to illustrate the layout and dimensions of the proposed parking lot. According to Oregon Revised Statute (ORS) 447.233(1)(c), accessible parking spaces shall be at least 9 feet wide and shall have an adjacent access aisle that is at least 6 feet wide. ORS supersedes the Scappoose Development Code and so the State's standards will be applied. The table below describes the applicant's conformance

with these standards:

Category	Dimension	Determination
Standard space dimensions	9 ft. wide, 18 ft. long	Satisfied
Compact space dimensions	9 ft. wide, 16 ft. long	Satisfied
Accessible space dimensions	9 ft. wide, 18 ft. long	Satisfied
ADA access aisle dimensions	6 ft. wide	Satisfied

The recommended Conditions of Approval will require the applicant to provide signage for all accessible parking spaces in conformance with ADA standards. 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. 21**) that they understand and accept this responsibility. The applicant's Site Plan (**Exhibit 4C**) designates areas of land to be exclusively used for off-street parking spaces and a loading area. 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 hotel (see **Exhibit 2A**), which is an exact match with transient lodging as listed in Section 17.106.030. This eliminates 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 hotel building (see **Exhibit 2A**). The applicant will provide an adequate amount of parking spaces as required by Section 17.106.030 (see **Exhibit 4C**). 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 3, p. 23**). 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 furthest parking space is ~146 feet from the building (see **Exhibit 4C**), which is within the allowable range. 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:** The parking is proposed to be primarily located in front of and to the side of the building

(see **Exhibit 4C**). The applicant stated in their Narrative (**Exhibit 3, p. 23**) that rear parking is not feasible due to the taxiway easement to the rear of the building and the associated requirements of that. This is an acceptable reason to provide parking in the front as opposed to the rear. 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 2A**). 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. 24**) 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 proposal will adhere to Section 17.100.100. Detailed findings 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), 5 accessible space shall be provided for sites with 101-150 total spaces, with 1 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 115 total spaces, the applicant is proposing to provide 5 accessible

spaces (see **Exhibit 4C**). Each accessible parking space is adjacent to an access aisle with a width of at least 6 feet (see **Exhibit 4C**). 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 proposing 14 compact spaces to the east and north of the building (see **Exhibit 4C**). The recommended conditions of approval will require that these be labeled "COMPACT ONLY". Section 17.106.020(O) is satisfied.

*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*

*[...]*

**Finding:** Although this is a Conditional Use application, the applicant is not requesting a reduction of vehicular parking spaces required. With 111 vehicular parking spaces required, the applicant is required to provide parking capacity for 23 bicycles. The applicant is showing the provision of 14 bicycle spaces in front of the building between the building and pedestrian path (see **Exhibit 4C**). The location does not obstruct pedestrian or vehicular travel; however, the recommended conditions of approval will require the full 23 spaces be provided. Staple steel racks or other approvable materials will be required as well. Section 17.106.020(P) 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 abut a residential zoning district. Section 17.106.020(Q) is not applicable.

*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 Site Plan (**Exhibit 4C**) 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:** Building square footage is not used to calculate the applicable parking requirements. Section 17.106.020(T) is not applicable.

*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 applicant stated in their Narrative (**Exhibit 3, p. 27**) that the employment numbers provided reflect the largest shift at peak season. Section 17.106.020(U) is satisfied.

*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, provided the Property Line Adjustment is approved (see **Exhibit 4C**). 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 4C**). 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. Section 17.106.020(Y) is not applicable.

*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.*

[...]

**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.

[...]

C. Commercial Uses.

[...]

23. Transient lodging

*1 space for each room plus 1 space for each 2 employees.*

[...]

**Finding:** The applicant is proposing to construct a 107-unit hotel with a peak shift of 8 employees (see **Exhibit 3, p. 29**), resulting in 111 parking spaces being required. The applicant is proposing to provide 115 total parking spaces (see **Exhibit 4C**), exceeding the minimum. Section 17.106.030 is satisfied.

17.106.050 Parking dimension standards.

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

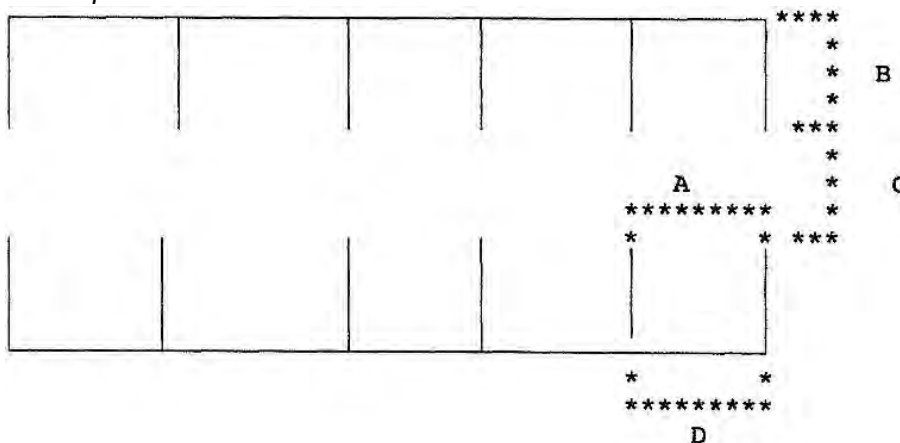
**Finding:** The subject site has access to NE Wagner Court via two driveways the applicant will install as part of the project (see **Exhibit 4C**). Section 17.106.050(A) is satisfied.

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 multiple dimensional arrangements for parking spaces (see **Exhibit 4K**), which are described in the table below.

Angle from curb	Stalls	Stall width	Channel depth	Aisle width	Curb length per stall
Parallel	0 (0)	N/A	N/A	N/A	N/A
30	0 (0)	N/A	N/A	N/A	N/A
45	0 (5)	(9')	(17')	(14')	(12'8.76")
60	0 (0)	N/A	N/A	N/A	N/A

90	101 (9)	9' (9')	(16')	24'-26' (26')	9' (9')
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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 4C**). 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, as designed, are accessible from NE Wagner Court via the installation of two 30-foot-wide commercial driveways (see **Exhibit 4C**), which is within the allowable width for a commercial driveway in the PWDS<sup>10</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, which will be verified prior to final occupancy approval (see **Exhibit 4C**). 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 4C**). Section 17.106.050(F) is satisfied.

**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

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<sup>10</sup> City of Scappoose, Public Works Design Standards, 2002, Section 5, Page 11.

*and vehicular traffic on the site.*

**Finding:** The applicant is proposing the installation of two commercial driveways to connect the site to NE Wagner Court and drive aisles that are 24 and 26 feet in length for internal site navigation (see **Exhibit 4C**). 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>11</sup> classifies NE Wagner Court as a Local Industrial Street. The PWDS<sup>12</sup> generally limits sites abutting Local Streets to one driveway per frontage but provides flexibility where adding another driveway does not create additional safety hazards. According to the PWDS<sup>9</sup>, commercial driveways are to be between 12 and 36 feet wide. The applicant is proposing to install two 30-foot commercial driveways to serve the site (see **Exhibit 4C**). Having more than one driveway does not pose a safety concern since the site is large and the access points are far enough from each other that cross traffic is not a risk. 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 material (see **Exhibit 4C**). 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 4H**). 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:** Most parking spaces are proposed to be adjacent to the pedestrian walkway or internal landscaping (see **Exhibit 4C**). The applicant proposes to establish wheel stops for all parking spaces (see **Exhibit 4C**). Section 17.106.050(H) is satisfied.

*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*

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<sup>11</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figure 12.

<sup>12</sup> City of Scappoose, Public Works Design Standards, 2002, Section 5, Page 11.

*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 4E**). 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 abut residential uses but is in the Public Use Airport Safety and Compatibility Overlay Zone, which requires that all site lighting be directed internally. 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. 32**) 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:** The applicant is proposing a pedestrian path that connects the sidewalk to the primary building entrance. The path is distinguished by contrasting paving materials and a striped crosswalk in the drop-off zone (see **Exhibit 4C**). Section 17.106.050(L) is satisfied.

## Chapter 17.130 CONDITIONAL USE

### 17.130.040 Phased development or existing development.

*A. The planning commission may approve a time schedule for developing a site in phases over a period of time of one year, but in no case shall the total time period for all phases be greater than three years without reapplying for conditional use review.*

**Finding:** The applicant is requesting consideration for the application to be approved as a phased development (see **Exhibit 3A**), allowing a total of 3 years after the approval to complete the project. Section 17.130.040(A) is satisfied.

*B. The following criteria shall be satisfied in order to approve a phased conditional use review proposal.*

*1. All underground utilities shall be scheduled to be constructed in conjunction with or prior to each phase to ensure provision of public facilities prior to building occupancy;*

**Finding:** The applicant's primary reason for requesting a phased development approval is to install utilities and complete other site work prior to constructing the building (see **Exhibit 3A**). Section 17.130.040(B)(1) is satisfied.

*2. The development and occupancy of any phase shall not be dependent on the use of temporary public facilities. A temporary public facility is an interim facility not constructed to the applicable city or district standard; and*

**Finding:** The applicant stated in their Supplemental Narrative (**Exhibit 3A**) that they will not rely on temporary public facilities to receive final occupancy. Section 17.130.040(B)(2) is satisfied.

*3. The phased development shall not result in requiring the city or other property owners to construct public facilities that were required by an approved development proposal.*

**Finding:** The applicant stated in their Supplemental Narrative (**Exhibit 3A**) that they will complete all improvements required by this application. Section 17.130.040(B)(3) is satisfied.

17.130.050 Approval standards and conditions.

*A. The planning commission shall approve, approve with conditions, or deny an application for a conditional use based on findings of fact with respect to each of the following criteria:*

*1. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features;*

**Finding:** The site is 2.33 acres, which can adequately fit the building, parking, drive aisles, landscaping, and other site amenities as desired and/or required (see **Exhibit 4C**). The site is relatively flat (see **Exhibit 4B**) and does not have any sensitive lands that restrict development. Section 17.130.050(A)(1) is satisfied.

*2. All required public facilities have adequate capacity to serve the proposal;*

**Finding:** NE Wagner Court connects the site to the city's transportation network and is appropriately sized for a Local Industrial Street (see **Exhibit 4C**). The site has suitable connections to water, sanitary sewer, and stormwater (see **Exhibits 4D & 4E**). The Fire & Life Safety Plan (**Exhibit 4F**) is provided to demonstrate the Fire District's ability to access and circulate the site, which will be verified during construction document review. The Scappoose Rural Fire Protection District also provided a referral comment (**Exhibit 12**), with requirements the applicant will need to adhere to during construction document review. The Scappoose Police Chief and Columbia River PUD provided referral comments (**Exhibits 10 & 11**) stating that they have no objection to

the application's approval as submitted, indicating serviceability for law enforcement and power. Section 17.130.050(A)(2) is satisfied.

*3. The applicable requirements of the zoning district are met;*

**Finding:** The proposed development meets the dimensional requirements and development standards of the PUA zone, as discussed in the findings to Section 17.69.070. Additionally, the AO – Public Use Airport Safety and Compatibility Overlay zone requirements have been addressed in the findings to Chapter 17.88. Section 17.130.050(A)(3) is satisfied.

*4. The use is compatible with surrounding properties or will be made compatible by imposing conditions.*

**Finding:** The site proposed for a hotel is adjacent to vacant parcels to its east and west, PCC OMIC Training Center to its north (north of the NE Wagner Court right of way), a strip of land containing a taxiway to its south, and beyond that, the former Cascade Tissues building. The site is also in close proximity to the Scappoose Airport. Additionally, the hotel is very near to the Oregon Manufacturing Innovation Center (OMIC), which often hosts visiting professors and researchers who would benefit from being able to walk to OMIC from the hotel site. A hotel is complementary and would serve to support the Airport, industrial district, and PUA zone for existing and future development. This is evidenced by the 2016 Airpark Master Plan's<sup>13</sup> identified need for a hotel near the Airport to support commercial airport activities. Likewise, the City's adopted 2011 Economic Opportunities Analysis<sup>14</sup> also projected the need for a hotel with a site size of ~2 acres. Further, many industrial companies and site selectors seek communities with overnight lodging accommodations. The construction of a hotel would be complimentary to future nearby uses as well as existing uses. As discussed previously in this report, ODAV observed that a portion of the proposed building footprint is underneath the transitional surface and stated that the Oregon Airport Land Use Compatibility Guidebook<sup>15</sup> deems residential uses, including transient lodging, to be a noncompatible use *underneath* transitional surfaces. The Guidebook that is cited as a basis for this comment lists hotels as noncompatible "*within* the transitional surface", not "*underneath*" the surface. Transitional surface is defined in the City's code and in the Guidebook as, "those surfaces that extend **upward and outward** at ninety-degree angles to the runway centerline and the runway centerline extended at a slope of seven feet horizontally for each foot vertically from the sides of the primary and approach surfaces to the point of intersection with the horizontal and conical surfaces". The City interprets "*within* a transitional surface" to have a separate meaning from "*underneath*" where "*within*" requires a use to penetrate the surface, which does not occur in this proposal (see **Exhibit 4G**). During the March 4, 2026 meeting with the City, Port of Columbia County, and ODAV, ODAV acknowledged that their comment is a recommendation based on their interpretation of "*within* the transitional surface" and that the City holds the authority to interpret this issue and render a decision on the application as a whole.

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<sup>13</sup> City of Scappoose, Scappoose Industrial Airpark Master Plan Update, page 4-5.

<sup>14</sup> City of Scappoose, Economic Opportunities Analysis,

<sup>15</sup> Oregon Department of Aviation, Airport Land Use Compatibility Guidebook, Table 3-4.

The difference between ODAV's interpretation and the City's interpretation, in relation to this specific application, is a difference of 42.06 feet, where a portion of the building is *underneath* the transitional surface (see **Exhibit 4G**). ODAV stated in their comment that only the portion underneath the transitional surface is deemed to be incompatible with the public use airport. Staff do not find that the hotel is any more compatible with airport operations if it is located 42.06 feet further west than it is as proposed, and further, the definition of transitional surface as it is currently defined in the Guidebook and the City's code (which mirrors the Guidebook's definition) does not include the ground underneath the transitional surface. Staff rely upon the specific wording of the definition, not upon the interpretation provided by ODAV when the wording does not include the term "underneath". Staff, therefore, find that the hotel use, as currently shown on the plans (**Exhibit 4**), is compatible with the nearby public use airport and surrounding properties. Section 17.130.050(A)(4) is satisfied.

*B. An enlargement or alteration of an existing conditional use shall be subject to the approval standards of this Chapter.*

**Finding:** The site is currently vacant (see **Exhibit 4B**) and this development would be entirely new construction. Section 17.130.050(B) is not applicable.

*C. The planning commission may impose conditions on its approval of a conditional use, which it finds are necessary to ensure the use is compatible with other use in the vicinity. These conditions may include, but are not limited to, the following:*

- 1. Limiting the hours, days, place and manner of operation;*
- 2. Requiring design features which minimize environmental impacts such as noise, vibration, air pollution, glare, odor and dust;*
- 3. Requiring additional setback areas, lot area, or lot depth or width;*
- 4. Limiting the building height, size or lot coverage, or location on the site;*
- 5. Designating the size, number, location and design of vehicle access points;*
- 6. Requiring street right-of-way to be dedicated and the street to be improved;*
- 7. Requiring landscaping, screening, drainage and surfacing of parking and loading areas;*
- 8. Limiting the number, size, location, height and lighting of signs;*
- 9. Limiting or setting standards for the location and intensity of outdoor lighting;*
- 10. Requiring berming, screening or landscaping and the establishment of standards for their installation and maintenance;*
- 11. Requiring and designating the size, height, location and materials for fences;*
- 12. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas and drainage areas;*
- 13. Requiring the dedication of sufficient open land area for a greenway adjoining and within the floodplain when land form alterations and development are allowed within the one hundred-year floodplain.*

**Finding:** Since the subject site's surrounding parcels are either vacant or also include large buildings similar in scale to the proposed hotel, no additional conditions of approval for

compatibility are recommended by staff. Section 17.130.050(C) is satisfied.

*Chapter 17.152*  
**LAND DIVISION—MAJOR AND MINOR LAND PARTITIONS AND PROPERTY LINE  
ADJUSTMENTS**

17.152.030 General provisions.

[...]

*B. All partition and property line adjustment proposals shall be in conformity with all state regulations set forth in ORS Chapter 92, Subdivisions and Partitions.*

[...]

**Finding:** The Conditions of Approval will require that the final recorded Property Line Adjustment conforms to the requirements of ORS Chapter 92. Section 17.152.030(B) is satisfied.

17.152.050 Expiration of approval—Standards for extension of time.

*A. Approvals for major partitions, minor partitions and property line adjustments shall be effective for a period of one year from the date of approval.*

*B. The approval shall lapse if:*

- 1. The partition or property line adjustment has been improperly recorded with Columbia County without the satisfactory completion of all conditions attached to the approval;*
- 2. The final recording 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 plan as approved by the planner;*
- 2. The applicant can show intent of recording the approved property line adjustment within the one year extension period; and*
- 3. There have been no changes in the applicable comprehensive plan policies and ordinance provisions on which the approval was based.*

*D. Notice of the decision regarding the extension shall be provided to the applicant. The planner's decision may be appealed.*

**Finding:** The approval for the Property Line Adjustment shall be effective for a period of one year following the approval. Approval of the Property Line Adjustment will be revoked if the final recording has not been properly submitted within one year or the final recording does not conform to this approval, including the conditions of approval. Extension of approval may be granted by the planner if the provided criteria are met. Notice of decision will be sent to the applicant and others entitled to notice. Section 17.152.050 is satisfied.

17.152.090 Property line adjustments.

*A. An Application for a property line adjustment shall meet the following criteria:*

- 1. An additional parcel is not created by the property line adjustment, and the existing parcel as reduced in size by the adjustments is not reduced below the minimum lot size*

*established by the zoning district. Where an existing lot of record does not satisfy the minimum area requirement for the zone, a property line adjustment may be permitted provided the adjustment does not increase the degree of nonconformity;*

- 2. By reducing the lot size, the lot or structure(s) on the lot will not be in violation of the site development or zoning district regulations for that district; and*
- 3. The resulting parcels are in conformity with the dimensional standards of the zoning district. Where an existing lot of record does not satisfy the dimensional requirements for the zone, a property line adjustment may be permitted provided the adjustment does not increase the degree of nonconformity.*

**Finding:** The applicant is requesting approval of a PLA to shift the common lot line between TLs 700 and 800 to the east by 19 feet (see **Exhibit 4I**). No new lots are created and the minimum dimensional standards for lots in the PUA zone are satisfied; see staff report findings to Section 17.69.070 for details. Section 17.152.090(A) is satisfied.

*B. A property line adjustment is not considered a development action for purposes of determining whether floodplain, greenway or right-of-way dedication may be required.*

**Finding:** The request for Property Line Adjustment will not trigger further review of floodplain, greenway, or right-of-way dedication requirements. However, a Conditional Use is being applied for in consolidation with the PLA and will trigger these reviews. Section 17.152.090(B) is satisfied.

## *Chapter 17.154*

### **STREET AND UTILITY IMPROVEMENT STANDARDS**

#### Section 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.*
- 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.*
- 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:*
  - a. A partial improvement is not feasible due to the inability to achieve a cohesive design for the overall street;*
  - b. A partial improvement may create a potential safety hazard to motorists or pedestrians;*
  - c. Due to the nature of existing development on adjacent properties it is unlikely that street improvements would be extended in the foreseeable future and the improvement associated with the project under review does not, by itself, provide*

- a significant improvement to street safety or capacity;*
- d. The improvement would be in conflict with an adopted capital improvement plan;*
- e. Additional planning work is required to define the appropriate design standards for the street and the application is for a project which would contribute only a minor portion of the anticipated future traffic on the street.*

[...]

**Finding:** The subject site has frontage on NE Wagner Court, which is classified by the TSP<sup>16</sup> as a Local Industrial Street, requiring 54 feet of right-of-way width comprised of 32 feet of vehicular travel way, two 5.5-foot planter strips, two 5-foot sidewalks, and two 6-inch utility areas. The NE Wagner Court right-of-way is 54 feet wide with a ~40.38-foot paved width, ~5.76-foot sidewalks, and no planter strip (see **Exhibit 4B**). NE Wagner Court meets the dimensional requirements for a Local Industrial Street aside from a planter strip within the right-of-way and the street is currently in good condition. Therefore, the applicant will not be required to perform frontage improvements but will be required to plant street trees in the existing public utility & street tree easement on the property. The applicant is not proposing any frontage improvements other than installing two driveways (see **Exhibit 4C**) and planting street trees (see **Exhibit 4H**) but will be required to repair or replace any asphalt or sidewalks that are damaged during construction. Section 17.154.030(A) is satisfied.

*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:*

- 1. Street grades shall be approved by the public works director in accordance with the city's public works design standards; and*
- 2. Where the location of a street is not shown in an approved street plan, the arrangement of streets in a development shall either:*
  - a. Provide for the continuation or appropriate projection of existing streets in the surrounding areas, or*
  - b. Conform to a plan adopted by the council, if it is impractical to conform to existing street patterns because of particular topographical or other existing conditions of the land. Such a plan shall be based on the type of land use to be served, the volume of traffic, the capacity of adjoining streets and the need for public convenience and safety.*
- 3. New streets shall be laid out to provide reasonably direct and convenient routes for walking and cycling within neighborhoods and accessing adjacent development.*

*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.*

[...]

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<sup>16</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figures 12 & 13b.

**Finding:** The property has frontage on NE Wagner Court, which is classified by the TSP<sup>17</sup> as a Local Industrial Street, requiring 54 feet of right-of-way width and a 32-foot paved section. The NE Wagner Court right-of-way is 54 feet wide with a ~40.38-foot paved width (see **Exhibit 4B**). NE Wagner Court meets the dimensional requirements for a Local Industrial Street. Section 17.154.030 (D-E) is satisfied.

*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.*

[...]

**Finding:** The applicant will be required by the recommended conditions of approval to construct all curbs, ramps, and driveways in accordance with the PWDS. Section 17.154.030(H) is satisfied.

*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.*

[...]

**Finding:** The recommended conditions of approval will require the applicant's surveyor to verify with the City that monuments are properly placed following the completion of street improvements. Section 17.154.030(K) is satisfied.

*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.*

**Finding:** The recommended conditions of approval state that any street signs required by the City Engineer will be installed at the cost and labor of the applicant. Section 17.154.030(O) is satisfied.

*P. Joint mailbox facilities shall be provided in all residential developments, with each joint mailbox serving at least two dwelling units.*

- 1. Joint mailbox structures shall be placed adjacent to roadway curbs and shall comply with provisions of the Americans with Disabilities Act and implementing federal and state regulations;*
- 2. Proposed locations of joint mailboxes shall be designated on a copy of the tentative plan, and shall be approved by the U.S. Post Office prior to plan approval; and*
- 3. Plans for the joint mailbox structures to be used shall be submitted for approval by the planner prior to final approval.*

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<sup>17</sup> City of Scappoose, Transportation System Plan: Volume 1, 2016, Figures 12 & 13a.

**Finding:** The applicant is not proposing to establish mailboxes (see **Exhibit 3, p. 45**) and since it is a commercial project, they will not be required to. Section 17.154.030(P) is satisfied.

*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.*

**Finding:** The Transportation Impact Study (**Exhibit 6**) does not indicate the need for a traffic signal at a nearby intersection nor does the City's TSP. Section 17.154.030(Q) is satisfied.

*R. Street lights shall be installed in accordance with the city's public works design standards.*

**Finding:** There are currently 3 streetlights on the subject site's frontage (see **Exhibit 4B**), which is adequate for the site's length of frontage and no more will be required to be installed. Section 17.154.030(R) is satisfied.

*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 TIS (**Exhibit 6**), which estimates the trips generated by the development and analyzes nearby intersections for safety and capacity. The TIS projects that the proposed development would generate 471 weekday daily trips, including 36 AM peak hour trips and 39 PM peak hour trips (see **Exhibit 6, p. 11**) and that all study intersections are forecasted to meet the City's performance criteria upon build out of the site. The findings (**Exhibit 6, p. 22**) recommend the following mitigations measures: 1) Place and maintain site landscaping, above-ground utilities, and site signage along the site frontage to provide adequate intersection sight distance per applicable City requirements; and 2) Post a new STOP (R1-1) sign in accordance with applicable City standards and the Manual on Uniform Traffic Control Devices (MUTCD) on the northbound approaches of the site access points on NE Wagner Court. These have been incorporated into the recommended conditions of approval. 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:** There is an existing 20-foot-wide public sanitary sewer easement within a portion of the 35-foot taxiway easement at the southern border of the property and an 8-foot public utility & street tree easement along the site frontage (see **Exhibit 4B**), which will remain. Due to the relocation of the eastern lot line, the applicant will be required to record a utility easement to benefit TL 700 since the existing water meter serving TL 700 will be within the subject site (TL 800) after the PLA is approved. This requirement is included in the recommended conditions of approval. 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:** The applicant submitted a Composite Utility Plan (**Exhibit 4D**) to illustrate their proposed utility provision scheme. There is currently a public 8-inch PVC sewer main in NE Wagner Court just to the west of the subject site's frontage that runs southbound into TL 1700 through a public sanitary sewer easement and intersects with another 8-inch PVC line that runs within the sanitary easement on the subject site. The applicant proposes to connect the hotel building to the main from the rear of the building with a new 6-inch lateral. The easements established as part of the Aero Business Center Subdivision are adequate and the mains are not proposed to be rearranged. 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 submitted a Grading & Drainage Plan (**Exhibit 4E**) and Stormwater Analysis (**Exhibit 8**) to illustrate and justify their proposed stormwater management scheme. There is an existing 15-inch CPP stormwater main in NE Wagner Court. The applicant is proposing to install catch basins throughout the site to collect stormwater generated onsite, which will then be conveyed to the public main. This main flows eastward past the subject site and then pivots southward where it is eventually discharged into a stormwater outfall adjacent to the Crown Z Trail. The proposed stormwater system would be capable of managing a 25-year storm event. The system will be required to adhere to the PWDS for conveyance and water quality, which will be verified during construction document review. 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:** The applicant submitted a Composite Utility Plan (**Exhibit 4D**) to illustrate their proposed utility provision scheme. There is an existing 8-inch C900 water main in NE Wagner Court. The applicant has proposed to extend a new lateral from the main and around the east side of the building to make a connection in the rear of the building. A fire water line is also proposed to run south from its point of connection to the rear of the building, near the domestic connection. 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 will submit an erosion control plan to 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 are no existing or proposed overhead utility lines (see **Exhibits 4B & 4C**). There is also an existing 8-foot public utility easement on the site's frontage (see **Exhibit 4B**). 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:** See findings to Sections 17.162.090 and 17.164.110. The applicant has requested a consolidated application for Conditional Use (**Exhibit 2A**) and Property Line Adjustment (**Exhibit 2B**). The applicant requested that these applications be processed as a consolidated application. On their own, these application types would have different approval authorities with PLA being reviewed by the Planner and CU being reviewed by the Planning Commission. However, since the applicant submitted a consolidated application, the entire consolidated application will be reviewed for approval by the Planning Commission, as the higher approval authority. Approving a PLA is a limited land use decision subject to Chapter 17.164 and ORS 197.195. Approving a CU application is a quasi-judicial decision 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 February 20, 2026. The applicant has provided a signed affidavit certifying that onsite noticing has been posted as of February 6, 2026 consistent with the requirements of this section. Notice of the hearing was published in the February 27, 2026 edition of the Columbia County Spotlight. The public has until March 11, 2026 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; Port of Columbia County; Oregon Department of Aviation ODA; 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.

[...]

*C. The planning commission shall conduct a public hearing in the manner prescribed by this chapter and shall have the authority to approve, approve with conditions, approve with modifications or deny the following development applications:*

[...]

*4. Conditional Use pursuant to Chapter 17.130;*

[...]

[...]

**Finding:** See findings to Sections 17.162.021 and 17.164.110. Planning Commission will be the approval authority for the entire consolidated application. Staff have written this staff report and will present it to the Planning Commission, 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 Conditional Use and Property Line Adjustment. 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.

*Chapter 17.164*  
**PROCEDURES FOR DECISION MAKING—LIMITED LAND USE DECISIONS**

17.164.110 Approval authority responsibilities.

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

[...]

2. Property line adjustments pursuant to Chapter 17.152;

[...]

**Finding:** See findings to Sections 17.162.021 and 17.162.090. Section 17.164.110 is satisfied.

**RECOMMENDATION**

Based on the Findings of Fact and the materials submitted by the applicant, staff recommend that the Planning Commission **approve** CU 1-26, PLA 1-26, subject to the following conditions:

**EXPIRATION OF APPROVAL**

1. The applicant shall complete all development activities related to the Conditional Use approval within three years of the Planning Commission's decision.
2. The applicant shall record the Property Line Adjustment within one year of the Planning Commission's decision. Extension of approval may be granted by the Planner subject to Section 17.152.050(C).

**PROPERTY LINE ADJUSTMENT**

3. The applicant shall submit draft deeds and metes & bounds descriptions in conformance with ORS Chapter 92 to the City for review and approval prior to recording with Columbia County. The deeds shall indicate that they are for a Property Line Adjustment approved under local file name PLA 1-26 and shall refer to the original recorded documents. The deeds conveying the adjusted properties shall describe the adjusted lots in their entirety. The Property Line Adjustment diagrams and metes & bounds descriptions shall be prepared by an Oregon licensed surveyor.

PRIOR TO CONSTRUCTION

4. The applicant shall submit construction plans in accordance with these conditions of approval 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, Public Works Design Standards, and Chapter 15.04. 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).
5. The applicant shall obtain a National Pollutant Discharge Elimination System (NPDES) 1200-C permit from the Oregon Department of Environmental Quality, a Right of Way Permit and Grading Permit from City of Scappoose, and attend a Pre-construction Meeting with the City, if applicable, prior to any work. The applicant shall submit an acceptable Erosion Control Plan meeting DEQ requirements and City of Scappoose Public Works Design Standards, Section 2.0051. 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. A copy of the approved NPDES permit shall be submitted to the City Engineer prior to approval of the Right of Way and Grading Permits. Right of Way and Grading Permits are required prior to being issued a Notice to Proceed for construction.
6. 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.
7. The applicant shall submit a final geotechnical report in accordance with the Public Works Design Standards. The applicant shall have the geotechnical engineer of record review the final construction plans to verify conformance with the geotechnical report and its recommendations.
8. The applicant shall provide computations to the City Engineer, Fire Chief, and Building Official demonstrating adequate domestic and fire flow for the development.
9. The applicant shall enter into a construction Improvement Agreement with the City of Scappoose for all public improvements and provide a performance bond for 110% of the Public Works Construction costs, prior to the City's issuance of the Notice to Proceed for commencement of work.
10. The applicant shall apply for a Sign Permit with the City of Scappoose prior to installing any new commercial signs on their site.
11. The applicant shall provide the City with a copy of the recorded PLA deeds and record of survey prior to construction on site, including grading.

12. The applicant shall coordinate with the airport sponsor, The Port of Columbia County, regarding their construction schedule and timeline in order that a Notice to Airmen (NOTAM) may be issued by the airport sponsor, if applicable, to ensure the safe operation of the Scappoose Airpark.
13. The applicant shall submit an official notice of construction to Oregon Department of Aviation and Federal Aviation Administration separately. The applicant shall receive the resulting aeronautical determination letters from both agencies prior to approval of any building permits.

#### CONSTRUCTION REQUIREMENTS

14. The applicant shall comply with all applicable airport compatibility requirements of Section 17.88.070.
15. The applicant shall install landscaping and screening substantially in conformance with the Landscape Plan (**Exhibit 4H**) prior to final occupancy inspection. Shrubs used to satisfy Section 17.100.100(A) shall be at least 2 feet in height.
16. 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.
17. 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. All compact spaces shall be labeled "COMPACT ONLY". 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.
18. 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.
19. The applicant shall provide capacity for the number of bicycles as required by Section 17.106.020(P). Bicycle racks shall be staple steel or another City-approved material. The location of the bicycle racks shall not visually or physically obstruct pedestrian or vehicular paths.
20. 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.

21. The applicant shall comply with applicable State and Federal requirements of the Americans with Disabilities Act.
22. The applicant shall install the proposed driveway in conformance with the Scappoose Public Works Design Standards prior to final occupancy inspection.
23. The applicant shall repair or replace any sidewalks, curbs or asphalt that is damaged during construction.
24. The applicant shall install a new STOP (R1-1) sign in accordance with applicable City standards and Manual on Uniform Traffic Control Devices (MUTCD) on the northbound approaches of the site access points to NE Wagner Court.
25. The applicant shall locate the fire vault with double check detector assembly with tamper switches, sump pump, and post-indicator valve. An inline flow meter (Kamstrup with remote read) is required for any onsite (private) hydrants required by the Fire Agency.
26. The applicant shall adhere to any applicable code requirements for occupancy as designated per the Oregon Fire Code, Oregon Structural Specialty Code, and Scappoose Rural Fire Protection District referral comment (**Exhibit 12**).

#### PRIOR TO FINAL OCCUPANCY

27. 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 final occupancy approval. The City also requests a pdf and AutoCAD copy of the final onsite utilities to update the City GIS information.
28. The applicant shall dedicate an avigation easement to the Port of Columbia County, if one does not already exist. The avigation easement shall be in a form acceptable to the Port and shall be signed and recorded in the deed records of Columbia County. The avigation easement shall allow unobstructed passage for aircraft and ensure safety and use of the airport for the public. The applicant is responsible for providing the recorded instrument prior to issuance of building permits.
29. 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.

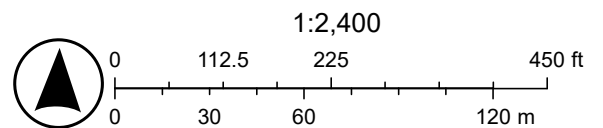
30. The applicant shall sign, record, and submit to the City a stormwater access easement and maintenance covenant for City records, as required.
31. The applicant shall submit a draft utility easement in conformance with the Public Works Design Standards for review and approval by the City Engineer and Planner to benefit Tax Lot 700, which shall be of a size that is adequate for access and maintenance of the existing water meter serving Tax Lot 700.

# Scappoose Hotel Project Vicinity Map



2/20/2026, 10:20:01 AM

-  Addresses
-  Taxlots with labels
-  City Limits Boundary
-  Streets
-  Subject Site



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



**Scappoose Planning Department**  
33568 E. Columbia Ave. Scappoose, OR 97056  
Phone: 503-543-7184  
[www.scappoose.gov](http://www.scappoose.gov)

**CONDITIONAL USE 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. **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) \_\_\_\_\_ Tax Lot #(s) 3106-C0-00800  
Frontage Street or Address Wagner Court  
Nearest Cross Street West Lane Rd  
Plan Designation Airport Overlay Zoning PUA Site Size 2.43 (acres or sq. ft.) Dimensions \_\_\_\_\_

**SUMMARY OF REQUEST**

Proposed Project Name Scappoose Hotel Project

Project Type/Narrative Summary: (Provide a brief summary including the nature of activities, number of students/participants, hours of operation, and specify project type: Single-family Residential, Multi-family Residential, Institution, Commercial, Industrial, Mixed Use)

See Attached Narrative

Subject to previous Land-use approval?  Yes  No File No. \_\_\_\_\_ (attach copy of Notice of Decision)

# of Buildings 1 # of Parking Spaces 115 # of Accessible Parking Spaces 5 % of Landscaping 10

**NOTE:** The summary provided above must be part of a more extensive written narrative that describes the project and justifies the requested conditional use based on the approval criteria. For more information read Approval Criteria and Submittal Requirements attached.

CONTINUED ON PAGE 2

**CONDITIONAL USE APPLICATION  
(CONTINUED)**

**DETAILED SITE INFORMATION**

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

Flood Plain N                      Wetlands N                      Significant Natural Resources N  
Cultural Resources N                      Airport Noise Contours N                      Slopes Greater Than 15% N

Water Provider:  City of Scappoose  Well  Other: \_\_\_\_\_

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.) \_\_\_\_\_

**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) Amy Bynum Deputy Executive Director, Business Development And Real Estate

Business Name Port of Columbia County

Mailing Address 100 E Street City Columbia City State OR Zip 97018

Phone # 503-397-2888 Fax # 503-397-6924 Email Address Bynum@portofcolumbiacounty.org

Does the owner of this site also own any adjacent property?  Yes  No (If Yes, please list tax map and tax lots)  
3106-C0-0070

Property Owner(s) Signature(s) *Amy B* Date: 11.26.2025

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

**Applicant:** Name Angela Rowe

Business Name Scappoose Hospitality Group, LLC

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email Address \_\_\_\_\_

Applicant's Signature *Angela Rowe* Date: 11.26.2025

Applicant's interest in property To develop a hotel

CONTINUED ON PAGE 3



**Scappoose Planning Department**  
33568 E. Columbia Ave. Scappoose, OR 97056  
Phone: 503-543-7184 Fax: 503-543-7182  
[www.scappoose.gov](http://www.scappoose.gov)

**PROPERTY LINE ADJUSTMENT**

**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.

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED UNTIL THE PLANNING DEPARTMENT RECEIVES ALL REQUIRED SUBMITTAL MATERIALS.**

**TRACKING INFORMATION (For Office Use Only)**

Application Submittal:

3 Hard Copies                       Electronic Submittal                       Fee

File # \_\_\_\_\_ Date Submitted with payment: \_\_\_\_\_ Receipt #: \_\_\_\_\_

**SITE LOCATION & DESCRIPTION**

**Property 1:**

Tax Map #(s) \_\_\_\_\_ Tax Lot #(s) 3106-40-0080

Frontage Street or Address Wagner Court

Nearest Cross Street West Lane Rd

Plan Designation AO Zoning PVA Size of Parcel 2.29  acres  sq. ft.

**Property 2:**

Tax Map #(s) \_\_\_\_\_ Tax Lot #(s) 3106-40-0070

Frontage Street or Address Wagner Court

Nearest Cross Street West Lane Rd.

Plan Designation AO Zoning PVA Size of Parcel 3.59  acres  sq. ft.

**SUMMARY OF REQUEST**

Briefly explain the request and reason for the proposed adjustment or consolidation. **NOTE: A site plan must be submitted in addition. See Submittal Requirements for details.**

See Attached Narrative

CONTINUED ON PAGE 2

**PROPERTY LINE ADJUSTMENT  
(CONTINUED)**

**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 1:**

**Property Owner(s):** Name(s) PORT OF COLUMBIA COUNTY - Amy Bynam  
Business Name PORT OF Columbia County  
Mailing Address 100 E Street City Columbia City State OR Zip 97018  
Phone # 503 397 2888 Fax # \_\_\_\_\_ Email Address Bynam@portofcolumbia  
Does the owner of this site also own any adjacent property?  Yes  No (If Yes, please list tax map and tax lots) county, OR  
Property Owner(s) Signature(s) Amy B Date: Dec. 9, 2025

**Property 2:**

**Property Owner(s):** Name(s) Port of Columbia County - Amy Bynam  
Business Name Port of Columbia County  
Mailing Address 100 E Street City Columbia City State OR Zip 97018  
Phone # 503 397 2888 Fax # \_\_\_\_\_ Email Address Bynam@portofcolumbia  
Does the owner of this site also own any adjacent property?  Yes  No (If Yes, please list tax map and tax lots) county, OR  
Property Owner(s) Signature(s) Amy B Date: Dec. 9, 2025

**Applicant:** Name Scappoose Hospitality Group LLC - Managing Member  
Business Name Scappoose Hospitality Group  
Mailing Address \_\_\_\_\_ City Portland State OR Zip 97209  
Phone # \_\_\_\_\_ Email Address \_\_\_\_\_  
Applicant's Signature Amyl Bone Date: 12-9-25  
Applicant's interest in property \_\_\_\_\_

**Applicant's Representative:** Contact Name \_\_\_\_\_  
Business Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email Address \_\_\_\_\_

CONTINUED ON PAGE 3



# Conditional Use Application Narrative

Submitted 1/20/26

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**CONDITIONAL USE PERMIT NARRATIVE / FINDING OF FACTS**

**Updated PROJECT NARRATIVE Home2 Suites by Hilton – Scappoose, Oregon**

**Submitted by: Scappoose Hospitality Group, LLC**

**Date: December 9, 2025**

**To: City of Scappoose Planning Department**

**Project Summary**

This application seeks Conditional Use approval for the development of a 107-room Home2 Suites by Hilton on a 2.43-acre site owned by the Port of Columbia County, located adjacent to the Scappoose Industrial Airpark. The property is zoned Public Use Airport (PUA), where hotel uses are permitted conditionally. The project will serve as a modern, extended-stay lodging option to support regional employers, advanced manufacturing partners, and visitors associated with the Oregon Manufacturing Innovation Center (OMIC) and Portland Community College. The proposed design complies with all applicable zoning, access, parking, height, and airport overlay requirements, and includes on-site stormwater facilities, landscaping, and full utility connections. Supporting reports confirm adequate transportation capacity, utility service, and geotechnical stability. The Home2 Suites will generate local employment, increase lodging tax revenue, and enhance Scappoose’s long-term economic vitality.

<b>Project Summary Table</b>	
<b>Item</b>	<b>Description</b>
Project Name	Home2 Suites by Hilton – Scappoose, Oregon
Applicant/Owner	Scappoose Hospitality Group, LLC
Location	Adjacent to Scappoose Industrial Airpark, north of SE Airport Way
Tax Parcels	3106-C0-0080 (Lot 3) and a portion of 3106-C0-0070 (Lot4)
Total Site Area	2.43 acres
Building Size	61,496 sq. ft.
Number of Rooms	107
Parking Provided	115
Zoning District	Public Use Airport / Airport Overlay
Proposed Use	Limited Service Hotel (Conditional Use)

**1. Introduction and Summary of Request**

On behalf of Scappoose Hospitality Group, LLC (SHG), this application requests Conditional Use approval for the construction and operation of a 107-room Home2 Suites by Hilton on a 2.43-acre parcel located adjacent to the Scappoose Industrial Airpark. The hotel will provide much-needed lodging to support regional employment growth, advanced

manufacturing activity, and institutional partners such as the Oregon Manufacturing Innovation Center (OMIC), Portland Community College, and Oregon State University.

The project represents a significant private investment that will strengthen the local economy through new construction activity, hospitality jobs, and expanded visitor spending in the Scappoose area.

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## 2. Legal Description and Property Ownership

**Property Owner:** Port of Columbia County

**Applicant / Purchaser:** Scappoose Hospitality Group, LLC

The project site consists of Tax Lot 3106-C0-0080 (Lot3) and a portion of Tax Lot 3106-C0-0070 (Lot4), totaling approximately 2.43 acres. The full legal descriptions, as provided by the Port of Columbia County survey and partition plat, are as follows:

### **Parcel 1 (Lot 3):**

Beginning at the southwest corner of Lot 3 of Partition Plat No. 2022-014, Columbia County, Oregon, thence North 00°05'34" West a distance of 514.30 feet; thence North 89°47'39" East a distance of 267.41 feet; thence South 00°05'34" East a distance of 514.33 feet; thence South 89°47'19" West a distance of 267.41 feet to the point of beginning, containing 2.29 acres, more or less.

### **Parcel 2 (Portion of Lot 4):**

A portion of Lot 4 of Partition Plat No. 2022-014, Columbia County, Oregon, described as beginning at the southeast corner of said Lot 4; thence North 00°05'34" West along the east line of said Lot 4, a distance of 153.17 feet; thence North 89°47'39" East a distance of 210.00 feet; thence South 00°05'34" East a distance of 153.17 feet; thence South 89°47'39" West a distance of 210.00 feet to the point of beginning. Containing 0.14 acres more or less.

(See attached legal description and record of survey for exact boundary and area delineations.)

---

## 3. Project Description

The proposed Home2 Suites by Hilton will be a four-story, limited-service hotel totaling approximately 61,496 square feet. The building will include 107 guest rooms, a breakfast area, market pantry, fitness center, guest laundry, and outdoor patio/pet relief area. The project also includes internal circulation, on-site parking (115 stalls), sidewalks, landscaping, lighting, and frontage improvements as required by the City.

---

The building will comply with the Hilton prototype for new-generation extended-stay hotels and will be designed to meet the Scappoose Development Code standards for height, setbacks, screening, and pedestrian connectivity.

---

#### **4. Site Context and Access**

The property is located within the Public Use Airport (PUA) zoning district, which allows hotels as a Conditional Use. The site is directly adjacent to the Scappoose Industrial Airpark and is surrounded by a mix of aviation-related, industrial, and commercial uses. Access will be provided via Wagner Court, with driveways designed in accordance with City and ODOT standards. The Traffic Impact Analysis (30938 TIS Final) concluded that the hotel will generate approximately 471 daily trips (36 AM peak hour and 39 PM peak hour trips), all of which can be safely accommodated by the existing transportation network without additional off-site improvements.

---

#### **5. Utilities and Public Services**

The site will connect to existing public utilities, as confirmed in the Will-Serve Letters included with this application.

- **Water and Sewer:** City of Scappoose
- **Electric:** Columbia River PUD
- **Natural Gas:** NW Natural
- **Telecommunications:** Comcast
- **Solid Waste:** Waste Management

The **Geotechnical Engineering Report** found that subsurface conditions consist of medium-dense silty sands and gravels with low liquefaction potential. The site is suitable for standard shallow foundations with minimal over-excavation. Storm drainage will be managed through a system of catch basins and on-site detention facilities per the Stormwater Report (DD-Storm Report-30938).

#### **6. Stormwater Management**

The Stormwater Analysis demonstrates compliance with City of Scappoose and Clean Water Services standards. The proposed storm system includes on-site treatment and detention designed to maintain post-development discharge rates equal to or less than pre-development conditions. A vegetated water quality swale will provide treatment before discharge. Erosion and sediment control measures will be implemented during construction.

---

## **7. Landscaping and Screening**

The Extended Stay Hotel Landscape Memorandum (2025-11-14) includes planting species, screening locations, and parking lot tree ratios consistent with City code.

Key features include:

- Perimeter landscaping with a mix of native and drought-tolerant species.
  - Evergreen screening of mechanical and waste enclosures.
  - Parking lot trees meeting minimum canopy requirements.
  - Pedestrian pathways integrated with landscaped areas.
- 

## **8. Building Design and Compatibility**

The four-story building height complies with the Airport Overlay Zone height restrictions. All rooftop mechanical equipment will be screened from public view. Exterior materials will include a combination of fiber-cement panels, stone veneer accents, and energy-efficient glazing consistent with Hilton brand standards and the Scappoose architectural character. Lighting will be fully shielded and directed downward to prevent glare and protect airport operations.

---

## **9. Economic and Community Benefits**

The Home2 Suites project will generate substantial local benefits, including:

- 50–60 construction jobs during the 12-month buildout.
  - 4-6 permanent hospitality positions at full operation.
  - New lodging capacity to support OMIC, PCC, and regional business partners.
  - Increased visitor spending and lodging tax revenue for the City.
  - Complementary development that activates the Scappoose Industrial Airpark corridor and supports long-term economic diversification goals.
- 

## **10. 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. Direct quotes from the code are shown in black, which are followed by applicant responses in blue.

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## SECTION 1 — SMC 12.10 Visual Clearance Areas

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### CODE TEXT 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.

***APPLICANT FINDING:** The site design maintains required Visual Clearance Areas (VCA) at all intersections of driveways and streets. The project may include limited low-profile landscaping and other permitted features within the VCA; however, all proposed elements within the sight triangles will comply with SMC 12.10.020(B) by maintaining unobstructed visibility between three feet and ten feet above grade and will consist only of features permitted under SMC 12.10.020(D) (e.g., utility poles, properly trimmed trees, and standard traffic control signage). No buildings, walls, hedges, or other non-exempt obstructions are proposed within the required sight triangles.*

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.

***APPLICANT FINDING:** Landscape plantings, signage, and site furnishings have been designed to remain below three feet or above ten feet within required visual clearance areas. Exhibit A – L1.0 and Exhibit B demonstrate that shrubs and groundcovers adjacent to driveways and street intersections are low-growing, while trees are limbed up to maintain visibility consistent with SMC 12.10.020(B). No parking spaces or other obstructions are located within the sight triangles.*

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.

***APPLICANT FINDING:** The project site and adjacent streets are relatively flat and do not contain vertical curves or hills that would compromise visibility. As shown in the Grading and Drainage Plans (Exhibit A -C4.0), driveway approaches tie into existing street grades*

*smoothly, and there are no topographic conditions that require additional reductions in plant or wall heights beyond what is already provided to ensure safe sight distance.*

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)

***APPLICANT FINDING:*** *The only elements within or near visual clearance areas are allowed exceptions under SMC 12.10.020(D), including utility poles, street trees pruned to maintain clear visibility, and standard traffic control signage. No hedges, walls, or non-exempt obstructions are placed in a manner that would impede visibility. The proposal therefore complies with the visual clearance standards.*

#### **12.10.030(B)(1) – 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:

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.

**APPLICANT FINDING:** *The driveway intersections are designed to meet SMC 12.10.030(B)(1). The required VCA is formed as a triangular area created by the intersection of the driveway edges, the street right-of-way line, and a straight line connecting points located 20 feet from their intersection. The required 20-foot sight triangles are shown on the Site Plan/Landscape Plan. No off-street parking, structures, or non-exempt obstructions are located within the service drive visual clearance areas.*

---

## **SECTION 2 — SMC 17.69 PUBLIC USE AIRPORT (PUA) ZONE**

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### **17.69.060 – Conditional Uses.**

The following uses and their accessory uses may be permitted when authorized by the planning commission in accordance with the requirements of Chapter 17.130 (Conditional Use) of the Scappoose Development Code, other relevant sections of this title, and any conditions imposed by the planning commission:

- A. Auto rental agencies;
- B. Cafeterias and restaurants;
- C. Food cart pod (Type I or II), subject to Chapter 17.126.
- D. Motels; and
- E. Other commercial uses customarily located at public use airports. (Ord. 877, 2019; Ord. 846, 2015; Ord. 726 § 2, 2002)

**APPLICANT FINDING:** *The subject property is zoned Public Use Airport (PUA). Pursuant to SDC 17.69.060, motels/hotels may be permitted as a conditional use subject to Planning Commission approval under SDC Chapter 17.130. The proposed 107-room Home2 Suites is a transient lodging use that supports airport-adjacent employment and compatible commercial activity, including OMIC partners and nearby industrial employers. The project has been coordinated through the City’s pre-application process, and any required airport sponsor coordination will be addressed through conditions of approval and/or separate agreements as applicable.*

**17.69.070 – Dimensional requirements and development standards.**

A. *Lot Size.* There is no minimum lot size in the PUA zone.

**APPLICANT FINDING:** *There is no minimum lot size in the PUA zone. The project site—new Lot 3 as adjusted through the concurrent Property Line Adjustment—is of sufficient size and configuration to accommodate a 107-room hotel, required parking, landscaping, stormwater facilities, and utilities, as illustrated on Exhibits A.*

B. *Setbacks.* No front, side or rear yard setbacks except on lots abutting a residential district, where the minimum setback is fifty feet on the side abutting or facing the residential district.

**APPLICANT FINDING:** *The subject property does not abut a residential district. Building setbacks from property lines and internal accessways meet or exceed applicable dimensional standards and provide adequate separation from adjoining industrial and airport-related uses, as shown on the Site Plan (Exhibit A).*

C. *Screening.* All outside storage areas require buffering and screening as defined in Chapter [17.100](#) (Landscaping) of the Scappoose Development Code.

**APPLICANT FINDING:** *All outside storage and service areas, including refuse/recycling, mechanical equipment, and loading areas, are screened from public streets and adjacent properties in accordance with Chapter 17.100. Screening is provided through a combination of solid enclosures, fencing, and landscaping as detailed in Exhibits A and B (Landscape Plan and Memorandum).*

D. Uses shall be developed and located in a manner consistent with the most recent federally approved airport layout plan, the current Scappoose Industrial Airpark Airport Master Plan.

**APPLICANT FINDING:** *The proposed hotel is located outside of the runway protection zone and consistent with the Scappoose Industrial Airpark Airport Master Plan and airport layout plan. Building height, location, and site circulation are coordinated to avoid conflicts with airport operations and to maintain protected airspace surfaces, as confirmed through pre-application review.*

E. Additional requirements shall include any applicable section of this title. (Ord. 869, 2018; Ord. 786 § 4, 2006; Ord. 726 § 2, 2002)

**APPLICANT FINDING:** *The proposal complies with all other applicable provisions of the PUA zone and related chapters, including the Airport Overlay (AO) standards, landscaping*

requirements, and conditional use criteria. Detailed compliance findings are provided in Sections 3–9 of this narrative.

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### SECTION 3 — SMC 17.88 AIRPORT OVERLAY (AO) ZONE

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#### 17.88.050 – Height Limitation on Allowed Uses in Underlying Zones

All uses permitted by the underlying zone shall comply with the height limitations in this section. When height limitations of the underlying zone are more restrictive than those of this overlay zone, the underlying zone height limitations shall control.

A. Except as provided in subsections **B** and **C** of this section, no structure or tree, plant or other object of natural growth shall penetrate an airport imaginary surface.

**APPLICANT FINDING:** *The proposed hotel building height and all appurtenances are well below the controlling airport imaginary surfaces applicable to this location. Preliminary height checks against FAA Part 77 surfaces were reviewed through the pre-application process, and no penetrations are anticipated. Final building and mechanical heights will be verified at building permit to ensure continued compliance with SMC 17.88.050(A).*

B. For areas within airport imaginary surfaces but outside the approach and transition surfaces, where the terrain is at higher elevations than the airport runway surfaces such that existing structures and permitted development penetrate or would penetrate the airport imaginary surfaces, a local government may authorize structures up to thirty-five feet in height.

**APPLICANT FINDING:** *The site is located within the AO overlay but outside of those higher-elevation areas where the City must rely on the 35-foot allowance to address existing nonconforming conditions. The proposed building height is consistent with both the underlying PUA zone and AO overlay limitations and does not require any special authorization under subsection (B).*

C. Other height exceptions or variances may be permitted when supported in writing by the airport sponsor, the Department of Aviation and the FAA. Applications for height variances shall follow the procedures for other variances and shall be subject to such conditions and terms as recommended by the Department of Aviation and the FAA. (Ord. 726 § 2, 2002)

**APPLICANT FINDING:** *No height variances are requested or required. The project has been designed to comply outright with applicable height standards; therefore, coordination with the FAA or Department of Aviation for a height variance is not necessary.*

#### **17.88.070 – Land use compatibility requirements**

Applications for land use or building permits for properties within the boundaries of this overlay zone shall comply with the requirements of this chapter as provided herein.

A. *Noise.* Within airport noise impact boundaries, land uses shall be established consistent with the levels identified in OAR [660](#), Division 13, Exhibit 5. A declaration of anticipated noise levels shall be attached to any subdivision or partition approval or other land use approval or building permit affecting land within airport noise impact boundaries. In habitable areas where the noise level is anticipated to be at or above 45 Ldn, prior to issuance of a building permit for construction of a noise sensitive land use (real property normally used for sleeping or as a school, church, hospital, public library or similar use), the permit applicant shall be required to demonstrate that a noise abatement strategy will be incorporated into the building design that will achieve an indoor noise level equal to or less than 45 Ldn.

**APPLICANT FINDING:** *The subject property is located within the Airport Overlay. However, based on the City’s review, the project site is not within airport noise impact boundaries; therefore, the proposed hotel is not subject to the noise declaration recording requirement and noise attenuation measures are not required under SDC 17.88.070(A). If aircraft noise considerations are identified during final building design, the applicant may incorporate voluntary sound-control measures through standard building permit review and construction detailing.*

B. *Outdoor Lighting.* No new or expanded industrial, commercial or recreational use shall project lighting directly onto an existing runway or taxiway or into existing airport approach surfaces except where necessary for safe and convenient air travel. Lighting for these uses shall incorporate shielding in their designs to reflect light away from airport approach surfaces. No use shall imitate airport lighting or impede the ability of pilots to distinguish between airport lighting and other lighting.

**APPLICANT FINDING:** *The proposed outdoor lighting will comply with SDC 17.88.070(B). No site lighting will be designed or installed to project directly onto any runway, taxiway, or airport approach surface. All exterior lighting fixtures will be fully shielded and directed downward to minimize glare, light spill, and off-site impacts, and will not imitate airport*

*lighting or interfere with pilot visibility. Final lighting fixture specifications and placement will be confirmed during building permit review.*

C. *Glare.* No glare producing material, including but not limited to unpainted metal or reflective glass, shall be used on the exterior of structures located within an approach surface or on nearby lands where glare could impede a pilot's vision.

***APPLICANT FINDING:*** *Exterior materials have been selected to avoid excessive reflectivity. The hotel elevations rely on non-reflective finishes, painted surfaces, and standard glazing that do not create hazardous glare for pilots or air traffic operations. No mirrored or highly reflective glass is proposed.*

D. *Industrial Emissions.* No new industrial, mining or similar use, or expansion of an existing industrial, mining or similar use, shall, as part of its regular operations, cause emissions of smoke, dust or steam that could obscure visibility within airport approach surfaces, except upon demonstration, supported by substantial evidence, that mitigation measures imposed as approval conditions will reduce the potential for safety risk or incompatibility with airport operations to an insignificant level. The review authority shall impose such conditions as necessary to ensure that the use does not obscure visibility.

***APPLICANT FINDING:*** *The proposed use is a hotel, not an industrial or mining use, and will not generate steam, dust, smoke, or similar emissions that could obscure visibility in approach surfaces. Building mechanical systems will comply with state and local air quality regulations, and no special conditions are needed to address visibility.*

E. *Communications Facilities and Electrical Interference.* No use shall cause or create electrical interference with navigational signals or radio communications between an airport and aircraft. Proposals for the location of new or expanded radio, radiotelephone, and television transmission facilities and electrical transmission lines within this overlay zone shall be coordinated with the Department of Aviation and the FAA prior to approval. Approval of cellular and other telephone or radio communication towers on leased property located within airport imaginary surfaces shall be conditioned to require their removal within ninety days following the expiration of the lease agreement. A bond or other security shall be required to ensure this result.

***APPLICANT FINDING:*** *The hotel will utilize standard commercial communications and electrical systems that are not expected to interfere with navigational signals or radio communications. No radio or telecommunication towers are proposed. Should any future communications facilities be considered, they will be coordinated with the Department of Aviation, FAA, and the City pursuant to SMC 17.88.070(E).*

F. *Limitations and Restrictions on Allowed Uses in the RPZ, Approach Surface, and Airport Direct and Secondary Impact Areas.* The land uses identified in Table 17.88.1, and their accessory uses, are permitted (P); permitted under limited circumstances (L); or prohibited in the manner therein described (N). In the event of conflict with the underlying zone, the more restrictive provisions shall control. As used in this section, a limited use means a use that is allowed subject to special standards specific to that use. All regulation of uses within the RPZ, approach surface, and airport direct and secondary impact areas are limited to land areas within the city limits of Scappoose. Direct and secondary impact areas located outside of the city limits are regulated by the codes and ordinances of Columbia County. (Ord. 726 § 2, 2002)

**APPLICANT FINDING:** *The proposed development is a hotel use located within the PUA/AO Airport Overlay. The project site is not located within the airport approach surface. Commercial uses within Airport Direct Impact Areas are subject to the applicable restrictions in Table 17.88.1 (L15); however, the project site is not located within the transition surface, as demonstrated on Sheet C6.0. Therefore, the proposed hotel complies with the limitations and restrictions of SDC 17.88.070(F)*

**17.88.080 Water impoundments within approach surfaces and airport direct impact boundaries.**

**Table 17.88.1**

<b>Commercial</b>	<b>Yes</b>
<b>Location</b>	<b>PUA/AO</b>
<b>RPZ</b>	<b>N</b>
<b>Approach Surface</b>	<b>L9</b>
<b>Direct Impact Areas</b>	<b>L15</b>

**Project Type:** Commercial - Location PUA/AO

**APPLICANT FINDINGS:** *The hotel is a commercial use within the PUA/AO overlay. The site is not within the approach surface, and commercial uses in Direct Impact Areas are subject to Table 17.88.1 (L15); however, the site is not within the transition surface as shown on Sheet C6.0. No stormwater ponds or water impoundments are proposed within the RPZ, and stormwater facilities will be designed to avoid wildlife attractants.*

**RPZ:** No structures shall be allowed within the Runway Protection Zone. Exceptions shall be made only for structures accessory to airport locations whose location within the RPZ has been approved by the FAA.

**APPLICANT FINDINGS:** *No portion of the hotel building, parking lot, or other structures lies within the Runway Protection Zone. The site plan (Exhibit A) confirms that all development is located outside of the RPZ boundaries.*

**Approach Surface:** Within 10,000 feet from the end of the primary surface of a non-precision instrument runway, and within 50,000 feet from the end of the primary surface of a precision instrument runway.

**L9.** Public assembly facilities may be allowed in an approach surface only if the potential danger to public safety is minimal. In determining whether a proposed use is appropriate, consideration shall be given to: proximity to the RPZ density of people per acre; frequency of use; level of activity at the airport; and other factors relevant to public safety. In general, high density uses should not be permitted within airport approach surfaces, and nonresidential structures should be located outside approach surfaces unless no practicable alternatives exist.

**APPLICANT FINDINGS:** *While the hotel is considered a public assembly use, it is located outside the most critical portions of the approach surface and at a sufficient distance from the runway to minimize potential risk. Building height, occupant loads, and circulation patterns have been reviewed through pre-application coordination and are compatible with airport operations. The hotel's relatively modest height, interior-focused activity, and strong life-safety features help ensure that safety risk to occupants is minimized.*

**Direct Impact Areas L15:** Within the transition surface, overnight accommodations, such as hotels, motels, hospitals and dormitories, are not permitted.

**APPLICANT FINDINGS:** *The site is not located within the Direct Impact Area L15 where overnight accommodations are prohibited. The City has confirmed through mapping and pre-application review that the hotel may be considered as a conditional use in the PUA zone and AO overlay at this location. Therefore, the project complies with Table 17.88.1 limitations on overnight accommodations.*

### **17.88.110 Avigation easement**

Within this overlay zone, the owners of properties that are the subjects of applications for land use or limited land use decisions, for building permits for new residential, commercial, industrial, institutional or recreational buildings or structures intended for inhabitation or occupancy by humans or animals, or for expansions of such buildings or structures by the lesser of fifty percent or one thousand square feet, shall, as a condition of obtaining such approval or permits, dedicate an avigation easement to the airport sponsor. The avigation easement shall be in a form acceptable to the airport sponsor and shall be signed and recorded in the deed records of Columbia County. The avigation easement shall

allow unobstructed passage for aircraft and ensure safety and use of the airport for the public. Property owners or their representatives are responsible for providing the recorded instrument prior to issuance of building permits. (Ord. 726 § 2, 2002)

***APPLICANT FINDING:** The applicant will record an avigation easement in a form acceptable to the airport sponsor and the City prior to building permit issuance, as required by SMC 17.88.110. The easement will allow unobstructed passage of aircraft and acknowledge anticipated noise and overflight conditions associated with the Scappoose Industrial Airpark. Proof of recordation will be provided to the City before building permits are issued.*

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## **SECTION 4 — SMC 17.100 LANDSCAPING, SCREENING & FENCING**

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### **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,

***APPLICANT FINDING:** More than four off-street parking spaces are required and provided; therefore, the project complies with the special screening and landscaping provisions of SMC 17.100.100(A). Parking areas adjacent to the public street provide a minimum of four (4) square feet of landscaping per lineal foot of street frontage, including a mix of low and vertical plantings dispersed along the frontage as practical. Required landscaping includes shrubs and/or berms at least two (2) feet in height at maturity to screen parking from public view while maintaining sight distance.*

*In addition, the landscape plan includes street trees that meet the required spacing standard of one tree per 50 lineal feet of street frontage (or fraction thereof). Tree species*

*selected for compliance provide a mature canopy area of at least 300 square feet, as demonstrated in the Landscape Plan Plant Schedule (Sheet L1.0).*

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.

**APPLICANT FINDING:** *Loading areas, trash/recycling, and any outside storage are located behind the building and screened from public streets through a combination of solid enclosures and landscaping, consistent with SMC 17.100.100(B). Screening elements are a minimum of six feet high and are shown on Exhibits A, and B. Additional screening can be added through conditions of approval if requested by the City.*

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)

**APPLICANT FINDING:** *All refuse containers, mechanical equipment, and service facilities that would otherwise be visible from public streets or parking areas are screened with solid masonry or wood enclosures and/or evergreen landscaping between five and eight feet tall, as illustrated in Exhibits A and B. Refuse materials will be fully contained within these screened areas, satisfying SMC 17.100.100(C).*

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## **SECTION 5 — SMC 17.104 STREET TREES**

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### **17.104.040 – Standard for street trees**

A. Street trees shall be selected from the approved street tree list on file with the Planning Department.

**APPLICANT FINDING:** *Street trees specified on the Landscape Plan (Exhibit A and B) are selected from the City’s approved street tree list or equivalent species acceptable to the Planning Department. Final species selection will be confirmed with staff at the time of civil/landscape permit.*

B. At the time of planting, street trees shall not be less than ten feet high for deciduous trees and five feet high for evergreen trees.

**APPLICANT FINDING:** *All deciduous street trees will be installed at a minimum height of ten feet, and any evergreen street trees at a minimum of five feet in height at planting, consistent with SMC 17.104.040(B). This will be a condition of the landscape installation contract.*

C. Spacing and minimum planting areas for street trees shall be as follows:

1. Street trees under twenty-five feet tall and less than sixteen feet wide at maturity shall be spaced no further than fifteen feet apart in planting areas containing no less than sixteen square feet of porous surface and not less than four feet wide;
2. Street trees under twenty-five feet tall and greater than sixteen feet wide at maturity shall be spaced no further than twenty feet apart in planting areas containing no less than sixteen square feet of porous surface and not less than four feet wide;
3. Street trees between twenty-five feet to forty feet tall and less than twenty-five feet wide at maturity shall be spaced no greater than twenty-five feet apart in planting areas containing no less than twenty-four square feet of porous surface and not less than six feet wide;
4. Street trees between twenty-five feet to forty feet tall and greater than twenty-five feet wide at maturity shall be spaced no greater than thirty feet apart in planting areas containing no less than twenty-four square feet of porous surface and not less than six feet wide;
5. Street trees greater than forty feet tall at maturity shall be spaced no greater than forty feet apart in planting areas containing not less than thirty-six square feet of porous surface and not less than eight feet wide.

**APPLICANT FINDING:** *Street tree spacing and planting area dimensions meet or exceed the minimum standards based on mature height and canopy spread of the selected species. Tree wells provide the required minimum porous surface area and width, as set out in Exhibit A and further detailed in the Landscape Memorandum (Exhibit B).*

D. Street trees located under or within ten feet of overhead utility lines shall be less than twenty-five feet tall at maturity.

**APPLICANT FINDING:** *Where street trees are located under or within ten feet of overhead utility lines, only species with a mature height under twenty-five feet are proposed, in*

*accordance with SMC 17.104.040(D). The utility-conflict review and final tree placement will be coordinated with the City and utility providers during permitting.*

E. Street trees shall be planted in accordance with the requirements of Scappoose Municipal Code Section [13.28.020\(C\)](#). (Ord. 875, 2018; Ord. 659 § 3, 1997)

***APPLICANT FINDING:*** *Street tree planting, staking, soil preparation, and protection will follow the standards of SMC 13.28.020(C) and applicable City urban forestry guidelines. Installation details are included in Exhibit B.*

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### **17.104.060 – Maintenance of street trees.**

A. The adjacent owner, tenant, and their agent, if any, shall be jointly and severally responsible for the maintenance of all street trees which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and tree wells shall be kept free from refuse and debris.

***APPLICANT FINDING:*** *Scappoose Hospitality Group, LLC (SPV Entity SHD 1, LLC), as the adjacent property owner, accepts responsibility for ongoing maintenance of street trees, including watering, pruning, and maintaining tree wells free of debris. This obligation will be incorporated into the hotel’s long-term property management and maintenance plan.*

B. All street trees shall be controlled by pruning to National Arborist Association Pruning Standards for Shade Trees included as Appendix B of the Scappoose Comprehensive Urban Forestry Plan.

***APPLICANT FINDING:*** *Street trees will be pruned and maintained in accordance with National Arborist Association Pruning Standards for Shade Trees, as required by SMC 17.104.060(B). Professional arborists or landscape maintenance contractors will be engaged as needed to ensure compliance.*

C. Every owner of any tree overhanging any street or right-of-way within the city shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of thirteen feet above street surface or eight feet above the sidewalk surface. Such owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The city shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, or interferes with visibility of any traffic-control device or sign or sight triangle at intersections as defined in Scappoose Municipal Code 12.10, Visual Clearance Areas. Tree limbs that grow near high voltage electrical conductors shall be

maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements.

***APPLICANT FINDING:** Trees will be maintained to provide at least thirteen feet of clearance above travel lanes and eight feet above sidewalks, and to avoid obstruction of streetlights or traffic control devices. Dead or hazardous limbs will be promptly removed. The City retains the right to prune trees if needed for public safety, and the applicant acknowledges and accepts this authority.*

D. The city shall have the right to plant, prune, and otherwise maintain trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

***APPLICANT FINDING:** The applicant acknowledges the City’s authority to plant, prune, and maintain trees within street rights-of-way to ensure public safety and enhance the streetscape. The project does not propose any restrictions on that authority.*

E. It is unlawful as a normal practice for any person, firm or city department to top any street tree. Topping is defined as the severe cutting back of limbs within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this chapter at the determination of the city manager after consultation with a registered arborist or certified forester. (Ord. 820 § 7, 2012; Ord. 659 § 3, 1997)

***APPLICANT FINDING:** Topping of street trees is not proposed and will not be part of normal maintenance. In the rare event of storm damage or conflicts with utilities where alternative pruning is impractical, the applicant will coordinate with the City manager and a qualified arborist to determine appropriate remedial action consistent with SMC 17.104.060(E).*

*Tree wells, planting soil depth, staking, and irrigation comply with City requirements. Installation details are included in Exhibit B – Landscape Memorandum.*

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## **SECTION 6 — SMC 17.106 OFF-STREET PARKING & LOADING**

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### **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.

**APPLICANT FINDINGS:** *Standard, compact, and accessible parking stalls are dimensioned in accordance with SMC 17.106.020(A) and 17.106.050. As shown on the Site Plan (Exhibit A-C2.0), standard stalls are 9' x 18', compact stalls are 8.5' x 15', and accessible spaces are at least 12' x 18' with appropriate access aisles.*

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.

**APPLICANT FINDINGS:** *The hotel's parking and loading areas are integral to the site design and will remain available for exclusive use as off-street parking and loading for the life of the use. The applicant understands that any future changes to the building or site must maintain compliance with minimum parking and loading requirements and that elimination of required spaces is not permitted.*

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.

**APPLICANT FINDINGS:** *Transient lodging is specifically listed in SMC 17.106.030, so no “unlisted use” determination is required. If future accessory uses arise that are not listed, the applicant will work with the Planner to establish appropriate parking standards pursuant to this section.*

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.

**APPLICANT FINDINGS:** *Required parking is provided concurrently with construction of the hotel and meets the minimum standards for transient lodging. Any future building expansion or change in occupancy will trigger additional parking analysis and, if needed, additional parking in compliance with SMC 17.106.020(D).*

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.

**APPLICANT FINDINGS:** *The initial hotel use is designed with adequate parking for transient lodging. Should a future change in use or intensification occur (e.g., conversion of rooms to another use), the applicant will provide additional parking as required or request approval of a revised parking plan.*

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.

**APPLICANT FINDINGS:** *No formal joint-use parking agreements are proposed at this time. If joint-use opportunities are pursued in the future with adjacent properties, documentation and agreements will be submitted to the City for review consistent with SMC 17.106.020(F).*

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.

**APPLICANT FINDING:** *All required automobile parking spaces are provided on-site in parking areas developed to City standards and located within 400 feet of the building entrances, consistent with SMC 17.106.020(H). Parking is primarily located to the side and front of the building because the rear of the site is constrained by the taxiway easement and airport-related clearance limitations, making rear parking infeasible. No reliance is placed on public on-street parking to satisfy minimum off-street parking requirements.*

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.

**APPLICANT FINDINGS:** *Parking demand for the hotel's guest rooms, small meeting space, and associated amenities is accommodated within the 115 on-site spaces. Shared use internal to the site is accounted for by applying the transient lodging standard plus employee parking; no additional separate use categories are required.*

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.

**APPLICANT FINDINGS:** *Where uncertainty exists regarding parking classification, the project applies the more conservative (higher) requirement, ensuring that adequate parking is provided for peak conditions.*

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.

**APPLICANT FINDINGS:** *Required parking spaces will be reserved for operable vehicles of hotel guests, employees, and visitors only and will not be used for long-term storage, equipment parking, or unrelated commercial uses, in conformance with SMC 17.106.020(K).*

M. Parking lots shall be landscaped in accordance with the requirements in Section [17.100.100](#).

**APPLICANT FINDINGS:** *Parking lots are landscaped consistent with SMC 17.100.100 and SMC 17.106.020(M), with interior islands, perimeter landscaping, and shade trees as shown in Exhibit A. These features break up large paved areas, provide shade, and visually soften the parking field.*

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.

**APPLICANT FINDINGS:** *The project provides the required number of ADA-compliant parking spaces, including van-accessible stalls located closest to accessible building entrances. The layout and striping meet State Building Code and ADA standards.*

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

**APPLICANT FINDINGS:** *Any compact parking spaces will be labeled "COMPACT ONLY" in pavement markings and/or signage consistent with SMC 17.106.020(O).*

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.

Multi-family residential (four or more units): 2 spaces per 4 units

Commercial: 2 spaces per primary use or 1 per 5 vehicles spaces

Industrial: 2 spaces per primary use or 1 per 10 vehicle spaces

Parks: 4 spaces

Schools: 2 spaces per classroom

Institutional Uses and Places of Worship: 2 spaces per primary use or 1 per 10 vehicle spaces

Transit centers and park-and-ride lots: 8 spaces

Other uses: 2 spaces per primary use or 1 per 10 vehicle spaces

**APPLICANT FINDINGS:** *Bicycle parking will be provided on-site in compliance with SMC 17.106.020(P). A minimum number of bicycle parking spaces is required based on the applicable standard in Subsection (P)(5). The project will provide fourteen (14) bicycle parking spaces, which meets or exceeds the minimum required. Bicycle parking will consist of staple-design steel racks or other City-approved racks and will be located near the main entrance in visible and convenient areas. Bicycle racks will not impede pedestrian or vehicle circulation and will not conflict with required visual clearance areas under Chapter 12.10, and will not be located within drive aisles, landscape areas, or pedestrian ways.*

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.

**APPLICANT FINDINGS:** *All parking lot lighting is designed to avoid spilling light onto adjoining residential districts or creating glare on public streets. Fixtures are fully shielded and comply with the City's public works design standards, as shown in Exhibit A-C5.0.*

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

**APPLICANT FINDINGS:** *All parking and loading areas will be fully constructed, paved, marked, and signed prior to final building inspection and occupancy, in accordance with SMC 17.106.020(R).*

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.

**APPLICANT FINDING:** *A scaled parking and circulation plan is included with this land use application (Exhibit A-C2.0) and demonstrates compliance with all dimensional and quantity requirements.*

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.

**APPLICANT FINDINGS:** *Where floor area is used to determine parking requirements, calculations are based on gross floor area under roof, excluding covered parking and loading areas, consistent with SMC 17.106.020(T).*

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.

**APPLICANT FINDINGS:** *Employee parking calculations are based on the largest shift of hotel operations, including front desk, housekeeping, maintenance, and management staff. The proposed 115 spaces accommodate both guest and employee vehicles at peak times.*

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

**APPLICANT FINDINGS:** Any fractional parking space requirements have been rounded up to the next whole space, ensuring compliance with SMC 17.106.020(V).

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

**APPLICANT FINDINGS:** *The project does not count street or alley parking toward minimum requirements. All required parking is provided within private parking areas on the hotel site.*

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.

**APPLICANT FINDINGS:** *Parking and loading areas are designed so that parked vehicles do not obstruct visual clearance areas or create safety hazards. No parking is permitted within defined visual clearance triangles or in required yards in a manner that compromises sight distance, as shown on Exhibit A.*

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.

**APPLICANT FINDINGS:** *The project is surrounded by airport and industrial uses rather than residential districts; nevertheless, parking is buffered by landscaping and site walls where appropriate, minimizing headlight glare and visual impacts to adjacent properties.*

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. (Ord. 857, 2016; Ord. 820 § 8, 2012; Ord. 634 § 1 Exh. A, 1995)

***APPLICANT FINDING:*** *No parking reduction is requested under SMC 17.106.020(Z). The project provides more parking than the minimum standard requires. If future circumstances warrant a reduction, a separate application and supporting parking analysis would be submitted.*

### **17.106.030 – Minimum off-street Parking Requirements**

C. Commercial Uses.

23. Transient lodging

1 space for each room plus 1 space for each 2 employees

**APPLICANT FINDING:** Pursuant to SMC 17.106.030(C)(23), transient lodging requires one (1) parking space per guest room plus one (1) space per two (2) employees on the largest shift. The proposed Home2 Suites includes 107 guest rooms, requiring 107 parking spaces, plus employee parking based on the largest shift. The largest shift is anticipated to include 8 employees, requiring 4 additional parking spaces ( $8 \div 2 = 4$ ). Therefore, the minimum required parking is 111 spaces. The project provides 115 total parking spaces, meeting and exceeding the minimum requirement. ADA stalls are provided adjacent to primary accessible entrances, and no variances are requested or required.

**17.106.050 – Parking dimension standards**

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

**APPLICANT FINDING:** All parking spaces are accessed from internal drive aisles that connect to the public street system. No backing movements into public streets are required.

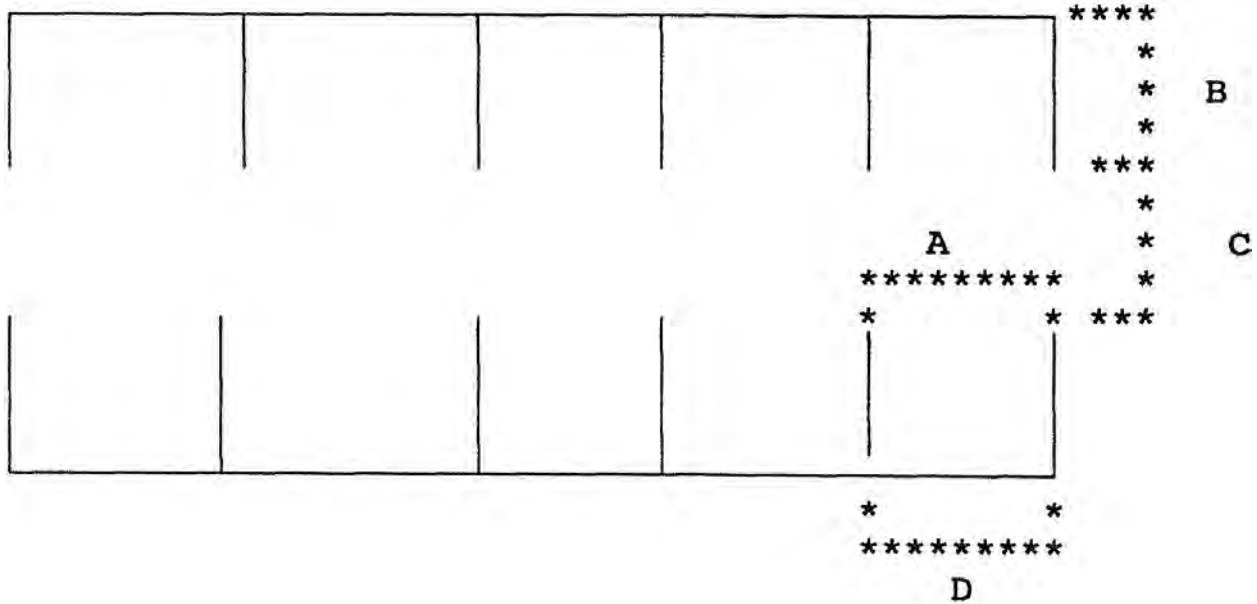
B. Minimum standards for a standard parking stall's length and width, aisle width, and maneuvering space shall be determined from the following table. Dimensions for designated compact spaces are noted in parentheses:

**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.

**APPLICANT FINDING:** *Parking stalls and aisles are designed to meet or exceed the dimensional standards in SMC 17.106.050(B) for 90-degree parking, including 9' x 18' stalls and 24' wide two-way aisles, as shown on Exhibit A.*

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.

**APPLICANT FINDING:** *All groups of more than two parking spaces are served by internal service drives designed to facilitate safe and efficient vehicular circulation, with no backing movements in public rights-of-way.*

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.

**APPLICANT FINDING:** *Driveway locations and widths comply with the City's public works design standards and have been reviewed as part of the Traffic Impact analysis (Exhibit C).*

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.

**APPLICANT FINDING:** *All parking spaces and internal drives will be permanently striped and signed for direction of travel and safety, consistent with SMC 17.106.050(E).*

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.

**APPLICANT FINDING:** *Parking and maneuvering areas will be paved with asphalt or concrete surfaces according to City standards. No gravel parking is proposed.*

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](#).

**APPLICANT FINDING:** *Access drives are designed to meet public works design standards, provide adequate turning radii, and maintain visual clearance areas. Their number and size is limited to what is necessary for safe access to the hotel.*

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.

**APPLICANT FINDING:** *Wheel stops or curbs will be provided where parking abuts landscaping or sidewalks to ensure vehicles do not encroach into pedestrian areas or landscape beds, in accordance with SMC 17.106.050(H).*

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.

**APPLICANT FINDING:** *Parking and loading facilities are designed to drain to on-site stormwater facilities without flowing across public sidewalks or causing ponding, as detailed in the Civil Plans (Exhibit A-C4.0).*

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.

**APPLICANT FINDING:** *Exterior lighting is arranged and shielded to avoid glare on public streets and adjacent properties and complies with public works design standards, as documented in Exhibit E.*

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.

**APPLICANT FINDING:** *The property owner will maintain parking lots in good repair, including prompt repair of pavement failures and replacement of damaged wheel stops, as part of hotel operations and maintenance.*

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)

**APPLICANT FINDING:** *Pedestrian walkways are provided from parking areas to building entrances and are differentiated with contrasting paving or striping at key crossings, in compliance with SMC 17.106.050(L) and ADA standards.*

### **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.

**APPLICANT FINDING:** *The hotel’s floor area exceeds 10,000 square feet; therefore, at least one off-street loading space is provided adjacent to the service entrance. The loading area is located on-site and is large enough to accommodate delivery vehicles without blocking circulation.*

B. One additional space shall be provided for each additional thirty thousand square feet or major fraction thereof.

**APPLICANT FINDING:** *Based on the size and operational characteristics of the hotel, one dedicated loading space is adequate to serve linen, food, and supply deliveries. If the City determines that a second loading bay is warranted, it can be accommodated in the service area shown on Exhibit A-C2.0.*

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.

**APPLICANT FINDING:** *The site design provides adequate turning and maneuvering area for delivery trucks entirely within the site. Access points are located and designed consistent with public works design standards (Exhibit A-C2.0).*

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)

**APPLICANT FINDING:** *Loading and service areas are screened from public streets and guest areas with building placement, solid screening, and landscaping, as required by Chapter 17.100. See Exhibits A and B.*

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## **SECTION 7 — SMC 17.130 CONDITIONAL USE CRITERIA**

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### **17.130.050 – Approval standards and conditions**

A. The planning commission shall approve, approve with conditions, or deny an application for a conditional use based on findings of fact with respect to each of the following criteria:

1. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features;

**APPLICANT FINDING:** *The site is a regularly shaped parcel within the Scappoose Industrial Airpark, with adequate size and flat topography suitable for a 107-room hotel. The Property Line Adjustment results in an efficient configuration for building placement, access, utilities, and stormwater management. No significant natural features are present that would be adversely impacted; the project incorporates new landscaping and street trees to enhance the site.*

2. All required public facilities have adequate capacity to serve the proposal;

**APPLICANT FINDING:** *Adequate public facilities—including water, sanitary sewer, storm drainage, and transportation infrastructure—are available or can be extended to serve the hotel. Civil engineering plans (Exhibit C) and the Traffic Impact analysis (Exhibit F) demonstrate that the project can be serviced in compliance with City standards. Any necessary off-site improvements or contributions will be addressed as conditions of approval.*

3. The applicable requirements of the zoning district are met;

**APPLICANT FINDING:** *The project is located in the PUA zone with the AO overlay, where hotels are allowed as a conditional use subject to the standards addressed in this narrative. The development meets applicable dimensional, landscaping, parking, and airport compatibility requirements of the PUA and AO zones, and no variances are requested.*

4. The use is compatible with surrounding properties or will be made compatible by imposing conditions.

**APPLICANT FINDING:** *The proposed hotel is compatible with adjacent airport, industrial, and commercial uses and will provide supporting services to those uses. Building orientation, landscaping, and lighting are designed to minimize off-site impacts. The hotel's design and operations will be subject to standard conditions limiting noise, glare, and traffic impacts, ensuring compatibility with current and future development in the airpark.*

B. An enlargement or alteration of an existing conditional use shall be subject to the approval standards of this Chapter.

**APPLICANT FINDING:** *This application establishes a new conditional use rather than enlarging or altering an existing one. Any future expansions will be processed in accordance with SMC 17.130.050(B).*

C. The planning commission may impose conditions on its approval of a conditional use, which it finds are necessary to ensure the use is compatible with other use in the vicinity. These conditions may include, but are not limited to, the following:

1. Limiting the hours, days, place and manner of operation;
2. Requiring design features which minimize environmental impacts such as noise, vibration, air pollution, glare, odor and dust;
3. Requiring additional setback areas, lot area, or lot depth or width;
4. Limiting the building height, size or lot coverage, or location on the site;
5. Designating the size, number, location and design of vehicle access points;
6. Requiring street right-of-way to be dedicated and the street to be improved;
7. Requiring landscaping, screening, drainage and surfacing of parking and loading areas;
8. Limiting the number, size, location, height and lighting of signs;
9. Limiting or setting standards for the location and intensity of outdoor lighting;
10. Requiring berming, screening or landscaping and the establishment of standards for their installation and maintenance;
11. Requiring and designating the size, height, location and materials for fences;
12. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas and drainage areas;
13. Requiring the dedication of sufficient open land area for a greenway adjoining and within the floodplain when land form alterations and development are allowed within the one hundred-year floodplain. (Ord. 828, 2013; Ord. 634 § 1 Exh. A, 1995)

***APPLICANT FINDING:*** *The applicant recognizes that the Planning Commission may impose reasonable conditions to ensure compatibility with surrounding uses, including those listed in SMC 17.130.050(C). The applicant is prepared to accept such conditions where they are roughly proportional to the project’s impacts and consistent with City standards.*

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**SECTION 8 — SMC 17.152 LAND DIVISION MAJOR AND MINOR LAND PARTITIONS AND PROPERTY LINE ADJUSTMENTS**

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### 17.152.030 – General Provisions

A. An application for a major or minor partition shall be processed through a two-step process: (1) the tentative plan, and (2) the final plat:

1. The tentative plan for a major partition shall be approved by the planning commission before the final plat can be submitted for approval consideration; the tentative plan for a minor partition shall be approved by the planner before the final plat can be submitted for approval consideration; and

2. The final plat shall reflect all conditions of approval of the tentative plan.

***APPLICANT FINDING:** The Property Line Adjustment (PLA) associated with this project is processed consistent with the City's procedures, including tentative approval and recording of the PLA survey. The final property line configuration will reflect all conditions of approval for the PLA and CUP and will be recorded with Columbia County.*

B. All partition and property line adjustment proposals shall be in conformity with all state regulations set forth in ORS Chapter 92, Subdivisions and Partitions.

***APPLICANT FINDING:** The PLA complies with all applicable provisions of ORS Chapter 92 for property line adjustments and partitions. No new lots are created; instead, existing lot boundaries are modified to create a hotel site (new Lot 3) and adjusted Lot 4 consistent with zoning and airport planning objectives.*

C. When partitioning tracts into large lots, the approval authority shall require that the lots be of such size and shape as to facilitate future redivision in accordance with the requirements of the zoning district and this title.

***APPLICANT FINDING:** The adjusted lot configuration maintains regular shapes and access that support potential future redevelopment or redivision in accordance with zoning requirements. The PLA does not preclude future land division consistent with the City's long-range plans.*

D. Where landfill and/or development is allowed within the floodway fringe, the city may require the dedication of sufficient open land area for a 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.

***APPLICANT FINDING:** The PLA maintains adequate area for stormwater management, utilities, and, where applicable, floodplain considerations. Civil plans (Exhibit A) demonstrate that utilities, storm drainage, and grading are designed to minimize flood risk*

*and comply with the City's public works design standards. Any floodplain-related conditions will be addressed through final engineering.*

E. All partition proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.

***APPLICANT FINDING:*** *The PLA maintains adequate area for stormwater management, utilities, and, where applicable, floodplain considerations. Civil plans (Exhibit A) demonstrate that utilities, storm drainage, and grading are designed to minimize flood risk and comply with the City's public works design standards. Any floodplain-related conditions will be addressed through final engineering.*

F. All partition proposals shall have adequate drainage provided to reduce exposure to flood damage.

***APPLICANT FINDING:*** *The PLA maintains adequate area for stormwater management, utilities, and, where applicable, floodplain considerations. Civil plans (Exhibit A) demonstrate that utilities, storm drainage, and grading are designed to minimize flood risk and comply with the City's public works design standards. Any floodplain-related conditions will be addressed through final engineering.*

G. All land partition proposals shall include neighborhood circulation plans that conceptualize future street plans and lot patterns to parcels within five hundred feet of the subject site. Circulation plans address future vehicular/bicycle/pedestrian transportation systems including bike lanes, sidewalks, bicycle/pedestrian paths and destination points. A circulation plan is conceptual in that its adoption does not establish a precise alignment. An applicant for a partition is required to submit a circulation plan unless the applicant demonstrates to the planner one of the following:

1. An existing street or proposed new street need not continue beyond the land to be divided in order to complete or extend an appropriate street system or to provide access to adjacent parcels within five hundred feet of the proposed development; or
2. The proposed street layout is consistent with a street pattern adopted as part of the city's transportation system plan, or a previously adopted circulation plan. (Ord. 828, 2013; Ord. 711 § 1 Exh. A, 2001; Ord. 634 § 1 Exh. A, 1995)

***APPLICANT FINDING:*** *The subject property is located within an established airport and industrial area with an adopted street network. Access to the site will be provided from existing or planned public streets consistent with the City's Transportation System Plan. No additional neighborhood circulation plan beyond the submitted site and access plans is required to serve parcels within 500 feet.*

**17.152.090 – Property Line Adjustments**

A. An Application for a property line adjustment shall meet the following criteria:

1. An additional parcel is not created by the property line adjustment, and the existing parcel as reduced in size by the adjustments is not reduced below the minimum lot size established by the zoning district. Where an existing lot of record does not satisfy the minimum area requirement for the zone, a property line adjustment may be permitted provided the adjustment does not increase the degree of nonconformity;

***APPLICANT FINDING:** The PLA adjusts the common boundary between Port-owned land and the hotel site without creating any new parcels. The resulting new Lot 3 and adjusted Lot 4 meet or exceed minimum dimensional standards for the PUA zone, and the adjustment does not increase any existing nonconformities.*

2. By reducing the lot size, the lot or structures(s) on the lot will not be in violation of the site development or zoning district regulations for that district; and

***APPLICANT FINDING:** The adjusted lot lines are designed so that existing and proposed structures comply with all applicable setbacks, lot coverage, and dimensional standards. The PLA does not cause any building or use to become noncompliant with the development code.*

3. The resulting parcels are in conformity with the dimensional standards of the zoning district. Where an existing lot of record does not satisfy the dimensional requirements for the zone, a property line adjustment may be permitted provided the adjustment does not increase the degree of nonconformity.

***APPLICANT FINDING:** The resulting parcels comply with applicable width, depth, area, access, and frontage standards of the PUA zone. The PLA survey (Exhibit G) demonstrates conformance with dimensional requirements.*

B. A property line adjustment is not considered a development action for purposes of determining whether floodplain, greenway or right-of-way dedication may be required. (Ord. 828, 2013; Ord. 795 §§ 2-3, 2008; Ord. 634 § 1 Exh. A, 1995)

***APPLICANT FINDING:** The City’s recognition that a PLA is not a development action for floodplain or greenway dedication purposes is noted. The applicant acknowledges that any future development within floodplain or greenway areas will comply with applicable standards.*

**17.152.260 – Recording of partitions and property line adjustments**

A. Within ten days of the planner's approval of the partition or property line adjustment and the city manager's acceptance of any dedicated land to the city, the applicant shall record the partition plat or property line adjustment survey map with Columbia County and submit the recordation numbers to the city, to be incorporated into the record.

*APPLICANT FINDING: Within the required timeframe following City approval, the applicant will record the PLA survey with Columbia County and provide the recording information to the City for its records, consistent with SMC 17.152.260(A).*

B. The applicant shall submit a recorded plain paper copy of the final partition plat or property line adjustment survey map to the city within fifteen days of recording. (Ord. 636 § 1, 1996; Ord. 634 § 1 Exh. A, 1995)

*APPLICANT FINDING: A recorded plain-paper copy of the final PLA survey will be submitted to the City within fifteen days of recording, in accordance with SMC 17.152.260(B).*

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**SECTION 9 — SMC 17.154 STREET AND UTILITY IMPROVEMENT STANDARDS**

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**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.
- 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.
- 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:
  - a. A partial improvement is not feasible due to the inability to achieve a cohesive design for the overall street;
  - b. A partial improvement may create a potential safety hazard to motorists or pedestrians;

- c. Due to the nature of existing development on adjacent properties it is unlikely that street improvements would be extended in the foreseeable future and the improvement associated with the project under review does not, by itself, provide a significant improvement to street safety or capacity;
- d. The improvement would be in conflict with an adopted capital improvement plan;
- e. Additional planning work is required to define the appropriate design standards for the street and the application is for a project which would contribute only a minor portion of the anticipated future traffic on the street.

***APPLICANT FINDING:*** *The development has approved access to a public street and will construct or participate in required frontage improvements consistent with the City's public works design standards. Any additional street width or frontage improvements identified by the City Engineer will be dedicated and improved as part of this project or secured via agreements and conditions of approval.*

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:

1. The council may approve the creation of a street by deed of dedication without full compliance with the regulations applicable to subdivisions or major partitions if any one or more of the following conditions are found by the council to be present:

a. Establishment of a street is initiated by the council and is found to be essential for the purpose of general traffic circulation, and partitioning of subdivision of land has an incidental effect rather than being the primary objective in establishing the road or street for public use; and

b. The tract in which the road or street is to be dedicated is an isolated ownership of one acre or less and such dedication is recommended by the commission to the council based on a finding that the proposal is not an attempt to evade the provisions of this title governing the control of subdivisions or major partitions.

2. With each application for approval of a road or street right-of-way not in full compliance with the regulations applicable to the standards, the proposed dedication shall be made a condition of subdivision and major partition approval:

a. The applicant shall submit such additional information and justification as may be necessary to enable the commission in its review to determine whether or not a recommendation for approval by the council shall be made;

- b. The recommendation, if any, shall be based upon a finding that the proposal is not in conflict with the purpose of this title or the city's public works design standards relating to street standards and street acceptance policies;
  - c. The commission, in submitting the proposal with a recommendation to the council, may attach conditions which are necessary to preserve the standards of this title;
  - d. All deeds of dedication shall be in a form prescribed by the city and shall name "the city of Scappoose, Oregon" or "the public," whichever the city may require, as grantee;
  - e. All instruments dedicating land to public use shall bear the approval by the city manager accepting the dedication prior to recording.
3. No person shall create a street or road for the purpose of partitioning an area or tract of land without the approval of the city.

***APPLICANT FINDING:*** *No new public streets are proposed as part of this application. All access is provided via existing or planned public streets and internal driveways. If the City determines that right-of-way dedication is necessary to complete the planned street network, the applicant will coordinate dedication language and form with staff.*

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.

***APPLICANT FINDING:*** *Access to the hotel site is provided via standard street connections rather than long access easements. If any private access easement is required to serve on-site circulation or shared drives, it will be designed in accordance with public works and fire code standards.*

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:

- 1. Street grades shall be approved by the public works director in accordance with the city's public works design standards; and

2. Where the location of a street is not shown in an approved street plan, the arrangement of streets in a development shall either:

- a. Provide for the continuation or appropriate projection of existing streets in the surrounding areas, or
- b. Conform to a plan adopted by the council, if it is impractical to conform to existing street patterns because of particular topographical or other existing conditions of the land. Such a plan shall be based on the type of land use to be served, the volume of traffic, the capacity of adjoining streets and the need for public convenience and safety.

3. New streets shall be laid out to provide reasonably direct and convenient routes for walking and cycling within neighborhoods and accessing adjacent development.

**APPLICANT FINDING:** *The project does not alter the adopted street plan but is consistent with it. Street grades, alignments, and widths adjacent to the site are established or will be brought into conformance with public works design standards. Where appropriate, street stubs or improvements will accommodate future extensions and connectivity consistent with the Transportation System Plan.*

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.

**APPLICANT FINDING:** *The project does not alter the adopted street plan but is consistent with it. Street grades, alignments, and widths adjacent to the site are established or will be brought into conformance with public works design standards. Where appropriate, street stubs or improvements will accommodate future extensions and connectivity consistent with the Transportation System Plan.*

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.

**APPLICANT FINDING:** *The project does not alter the adopted street plan but is consistent with it. Street grades, alignments, and widths adjacent to the site are established or will be brought into conformance with public works design standards. Where appropriate, street stubs or improvements will accommodate future extensions and connectivity consistent with the Transportation System Plan.*

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.

***APPLICANT FINDING:*** *No new street names are proposed. Concrete curbs, ramps, and driveway approaches will be constructed consistent with City standards. The site is not immediately adjacent to active railroad right-of-way requiring special parallel streets. Where the development fronts or accesses higher-classification streets, the site design minimizes conflicts by consolidating driveways and providing internal circulation.*

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.

***APPLICANT FINDING:*** *No new street names are proposed. Concrete curbs, ramps, and driveway approaches will be constructed consistent with City standards. The site is not immediately adjacent to active railroad right-of-way requiring special parallel streets. Where the development fronts or accesses higher-classification streets, the site design minimizes conflicts by consolidating driveways and providing internal circulation.*

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.

***APPLICANT FINDING:*** *No new street names are proposed. Concrete curbs, ramps, and driveway approaches will be constructed consistent with City standards. The site is not immediately adjacent to active railroad right-of-way requiring special parallel streets. Where the development fronts or accesses higher-classification streets, the site design minimizes conflicts by consolidating driveways and providing internal circulation.*

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. The design requirements shall include any of the following:

1. A parallel access street along the arterial;

2. Lots of suitable depth abutting the arterial to provide adequate buffering with frontage along another street;
3. Screen planting at the rear or side property line to be contained in a nonaccess reservation along the arterial; or
4. Other treatment suitable to meet the objectives of this subsection.

**APPLICANT FINDING:** *No new street names are proposed. Concrete curbs, ramps, and driveway approaches will be constructed consistent with City standards. The site is not immediately adjacent to active railroad right-of-way requiring special parallel streets. Where the development fronts or accesses higher-classification streets, the site design minimizes conflicts by consolidating driveways and providing internal circulation.*

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.

**APPLICANT FINDING:** *Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.*

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:

1. A bonded maintenance agreement; and
2. The creation of a homeowners association;

**APPLICANT FINDING:** *Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.*

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.

**APPLICANT FINDING:** Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.

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.

**APPLICANT FINDING:** Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.

P. Joint mailbox facilities shall be provided in all residential developments, with each joint mailbox serving at least two dwelling units.

1. Joint mailbox structures shall be placed adjacent to roadway curbs and shall comply with provisions of the Americans with Disabilities Act and implementing federal and state regulations;

2. Proposed locations of joint mailboxes shall be designated on a copy of the tentative plan, and shall be approved by the U.S. Post Office prior to plan approval; and

3. Plans for the joint mailbox structures to be used shall be submitted for approval by the planner prior to final approval.

**APPLICANT FINDING:** Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.

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.

**APPLICANT FINDING:** Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the

*developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.*

R. Street lights shall be installed in accordance with the city's public works design standards.

***APPLICANT FINDING:*** *Any required survey monuments will be established and certified prior to street acceptance. Street name and traffic control signs, street lights, and any signal-related improvements required as a condition of approval will be installed at the developer's expense. Joint mailbox facilities are not required for this non-residential project. No private residential streets or new railroad crossings are proposed.*

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.

***APPLICANT FINDING:*** *The project's trip generation exceeds the thresholds for a TIS letter and report; accordingly, a Transportation Impact analysis prepared by a qualified traffic engineer (Exhibit C) has been submitted. The TIS demonstrates that the transportation system has adequate capacity with identified mitigation, if any, and that the proposal meets applicable mobility standards. Any roughly proportional off-site transportation improvements identified in the TIS will be constructed or secured as a condition of approval.*

**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.

***APPLICANT FINDING:** All necessary easements for sanitary sewer, storm drainage, water, electric, and other utilities will be dedicated or reserved as shown on the Civil Plans and PLA survey (Exhibits A and G). Where the site is traversed by drainage facilities, sufficient easement width is provided for conveyance and maintenance. The applicant will coordinate easement documents with the City and utility providers.*

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)

***APPLICANT FINDING:** All necessary easements for sanitary sewer, storm drainage, water, electric, and other utilities will be dedicated or reserved as shown on the Civil Plans and PLA survey (Exhibits A and G). Where the site is traversed by drainage facilities, sufficient easement width is provided for conveyance and maintenance. The applicant will coordinate easement documents with the City and utility providers.*

**17.154.070 – Sidewalks**

A. Sidewalks are required and shall be constructed, replaced or repaired in accordance with the city's public works design standards.

***APPLICANT FINDING:** Sidewalk improvements are required where applicable and must be constructed, replaced, or repaired in accordance with the City’s Public Works Design Standards. No new sidewalks are proposed or required as part of this project, and existing frontage conditions will remain unless otherwise directed through City Public Works review.*

B. Maintenance of sidewalks and curbs is the continuing obligation of the adjacent property owner.

***APPLICANT FINDING:** Any existing sidewalks and curbs adjacent to the subject property will be maintained in good condition by the adjacent property owner, consistent with SDC 17.154.070(B).*

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.

***APPLICANT FINDING:*** *Not applicable. The proposed development is not a single-family residence and no non-remonstrance agreement is requested.*

D. In the event one or more of the following situations are found by the council to exist, the council may adopt a resolution to initiate construction of a sidewalk in accordance with city ordinances:

1. A safety hazard exists for children walking to or from school and sidewalks are necessary to eliminate the hazard;
2. A safety hazard exists for pedestrians walking to or from a public building, commercial area, place of assembly or other general pedestrian traffic, and sidewalks are necessary to eliminate the hazard;
3. Fifty percent or more of the area in a given block has been improved by the construction of dwellings, multiple dwellings, commercial buildings or public buildings and/or parks. (Ord. 634 § 1 Exh. A, 1995)

***APPLICANT FINDING:*** *The applicant acknowledges the City's authority to require sidewalk construction in the future in accordance with City ordinances if the findings in SDC 17.154.070(D) apply.*

#### **Utility Service Summary (Water / Sewer / Stormwater)**

***APPLICANT FINDING:*** Public sanitary sewer service is available to serve the site, including a 6-inch lateral stubbed to the southeast corner of the lot. The proposed development anticipates a single sanitary point of connection located at the rear of the building, connecting to the existing 8-inch public sanitary sewer main. Final peak flows and lateral sizing will be confirmed during final building design and coordinated with the project's building MEP engineer.

Public stormwater service is available via a 12-inch stormwater lateral at the northeast corner of the site. On-site stormwater collection will consist of a network of catch basins and conveyance piping directing runoff to the public stormwater point of connection. Roof drain connections are anticipated at the northwest and southeast corners of the building, with final inlet placement and drainage patterns refined during civil engineering and coordinated with the building MEP engineer.

Public water service is available via an existing lateral at the northeast corner of the site, proposed to serve the fire water service due to proximity to an existing fire hydrant and the planned fire protection equipment location. A new water main tap along the site frontage is proposed to serve domestic water, allowing appropriate space for the required water meter and backflow vaults outside of paved parking areas. Domestic and fire water lines are anticipated to route to a rear building utility room, to be finalized with the building MEP engineer during permit-stage design.

All utility designs will be finalized during engineering and building permit review and constructed in accordance with City Public Works Design Standards.

**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.

***APPLICANT FINDING:** Sanitary sewer service is available to the site and will be installed/connected in accordance with City standards.*

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

***APPLICANT FINDING:** Final sewer plans will be reviewed and approved by the Public Works Director prior to issuance of permits.*

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.

***APPLICANT FINDING:** Sewer infrastructure will be designed and sized to account for projected growth and upstream flows consistent with the Comprehensive Plan and Wastewater Facility Plan, as applicable.*

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)

***APPLICANT FINDING:*** *No deficiencies in the existing sewer system have been identified that would preclude service to the project. If system upgrades or mitigation are determined to be necessary during Public Works review, such improvements may be addressed through conditions of approval and/or required permits.*

### **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.

***APPLICANT FINDING:*** *The project will provide a stormwater system that is separate and independent from the sanitary sewer system and designed in accordance with City standards. Surface water drainage patterns, stormwater calculations, and construction materials will be submitted for Public Works Director review and approval as required.*

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.

***APPLICANT FINDING:*** *If any stormwater easements or drainage rights-of-way are required for conveyance or maintenance, they will be provided consistent with City standards and shown on the approved plans.*

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.

**APPLICANT FINDING:** *Culverts and drainage facilities will be sized to accommodate runoff from the upstream drainage area as determined by the Public Works Director during engineering review.*

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)

**APPLICANT FINDING:** *Stormwater facilities will be designed and constructed in compliance with City standards. No off-site drainage improvements are proposed or required at this time. Under SDC 17.154.100(D), improvements or storage would only be triggered upon a City determination, supported by engineering review, that the development would overload an existing drainage facility.*

#### **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 and existing water system plans.

**APPLICANT FINDING:** *The hotel will be served by the municipal water system. Water mains and service connections will be designed in compliance with the City's Comprehensive Plan, water system planning documents, and Public Works Design Standards.*

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

**APPLICANT FINDING:** *Water system extensions, if required, will be designed to provide adequate domestic capacity and fire flow, and will be looped/gridded where feasible, subject to Public Works Director approval.*

C. The public works director shall approve all water system construction materials. (Ord. 634 § 1 Exh. A, 1995)

**APPLICANT FINDING:** *Water system construction materials will be subject to review and approval by the Public Works Director prior to installation.*

**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.

**APPLICANT FINDING:** *The project will implement erosion and sediment control measures to prevent soils from leaving the site during construction. Erosion control plans and measures will be reviewed and approved by the Public Works Director prior to land disturbance.*

B. The city shall use the city's public works design standards as the guidelines for erosion control. (Ord. 634 § 1 Exh. A, 1995)

**APPLICANT FINDING:** *Erosion control will follow the City's Public Works Design Standards and applicable regulatory requirements.*

**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.

**APPLICANT FINDING:** *All new utility lines serving the development (including electric, communication, and cable) will be installed underground except where above-ground equipment is permitted by code (e.g., transformers, pedestals, connection boxes, meter*

*cabinets, and temporary construction utilities). Locations of above-ground equipment will be coordinated with franchise utilities and reviewed by the City as required.*

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 Ex. A, 1995)

***APPLICANT FINDING:*** *Required utility easements will be shown on the development plans as applicable. Above-ground facilities will be located to avoid conflicts with pedestrian circulation and vehicle sight distance, including required visual clearance areas under Chapter 12.10.*

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## **11. Conclusion**

The proposed Home2 Suites by Hilton meets all applicable standards and Conditional Use approval criteria of the Scappoose Municipal and Development Codes, including SMC 12.10, 17.69, 17.88, 17.100, 17.104, 17.106, 17.130, 17.152, and 17.154. Exhibits A–H provide detailed technical support for these findings. Approval of the Conditional Use Permit and associated Property Line Adjustment is warranted, subject to reasonable conditions of approval.

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## **Attachments**

- **Exhibit A – Site Plans**
- **Exhibit B – Landscape Memorandum (2025-11-14)**
- **Exhibit C – Traffic Impact Analysis (30938 TIS Final)**
- **Exhibit D – Geotechnical Engineering Report**
- **Exhibit E – Stormwater Report (DD-Storm Report-30938)**
- **Exhibit F – Will-Serve Letters**
- **Exhibit G – PLA Legal Description and Record of Survey**
- **Exhibit H – Purchase and Sale Agreement (updated to reflect the PLA)**

# Supplemental Narrative – Phased Development Request

## Conditional Use Application Pursuant to SMC 17.130.040

**Applicant:** Scappoose Hospitality Group

**Project:** Home2 Suites

**Date:** February 22, 2026

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### Section 17.130.040 – Phased Development or Existing Development

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#### 17.130.040(A)

*“The planning commission may approve a time schedule for developing a site in phases over a period of time of one year, but in no case shall the total time period for all phases be greater than three years without reapplying for conditional use review.”*

**Applicant Response:**

The Applicant requests approval of a phased development schedule with a total development period not to exceed three (3) years.

The proposed phasing will allow for the orderly sequencing of site improvements, infrastructure installation, and vertical construction while maintaining continuous progress toward full project completion.

The Applicant intends to initiate site work promptly following approval and proceed in good faith toward completion of all phases.

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#### 17.130.040(B)(1)

*“All underground utilities shall be scheduled to be constructed in conjunction with or prior to each phase to ensure provision of public facilities prior to building occupancy.”*

**Applicant Response:**

All underground utilities, including water, sewer, stormwater, and other required services, will be installed in conjunction with or prior to each development phase.

Public facilities necessary to serve each phase will be completed before occupancy, ensuring adequate capacity and compliance with applicable City and district standards.

### **17.130.040(B)(2)**

*“The development and occupancy of any phase shall not be dependent on the use of temporary public facilities. A temporary public facility is an interim facility not constructed to the applicable city or district standard.”*

#### **Applicant Response:**

No phase of development will rely on temporary public facilities. All required utilities, access improvements, and infrastructure will be constructed to permanent City and district standards prior to occupancy of any phase.

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### **17.130.040(B)(3)**

*“The phased development shall not result in requiring the city or other property owners to construct public facilities that were required by an approved development proposal.”*

#### **Applicant Response:**

The proposed phased development will not require the City or adjacent property owners to construct public facilities required as part of the approved development. All required public improvements associated with the project will be constructed by the Applicant in accordance with approved plans and conditions of approval.

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## **Proposed Phasing**

The project will be developed in the following phases:

### **Phase 1 – Site and Infrastructure Improvements (Year 1)**

- Grading and site preparation
- Underground utilities
- Stormwater facilities
- Access and circulation improvements
- Required civil infrastructure

### **Phase 2 – Vertical Construction (Years 1–2)**

- Foundations and structural construction
- Building envelope
- Interior improvements
- Mechanical, electrical, and plumbing systems

### **Phase 3 – Final Site Improvements and Occupancy (Years 2–3)**

- Landscaping and site amenities
- Final paving and striping
- Inspections and approvals
- Certificate of Occupancy

Total development duration will not exceed three (3) years.

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### **Statement of Intent**

The applicant is committed to the timely development of the project and intends to proceed promptly with site improvements following approval.

The phased development schedule is proposed to support coordinated permitting, construction sequencing, and delivery of a high-quality project consistent with City standards and community expectations.

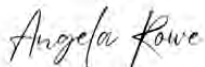
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### **Request**

The applicant respectfully requests approval of the phased development schedule pursuant to SMC 17.030.040 as part of the conditional use approval.

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Submitted by,

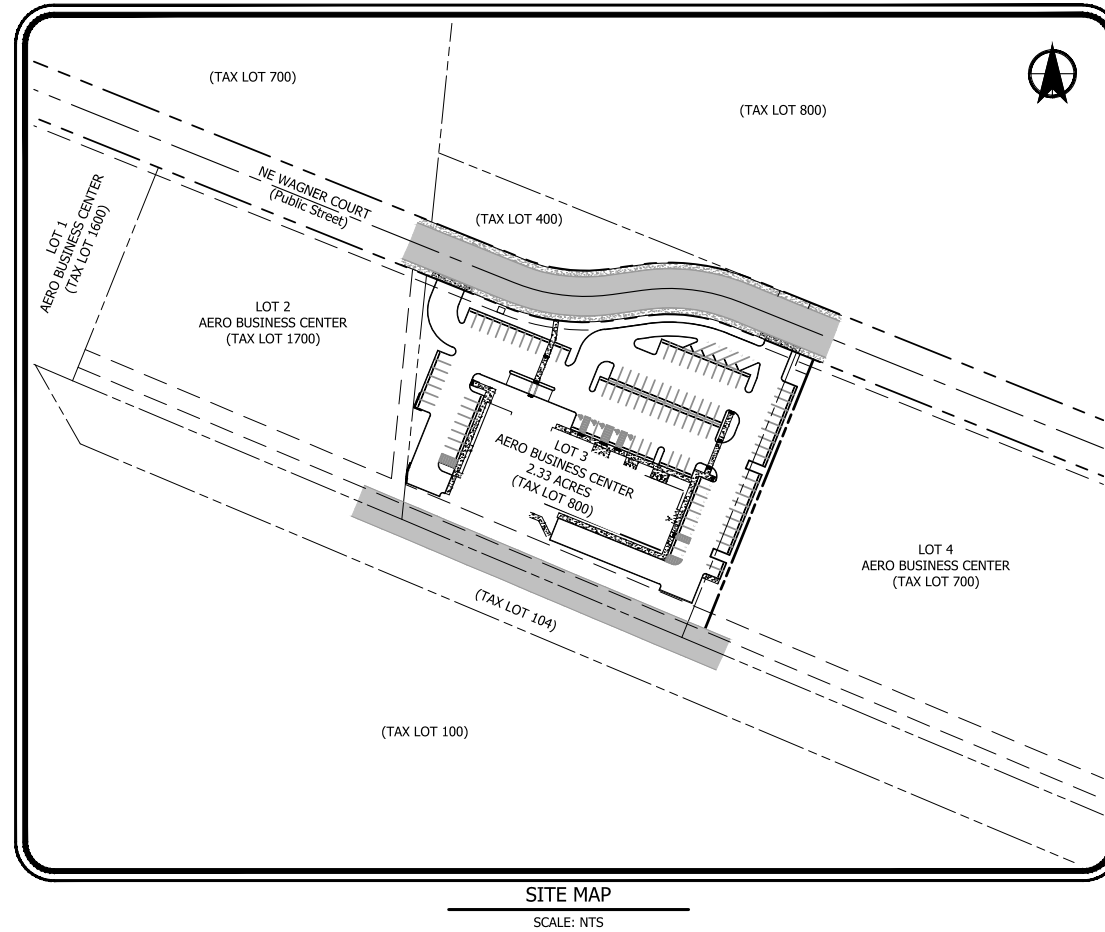
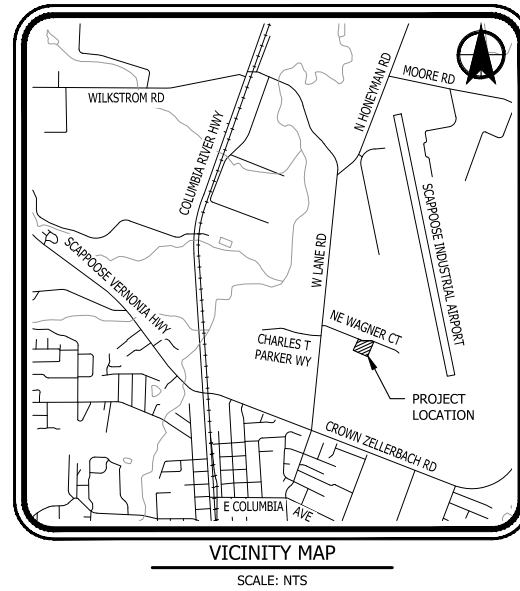


Angela Rowe  
Managing Member  
Scappoose Hospitality Group

# EXTENDED STAY HOTEL

## CONDITIONAL USE & PROPERTY LINE ADJUSTMENT

PREPARED FOR: SCAPPOOSE HOSPITALITY GROUP, LLC  
 City Land Use Numbers: CU 1-26 & PLA 1-26  
 January, 2026



Index of Sheets	
Sheet Number	Sheet Title
C0.0	Cover Sheet
C1.0	Existing Conditions
C2.0	Site Plan
C3.0	Composite Utility Plan
C4.0	Grading & Drainage Plan
C5.0	Fire & Life Safety Plan
C6.0	Airport Transitional Surface
L1.0	Landscape Plan

### SITE INFORMATION:

Lot3, Aero Business Center, (Plat Book 7, Page 5), in the City of Scappoose, County of Columbia and State of Oregon.

Located in the SW Quarter of Section 6, Township 3 North, Range 1 West, Willamette Meridian, Columbia County.

### DATUM:

#### HORIZONTAL DATUM

Oregon Coordinate Reference System, Columbia River West Zone.

#### VERTICAL DATUM

NAVD88

### PROJECT CONTACTS

#### DEVELOPER

SCAPPOOSE HOSPITALITY GROUP, LLC

CONTACT: Angela Rowe  
 ADDRESS: 821 NW 11th Ave #201  
 Portland, OR 97209  
 PHONE: 281.808.5191  
 EMAIL: Angela@scappoosehospitalitygroup.com

#### ENGINEER

KITTELSON & ASSOCIATES, INC.  
 CONTACT: Russell Montgomery, P.E.  
 ADDRESS: 851 SW 6th Avenue, Suite 600  
 Portland, OR 97204  
 PHONE: 503.535.7511  
 EMAIL: rmontgomery@kittelson.com

#### SURVEYOR

K.L.S. SURVEYING INC.  
 CONTACT: Donald D. Wallace Jr, P.L.S.  
 ADDRESS: 1224 Alder Street  
 Vernonia, OR 97064  
 PHONE: 503.429.6115  
 EMAIL: don@klssurveying.com



APP'D	REVISION	DATE	#

Submission Date: 1/20/2025

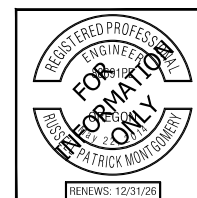
Drawn: RPM, Designed: RPM, Checked: CXJ

PROJECT NO. 30938

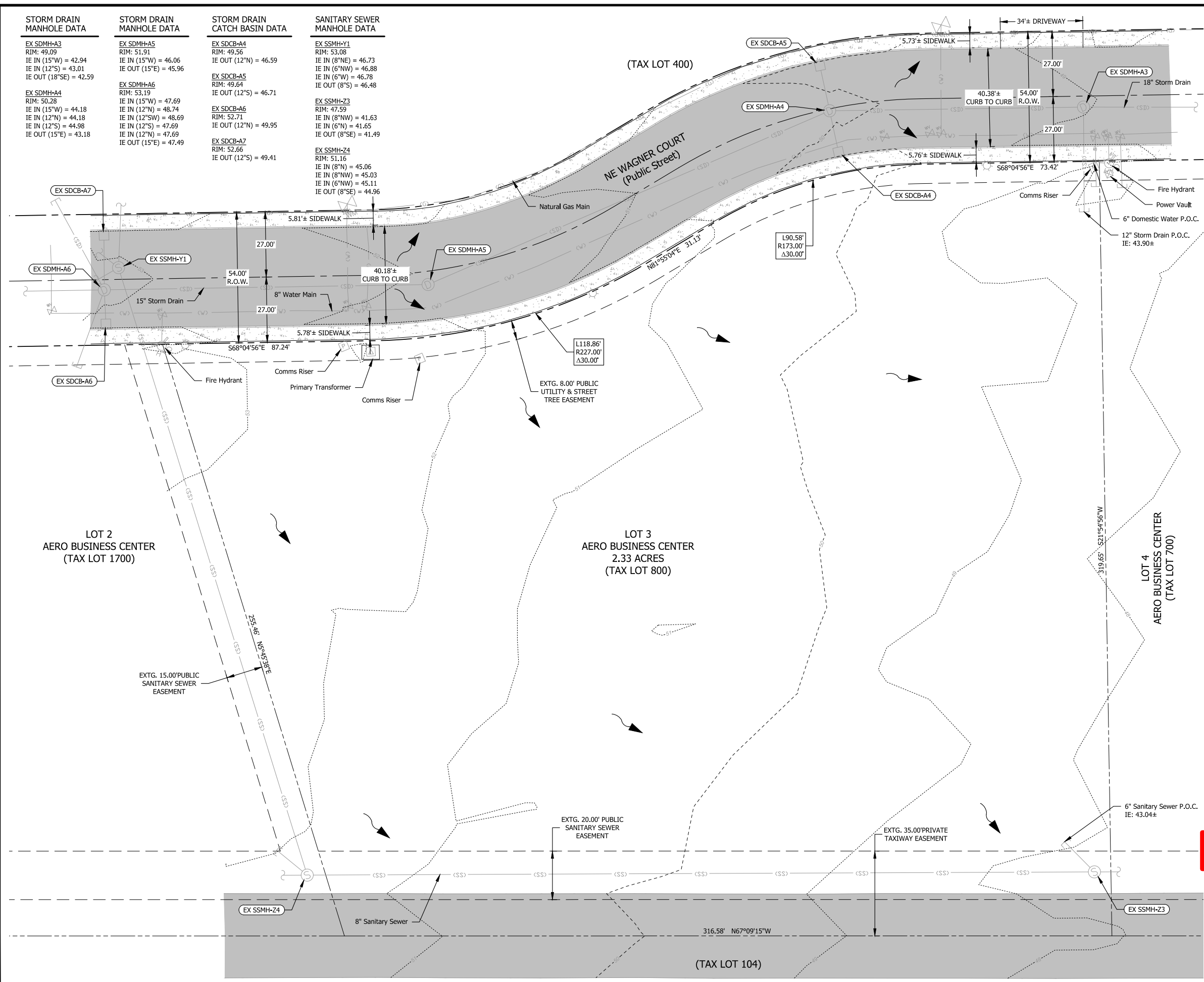
EXTENDED STAY HOTEL  
 Scappoose, Oregon  
 COVER SHEET

SHEET NO. C0.0

# Exhibit 4A



STORM DRAIN MANHOLE DATA	STORM DRAIN MANHOLE DATA	STORM DRAIN CATCH BASIN DATA	SANITARY SEWER MANHOLE DATA
EX SDMH-A3 RIM: 49.09 IE IN (15°W) = 42.94 IE IN (12°S) = 43.01 IE OUT (18°SE) = 42.59	EX SDMH-A5 RIM: 51.91 IE IN (15°W) = 46.06 IE OUT (15°E) = 45.96	EX SDCB-A4 RIM: 49.56 IE OUT (12°N) = 46.59	EX SSMH-Y1 RIM: 53.08 IE IN (8°NE) = 46.73 IE IN (6°NW) = 46.88 IE IN (6°W) = 46.78 IE OUT (8°S) = 46.48
EX SDMH-A4 RIM: 50.28 IE IN (15°W) = 44.18 IE IN (12°N) = 44.18 IE IN (12°S) = 44.98 IE OUT (15°E) = 43.18	EX SDMH-A6 RIM: 53.19 IE IN (15°W) = 47.69 IE IN (12°N) = 48.74 IE IN (12°SW) = 48.69 IE IN (12°S) = 47.69 IE IN (12°N) = 47.69 IE OUT (15°E) = 47.49	EX SDCB-A5 RIM: 49.64 IE OUT (12°S) = 46.71	EX SSMH-Z3 RIM: 47.59 IE IN (8°NW) = 41.63 IE IN (6°N) = 41.65 IE OUT (8°SE) = 41.49
		EX SDCB-A6 RIM: 52.71 IE OUT (12°N) = 49.95	EX SSMH-Z4 RIM: 51.16 IE IN (8°N) = 45.06 IE IN (8°NW) = 45.03 IE IN (6°NW) = 45.11 IE OUT (8°SE) = 44.96
		EX SDCB-A7 RIM: 52.66 IE OUT (12°S) = 49.41	



- BASIS OF SURVEY**
- TOPOGRAPHIC SURVEY PREPARED FOR SCAPPOOSE HOSPITALITY GROUP IN THE SW 1/4 OF SECTION 6, T3N, R1W, W.M., CITY OF SCAPPOOSE, COLUMBIA COUNTY, OREGON, JUNE 26, 2025, BY K.L.S. SURVEYING INC.
  - HORIZONTAL DATUM = OREGON COORDINATE REFERENCE SYSTEM, COLUMBIA RIVER WEST ZONE
  - VERTICAL DATUM = NAVD88

**EXISTING LEGEND**

	RIGHT-OF-WAY LINE
	PROPERTY LINE
	CENTERLINE
	EASEMENT LINE
	EDGE OF PAVEMENT LINE
	SANITARY SEWER LINE
	STORM DRAIN LINE
	WATER LINE
	NATURAL GAS LINE
	MINOR CONTOUR
	MAJOR CONTOUR
	SANITARY SEWER MANHOLE
	STORM DRAIN MANHOLE
	STORM CATCH BASIN
	WATER METER
	WATER VALVE
	FIRE HYDRANT
	STREET LIGHT POLE
	POWER VAULT
	POWER TRANSFORMER
	COMMUNICATIONS RISER
	CONCRETE SIDEWALK
	ASPHALT SURFACE
	DRAINAGE PATTERN

**SCAPPOOSE**  
HOSPITALITY GROUP

---

**KITTELSON & ASSOCIATES**  
861 SW 6TH AVENUE, SUITE 600  
PORTLAND, OR 97204  
P-503.228.5230 F-503.273.8169

#	DATE	REVISION	APP'D

Submission Date: 1/20/2025

Drawn: RPM    Designed: RPM    Checked: CXJ

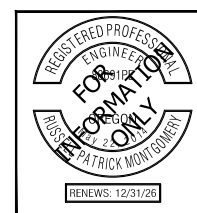
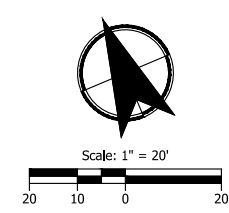
PROJECT NO. 30938

**EXTENDED STAY HOTEL**  
Scappoose, Oregon

EXISTING CONDITIONS

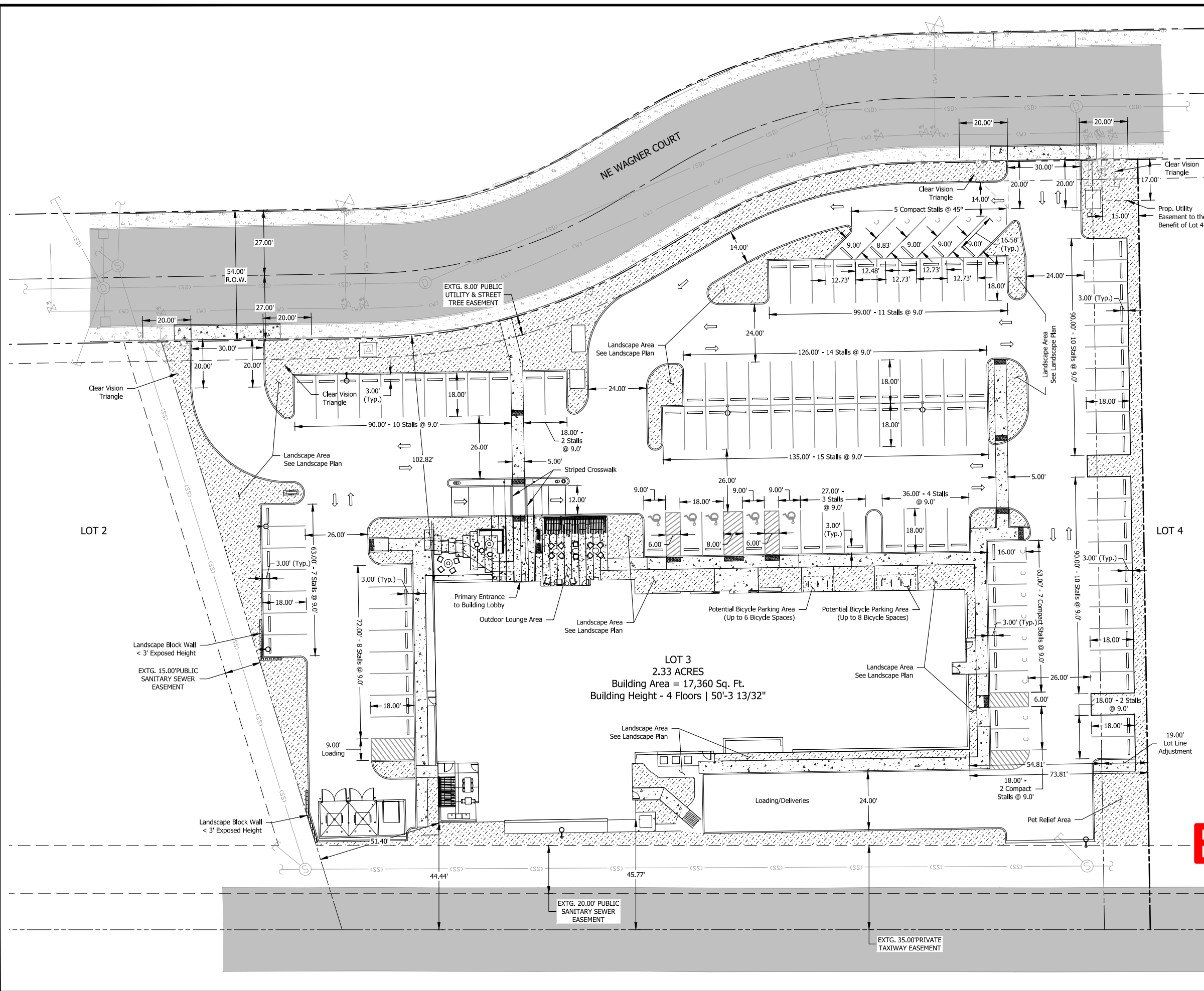
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Exhibit 4B



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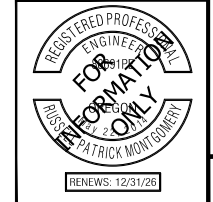
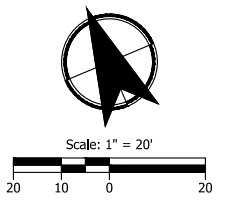


- EXISTING LEGEND**
- RIGHT-OF-WAY LINE
  - PROPERTY LINE
  - CENTERLINE
  - EASEMENT LINE
  - EDGE OF PAVEMENT LINE
  - (SS) SANITARY SEWER LINE
  - (SD) STORM DRAIN LINE
  - (W) WATER LINE
  - (G) NATURAL GAS LINE
  - SANITARY SEWER MANHOLE
  - STORM DRAIN MANHOLE
  - STORM CATCH BASIN
  - WATER METER
  - WATER VALVE
  - FIRE HYDRANT
  - STREET LIGHT POLE
  - POWER VAULT
  - POWER TRANSFORMER
  - COMMUNICATIONS RISER
  - ▨ CONCRETE SIDEWALK
  - ▨ ASPHALT SURFACE

- PROPOSED LEGEND**
- STANDARD CURB LINE
  - ▨ DETECTABLE WARNING SURFACE
  - SITE LIGHTING
  - WHEEL STOP
  - VEHICLE CIRCULATION
  - ▨ CONCRETE SURFACE
  - ▨ LANDSCAPE AREA

Parking Summary	
Type	Number Provided
Standard	96
Compact	14
Accessible	5 (1 Wheelchair Only)
<b>Total</b>	<b>115</b>

# Exhibit 4C



**SCAPPOOSE**  
HOSPITALITY GROUP

---

**KITTELSON & ASSOCIATES**  
 861 SW 6TH AVENUE, SUITE 600  
 PORTLAND, OR 97204  
 P-503.228.5230 F-503.273.8169

---

#	REVISION	APP'D	DATE

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Submission Date: 1/20/2025

Drawn: RPM    Designed: RPM    Checked: CXJ

PROJECT NO. **30938**

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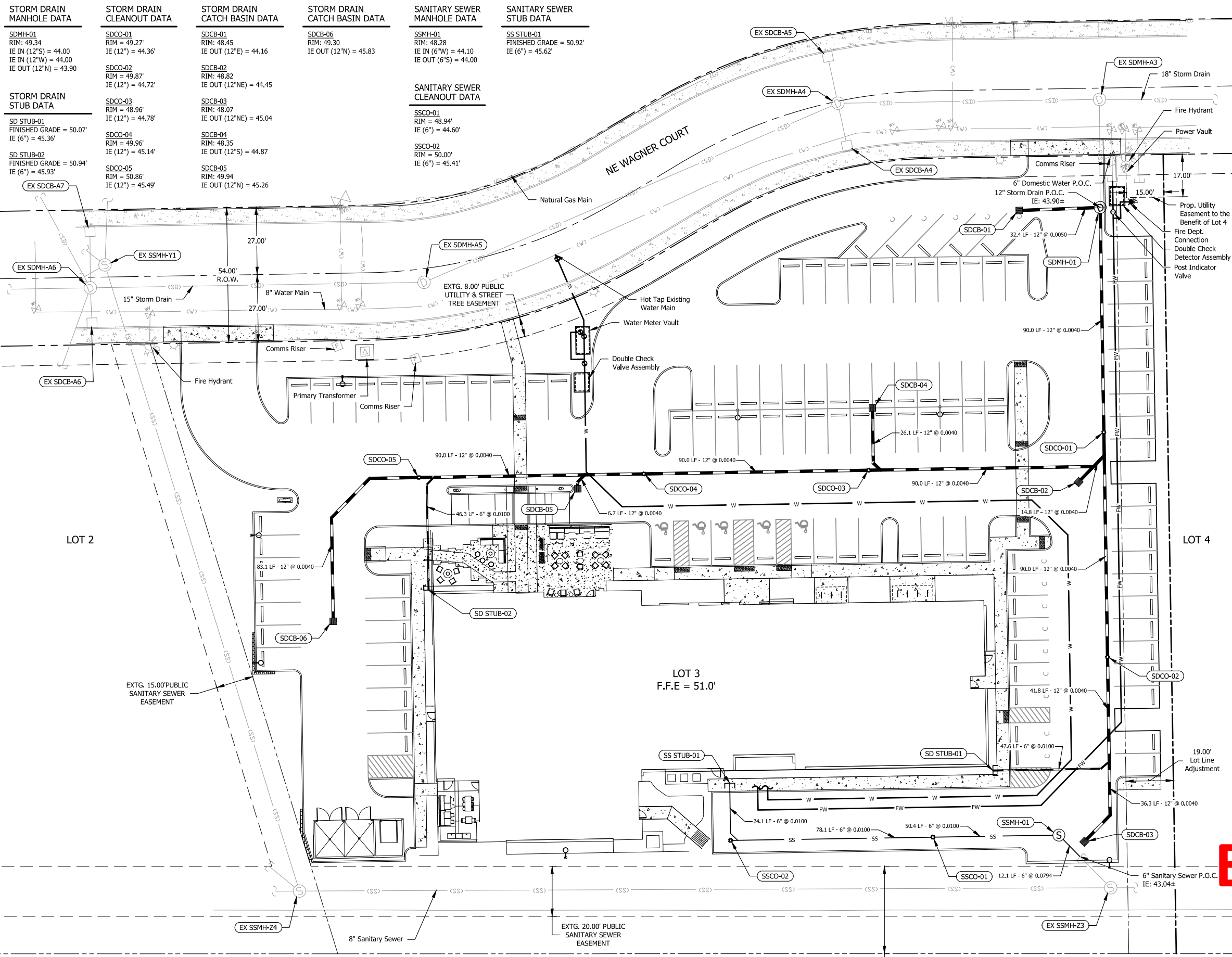
**EXTENDED STAY HOTEL**  
 Scappoose, Oregon

SITE PLAN

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SHEET NO. **C2.0**

Plot Stamp: 1/19/2026 6:58:12 AM - Russell Montgomery  
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STORM DRAIN MANHOLE DATA	STORM DRAIN CLEANOUT DATA	STORM DRAIN CATCH BASIN DATA	STORM DRAIN CATCH BASIN DATA
SDMH-01 RIM = 49.34 IE IN (12"S) = 44.00 IE IN (12"W) = 44.00 IE OUT (12"N) = 43.90	SDCO-01 RIM = 49.27' IE (12") = 44.36'	SDCB-01 RIM = 48.45 IE OUT (12"E) = 44.16	SDCB-06 RIM = 49.30 IE OUT (12"N) = 45.83
	SDCO-02 RIM = 49.87' IE (12") = 44.72'	SDCB-02 RIM = 48.82 IE OUT (12"NE) = 44.45	
	SDCO-03 RIM = 48.96' IE (12") = 44.78'	SDCB-03 RIM = 48.07 IE OUT (12"NE) = 45.04	
	SDCO-04 RIM = 49.96' IE (12") = 45.14'	SDCB-04 RIM = 48.35 IE OUT (12"S) = 44.87	
	SDCO-05 RIM = 50.86' IE (12") = 45.49'	SDCB-05 RIM = 49.94 IE OUT (12"N) = 45.26	

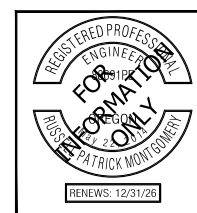
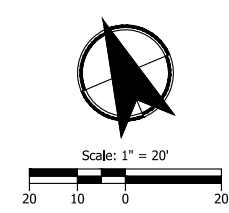
SANITARY SEWER MANHOLE DATA	SANITARY SEWER STUB DATA
SSMH-01 RIM = 48.28 IE IN (6"W) = 44.10 IE OUT (6"S) = 44.00	SS STUB-01 FINISHED GRADE = 50.92' IE (6") = 45.62'

SANITARY SEWER CLEANOUT DATA
SSCO-01 RIM = 48.94' IE (6") = 44.60'
SSCO-02 RIM = 50.00' IE (6") = 45.41'

EXISTING LEGEND	
---	RIGHT-OF-WAY LINE
---	PROPERTY LINE
---	CENTERLINE
---	EASEMENT LINE
---	EDGE OF PAVEMENT LINE
(SS)	SANITARY SEWER LINE
(SD)	STORM DRAIN LINE
(W)	WATER LINE
(G)	NATURAL GAS LINE
---	MINOR CONTOUR
---	MAJOR CONTOUR
⊙	SANITARY SEWER MANHOLE
⊙	STORM DRAIN MANHOLE
⊙	STORM CATCH BASIN
⊙	WATER METER
⊙	WATER VALVE
⊙	FIRE HYDRANT
⊙	STREET LIGHT POLE
⊙	POWER VAULT
⊙	POWER TRANSFORMER
⊙	COMMUNICATIONS RISER
⊙	CONCRETE SIDEWALK

PROPOSED LEGEND	
---	STANDARD CURB LINE
---	STORM PIPE
SS	SANITARY SEWER PIPE
W	DOMESTIC WATER LINE
FW	FIRE WATER LINE
51	MINOR CONTOUR
50	MAJOR CONTOUR
⊙	STORM DRAIN MANHOLE
⊙	STORM CATCH BASIN
⊙	STORM DRAIN CLEANOUT
⊙	SANITARY SEWER MANHOLE
⊙	SANITARY SEWER CLEANOUT
⊙	WATER VALVE
⊙	FIRE DEPT. CONNECTION
⊙	POST INDICATOR VALVE
⊙	WATER VAULT
⊙	CONCRETE SURFACE

**Exhibit 4D**



**SCAPOOSE**  
HOSPITALITY GROUP

---

**KITTELSON & ASSOCIATES**  
861 SW 6TH AVENUE, SUITE 600  
PORTLAND, OR 97204  
P-503.228.5230 F-503.273.8169

#	DATE	REVISION	APP'D

Submission Date: 1/20/2025

Drawn: RPM    Designed: RPM    Checked: CXJ

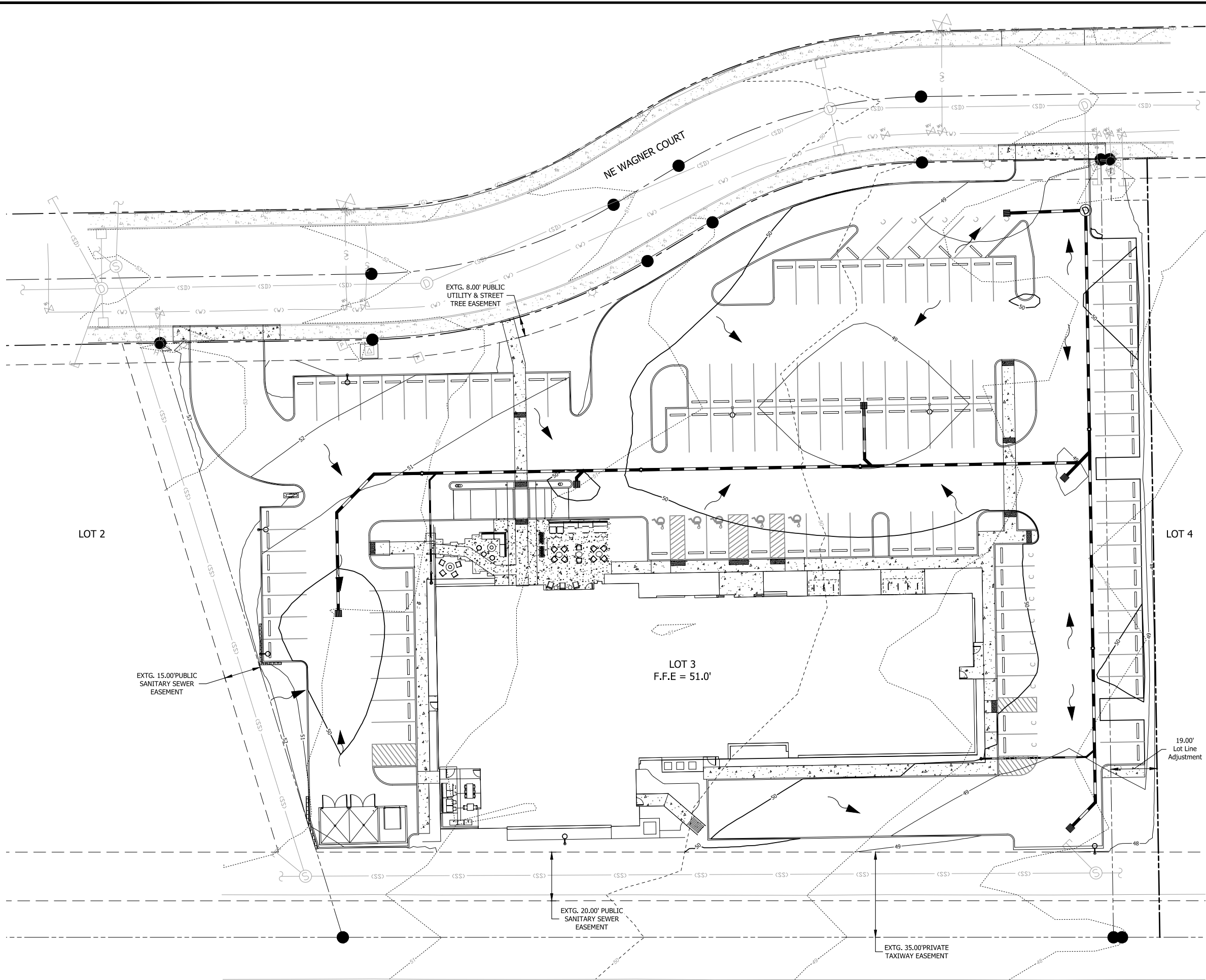
PROJECT NO. 30938

**EXTENDED STAY HOTEL**  
Scappoose, Oregon

COMPOSITE UTILITY PLAN

SHEET NO. C3.0

Plot Stamp: 1/19/2026 6:58:34 AM - Russell Montgomery  
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**SURVEYOR NOTES**

- HORIZONTAL DATUM = OREGON COORDINATE REFERENCE SYSTEM, COLUMBIA RIVER WEST ZONE
- VERTICAL DATUM = NAVD88
- CATCH BASINS HAVE SNORKEL ASSEMBLY COVERING THE INVERT ELEVATIONS

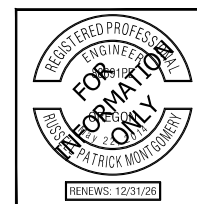
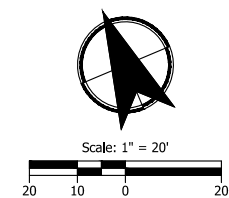
**EXISTING LEGEND**

- RIGHT-OF-WAY LINE
- PROPERTY LINE
- CENTERLINE
- EASEMENT LINE
- EDGE OF PAVEMENT LINE
- SANITARY SEWER LINE
- STORM DRAIN LINE
- MINOR CONTOUR
- MAJOR CONTOUR
- FOUND 5/8" IRON ROD WITH A.Y.P.C. PER COUNTY SURVEY NO. 5549 (HELD)
- SANITARY SEWER MANHOLE
- STORM DRAIN MANHOLE
- STORM CATCH BASIN
- WATER METER
- WATER VALVE
- FIRE HYDRANT
- STREET LIGHT POLE
- POWER VAULT
- POWER TRANSFORMER
- COMMUNICATIONS RISER
- CONCRETE SIDEWALK

**PROPOSED LEGEND**

- STANDARD CURB LINE
- MINOR CONTOUR
- MAJOR CONTOUR
- STORM PIPE
- STORM DRAIN MANHOLE
- STORM CATCH BASIN
- STORM DRAIN CLEANOUT
- DETECTABLE WARNING SURFACE
- WHEEL STOP
- DRAINAGE PATTERN
- CONCRETE SURFACE

**Exhibit 4E**



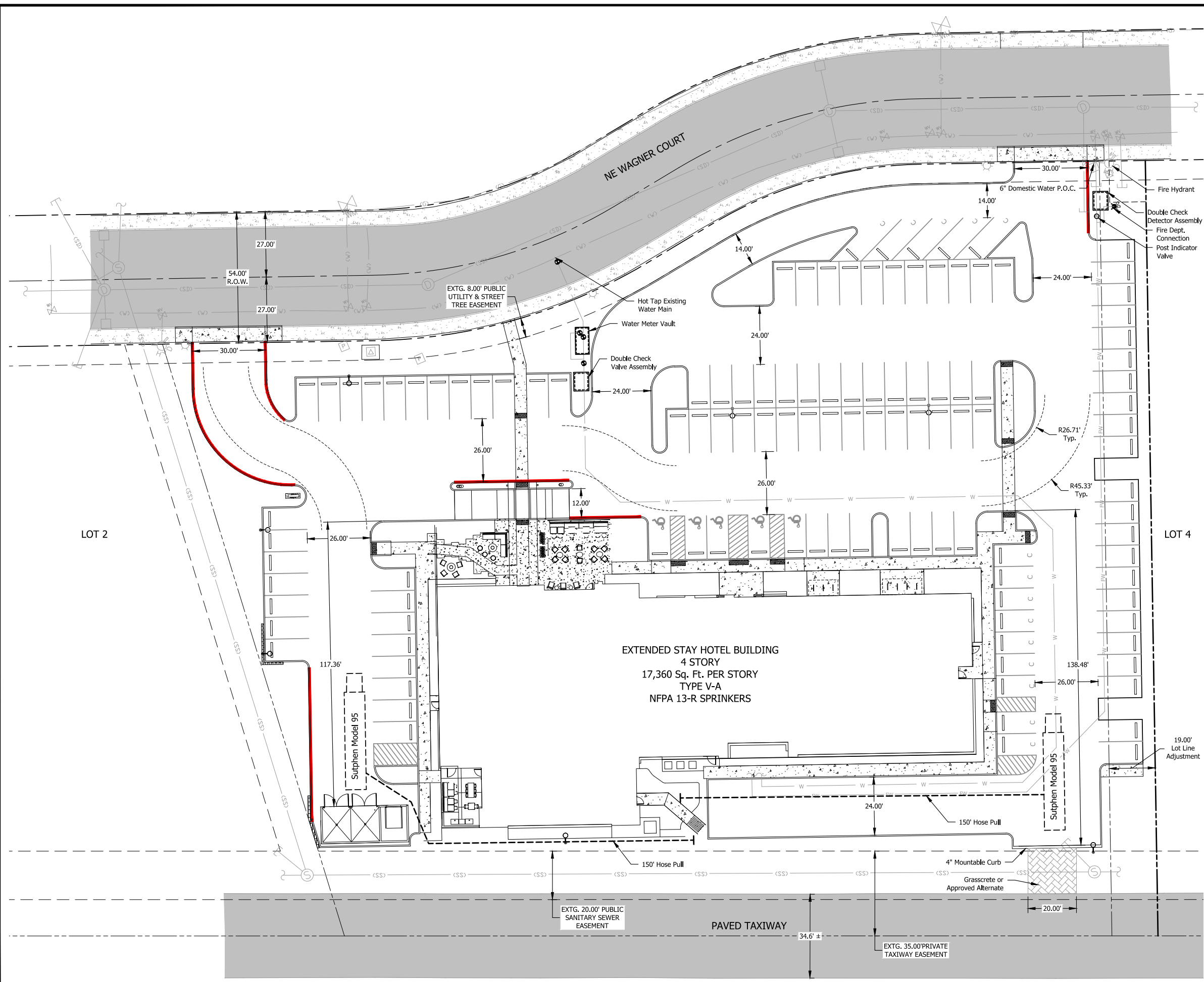
**KITTELSON & ASSOCIATES**  
 861 SW 6TH AVENUE, SUITE 600  
 PORTLAND, OR 97204  
 P: 503.228.5230 F: 503.273.8169

APP'D	REVISION	DATE	#

Submission Date: 1/20/2025  
 Drawn: RPM Designed: RPM Checked: CXJ  
 PROJECT NO. 30938

**EXTENDED STAY HOTEL**  
 Scapoose, Oregon  
 GRADING & DRAINAGE PLAN  
 SHEET NO. C4.0

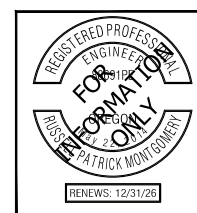
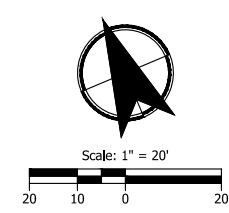
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- EXISTING LEGEND**
- RIGHT-OF-WAY LINE
  - PROPERTY LINE
  - CENTERLINE
  - EASEMENT LINE
  - EDGE OF PAVEMENT LINE
  - (SS) SANITARY SEWER LINE
  - (SD) STORM DRAIN LINE
  - (W) WATER LINE
  - (G) NATURAL GAS LINE
  - WM WATER METER
  - Water Valve Symbol WATER VALVE
  - Fire Hydrant Symbol FIRE HYDRANT
  - Concrete Sidewalk Symbol CONCRETE SIDEWALK
  - Asphalt Surface Symbol ASPHALT SURFACE

- PROPOSED LEGEND**
- STANDARD CURB LINE
  - FIRE LANE NO PARKING (RED PAINTED CURB)
  - W DOMESTIC WATER LINE
  - FW FIRE WATER LINE
  - FIRE HOSE PULL
  - DETECTABLE WARNING SURFACE
  - SITE LIGHTING
  - WHEEL STOP
  - WATER VALVE
  - FIRE DEPT. CONNECTION
  - POST INDICATOR VALVE
  - WATER VAULT
  - CONCRETE SURFACE
  - GRASSCRETE SURFACE
  - FIRE TRUCK TURNING RADII (26'-8 1/2" INSIDE, 45'-4" OUTSIDE)

**Exhibit 4F**



**SCAPOOSE**  
HOSPITALITY GROUP

---

**KITTELSTON & ASSOCIATES**  
 851 SW 6TH AVENUE, SUITE 600  
 PORTLAND, OR 97204  
 P-503.228.5230 F-503.273.8169

#	DATE	REVISION	APP'D

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Submission Date: 1/20/2025

Drawn: RPM    Designed: RPM    Checked: CXJ

**PROJECT NO. 30938**

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**EXTENDED STAY HOTEL**  
Scapoose, Oregon

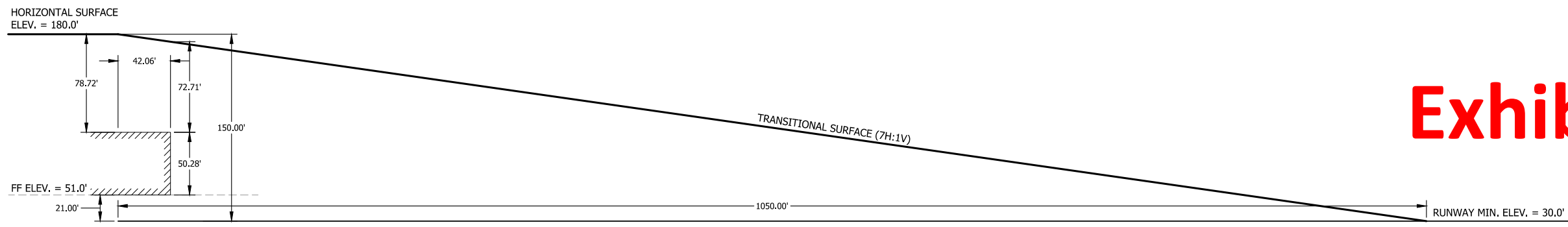
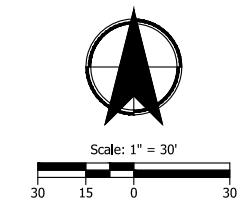
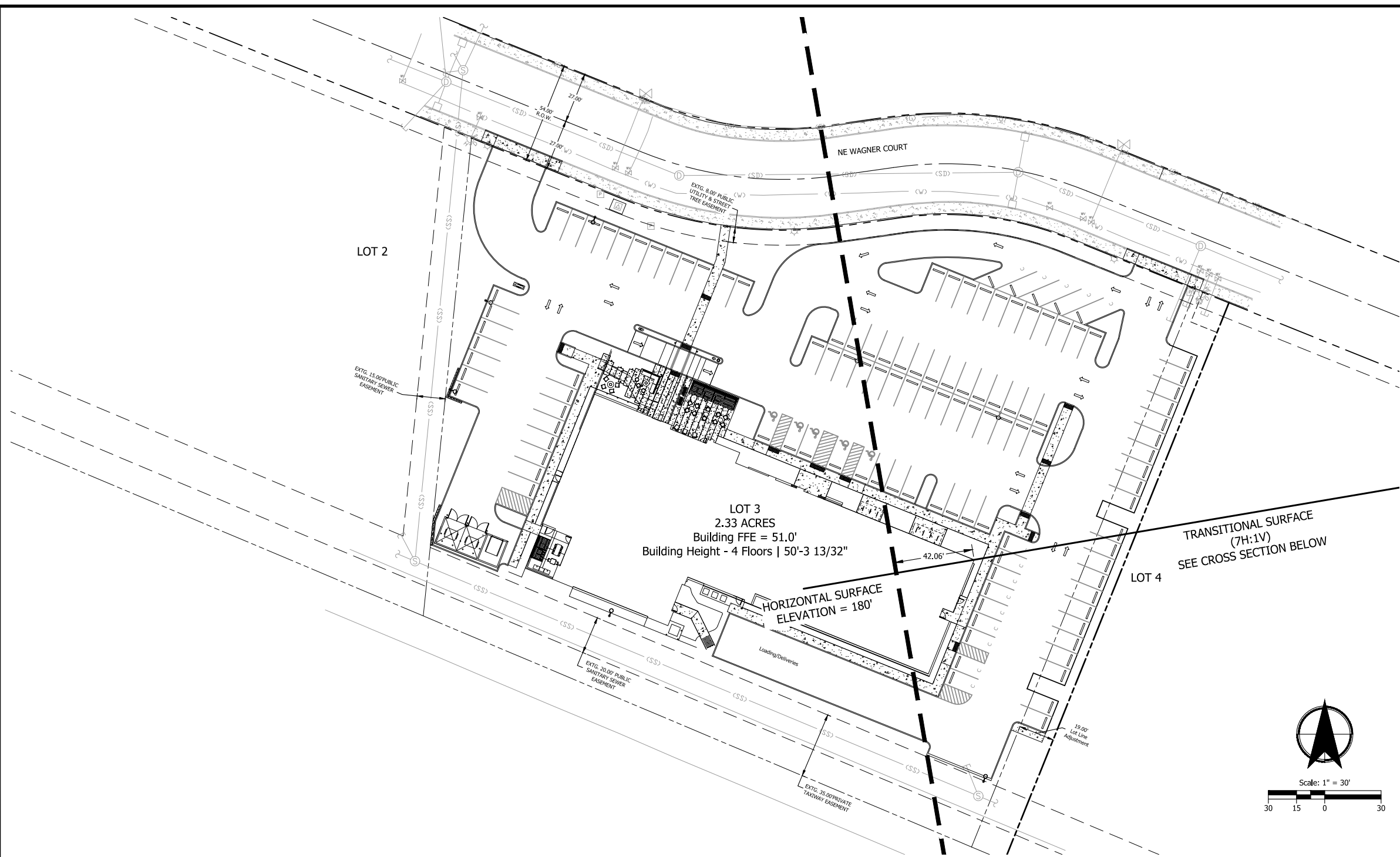
FIRE & LIFE SAFETY PLAN

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SHEET NO. C5.0

- EXISTING LEGEND**
- RIGHT-OF-WAY LINE
  - PROPERTY LINE
  - CENTERLINE
  - EASEMENT LINE
  - EDGE OF PAVEMENT LINE
  - (SS) --- SANITARY SEWER LINE
  - (SD) --- STORM DRAIN LINE
  - (W) --- WATER LINE
  - (G) --- NATURAL GAS LINE
  - SANITARY SEWER MANHOLE
  - STORM DRAIN MANHOLE
  - STORM CATCH BASIN
  - WM WATER METER
  - WV WATER VALVE
  - ⊕ FIRE HYDRANT
  - ⊙ STREET LIGHT POLE
  - ⊠ POWER VAULT
  - ⊡ POWER TRANSFORMER
  - P COMMUNICATIONS RISER
  - ▨ CONCRETE SIDEWALK
  - TRANSITIONAL SURFACE

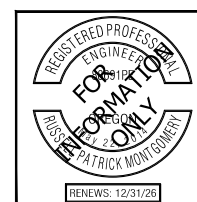
- PROPOSED LEGEND**
- STANDARD CURB LINE
  - ▨ DETECTABLE WARNING SURFACE
  - ⊙ SITE LIGHTING
  - ⊠ WHEEL STOP
  - ↔ VEHICLE CIRCULATION
  - ▨ CONCRETE SURFACE



**TRANSITIONAL SURFACE CROSS SECTION**

SCALE: Horz: 1"=50', Vert: 1"=50'

**Exhibit 4G**

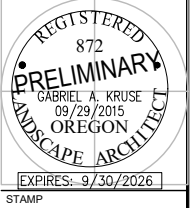


#	DATE	REVISION	APP'D

Submission Date: 1/20/2025  
 Drawn: RPM, Designed: RPM, Checked: CXJ  
 PROJECT NO. 30938

**EXTENDED STAY HOTEL**  
Scappoose, Oregon  
AIRPORT TRANSITIONAL SURFACE

SHEET NO. C6.0



CONSULTANT

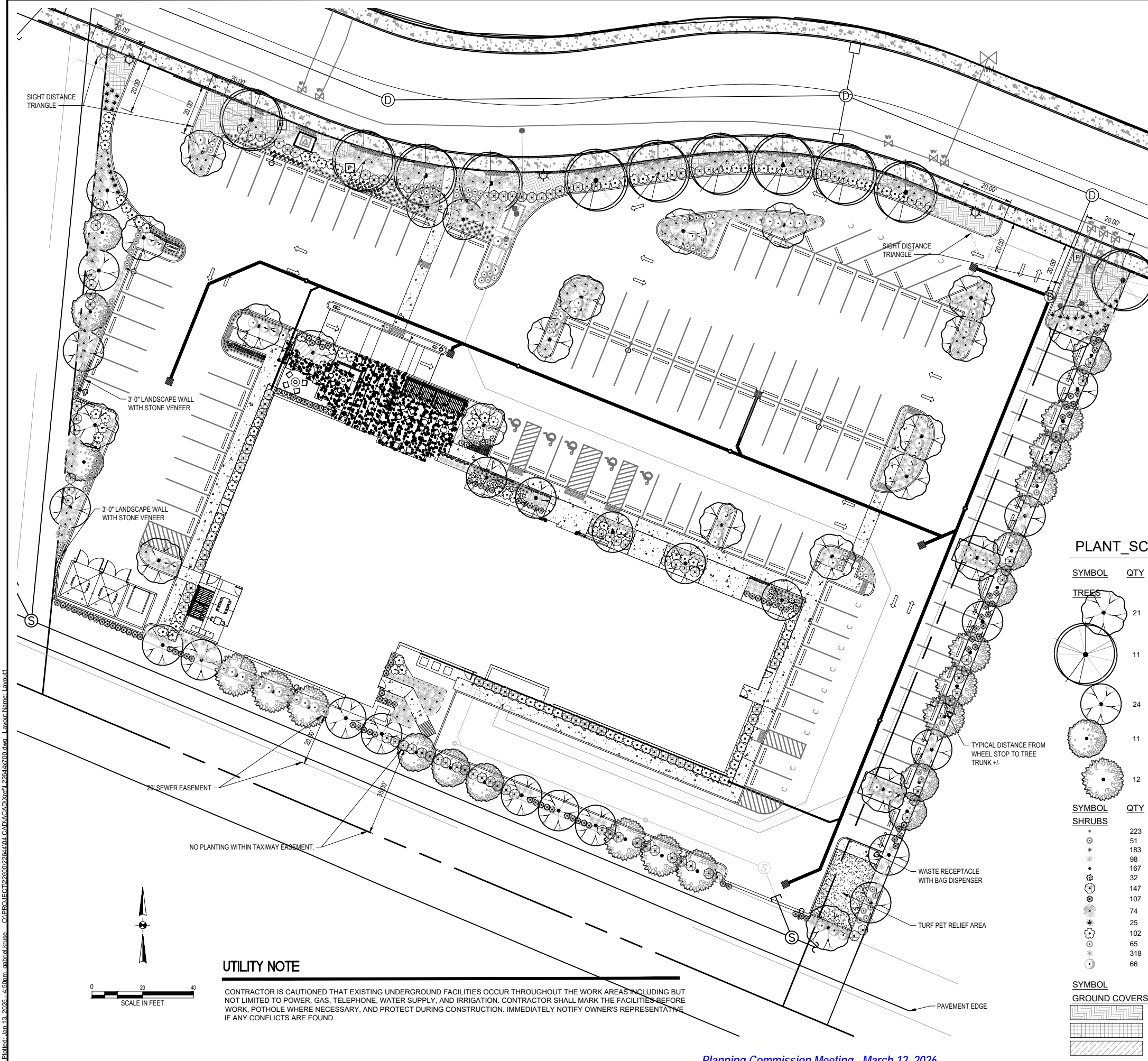
LANDSCAPE NOTES

- PERMANENT, UNDERGROUND IRRIGATION DESIGN SHALL BE PROVIDED BY LANDSCAPE CONTRACTOR.
- IRRIGATION CONTROLLER TO BE LOCATED IN UTILITY ROOM. SEE ARCH DWGS.
- ALL TREES ARE 35' MAX. IN AIRPORT OVERLAY.
- PLANTS SPECIFIED ON PLANS PROVIDE LIMITED SHELTER AND/OR FOOD SOURCE FOR BIRDS IN COMPLIANCE WITH AIRPORT OVERLAY.
- PROVIDE QUANTITY OF PLANT MATERIAL INDICATED IN PLANT LIST OR THE QUANTITY REQUIRED TO COVER AREAS INDICATED AT SPECIFIED SPACING, WHICHEVER IS GREATER.
- IF AN AREA DIFFERS SIGNIFICANTLY IN SIZE FROM THAT SCALED ON DRAWING AND REQUIRES MORE OR LESS MATERIAL THE OWNERS REPRESENTATIVE IS TO BE INFORMED.
- TOPSOIL: 9-INCH DEPTH IMPORT TOPSOIL SHALL BE PREPARED AND AMENDED IN ACCORDANCE WITH THE DETAILS AND SPECIFICATIONS. DO NOT APPLY TOPSOIL AT STORM FACILITIES.
- SOIL ANALYSIS: CONTRACTOR SHALL OBTAIN A COPY OF OWNER-PROVIDED SOIL TEST. AMEND AND FERTILIZE IN CONFORMANCE WITH RECOMMENDATIONS INDICATED IN THE REPORT.
- COMPOST: APPLY 3-INCH DEPTH SPECIFIED COMPOST OVER ALL PLANTING AREAS EXCEPT STORM FACILITIES. TILL IN TO IMPORT TOPSOIL TO A DEPTH OF 6 INCHES.
- FERTILIZER: APPLY FERTILIZER TO ALL PLANT HOLES AND TURF AREAS OF THE TYPE, QUANTITY, APPLICATION METHOD, AND TIMING NOTED IN THE SPECIFICATIONS. DO NOT APPLY FERTILIZER AT STORM FACILITIES.
- BARK MULCH: SPREAD 3 INCH DEPTH FINE-MEDIUM GRADE FIR/HEMLOCK BARK OVER ALL SHRUB BEDS EXCEPT AT STORM FACILITIES. KEEP BARK CLEAR OF TREE AND SHRUB STEM BASE.
- PLANTING POCKETS: BACK FILL PLANT HOLE WITH SOIL EXCAVATED FROM HOLE. DO NOT ADD ADDITIONAL AMENDMENTS.
- ROOT BARRIER: INSTALL "DEEP ROOT" OR EQUAL ROOT BARRIER AS INDICATED WHERE PAVED EDGE IS 6 FT. OR LESS FROM CENTER OF TREE TRUNK.
- PLANT MATERIAL: ALL PLANT MATERIAL SHALL MEET MINIMUM QUALITY AND SIZE REQUIREMENTS ESTABLISHED IN THE AMERICAN STANDARD FOR NURSERY STOCK GUIDELINES.
- LEAVE PLANT NAME IDENTIFICATION TAGS ON TEN PERCENT OF ALL TREES AND SHRUBS INSTALLED TO AID INSPECTORS IN VERIFYING THAT SPECIFIED PLANTS HAVE BEEN INSTALLED.
- PLANT CENTER OF SHRUBS A MINIMUM OF 24 INCHES FROM ADJACENT PAVING. PLANT GROUNDCOVERS A MINIMUM OF 18 INCHES FROM ADJACENT PAVING. WHERE PLANTER IS LESS THAN 6 FEET WIDE, SET PLANTS HALF OF THE NOTED PLANT SPACING FROM ADJACENT PAVING.
- WHERE PLANT BED SLOPE IS LESS THAN 3% MOUND PLANTING BED AREAS 3% MINIMUM FOR POSITIVE DRAINAGE.
- INVASIVE SPECIES/WEED CONTROL: REMOVE ALL WEEDS AND INVASIVE SPECIES INCLUDING BLACKBERRY WITHIN PROJECT LIMITS UNLESS OTHERWISE DIRECTED. PROVIDE WEED CONTROL THROUGHOUT CONTRACT DURATION.

# Exhibit 4H

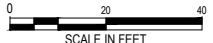
PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	SPREAD/ CANOPY AREA
<b>TREES</b>						
	21	ACER GRISEUM 'JFS KW8AGR1' / FIREBURST® PAPERBARK MAPLE	B&B	2"	10 FT MIN.	18' 256 sf
	11	ACER TRUNCATUM X PLATANOIDES 'WARRENRED' / PACIFIC SUNSET® MAPLE	B&B	2"	10 FT MIN.	25' 491 sf
	24	PRINCETON SENTRY GINKGO GINKGO BILOBA 'PRINCETON SENTRY' /	B&B	2"	10 FT MIN.	15' 177 sf
	11	MAGNOLIA GRANDIFLORA 'EDITH BOGUE' / EDITH BOGUE SOUTHERN MAGNOLIA	B&B	6-FT HT. MIN.		15' 177 sf
	12	MORELLA CALIFORNICA / CALIFORNIA WAX MYRTLE	B&B	2"	10 FT MIN.	20' 314 sf
<b>SHRUBS</b>						
	223	COREOPSIS X 'MOONBEAM' / MOONBEAM TICKSEED	3 GAL			18-24 in
	51	CORNUS SERICEA 'KELSEY' / KELSEY'S DWARF RED TWIG DOGWOOD	3 GAL			2-3 ft
	183	FESTUCA GLAUCA / BLUE FESCUE	3 GAL			8-12 in
	98	HELICTOTRICHON SEMPERVIRENS / BLUE OAT GRASS	3 GAL			2-3 ft
	167	HEMEROCALLIS X 'STELLA DE ORO' / STELLA DE ORO DAYLILY	3 GAL			12-18 in
	32	HOSTA X 'DAYBREAK' / PLANTAIN LILY	3 GAL			18-24 in
	147	ILEX CRENATA 'HELERII' / HELER JAPANESE HOLLY	5 GAL			3-4 ft
	107	ILEX CRENATA 'SKY PENCIL' / SKY PENCIL JAPANESE HOLLY	5 GAL			6-8 ft
	74	JUNIPERUS HORIZONTALIS 'BLUE RUG' / BLUE RUG JUNIPER	5 GAL			12-18 in
	25	LAVANDULA ANGUSTIFOLIA / ENGLISH LAVENDER	3 GAL			18-36 in
	102	NANDINA DOMESTICA 'MOYERS RED' / MOYERS RED HEAVENLY BAMBOO	3 GAL			4-5 ft
	65	NEPETA X FAASSENII 'PURRSIAN BLUE' / PURRSIAN BLUE CATMINT	3 GAL			12-18 in
	318	PENNISETUM ALOPECUROIDES 'HAMELN' / HAMELN DWARF FOUNTAIN GRASS	3 GAL			2-3 ft
	66	PINUS MUGO 'PUMILIO' / DWARF MUGO PINE	3 GAL			3-5 ft
<b>GROUND COVERS</b>						
	217	ARCTOSTAPHYLOS UVA-URSI / KINNIKINNICK	1 GAL.			30" o.c.
	215	CAREX MORROWII 'ICE DANCE' / ICE DANCE JAPANESE SEDGE	1 GAL			18" o.c.
	173	THYMUS SERPYLLUM / CREEPING THYME	1 QT.			12" o.c.



UTILITY NOTE

CONTRACTOR IS CAUTIONED THAT EXISTING UNDERGROUND FACILITIES OCCUR THROUGHOUT THE WORK AREAS INCLUDING BUT NOT LIMITED TO POWER, GAS, TELEPHONE, WATER SUPPLY, AND IRRIGATION. CONTRACTOR SHALL MARK THE FACILITIES BEFORE WORK, POT HOLE WHERE NECESSARY, AND PROTECT DURING CONSTRUCTION. IMMEDIATELY NOTIFY OWNER'S REPRESENTATIVE IF ANY CONFLICTS ARE FOUND.



EXTENDED STAY HOTEL  
SCAPPOOSE, OREGON  
LANDSCAPE PLAN

#	DATE	DESCRIPTION
1	01/13/2026	CUP RESUBMITTAL

REVISIONS

DATUM

GAK

DRAWN BY

CHECKED BY

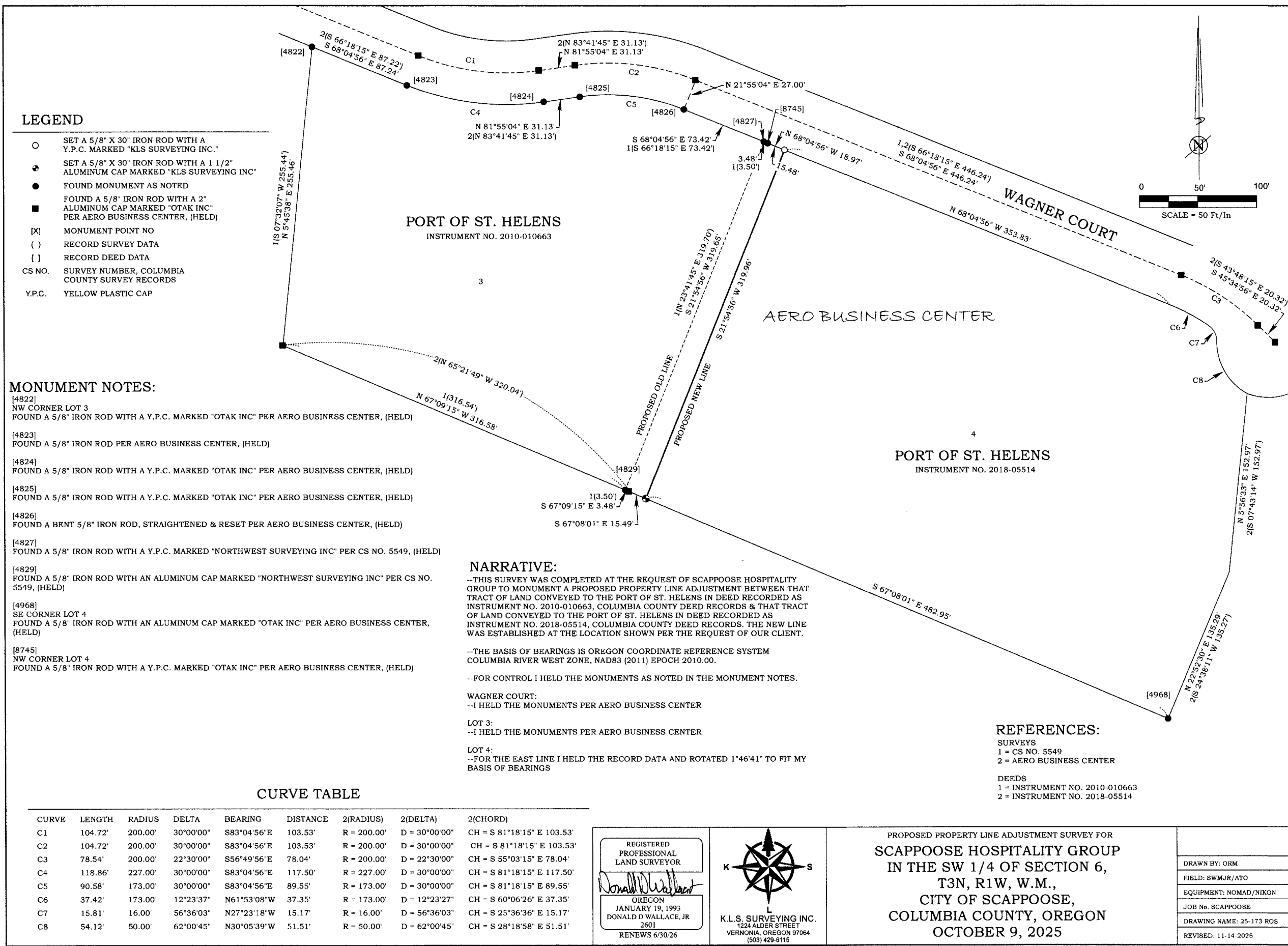
CUP SUBMITTAL STATUS

11/14/2025 DATE

22644 PROJECT NUMBER

L1.0

© 2024 OTAK, INC.



REGISTERED PROFESSIONAL LAND SURVEYOR  
 DONALD D WALLACE, JR  
 2601  
 RENEWS 6/30/26



PROPOSED PROPERTY LINE ADJUSTMENT SURVEY FOR  
 SCAPPOOSE HOSPITALITY GROUP  
 IN THE SW 1/4 OF SECTION 6,  
 T3N, R1W, W.M.,  
 CITY OF SCAPPOOSE,  
 COLUMBIA COUNTY, OREGON  
 OCTOBER 9, 2025

DRAWN BY: ORM
FIELD: SWMJR/ATO
EQUIPMENT: NOMAD/NIKON
JOB No. SCAPPOOSE
DRAWING NAME: 25-173 ROS
REVISED: 11-14-2025

Traverse PC



## Memorandum

**To:** Scappoose City Planning Department  
**From:** Gabriel Kruse, PLA, ASLA  
**Date:** January 13, 2026  
**Copies:** Scott Thayer, Scott Parker, Angela Rowe, Bill Gerry  
**Subject:** Extended Stay Hotel Landscape Compliance  
**Project No.:** 22644

---

### Purpose

This memorandum summarizes how the landscape design for the proposed Extended Stay Hotel project complies with the City of Scappoose Municipal Code (SMC) Title 17 landscape standards, the Approved Street Tree List, and the Public Use Airport (PUA) Zone / Airport Overlay (AO) requirements.

### 1. Street Tree Compliance

The street tree species, *Acer truncatum x platanoides* 'Warrenred' (Pacific Sunset Maple) specified on Sheet L1.0 – Landscape Plan has been selected from the City of Scappoose Approved Street Tree List. The trees meet city standards for plant spacing, trunk caliper, height, canopy spread, and non-conflicting root systems near infrastructure.

Tree planting locations maintain clearances from utilities, sidewalks, and driveways as required by SMC 17.104 Street Trees.

### 2. Section 17.100.100(A) Compliance

This property has 420 linear feet in length requiring 9 trees of over 300 sf of mature canopy each. 11 Pacific Sunset Maples, each having a canopy area of 491 sf exceeds the requirement. In addition, 4 sf of landscape area is required for each linear foot of frontage equaling 1,680 sf. There is 3,910 sf of planting area between the parking lot and the street, exceeding the requirement. Shrubs will be used to screen the appearance of the parking lot.

### 3. Airport Overlay Compliance

**Height Restriction:** The project site lies within the Airport Safety and Compatibility Overlay (AO) as established by SMC 17.88. All specified trees and shrubs comply with the maximum 35-foot vegetation height within the AO boundary.

**Taxiway Easement:** No planting occurs within the designated taxiway easement, maintaining clear sightlines and airspace protection per SMC 17.88.

**Vegetation Standards:** The plant palette emphasizes non-fruiting, low-maintenance, and drought-tolerant species appropriate to the Scappoose climate zone and airport context. Species were selected to minimize bird attractants, avoiding those with berries, nuts, or large seed heads (e.g., *Malus*, *Sorbus*, *Pyracantha*).

Selected species such as *Ilex crenata* 'Helleri', *Juniperus horizontalis* 'Blue Rug', and *Arctostaphylos uva-ursi* (Kinnikinnick) provide durable evergreen cover with minimal wildlife attractant potential. Herbaceous selections like *Hemerocallis* 'Stella de Oro' and *Lavandula angustifolia* are ornamental yet non-seeding and compatible with low-volume irrigation design.

The proposed plant species comply with FAA Advisory Circular 150/5200-33C, which discourages the use of water features, fruit-bearing vegetation, or wildlife-attractive landscaping within 10,000 feet of runways.

#### 4. Landscaping and Screening Compliance

**General Landscape Code:** An underground automatic irrigation system will be installed per SMC to ensure plant establishment and reduce runoff. As shown in the landscape notes, 9-inch topsoil preparation and compost incorporation have been included to be consistent with City Landscape Standards. Low shrubs and groundcovers have been specified within Visual Clearance Areas.

**Buffering and Screening:** A minimum 5-foot buffer has been provided and proposed landscaping exceeds code standards, which require one row of trees plus one shrub per 100 square feet. The on-site trash enclosure has been screened with an evergreen hedge. The trash enclosure on site has been screened using an evergreen hedge. No site fences are proposed.

#### Conclusion

The proposed landscape plan for the Extended Stay Hotel fully complies with the SMC Title 17 landscape requirements and the Airport Overlay Zone requirements. The plant palette is drawn from the City's approved list, maintains safe vegetation heights, and avoids bird-attractive or reflective materials. The design promotes a sustainable, low-maintenance, and visually cohesive streetscape consistent with Scappoose's urban design objectives.



# TRANSPORTATION IMPACT STUDY

January 13, 2026

Project# 30938

To: Laurie Oliver Joseph & Chris Negelspach, PE, City of Scappoose  
 From: Julia Kuhn, PE, Chris Brehmer, PE, Russell Montgomery, PE, & Edward Guo  
 CC: Angela Rowe, Scappoose Hospitality Group  
 RE: Scappoose Extended Stay Hotel

## Executive Summary

The Scappoose Hospitality Group is proposing to develop an approximately 107-room extended stay hotel on Lot 3 within the Aero Business Center. The site is located on the south side of NE Wagner Court, opposite Portland Community College's Oregon Manufacturing Innovation Training Center (PCC OMIC). Access to the site is proposed via two driveways on NE Wagner Court, one bordering the western property line and another opposite the entrance to PCC OMIC.

The development of the site necessitates preparation of a Transportation Impact Study (TIS) in accordance with the Scappoose Municipal Code (SMC) Section 17.154.030S and the Scappoose Transportation Impact Study Guidelines. As summarized herein, no capacity-based mitigation needs were identified at the study intersections.

Subject to City, we recommend the following in conjunction with the proposed hotel development:

- Place and maintain site landscaping, above-ground utilities, and site signage along the site frontage to provide adequate intersection sight distance per applicable City requirements.
- Post a new STOP (R1-1) sign in accordance with applicable City standards and the *Manual on Uniform Traffic Control Devices* (MUTCD) on the northbound approaches of the site access points on NE Wagner Court.

Although not associated with land use application, we recommend that City staff continue to monitor the vegetation and utility fixtures at the intersection of West Lane Road/NE Wagner Court/Charles T Parker Way to maintain sight distance in accordance with City requirements. We also recommend the City confirm existing street name sign size at the intersection of West Lane Road/NE Wagner Court/Charles T Parker Way and make changes in accordance with applicable City standards and the MUTCD, if needed.

Additional details of the study methodology, findings, and recommendations are provided below.

## Description of the Proposed Development

The proposed extended stay hotel is located on the south side NE Wagner Court, opposite PCC OMIC. The site is within the City of Scappoose city limits. The proposed site is currently undeveloped and zoned as PUA (Public Use Airport) with an Airport Overlay Zone. Hotels are considered conditional uses within the zoning, subject to height and other restrictions to ensure the safety of airport operations.

The proposed site consists of approximately 2.33 acres. As proposed, a 107-room extended stay hotel and 115 vehicular parking spaces will be developed. Construction and occupancy is anticipated in or before 2028. Access to the site is proposed via two driveways on NE Wagner Court, one bordering the western property line and another opposite the entrance to OMIC.

Figure 1 provides the site vicinity map and Figure 2 illustrates the current site plan.

## Report Overview and Methodology

This report identifies the transportation-related impacts associated with the extended stay hotel. The study intersections and scope were selected per the requirements outlined in SMC Section 17.154.030.S, the City's TIS Guidelines, and in consultation with City staff. *A copy of the scoping memo is provided in Appendix "A".*

Operational analyses were performed at the following study intersections during the weekday AM and PM peak periods. For ease of review, the intersections listed below are numbered to correspond to the numbering of the report figures.

1. West Lane Road/Crown Zellerbach Road;
2. West Lane Road/NE Wagner Court/Charles T Parker Way;
3. PCC OMIC Driveway/Proposed eastern site access on NE Wagner Court;
4. West Lane Road/N Honeyman Road; and,
5. Proposed western site access on NE Wagner Court (year 2028 conditions only).

This report includes the following topics:

- Existing land use and transportation system conditions within the site vicinity during the weekday AM peak and PM peak periods;
- Crash data analysis for the recent five-year period;
- Forecast year 2028 background traffic conditions during the weekday AM peak and PM peak periods;
- Trip generation and distribution estimates for the proposed extended-stay hotel;
- Forecast year 2028 total traffic conditions during the weekday AM peak and PM peak periods, assuming occupancy of the proposed hotel;
- Site access, circulation, and sight distance;
- Proposed mitigation; and,
- Conclusions and recommendations.



## **ANALYSIS METHODOLOGY**

All intersection operational analyses were conducted using the *Highway Capacity Manual, 7<sup>th</sup> Edition* procedures using the Vistro software. Intersection analysis incorporated peak hour factors and a 0.25-hour analysis period.

## **CITY OF SCAPPOOSE INTERSECTION OPERATING STANDARDS**

According to the City's 2016 *Transportation System Plan (TSP)*, all streets and intersections in Scappoose must operate at or below the following adopted mobility targets, or mitigation would be necessary to approve future growth. For signalized or all-way stop controlled Intersections, the intersection must meet Level of Service (LOS) D or better during the highest one-hour period on an average weekday with a maximum volume-to-capacity (V/C) ratio of 0.90. For unsignalized Intersections, a minimum LOS E or a maximum V/C ratio of 0.90 for the overall intersection is required.

## **Existing Conditions**

This section summarizes the existing characteristics of the transportation system and adjacent land uses and an evaluation of existing intersection operations for motor vehicles at the study intersections.

## **SITE CONDITIONS AND ADJACENT LAND USES**

The overall site is surrounded by undeveloped and vacant land planned for industrial, employment and airport-related uses. PCC's OMIC is located north across the street from the site, and a taxiway to the Scappoose Airport is located directly south of the site.

## **TRANSPORTATION FACILITIES**

Existing lane configurations and traffic control devices at the study intersections are shown in Figure 3.

**Table 1. Existing Transportation Facilities**

Roadway	Functional Classification <sup>1</sup>	Number of Vehicle Lanes	Posted Speed (mph)	Sidewalks Present?	Bicycle Lanes Present?	On-Street Parking Present?
NE Wagner Court	Local	2	Not posted	Yes	Yes	No
West Lane Road	Collector	2-3	25-45	Partial	Partial	No
Charles T Parker Way	Neighborhood Street	2	Not Posted	Yes	No	No
Crown Zellerbach Road	Collector	2-3	35	Yes	Yes	No
N Honeyman Road	Collector	2	Not Posed	No	No	No

1. Source: Scappoose TSP

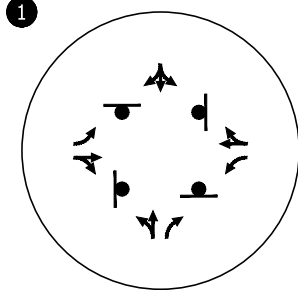
### Bicycle and Pedestrian Facilities

As shown in Table 1, the existing bicycle and pedestrian facilities are consistent with the developing nature of the overall airport employment overlay zone area. Aside from the OMIC, there are no other uses within a one-quarter walk of the hotel and only the employment uses along Charles T Parker Way are within a one-half mile bike ride. As part of site development, sidewalks will be constructed along the frontage of NE Wagner Court per applicable City standards.

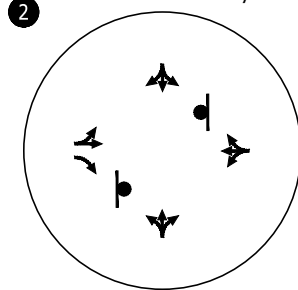
The City’s TSP proposes the installation of sidewalks along all roads in the study area, and bike lanes along West Lane Road and Honeyman Road. However, the TSP projects along both roadway corridors are listed as aspirational or financially constrained and these facilities will be added as properties continue to develop in this area.



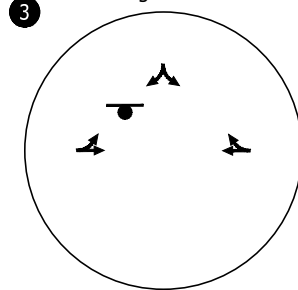
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Crown Zellerbach Road



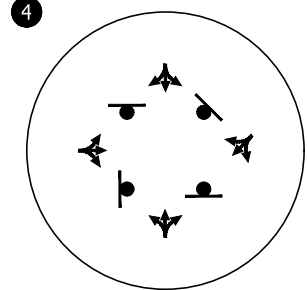
2 West Lane Road/  
NE Wagner Court/  
Charles T Parker Way



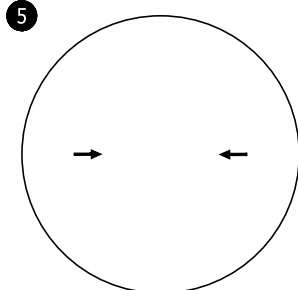
3 PCC OMIC Driveway/  
Proposed Eastern Site Access on  
NE Wagner Court



4 West Lane Road/  
N Honeyman Road



5 Proposed Western Site Access  
on NE Wagner Court



- STOP SIGN

Existing Lane Configurations  
and Traffic Control Devices  
Scappoose, OR

Figure  
3

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## Transit Facilities

The closest transit service is provided by NW Connector's Columbia County Rider. Line 1 (Portland/Rainier) has a stop approximately one mile south of the site near the NE 1<sup>st</sup> Street/NE Prairie Street intersection. Line 1 connects riders between the St Helens Transit Center and downtown Portland with stops in Rainier, Scappoose and Linnton. It operates two roundtrips every weekday with one trip each during the morning and evening commuting periods. No service is provided on the weekends.

## EXISTING TRAFFIC VOLUMES AND PEAK HOUR OPERATIONS

Weekday AM and PM peak hour turning movements were collected in September 2025 when local schools were in-session and no inclement weather occurred. *Appendix "B" contains the traffic count worksheets.* On the day of the counts, the AM peak hour occurred from 7:45 AM to 8:45 AM and the PM peak hour occurred from 4:00 PM to 5:00 PM.

Figure 4 and Figure 5 provide a summary of the existing traffic volumes during the weekday AM and PM peak hours, respectively. As shown, the study intersections satisfy the City's standards during both peak periods. *Appendix "C" contains the existing conditions intersection analysis worksheets.*

## TRAFFIC SAFETY

We queried the Oregon Department of Transportation (ODOT) Crash Database<sup>1</sup> to obtain the crash records at the existing study intersections for the period from January 1, 2019 through December 31, 2023 (at the time the report was prepared, the 2024 data was still being finalized by ODOT). The reported crashes include:

- One minor injury crash in 2023 at the West Lane Road/Crown Zellerbach Road;
- No crashes at the West Lane Road/NE Wagner Court/Charles T Paker intersection;
- No crashes at the PCC OMIC Driveway on NE Wagner Court; and
- One property damage only crash at the West Lane Road/N Honeyman Road intersection.

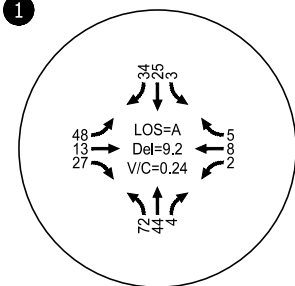
Per ODOT, no crashes were reported along NE Wagner Court during the five-year period. No patterns or crash trends were apparent within the crash data. Accordingly, no safety-based mitigation measures were identified based on the crash data. *Appendix "D" provides the crash data reports.*

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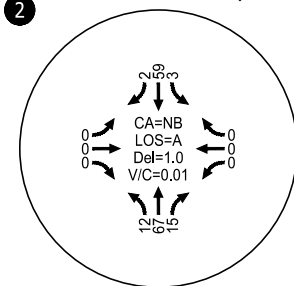
<sup>1</sup>[TDS - Crash Reports](#)



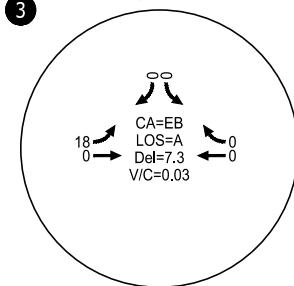
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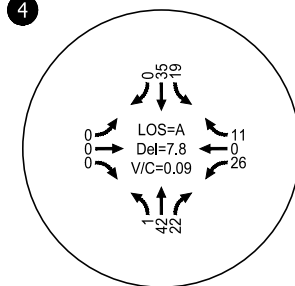
2 West Lane Road/  
NE Wagner Court/  
Charles T Parker Way



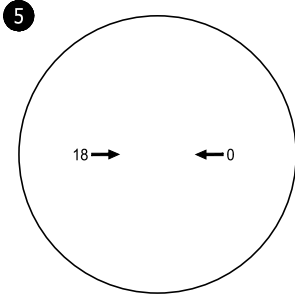
3 PCC OMIC Driveway/  
Proposed Eastern Site Access on  
NE Wagner Court



4 West Lane Road/  
N Honeyman Road



5 Proposed Western Site Access  
on NE Wagner Court



CA = CRITICAL APPROACH (TWSC)  
 CM = CRITICAL MOVEMENT (AWSC)  
 LOS = INTERSECTION LEVEL OF SERVICE (AWSC) /  
 CRITICAL APPROACH LEVEL OF SERVICE (TWSC)  
 Del = INTERSECTION AVERAGE CONTROL DELAY (AWSC) / CRITICAL APPROACH CONTROL DELAY (TWSC)  
 V/C = CM VOLUME-TO-CAPACITY RATIO (AWSC) / CA VOLUME-TO-CAPACITY RATIO (TWSC)  
 TWSC = TWO-WAY STOP CONTROL  
 AWSC = ALL-WAY STOP CONTROL

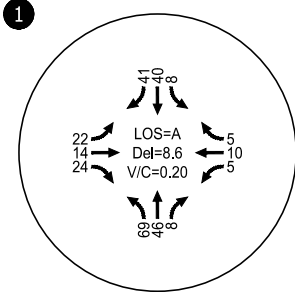
Existing Traffic Conditions  
 Weekday AM Peak Hour  
 Scappoose, OR

Figure  
 4

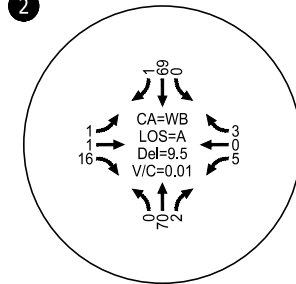
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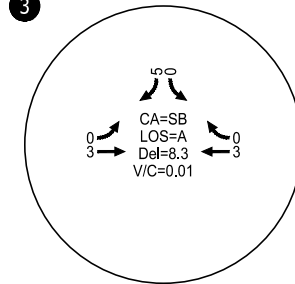
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Crown Zellerbach Road



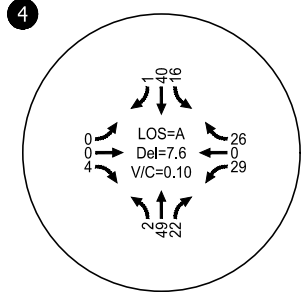
2 West Lane Road/  
NE Wagner Court/  
Charles T Parker Way



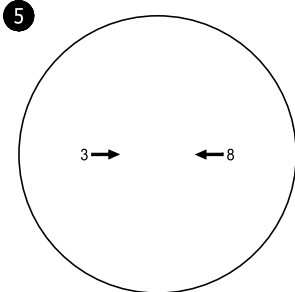
3 PCC OMIC Driveway/  
Proposed Eastern Site Access on  
NE Wagner Court



4 West Lane Road/  
N Honeyman Road



5 Proposed Western Site Access  
on NE Wagner Court



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 TWSC = TWO-WAY STOP CONTROL  
 AWSC = ALL-WAY STOP CONTROL

Existing Traffic Conditions  
 Weekday PM Peak Hour  
 Scappoose, OR

Figure  
 5

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## Hotel Impacts

This traffic impact study identifies how the study intersections will operate in the buildout year 2028 when the hotel is fully constructed and in operation. The impact of traffic generated during the weekday AM and PM peak hours was examined as follows:

- The City confirmed that there are no in-process developments for inclusion in the analyses;
- The TSP does not identify any new street connections, pedestrian or bicycle facilities adjacent to the site nor any funded transportation facilities for inclusion in the analyses;
- Year 2028 background traffic volumes (prior to site development) were developed assuming a regional growth rate of two percent per year;
- Year 2028 background traffic conditions were assessed at each of the study intersections;
- Site-generated trips associated with the proposed hotel were added to the 2028 background traffic conditions to evaluate the hotel impacts; and,
- Intersection improvement needs were identified to mitigate impacts where appropriate.

### YEAR 2028 BACKGROUND TRAFFIC CONDITIONS

The year 2028 background traffic analysis identifies how the study intersections are projected to operate prior to the proposed hotel development. This analysis does not include traffic from the proposed development.

Figure 6 and Figure 7 show the projected 2028 background traffic turning movements for the weekday AM and PM peak hour and the associated intersection analysis. The figures also show that the intersections are forecast to satisfy the City’s V/C ratio criteria. *Appendix “E” contains the year 2028 background traffic analysis worksheets.*

### TRIP GENERATION

Table 2 shows the trip generation estimates prepared for the proposed development using the *Trip Generation Manual, 11<sup>th</sup> Edition*, as published by the Institute of Transportation Engineers (ITE). The trip generation estimates were prepared based on general urban/suburban average daily peak hour trip rates included in the *Trip Generation Manual* (use of the fitted equation data available would result in fewer projected trips than shown in Table 2).

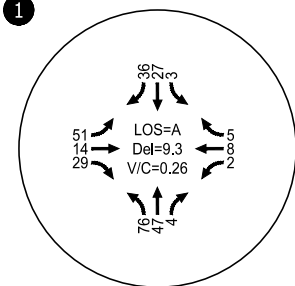
**Table 2. Trip Generation Estimate<sup>2</sup>**

Use	ITE Code	Size (rooms)	Daily Trips	Weekday AM Peak Hour			Weekday PM Peak Hour		
				Total	In	Out	Total	In	Out
All Suites Hotel	311	107	471	36	19	17	39	19	20

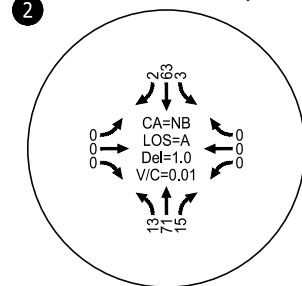
<sup>2</sup> At the time the report was prepared, ITE had recently released the 12<sup>th</sup> Edition of the *Trip Generation Manual*. The 12<sup>th</sup> Edition would predict the same daily trips but fewer peak hour trips (i.e., 28 weekday AM peak hour trips and 36 weekday PM peak hour trips). To provide a reasonably conservative analyses, we applied the 11<sup>th</sup> Edition rates.



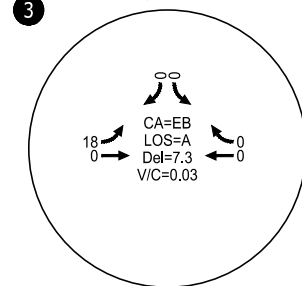
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Crown Zellerbach Road



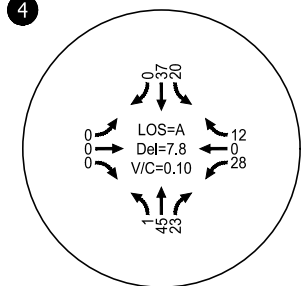
2 West Lane Road/  
NE Wagner Court/  
Charles T Parker Way



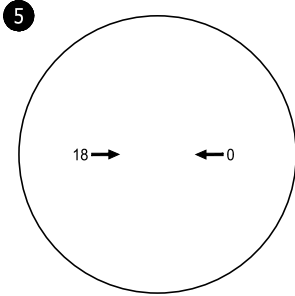
3 PCC OMIC Driveway/  
Proposed Eastern Site Access on  
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4 West Lane Road/  
N Honeyman Road



5 Proposed Western Site Access  
on NE Wagner Court



Background 2028 Traffic Conditions  
Weekday AM Peak Hour  
Scappoose, OR

Figure  
6

CA = CRITICAL APPROACH (TWSC)  
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 CRITICAL APPROACH LEVEL OF SERVICE (TWSC)  
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 AWSC = ALL-WAY STOP CONTROL

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## TRIP DISTRIBUTION/ASSIGNMENT

Based on the location of the site and expected travel market area, the trips shown in Table 2 are expected to follow the estimated trip distribution pattern shown in Figures 8 and 9.

Based on the site plan and the distribution of planned parking spaces, 25 percent of site trips are assumed to use the western site driveway to enter and exit the site and 75 percent of site trips are assumed to use the eastern site driveway to enter and exit the site. Figure 8 and Figure 9 illustrate the estimated trip distribution pattern and assignment for the site during the AM and PM peak hours, respectively.

## YEAR 2028 TOTAL TRAFFIC CONDITIONS

The total traffic conditions analysis forecasts how the study intersections will operate with the traffic associated with the construction and occupancy of the extended stay hotel. The site-generated trips shown in Figure 8 and Figure 9 were added to the 2028 background traffic volumes reflected in Figure 6 and Figure 7 to arrive at the 2028 total traffic volumes shown in Figure 10 and Figure 11.

As shown in Figure 10 and Figure 11, each of the study intersections is forecast to continue to satisfy the City's performance criteria upon site development. As such, no capacity-based mitigation measures are recommended. No unsignalized intersections in the study area warrant the installation of traffic signals based on the year 2028 estimated volumes.

We recommend the development post a new STOP (R1-1) sign on the northbound approaches of the site access points on NE Wagner Court in accordance with applicable City standards and the *Manual on Uniform Traffic Control Devices* (MUTCD).

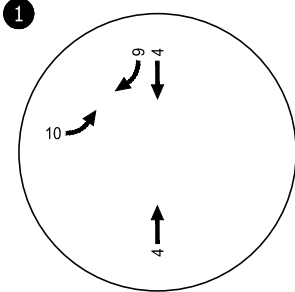
*Appendix "F" contains the year 2028 total traffic analysis worksheets.*

## Intersection Queuing Considerations

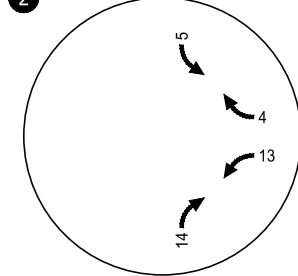
A 95<sup>th</sup>-percentile queuing analysis was performed in Vistro for the site access driveways. Per this evaluation and given the dead-end nature of NE Wagner Court, no queues leaving the site are estimated to exceed one vehicle.



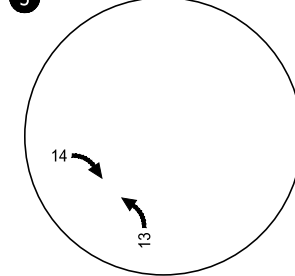
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Crown Zellerbach Road



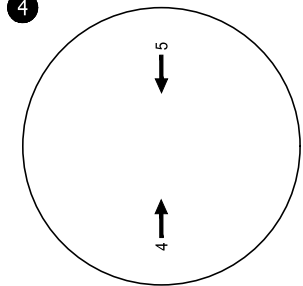
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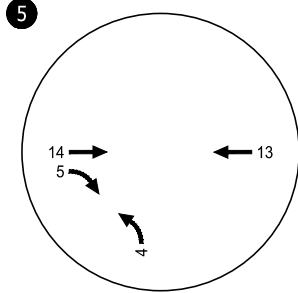
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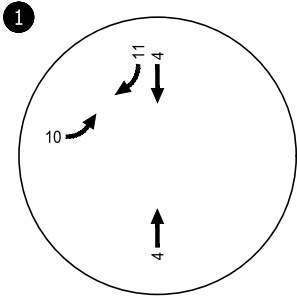
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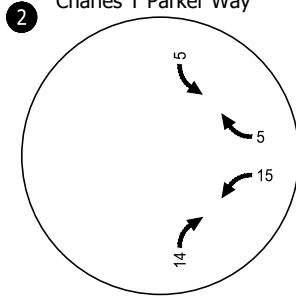
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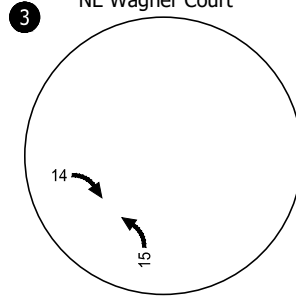
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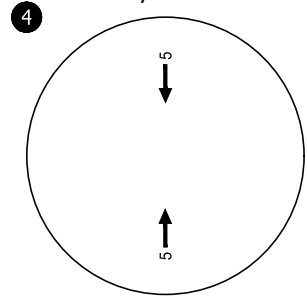
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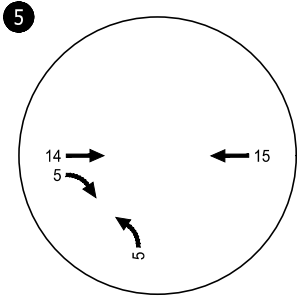
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Proposed Western Site Access  
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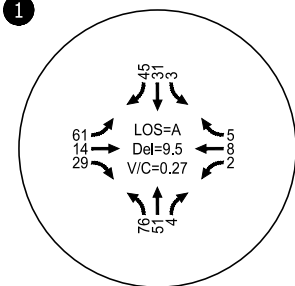
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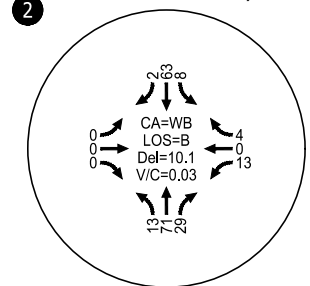
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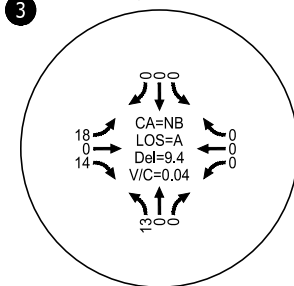
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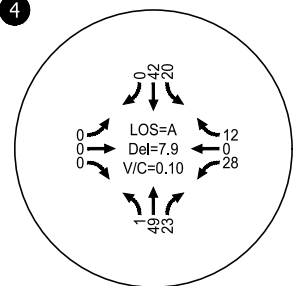
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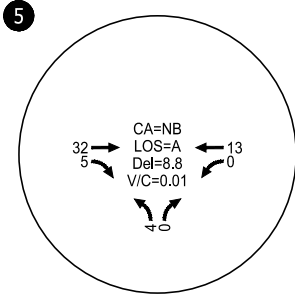
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Total 2028 Traffic Conditions  
Weekday AM Peak Hour  
Scappoose, OR

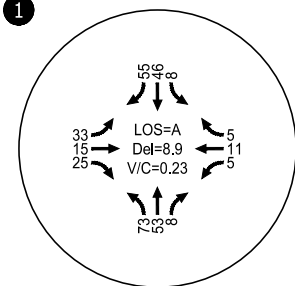
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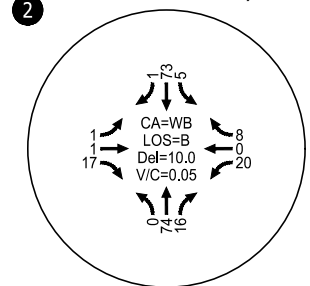
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 V/C = CM VOLUME-TO-CAPACITY RATIO (AWSC) / CA VOLUME-TO-CAPACITY RATIO (TWSC)  
 TWSC = TWO-WAY STOP CONTROL  
 AWSC = ALL-WAY STOP CONTROL



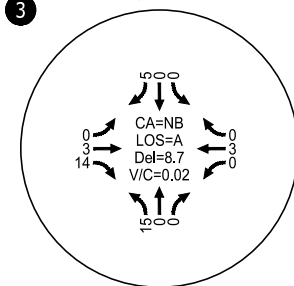
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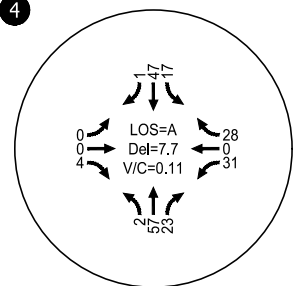
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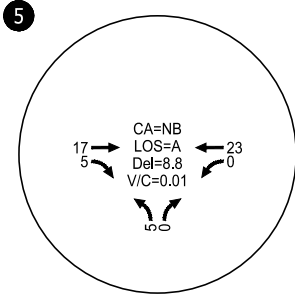
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Total 2028 Traffic Conditions  
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## SITE ACCESS LOCATIONS

The NE Wagner Court site frontage extends approximately 400 feet. The proposed western site access driveway is located close to the western property boundary. The proposed eastern site access driveway is located near the eastern property boundary and in alignment with the existing PCC OMIC driveway. The proposed western site access features one ingress lane and one egress lane and has a throat depth approximately 50 feet in length, allowing for the queuing of two vehicles, which is sufficient to meet the 95<sup>th</sup> percentile queues. The proposed eastern site access features one ingress lane and one egress lane and has a throat depth approximately 25 feet in length, allowing for the queuing of one vehicle, which is sufficient to meet the 95<sup>th</sup> percentile queues. The row of parking spaces closest to the eastern site access is proposed to be angled, and access to the parking spaces will be provided via one-way path that allows for inbound movements only, minimizing the potential for queues to extend onto NE Wagner Court. As shown on the civil engineering plans, the access points are being designed to address hotel patron, employee, garbage/refuse and emergency service vehicle needs.

The distance between the two driveways on NE Wagner Court is approximately 323 feet. The City's *Public Works Design Standards* Section 5.0070 shows that the minimum driveway spacing for driveways intersecting local streets and cul-de-sacs is 45 feet for residential, commercial, and industrial street classifications. The proposed driveways meet the City standard.

## PARKING LAYOUT

As proposed, 115 parking spaces are expected to be provided with the proposed hotel development. The parking area is being designed to provide for circulation by emergency vehicles, garbage/refuse vehicles, hotel patrons and employees. The parking proposed is consistent with the minimum off-street parking requirements provided in the Development Code Section 17.106.030 which requires 1 space per room plus 1 space per 2 employees for hotels.

## SIGHT DISTANCE

Intersection sight distance (ISD) was evaluated at the proposed site access driveways on NE Wagner Court and at the intersection of NE Wagner Court with West Lane Road based on guidance provided by the American Association of State Highway and Transportation Officials (AASHTO). The AASHTO document *A Policy on Geometric Design of Highways and Streets 2011* was used to assess ISD according to the City's *Transportation Impact Study Guidelines*. Per this document:

- ISD shall be measured from a driver's eye height of 3.5 feet and 14.5 feet from the edge of the nearest travel lane (edge line) to an object height of 3.5 feet above the roadway surface and measured along the center of a travel lane.
- The desired minimum ISD for an automobile turning left from the site driveways onto NE Wagner Court was calculated to be 335 feet facing both directions for the assumed 30-mph speed limit for the local road.
- The desired minimum ISD for an automobile turning left from NE Wagner Court onto West Lane Road was calculated to be 500 feet facing both directions for the 45-mph posted speed limit on West Lane Road.

Images illustrating a future driver's view at the proposed site driveways and the intersection of NE Wagner Court and West Lane Road are shown in Photo 1, 2 and 3 below.

**Photo 1. Driver View from Proposed Eastern Site Access Driveway Location Facing West (Left) on NE Wagner Court (As of October 2025)**



**Photo 2. Driver View from NE Wagner Court Stop Bar Facing South on West Lane Road (As of October 2025)**



**Photo 3. Driver View from NE Wagner Court Stop Bar Facing South on West Lane Road (As of October 2025)**



As measured from the site, the site access driveways have approximately 685 feet of intersection sight distance to the west and approximately 660 feet of intersection sight distance to the east. Intersection sight distance from the site access driveways is sufficient.

At the intersection of NE Wagner Court and West Lane Road, field observation found that NE Wagner Court has approximately 400 feet of sight distance facing to the left and to the right when viewed from behind the current STOP bar as shown in Photos 2 and 3 above. Driver sight lines facing left and right of NE Wagner Court at the stop bar position are impacted by landscaping and the proximity of existing utility cabinets and poles along the east side of West Lane Road.

The existing roadway striping on West Lane Road narrows the road northbound at the intersection. This striping provides additional space for drivers approaching the intersection on NE Wagner Court to pull forward from the current striped stop line after completing their initial stop and yielding to pedestrians crossing NE Wagner Court (if any). Intersection sight distance as observed from 14.5 feet back from the edge of the northbound West Lane Road travel lane (i.e., the location specified in the AASHTO guideline) is more than 500 feet facing to the left and to the right and thus provides the minimum required ISD for the 45-mph posted speed limit on West Lane Road.

We further note that vehicles traveling northbound and southbound at the posted 45 miles per hour have sufficient stopping sight distance approaching a westbound vehicle stopped at the NE Wagner Court stop bar (SSD, calculated to be a minimum of 360 feet per AASHTO).

We recommend that the City continue to monitor the sight distance and vegetation at this intersection as part of ongoing maintenance efforts.

## **OTHER OBSERVATIONS**

Field observation at the intersection of NE Wagner Court and West Lane Road found that the street name sign size may not be consistent with the guidance provided within the MUTCD. For the posted 45 mph speed of West Lane Road, the 2009 MUTCD Section 2D.43 recommends the initial upper-case letter to be

6 inches, and the following lower-case letters to be 4.5 inches for post-mounted street name signs on 2-lane streets with speed limits of 25 mph or higher. We recommend the City confirm existing street name sign size at the intersection and, if necessary, make changes in accordance with applicable City standards and the MUTCD.

## Recommendations & Mitigation Measures

No capacity-based mitigation needs were identified in conjunction with site development.

Subject to City, we recommend the following in conjunction with the proposed hotel development:

- Place and maintain site landscaping, above-ground utilities, and site signage along the site frontage to provide adequate intersection sight distance per applicable City requirements.
- Post a new STOP (R1-1) sign in accordance with applicable City standards and the MUTCD on the northbound approaches of the site access points on NE Wagner Court.

Although not associated with land use application, we recommend that City staff continue to monitor the vegetation and utility fixtures at the intersection of West Lane Road/NE Wagner Court/Charles T Parker Way to maintain sight distance in accordance with City requirements. We also recommend the city confirm existing street name sign size at the intersection of West Lane Road/NE Wagner Court/Charles T Parker Way and make changes in accordance with applicable City standards and the MUTCD, if needed.

Please let us know if you have any questions regarding our analysis or findings.

## List of Appendices

- A. Scoping Memorandum
- B. Traffic Counts
- C. Existing Traffic Conditions Analysis Worksheets
- D. ODOT Crash Data
- E. Year 2028 Background Traffic Conditions Analysis Worksheets
- F. Year 2028 Total Traffic Conditions Analysis Worksheets



# Geotechnical Engineering Report:

Scappoose Hotel Project  
W Lane Road & Wagner Court  
Scappoose, Oregon

**Central Project: SHGroup-1-01**



## Prepared For:

Scappoose Hospitality Group  
33485 NE Crown Zellerbach Road  
Scappoose, Oregon 97056

**Date:** August 5, 2025



August 5, 2025

Scappoose Hospitality Group  
33485 NE Crown Zellerbach Road  
Scappoose, Oregon 97056

Attention: Scott Parker (scott@scappooseesg.com), Angela Rowe (angela@scappoosehospitalitygroup.com)

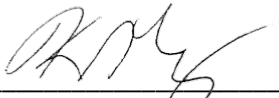
Subject: Geotechnical Engineering Report  
Scappoose Hotel Project  
W Lane Road & Wagner Court  
Scappoose, Oregon  
Central Project No. SHGroup-1-01

Central Engineering Services (Central) is pleased to submit this report of geotechnical engineering design services for the proposed Scappoose Hotel project located east of the intersection of W Lane Road and Wagner Court in Scappoose, Oregon. This report was prepared in accordance with our revised proposal dated February 26, 2025.

Thank you for the opportunity to work with you on this project. Please feel free to call our office with questions about this report.

Respectfully,

Central Engineering Services



Krey Younger, PE, GE  
Principal Engineer

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- Figure 2 – Site Plans

**APPENDICES**

- Appendix A: Field Explorations and Laboratory Testing

## 1.0 PROJECT DESCRIPTION

Central Engineering Services (Central) is pleased to submit this report of geotechnical engineering services for the proposed Scappoose Hotel project located east of the intersection of W Lane Road and Wagner Court in Scappoose, Oregon. Based on the information provided to us, it is our understanding the development will consist of a four-story hotel with associated parking and hardscapes, and a new roadway.

Structural loads were not available at the time of this report. We have assumed isolated column footing loads on the order of up to 100 kips per column and wall loads of up to 5 kips per lineal foot (klf), and general slab loads of 150 pounds per square foot (psf) or less. Based on current site topography, cuts and fills are expected to be less than a few feet each.

Figure 1 shows the site relative to surrounding features. Figure 2 shows approximate locations of our boring explorations.

## 2.0 PURPOSE AND SCOPE OF WORK

The purpose of our services was to provide geotechnical engineering recommendations for use in design and construction of the hotel development. Our scope of services was written based on information provided to us by Scappoose Hospitality Group, our experience in the area, and our understanding of the project. Our scope of services included the following:

- Reviewed information regarding subsurface soil and groundwater in the vicinity of the site, including reports in our files, selected geologic maps, and other geotechnical engineering-related information.
- Coordinated and managed the field investigation, including public utility notification and scheduling of subcontractors and Central's field staff.
- Explored subsurface soil and groundwater conditions at the project site by advancing four borings to depths of up to 26.5 feet below ground surface (bgs).
- Obtained samples at representative intervals from the explorations, observed groundwater conditions, and maintained detailed logs. Sample descriptions are in general accordance with ASTM International (ASTM) Standard Practices Test Method D 2488.
- Performed two infiltration tests using the encased falling head method at depths of 5 and 6 feet bgs within the hollow-stem augers.
- Performed laboratory tests on selected soil samples obtained from the explorations to evaluate pertinent engineering characteristics. Specific laboratory tests consisted of:
  - Eight moisture content determinations in general accordance with ASTM D2216.
  - Three particle-size analyses in general accordance with ASTM D1140.
- Provided this geotechnical site evaluation and provided design recommendations in this report that addresses the following geotechnical components:
  - A general description of site topography, geology, and subsurface conditions.
  - An opinion as to the adequacy of the proposed development from a geotechnical engineering standpoint.
  - Recommendations for site preparation measures, including recommendations for remediation of undocumented fill and unsuitable native soils, if encountered, and recommendations for temporary cut slopes and constraints for wet-weather construction.

- Recommendations for temporary excavation, such as excavation sheeting and bracing.
- Recommendations for earthwork construction, including use of on-site and imported structural fill and fill placement and compaction.
- Recommendations for foundation support of the proposed structures, including preferred foundation type, allowable bearing capacity, and lateral resistance parameters.
- Recommendations for supporting on-grade slabs, including base rock, capillary break, and modulus of subgrade reaction.
- Seismic design recommendations in accordance with the procedures outlined in the 2019 State of Oregon Structural Specialty Code. We have assumed that a site-specific seismic hazard evaluation is not required.
- Recommendations for proposed on-site pavement access and parking.

### **3.0 SITE CONDITIONS**

#### **3.1 SITE GEOLOGY**

The site is located along the western edge of the Columbia River floodplain at the northwestern corner of the Portland Basin, near where the basin terminates at the Coast Ranges. North of Scappoose, the Columbia River flows into a wide canyon incised through the Coast Ranges en route to the Pacific Ocean. The Portland Basin is part of the larger Puget Sound-Willamette Valley physiographic province, a tectonically active lowland located between the Coast Ranges to the west and the Cascade Mountains to the east (Orr and Orr, 1999).

Basement rocks in the vicinity of the site are similar to those exposed in the mountains to the west, which primarily consist of the Miocene Columbia River Basalt Group (approximately 17 to 6 million years old) (Walker and MacLeod, 1991). The Columbia River Basalt Group consists of thick flows of basalt erupted from fissures in eastern Oregon, Washington, and western Idaho that traveled down the ancient Columbia River Gorge to fill areas around the Portland Basin and vicinity. These flat-lying flows were later folded and faulted into mountains and valleys from the compressional tectonics of the region. Rivers eroded channels through the uplifted basalts and deposited alluvium along their beds.

During the Pleistocene, several continental-scale glaciations occurred that affected much of the near-surface geology of the Portland Basin. Toward the end of the last glaciation approximately 15,500 to 12,500 years ago, tremendous floods caused by the collapse of glacial dams and drainage of large lakes in western Montana swept through the Columbia River valley (Allen et al., 1986). The flood waters left behind thick accumulations of silt, sand, and gravel where they flowed through the Portland Basin. Well logs available from the Oregon Water Resources Department in the vicinity of the site indicate that sand and gravel were encountered to depths in excess of 100 feet bgs. These may represent deposits from the glacial floods.

#### **3.2 SURFACE CONDITIONS**

The project site is located west of the intersection of W Lane Road and Wagner Court in Scappoose, Oregon and is currently vacant and vegetated with grass.

### **3.3 SUBSURFACE CONDITIONS**

#### **3.3.1 General**

We explored subsurface conditions at the site by drilling four borings (B-1 through B-4) at the approximate locations shown in Figure 2. The explorations were completed to depths between 6.5 and 26.5 feet bgs. A description of explorations, exploration logs, and laboratory testing results are presented in Appendix A.

#### **3.3.2 Silt**

We encountered an approximate 3-inch-thick root zone at the surface of our explorations. Stiff to very-stiff gray and brown silt (ML) with varying amounts of sand and gravel at the surface was encountered in explorations B-1 and B-2 to depths of up to 4.5 feet bgs. Laboratory testing on one representative sample of silt indicates a moisture content of 10 percent at the time of our explorations.

#### **3.3.3 Gravel**

Underlying the silt is very-dense gravel with varying amounts of silt, sand, and cobbles. Laboratory testing on representative samples indicates moisture content ranging from 2 to 7 percent at the time of our explorations, and fines content ranging from 7 to 12 percent.

#### **3.3.4 Groundwater**

Groundwater was not observed at the time of our explorations. Oregon Department of Water Resources well logs from the general site vicinity indicate groundwater may be present at depths of 11 to 30 feet bgs. Based on subsurface conditions encountered in site explorations, it is possible for groundwater to exist at relatively shallow depths on a transient basis during the wet season. Depth to groundwater may fluctuate in response to seasonal changes, prolonged rainfall, changes in surface topography, and other factors not observed in this study.

### **3.4 INFILTRATION TESTING**

Central conducted two infiltration tests (B-1 and B-3) at depths of 6 and 5 feet bgs, respectively, to assist in evaluating the project site for stormwater disposal. Infiltration testing was conducted in general accordance with the encased falling-head procedure.

Our general procedure included drilling to the test depth with a hollow-stem auger. The inside of the auger was filled with clean water to approximately 1 foot above the soil at the bottom of the excavation. The initial fill of water for exploration B-3 did not drain into the soil within 10 minutes, so the water level was maintained and the soil allowed to saturate for 4 hours. Following the soak period, the levels were checked, and the auger was refilled to at least 12 inches above the soil. The drop in water level was measured during three 1-hour-long iterations at each test depth. Field test results are summarized in Table 1.

**Table 1. Field-Measured Infiltration Results**

Infiltration Test No.	Depth (feet)	USCS Soil Classification <sup>1</sup>	Percent Fines Passing No. 200 Screen	Field Measured Infiltration Rate <sup>2</sup> (in/hr) <sup>3</sup>
B-1	6	GRAVEL with silt (GP-GM)	10.8	100+
B-3	5	GRAVEL with silt (GP-GM)	7.4	30

## Notes:

1. USCS - Unified Soil Classification System
2. Appropriate factors should be applied to the field-measured infiltration rate, based on the design methodology and specify system used.
3. in/hr = inches per hour

Infiltration rates shown in Table 1 represent a field-measured infiltration rate. Field measurements are limited to the accuracy of equipment employed to conduct the test and represent relatively short-term infiltration rates. Factors of safety have not been applied for the type of infiltration system being considered, or for variability that may be present across large areas in the on-site soil. From a geotechnical perspective, we recommend a factor of safety (correction factor) of at least 2 be applied to the field infiltration values to account for potential soil variability with depth and location within the area tested.

In addition, the stormwater system design engineer should determine and apply appropriate remaining correction factor values, or factors of safety, to account for repeated wetting and drying that occurs in this area, degree of in-system filtration, frequency and type of system maintenance, vegetation, the potential for siltation and biofouling, etc., as well as system design correction factors for overflow or redundancy and base and facility size.

The actual depths, lateral extent, and estimated infiltration rates can vary from the values presented above. Field testing/confirmation during construction is often required in large or long systems or other situations where soil conditions may vary within the area where the system is constructed. The results of this field testing might necessitate that the infiltration locations be modified to achieve the design infiltration rate.

### 3.4.1 Suitability of Infiltration Systems

Successful design and implementation of stormwater infiltration systems and whether a system is suitable for development depends on several site-specific factors. Stormwater infiltration systems are generally best suited for sites having sandy or gravelly soil with saturated hydraulic conductivities greater than 2 in/hr. Sites with silty or clayey soil are generally not well-suited for long-term stormwater infiltration or as a sole method of stormwater infiltration. Soils that have fine-grained matrices such as those on this site are susceptible to volumetric change and softening during wetting and drying cycles. Fine-grained soils also have large variations in the magnitude of infiltration rates because of bedding and stratification that occurs during alluvial deposition, and often have thin layers of less permeable or impermeable soil within a larger layer.

Stormwater infiltration facilities without adequate separation to groundwater can result in groundwater mounding. A hydraulic gradient that reaches the level of water in the soil immediately drops to zero and local groundwater will rise and mound, which slows the infiltration rate dramatically, resulting in overflows or system flooding (failure). Groundwater mounding can also negatively impact structures, slopes, or other areas adjacent to the stormwater infiltration facility.

We recommend that infiltration systems include an overflow that is connected to a suitable discharge point. Also, infiltration systems can cause localized high groundwater levels and should not be located near retaining walls or other embedded structures such as basements unless these are specifically designed to account for the resulting hydrostatic pressure. Infiltration systems should not be located on sloping ground unless

approved by a geotechnical engineer, and stormwater should not be infiltrated at a location that allows for lateral flow toward a slope face, such as a mounded water condition, or too close to a slope face that could cause instability of the slope.

#### 4.0 CONCLUSIONS

Based on our explorations, testing, and analyses, it is our opinion that the site is suitable for supporting the proposed hotel development, provided the recommendations in this report are incorporated into the project design and implemented during construction. We offer the following conclusions regarding geotechnical engineering design and construction at the site.

- The building can be satisfactorily supported on continuous and isolated shallow foundations bearing on firm, undisturbed native soil or structural fill overlying native soil.
- Fine-grained soil at the site, if exposed, can be sensitive to small changes in moisture content and difficult, if not impossible, to adequately compact during wet weather or when the moisture content of the soil is more than a couple of percentage points above the optimum required for compaction. Moisture content of the soil encountered at the site is above that required for compaction, and drying back of soils will likely be required for use as structural fill. Accordingly, on-site soil can typically only be placed as structural fill during dry summer months, and even in drier months will require aerating and drying back.

Under the same considerations, if not carefully executed, site earthwork during wet conditions can create extensive soft areas and significant repair costs can result. Subgrade protection will be required when the subgrade is wet and during or following periods of wet weather.

- Standard pavement sections constructed as recommended in this report can be constructed to adequately support proposed truck and car traffic for the project.

#### 5.0 CONSTRUCTION RECOMMENDATIONS

##### 5.1 SITE PREPARATION

In general, initial site preparation and primary earthwork operations will include stripping and grubbing of upper organics; grading to create level working surfaces for fill placement and compaction and for structural elements; excavating and filling for roadways or access drives, pavements or sidewalks/pads; excavation for foundations and utilities; recompacting (dry weather) or replacing (wet weather) unsuitable soils; and fine-grading to establish final grades for structural improvements.

All existing utilities in proposed earthwork construction areas should be identified prior to excavation. Decommissioned utility lines beneath proposed structures should be completely removed or filled with grout to eliminate void space and reduce potential settlement of new structures. Soft or loose soil encountered in utility line excavations should be removed and replaced with structural fill when it is located within structural areas.

Debris materials generated during demolition of existing improvements or relocation of utilities should be transported off the site for disposal. Existing voids and new depressions created during site preparation and resulting from the removal of existing utilities or other subsurface elements should be cleaned of loose soil or debris down to firm soil and backfilled with compacted structural fill. Disturbance to a greater depth should be expected if site preparation and earthwork are conducted during periods of wet weather.

## **5.2 SUBGRADE PREPARATION AND EVALUATION**

Upon completion of site preparation activities, exposed subgrades should be proof-rolled with a fully loaded dump truck or similar heavy rubber-tired construction equipment where space allows to identify soft, loose, or unsuitable areas. Probing may be used for evaluating smaller areas or where proof-rolling is not practical. Proof-rolling and probing should be conducted prior to placing structural fill and should be performed by a representative of Central who will evaluate the suitability of the subgrade and identify areas of yielding that are indicative of soft or loose soil. We anticipate that there will be areas where soft or otherwise unsuitable soil is identified during subgrade evaluation. Unsuitable soil should be replaced by imported granular material or should be improved by scarifying and compacting the material in accordance with the “Structural Fill and Backfill” and “Fill Placement and Compaction” sections of this report.

As discussed in the “Subgrade Protection and Wet-Weather Considerations” section of this report, the fine-grained soil at the surface can be sensitive to small changes in moisture content and will be difficult or impossible to compact adequately during wet weather. While tilling and compacting the subgrade is the economical method for subgrade improvement, it will likely only be possible during extended dry periods and following moisture-conditioning of the soil.

During wet weather, or when the exposed subgrade is wet or unsuitable for proof-rolling, the prepared subgrade should be evaluated by observing excavation activity and probing with a steel foundation probe. Observations, probing and compaction testing should be performed by a member of Central’s staff. Wet soil that has been disturbed due to site preparation activities or soft or loose zones identified during probing should be removed and replaced with compacted structural fill.

## **5.3 SUBGRADE PROTECTION AND WET-WEATHER CONSIDERATIONS**

Soils at the surface of the site are highly susceptible to moisture. If wet-weather construction practices are necessary based on conditions observed at the time of construction, it may be necessary to use track-mounted equipment, load removed material into trucks supported on gravel haul roads, use gravel working pads, and employ other methods to reduce ground disturbance. The contractor should be responsible for protecting the subgrade during construction.

Earthwork planning should include considerations for minimizing subgrade disturbance. We provide the following recommendations if wet-weather construction is considered:

- The ground surface in and around the work area should be sloped so that surface water is directed to a sump or discharge location. The ground surface should be graded such that areas of ponded water do not develop. Measures should be taken by the contractor to prevent surface water from collecting in excavations and trenches. Measures should be implemented to remove surface water from the work areas.
- Earthwork activities should not take place during periods of heavy precipitation.
- Slopes with exposed soils should be covered with plastic sheeting or similar means.
- Site soil should not be left in a disturbed or uncompacted state and exposed to moisture. Sealing surficial soils by rolling with a smooth-drum roller prior to periods of precipitation may reduce the extent to which these soils become wet or unstable.
- Construction activities should be scheduled so that the length of time that soil is left exposed to moisture is reduced to the extent practicable.
- Construction traffic should be restricted to specific areas of the site, preferably areas that are not susceptible to wet-weather disturbance such as haul roads and areas that are adequately surfaced with working pad materials.

- When on-site, moisture-sensitive soils that are wet of optimum are easily disturbed and will not provide adequate support for construction traffic or the proposed structure. The use of granular haul roads and staging areas will be necessary to support heavy traffic during construction. Based on our experience, a 12- to 16-inch-thick mat of imported granular material is sufficient for light staging areas and light staging activities but is not expected to be adequate to support repeated heavy equipment or truck traffic. The thickness of the imported granular material for haul roads and areas with repeated heavy construction traffic should typically be increased to between 18 and 24 inches. The actual thickness of haul roads and staging areas should be determined at the time of construction and based on the contractor's means and methods and, accordingly, should be the contractor's responsibility. The imported granular material should meet the specifications in the "Structural Fill and Backfill" and "Fill Placement and Compaction" sections of this report.
- During periods of wet weather, concrete should be placed as soon as practical after preparing foundation excavations. Foundation bearing surfaces should not be exposed to standing water. Should water infiltrate and pool in the excavation, the water should be removed, and the foundation subgrade should be re-evaluated before placement of reinforcing steel or concrete. Foundation subgrade protection, such as a 3- to 4-inch thickness of imported granular material or lean concrete, may be necessary if footing excavations are exposed to extended wet-weather conditions.

#### **5.4 DEWATERING**

We do not expect groundwater to be a major factor during shallow excavations and earthwork, provided reasonable control measures are in place. Excavations that extend into saturated/wet soil or excavations that extend into seasonal perched groundwater should be dewatered. Sump pumps are expected to adequately address groundwater encountered in shallow excavations. In addition to groundwater seepage, surface water inflow to the excavations during the wet season can be problematic. Provisions for surface water control during earthwork and excavations should be included in the project plans and should be installed prior to commencing earthwork.

#### **5.5 EXCAVATION**

Excavations will be required for the installation of new foundations, utilities, and other earthwork activities. Conventional earthmoving equipment in proper working conditions should generally be capable of making the necessary excavations. Excavations deeper than 4 feet bgs will likely require shoring.

Subsurface conditions consist primarily of fine-grained soil overlying dense gravel. Cobbles and possibly boulders should be anticipated if excavations extend into the gravel unit. Groundwater was not observed at the time of our excavations; however, it is possible that perched groundwater will be present at shallow depths, especially during periods of persistent wet weather. If groundwater is encountered in excavations, sloughing and caving may occur. Accordingly, the contractor should expect to flatten or shore excavations as described below where sloughing and caving is encountered. In addition to safety considerations, caving and loss of ground will increase backfill volumes and can result in damage to adjacent structures or utilities.

Open excavation techniques may be used to excavate trenches with depths between 4 and 8 feet, provided the walls of the excavation are cut at a slope of 1.5H:1V and groundwater seepage is not present. At this inclination, the slopes may ravel and require some ongoing repair. Excavations should be flattened if excessive sloughing or raveling occurs. In lieu of large and open cuts, approved temporary shoring may be used for excavation support. A wide variety of shoring and dewatering systems are available. We recommend the contractor be responsible for selecting the appropriate shoring and dewatering systems.

If box shoring is used, it should be understood that box shoring is a safety feature used to protect workers and does not prevent caving. If the excavations are left open for extended periods of time, caving of the sidewalls will likely occur. The presence of caved material will limit the ability to properly backfill and compact the

trenches. The contractor should be prepared to fill voids between the box shoring and the sidewalls of the trenches with sand or gravel before caving occurs.

If shoring is used, we recommend that the type and design of the shoring system be the responsibility of the contractor, who is in the best position to choose a system that fits the overall plan of operation.

Excavations should not undermine adjacent utilities, foundations, walkways, streets, or other hardscapes unless special shoring or underpinned support is provided. Unsupported excavations should not be conducted within a downward and outward projection of a 1H:1V line from 5 feet outside the edge of an adjacent structural feature.

## **5.6 DRAINAGE CONSIDERATIONS**

### **5.6.1 Temporary**

During earthwork at the site, the contractor should be responsible for the temporary drainage of surface water as necessary to prevent standing water and/or erosion at the working surface. During rough and finished grading of the site, the contractor should keep all pads and subgrade free of ponding water.

### **5.6.2 Surface**

The ground surface should be sloped away from buildings at least 5 percent for a minimum distance of 10 feet measured perpendicular to the face of the wall in accordance with Section 1804.4 of the 2021 International Building Code (IBC). Downspouts or roof scuppers should discharge into a storm drain system that carries collected water to an appropriate stormwater system. Trapped planter areas should not be created adjacent to pavement and structures without providing means for positive drainage (e.g., swales or catch basins).

## **5.7 STRUCTURAL FILL AND BACKFILL**

### **5.7.1 General**

Structural areas include areas beneath foundations, floor slabs, and any other areas intended to support structures or within the influence zone of structures. Fill intended for use in structural areas should meet the criteria for structural fill presented below. All structural fill soils should be free of debris, clay balls, roots, organic matter, frozen soil, man-made contaminants, particles with the greatest dimension exceeding 4 inches (3-inch-maximum particle size in building footprints), and other deleterious materials.

Recommendations for suitable fill material are provided in the following sections.

### **5.7.2 On-Site Soil**

The on-site material should generally be suitable for use as general structural fill, provided it is properly moisture conditioned; free of debris, organic material, and particles over 6 inches in diameter; and meets the specifications provided in Oregon Structural Specialty Code (OSSC) 00330.12 (Borrow Material). The suitability of soil for use as structural fill will depend on the gradation and moisture content of the soil. As the amount of fines in the soil matrix increases, the soil becomes increasingly sensitive to small changes in moisture content, and achieving the required degree of compaction becomes more difficult or impossible.

Laboratory testing indicates that the on-site soil was generally above optimum moisture content at the time of exploration. Significant moisture conditioning (drying) will be required to use on-site soil for structural fill. Accordingly, extended dry weather will be required to adequately condition and place the on-site soil as structural fill. It will be difficult, if not impossible, to adequately compact on-site soil during the rainy season or during prolonged periods of rainfall unless it is cement amended. In general, on-site soil should only be used as structural fill during the dry summer months.

If desired, an experienced geotechnical engineer from Central can determine the suitability of on-site soil encountered during earthwork activities for use as structural fill.

### **5.7.3 Imported Granular Material**

Imported granular material used as structural fill should be pit- or quarry-run rock, crushed rock, or crushed gravel and sand. The imported granular material should also be durable, angular, and fairly well graded between coarse and fine material; should have less than 6 percent passing the U.S. No. 200 sieve (3 percent for retaining walls) by dry weight; and should have at least two mechanically fractured faces.

### **5.7.4 Stabilization Material**

Stabilization material used in staging or haul road areas, in trenches, or for other applications should consist of 4- or 6-inch-minus pit- or quarry-run rock, crushed rock, or crushed gravel and sand and should meet the specifications provided in OSSC 00330.15 (Selected Stone Backfill). The material should have a maximum particle size of 6 inches, should have less than 5 percent dry weight passing the U.S. Standard No. 4 sieve, and should have at least two mechanically fractured faces. The material should be free of organic material and other deleterious materials. Stabilization material should be placed in lifts between 12 and 24 inches thick and compacted to a firm condition.

### **5.7.5 Trench Backfill**

Backfill for pipe bedding and in the pipe zone should consist of well-graded granular material with a maximum particle size of  $\frac{3}{4}$  inch and less than 5 percent passing the U.S. No. 200 sieve. The material should be free of organic matter and other deleterious materials. Further, the backfill should meet the pipe manufacturer's recommendations. Above the pipe zone backfill, Imported Select Structural Fill may be used as described above.

### **5.7.6 Drain Rock Material**

Drain rock should consist of angular, granular material with a maximum particle size of 2 inches. The material should be free of roots, organic material, and other unsuitable material; should have less than 2 percent by dry weight passing the U.S. Standard No. 200 sieve (washed analysis); and should have at least two mechanically fractured faces. Drain rock should be compacted to a well-keyed, firm condition.

### **5.7.7 Aggregate Base Rock**

Imported granular material used as base rock for building floor slabs and pavement should consist of  $\frac{3}{4}$ - or 1-inch-minus material (depending on the application) and meet the requirements in OSSC 00640 (Aggregate Base and Shoulders). The aggregate should have at least two mechanically fractured faces. In addition, the aggregate should have less than 6 percent by dry weight passing the U.S. Standard No. 200 sieve.

### **5.7.8 Asphalt Concrete**

On-site AC should be Level 2,  $\frac{1}{2}$ -inch, dense ACP according to OSSC 00744 (Asphalt Concrete Pavement) and compacted to 91 percent of the maximum specific gravity of the mix, as determined by AASHTO T 209. The minimum and maximum lift thicknesses are 2.0 and 3.5 inches, respectively, for  $\frac{1}{2}$ -inch ACP. Asphalt binder should be performance-graded and conform to PG 64-22 or better.

## **5.8 FILL PLACEMENT AND COMPACTION**

Structural fill should be compacted at moisture contents that are within 3 percent of the optimum moisture content as determined by ASTM International Test Method D1557 (Modified Proctor). The optimum moisture content varies with gradation and should be evaluated during construction. Fill material that is not near the optimum moisture content should be moisture-conditioned prior to compaction.

Fill and backfill material should be placed in uniform, horizontal lifts and compacted with appropriate equipment. The appropriate lift thickness will vary depending on the material and compaction equipment used. Fill material should be compacted in accordance with Table 2. It is the contractor’s responsibility to select appropriate compaction equipment and place the material in lifts that are thin enough to meet these criteria. However, in no case should the loose lift thickness exceed 18 inches. Initial lift thickness over pipe may need to be thicker than 18 inches to prevent damage to the pipe during the application of compactive effort.

A representative from Central should evaluate the compaction of every 2 vertical feet (or less) and 500 cubic yards of fill material placed. Compaction should be evaluated by compaction testing unless other methods are proposed for oversized materials and are approved by Central during construction. These other methods typically involve procedural placement and compaction specifications together with verification requirements such as proof-rolling.

**Table 2. Compaction Criteria**

Fill Type	Compaction Requirements		
	Percent Maximum Dry Density Determined by ASTM Test Method D 1557 at ± 3% of Optimum Moisture		
	0 to 2 Feet Below Subgrade	> 2 Feet Below Subgrade	Pipe Zone
Fine-grained soils (non-expansive)	92	92	----
Imported Granular, maximum particle size < 1½ inch	95	95	----
Imported Granular, maximum particle size 1½ inch to 6 inches (3-inch-maximum under-building footprints)	n/a (proof-roll)	n/a (proof-roll)	----
Retaining Wall Backfill*	92	92	-----
Nonstructural Zones	90	90	90
Trench Backfill**	95	92	90

Note:

\* Measures should be taken to prevent over-compaction of the backfill behind retaining walls. We recommend placing the zone of backfill located within 5 feet of the wall in lifts not exceeding about 6 inches in loose thickness and compacting this zone with hand-operated equipment such as a vibrating plate compactor or a jumping jack.

\*\* Trench backfill placed in nonstructural zones may utilize a reduced compaction requirement of 90 percent.

## **6.0 DESIGN RECOMMENDATIONS**

### **6.1 GENERAL**

The following sections provide our design recommendations for the proposed development. All site preparation and structural fill should be prepared as recommended in the “Construction Recommendations” section.

### **6.2 FOUNDATION SUPPORT RECOMMENDATIONS**

#### **6.2.1 6.2.1 General**

The proposed hotel building can be satisfactorily supported on continuous and isolated shallow foundations bearing on firm, undisturbed native soil or on structural fill overlying native soil.

#### **6.2.2 Dimensions and Capacities**

We recommend conventional shallow foundations be proportioned using a maximum allowable bearing pressure of 2,500 psf for shallow foundations bearing on native soil or on structural fill overlying native soil. This bearing pressure applies to the total of dead and long-term live loads and may be increased by one-third when considering short-term loads such as seismic or wind loads. This is a net bearing pressure, and the weight of the footing and overlying backfill can be ignored when calculating footing sizes.

Continuous wall and isolated spread footings should be at least 14 and 20 inches wide, respectively. The bottom of the exterior column or continuous footings should be at least 18 inches below the adjacent exterior grade. The bottom of the interior footings should be established at least 12 inches below the base of the slab.

#### **6.2.3 Foundation Settlement**

Foundations designed and constructed as recommended are expected to experience settlements of less than 1 inch. Differential settlements of up to one-half of the total settlement magnitude can be expected between adjacent footings supporting comparable loads.

#### **6.2.4 Lateral Resistance**

Lateral loads can be resisted by a combination of friction between the footing and the supporting soil and by the passive lateral resistance of the soil surrounding the embedded portions of the footings. A coefficient of friction between the concrete and soil of 0.35 and a passive lateral resistance corresponding to an equivalent fluid density of 250 pounds per cubic foot (pcf) may be used for design. These values are appropriate for foundation elements that are poured directly against the native soils or surrounded by compacted structural fill.

The passive earth pressure and friction components may be combined, provided the passive component does not exceed two-thirds of the total.

The passive earth pressure value is based on the assumptions that the adjacent grade is level and static groundwater remains below the base of the footing throughout the year. The top 1 foot of soil or backfill should be neglected when calculating passive lateral earth pressures unless the adjacent area is covered with pavement. These lateral resistance values do not include safety factors.

#### **6.2.5 Foundation Subgrade Preparation**

Subgrades beneath proposed structural elements should be prepared as described below and in the “Construction Recommendations” section of this report. We recommend loose or disturbed soil resulting from foundation excavation be removed before placement of reinforcing steel and concrete. Foundation bearing

surfaces should not be exposed to standing water. If water infiltrates and pools in the excavation, the water, along with any disturbed soil, should be removed before placement of reinforcing steel and concrete. A thin layer of imported granular material can be placed at the base of foundation excavations to help protect the subgrade from weather and light foot traffic. The layer thickness for the gravel layer should be determined at the time of construction but is typically 3 to 4 inches. The gravel layer should be compacted as described in the “Fill Placement and Compaction” section.

Observations should also confirm that all loose or soft material, organics, unsuitable fill, prior topsoil zones, and softened subgrades (if present) have been removed. Localized deepening of footing excavations may be required to penetrate debris, fill, or deleterious material.

### **6.3 FLOOR SLABS**

Satisfactory subgrade support for floor slabs on grade supporting up to 100-psf floor loads can be obtained, provided the floor slab subgrade is described in the “Earthwork Recommendations” section of this report. Slabs should be reinforced according to their proposed use and per the structural engineer’s recommendations. Subgrade support for concrete slabs can be obtained from the firm native gravel soil or on structural fill placed over firm native soil.

We recommend that on-grade slabs be underlain by a minimum 6-inch-thickness of aggregate base in order to provide the structural design support for subgrade reaction as described below and to act as a capillary break material to reduce the potential for moisture migration into the slab. The aggregate base section should be placed as recommended in the “Structural Fill and Backfill” and “Fill Placement and Compaction” sections of this report.

If dry on-grade slabs are required, for example at interior spaces where adhesives are used to anchor carpet or tile to the slab, a waterproof liner may be placed as a vapor barrier below the slab. The vapor barrier should be selected by the structural engineer and should be accounted for in the design floor section and mix design selection for the concrete, to accommodate the effect of the vapor barrier on concrete slab curing.

Load-bearing concrete slabs prepared as recommended should be designed assuming a modulus of subgrade reaction ( $k$ ) of 120 psi per inch. This value is for a 1-foot by 1-foot square plate. The coefficient of subgrade reaction for a foundation varies based on its minimum width according to the following equation:

$$k_s = k_{s1} \left[ \frac{B+1}{2B} \right]^2$$

Where  $k_s$  is the coefficient of subgrade reaction,  $k_{s1}$  is the coefficient of subgrade reaction for a 1-foot by 1-foot plate, and  $B$  is the minimum width or lateral dimension of the mat.

We estimate that concrete slabs constructed as recommended will settle less than ½ inch. Floor slab subgrades should be evaluated according to the “Subgrade Evaluation” section of this report.

### **6.4 RETAINING WALLS**

#### **6.4.1 Assumptions**

Our retaining wall design recommendations are based on the following assumptions: (1) walls consist of conventional, cantilevered retaining walls, (2) walls are less than 8 feet in height, (3) the backfill is drained and consists of imported granular materials, and (4) the backfill has a finish slope flatter than 4H:1V. Re-evaluation of our recommendations will be required if the retaining wall design criteria for the project vary from these assumptions.

#### 6.4.2 Wall Design Parameters

For unrestrained retaining walls, an active equivalent fluid pressure of 35 pcf should be used for design. Where retaining walls are restrained from rotation (such as basement walls), an at-rest equivalent fluid pressure of 55 pcf should be used for design. A superimposed seismic lateral force should be calculated based on a dynamic force of  $7H^2$  pounds per lineal foot of wall, where H is the height of the wall in feet, and applied as a distributed load with the centroid located at a distance of 0.6H from the base of the wall.

If surcharges (e.g., structure foundations, concrete slabs, vehicles, steep slopes, terraced walls) are located within a horizontal distance from the back of a wall equal to the height of the wall, additional pressures will need to be accounted for in the wall design. Our office should be contacted for appropriate wall surcharges based on the actual magnitude and configuration of the applied loads. The base of site retaining wall footings should extend a minimum of 12 inches below the lowest adjacent finish grade.

#### 6.4.3 Wall Drainage and Backfill

The above design parameters have been provided assuming back-of-wall drains will be installed to prevent the buildup of hydrostatic pressures behind all walls. If a drainage system is not installed, Central should be contacted for revised design forces.

Backfill material placed behind retaining walls and extending a minimum horizontal distance of H, where H is the height of the retaining wall, should consist of selected granular wall backfill meeting the requirements described in the "Structural Fill and Backfill" section. All wall backfill should be compacted to at least 92 percent of the maximum dry density as obtained from ASTM D1557. Wall backfill in the top 2 feet should be compacted to at least 95 percent of the maximum dry density when under structural areas such as footings, concrete slabs, and pavement.

Perforated collector pipes should be placed at the base of the granular backfill behind the walls. The pipe should be embedded in a minimum 1-foot-wide zone of angular drain rock and the drain rock should be wrapped in a drainage geotextile fabric. The collector pipes should discharge at an appropriate location away from the base of the wall. The discharge pipe should not be tied directly into stormwater drain systems, unless measures are taken to prevent backflow into the drainage system of the wall.

#### 6.4.4 Settlement

Settlement of up to 1 percent of the wall height commonly occurs immediately adjacent to the wall as the wall rotates and develops active lateral earth pressures. Consequently, we recommend that construction of flatwork adjacent to retaining walls be postponed at least 4 weeks after backfilling of the wall, unless survey data indicates that settlement is complete prior to that time.

### 6.5 SEISMIC DESIGN

Seismic design of the proposed hotel should be completed using procedures outlined in American Society of Civil Engineers (ASCE) 7-16, as amended per the 2022 OSSC. Based on subsurface conditions observed in our explorations, mapped geologic conditions, and assuming the structure has a fundamental period of vibration

*From ASCE 7-16 Supplement 3*

Exception: A ground motion hazard analysis not required:

1. Where the values of the parameter  $S_{M1}$  determined by Eq. (11.4-2) is increased by 50% for all applications of  $S_{M1}$  in the standard. And:
2. The resulting value of the parameter  $S_{D1}$  determined by Eq. (11.4-4) shall be used for all applications of  $S_{D1}$  in the standard.

of less than 0.5 seconds, we recommend the site be classified as an ASCE 7-16 Site Class D. Assuming the exceptions of ASCE-7-16 supplement 3 are met, recommended seismic design parameters for code level seismic design in accordance with ASCE 7-16 are presented in Table 3.

If it is desirable to avoid these exceptions, a ground motion hazard analysis would need to be completed for this portion of the site. However, based on the anticipated fundamental periods of the subject structures, performing a ground motion hazard analysis is unlikely to significantly reduce design accelerations.

**Table 3. Recommended ASCE 7-16 Seismic Design Parameters<sup>1</sup>**

ASCE 7-16 Seismic Design Parameter <sup>2</sup>	Recommended Value <sup>1,3</sup>
Site Class	D
Mapped Spectral Response Acceleration at Short Period ( $S_s$ )	0.863 g
Mapped Spectral Response Acceleration at 1 second Period ( $S_1$ )	0.414 g
Site Modified Peak Ground Acceleration ( $PGA_M$ )	0.478 g
Site Amplification Factor at 0.2 second period ( $F_a$ )	1.155
Site Amplification Factor at 1.0 second period ( $F_v$ )	1.886
Site Adjusted Spectral Response Acceleration at Short Period (0.2 second) ( $S_{DS}$ )	0.664 g
Site Adjusted Spectral Response Acceleration at 1 second Period ( $S_{D1}$ )	0.521 g <sup>4</sup>

Notes:

<sup>1</sup> Parameters developed based on Latitude 45.765603° and Longitude -122.866377° using the ASCE Hazards online tool.

<sup>2</sup> Parameters developed based on Risk Category II and Site Class D

<sup>3</sup> Values only valid for structures with a fundamental period of vibration less than 0.5 seconds

<sup>4</sup> Increased by a factor of 1.5 per ASCE 7-16 Supplement 3 Exception 1.

**6.6 PAVEMENT**

We understand new pavement areas include an area for passenger vehicle parking and access drives. Pavement recommendations are for on-site only; please let our office know if pavement recommendations are required for roadways to be maintained by the City of Scappoose. Based on experience with similar projects, we have also included recommendations for fire lanes. Subgrade preparation and the installation of AC and imported granular material should be prepared in accordance with the “Site Preparation” and “Structural Fill and Backfill” sections.

Our pavement recommendations are based on the following assumptions:

- Aggregate base resilient modulus of 20,000 psi.
- Subgrade resilient modulus of 4,500 psi.

- Pavement recommendations are based on a design life of 20 years.
- Initial and terminal serviceability indices of 4.2 and 2.5, respectively.
- Reliability of 85 percent and standard deviation of 0.45.

If any of these assumptions vary from the project design values, our office should be contacted with the appropriate information so that the fire access road design can be revised.

Our pavement design recommendations are summarized in Table 4. All recommended thicknesses are intended to be the minimum acceptable. The recommended design pavement sections are for design traffic loads and are not intended for heavy construction traffic. Construction traffic should not be allowed on newly installed AC or imported granular material or Central can be contacted to provide alternate pavement sections to account for anticipated construction traffic.

**Table 4. Recommended AC Pavement Sections**

Pavement Type	ESAL	Minimum AC Thickness (inches)	Minimum Aggregate Base Thickness (inches)
General Automobile Parking/Drive Aisles	20,000	3.0	9.5
Truck/Fire Lane	80,000	4.0	10.0

Notes:

<sup>1</sup> ESAL = equivalent single-axle load.

Our design assumes that construction will be completed during an extended period of dry weather. Wet-weather construction could require an increased thickness of imported granular material as discussed in the “Subgrade Protection” section.

**7.0 OBSERVATION OF CONSTRUCTION**

Satisfactory earthwork and pavement performance depend to a large degree on the quality of construction. Sufficient observation of the contractor's activities is a key part of determining that the work is completed in accordance with the construction drawings and specifications. Subsurface conditions observed during construction should be compared with those encountered during the subsurface explorations. Recognition of changed conditions often requires experience; therefore, qualified personnel should visit the site with sufficient frequency to determine whether subsurface conditions change significantly from those anticipated.

**8.0 LIMITATIONS OF REPORT**

We have prepared this report for the exclusive use of the Scappoose Hospitality Group and their authorized parties for the project specifically identified in this report only. The report should be provided in its entirety to prospective contractors for bidding and estimating purposes; however, the conclusions and interpretations presented should not be construed as a warranty of the subsurface conditions. Experience has shown that soil and groundwater conditions can vary significantly over small distances. Inconsistent conditions can occur between explorations that may not be detected by a geotechnical study. If, during future site operations,

subsurface conditions are encountered which vary appreciably from those described herein, Central should be notified for review of the recommendations of this report, and revision of such if necessary.

This report is not intended for use by others, and the information contained herein is not applicable to other sites. No other party may rely on the product of our services unless we agree in advance and in writing to such reliance.

We recommend that Central be retained to review the plans and specifications and verify that our recommendations have been interpreted and implemented as intended. Sufficient geotechnical monitoring, testing, and consultation should be provided during construction to confirm that the conditions encountered are consistent with those indicated by explorations. Recommendations for design changes will be provided should conditions revealed during construction differ from those anticipated.

Within the limitations of scope, schedule, and budget, the analysis, conclusions, and recommendations presented in this report were prepared in accordance with generally accepted professional principles and practices in the fields of geotechnical engineering and engineering geology in this area at the time the report was prepared.

### 9.0 SIGNATURES

We appreciate the opportunity to work with you. Please contact us if we can provide additional information or clarification to the items presented in this report.

Central Engineering Services



Jessica Pence, PE  
Project Engineer



EXPIRES: 6/30/2026

Krey Younger, PE, GE  
Principal Engineer

# TECHNICAL MEMORANDUM

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January 19, 2026

Project# 30938

Prepared For: Scappoose Hospitality Group

From: Daniel Child, PE

RE: Extended Stay Hotel – Stormwater Analysis

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## Project Description

The proposed project is located within Lot 3 of the Aero Business Center (Lot 800, Tax Map 30106C0). The project consists of construction of a hotel and associated site development, including parking, drive aisles, landscaping, and onsite stormwater infrastructure improvements. Stormwater runoff from the site will be collected via onsite inlets, piping, and roof drain systems and conveyed to the existing public storm sewer system in NE Wagner Court, consistent with the stormwater management framework previously approved by the City of Scappoose for the Aero Business Center.

## Background and City Approval

Stormwater management for the Aero Business Center was evaluated under the Aero Business Center Stormwater Management Plan prepared by Otak, Inc. This Stormwater Management Plan was reviewed and approved by the City of Scappoose as part of the original Aero Business Center development approvals.

The public storm sewer system located in NE Wagner Court and the downstream stormwater disposal facility located south of Crown Zellerbach Road were constructed in accordance with this City-approved plan and were intended to serve full buildout of the business center, including Lot 3. The proposed development relies on this previously approved stormwater management framework and does not modify the approved discharge location or the overall stormwater management approach established for the Aero Business Center.

## Downstream Stormwater Disposal Facility

The downstream stormwater disposal facility located south of Crown Zellerbach Road was originally constructed in the 1970s by Scappoose Sand and Gravel as part of construction of NE Crown Zellerbach Logging Road, which was used to transport gravel to the river. The facility was constructed as a drainage feature and has historically functioned as a stormwater conveyance and disposal facility.

Based on review of historical aerial imagery and current observations, including Google Earth, the facility is approximately 900 feet long, approximately 70 feet wide at the top, and approximately 20 feet deep, with an estimated 3-foot-wide bottom. The facility is excavated into native gravel deposits and is lined

with mature deciduous vegetation along the banks, indicating long-term stability and established drainage and infiltration conditions.

The downstream City stormwater facility functions as a stormwater disposal and infiltration facility. Runoff conveyed to the facility infiltrates into underlying gravel soils, as documented in the stormwater management approach approved by the City for the Aero Business Center.

There is no documented evidence of flooding, overtopping, or operational failure associated with the facility since its construction. Its long-term performance, physical dimensions, subsurface conditions, and vegetation support its continued function as a stormwater disposal and infiltration feature serving upstream development, including the Aero Business Center.

## Existing Conditions

The project site currently consists of an undeveloped grassy parcel with utility stubs installed as part of the original Aero Business Center infrastructure. Drainage from the site is tributary to the existing public storm sewer system in NE Wagner Court.

As shown in Figure A, the drainage basin for Lot 3 extends beyond the immediate property boundaries and is consistent with the basin extents evaluated in the City-approved Aero Business Center Stormwater Management Plan prepared by Otak (2006) (see attached reference materials). Under the Otak analysis, Lot 3 was assumed to generate a 25-year peak flow of **2.75 cfs** under fully developed conditions. This design flow was used to size the public storm sewer system and the downstream City stormwater disposal facility.

Table 1 summarizes the existing impervious and pervious areas within the Lot 3 extents and a portion of Lot 4 that will be captured by the site as part of a proposed lot line adjustment. The areas listed represent current site conditions and do not reflect the fully developed conditions analyzed in the Otak Stormwater Management Plan.

**Table 1 - Existing Basin Areas**

Basin	Total Area (acres)	Impervious Area (acres)	Pervious Area (acres)
Lot 3 Area	3.15	0.62	2.53
Lot Line Adjustment Area	0.14	0.01	0.13
<b>Total</b>	<b>3.29</b>	<b>0.63</b>	<b>2.66</b>

## Proposed Conditions

The proposed development includes construction of a hotel and associated site improvements, including parking areas, landscaping, and internal circulation. An onsite stormwater collection system consisting of inlets, pipes, and roof drains will collect runoff and convey it to the existing public storm sewer system in NE Wagner Court.

Updated hydrologic analysis indicates that the proposed development will generate a 25-year peak flow of **2.30 cfs**, which is 0.45 cfs lower than the 2.75 cfs peak flow assumed for full buildout of Lot 3 in the City-approved Stormwater Management Plan (Otak, 2006).

Table 2 summarizes the proposed impervious and pervious areas for Lot 3 and the lot line adjustment area.

**Table 2 - Proposed Basin Areas**

Basin	Total Area (acres)	Impervious Area (acres)	Pervious Area (acres)
Lot 3 Area	3.15	2.40	0.75
Lot Line Adjustment Area	0.14	0.08	0.06
<b>Total</b>	<b>3.29</b>	<b>2.48</b>	<b>0.81</b>

## Conveyance

Detailed hydraulic analysis of the onsite stormwater conveyance system, including inlet spacing and pipe sizing, will be completed as part of the construction document phase. The onsite system will be designed to safely convey stormwater runoff to the existing public storm sewer system without surcharge or adverse impacts.

## Conclusion

The proposed development within Lot 3 of the Aero Business Center is consistent with the City-approved Aero Business Center Stormwater Management Plan (Otak, 2006) and the design assumptions used to size the existing public storm sewer system and downstream City stormwater disposal facility. As shown in Figure B, stormwater runoff from the project will be conveyed to the existing public storm sewer system in NE Wagner Court and ultimately discharged to the City's stormwater disposal facility south of Crown Zellerbach Road.

The proposed improvements will generate a 25-year peak flow of **2.30 cfs**, which is below the **2.75 cfs** peak flow assumed for full buildout of Lot 3, confirming that will not negatively impact the City-approved stormwater management system.

## References

- Brant S. Foster, 2006. Stormwater Management Plan for Aero Business Center, Otak, Inc., Lake Oswego, Oregon.



LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26)

February 12, 2026

RETURN TO: N.J. Johnson by February 26, 2026 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Scappoose Hospitality Group, LLC has requested approval of an application for Conditional Use to allow for the construction of a hotel and various site amenities as well as a Property Line Adjustment between the subject site and Tax Lot 700. The site is located at an unaddressed property off NE Wagner Court, southeast of the NE Wagner Court and West Lane Road intersection, on property described as Columbia County Assessor Map #3106-CO-00800.

- 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: DAVE SUKAU

Title: Public Works Director

Signed: [Signature]

Date: 2/13/2026



2/13/2026

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

From: Dave Sukau, Public Works Director

Re: CU 1-26, PLA 1-26

Dear N.J.,

I have reviewed the Land Use Action Referral packet and plans for the proposed hotel.

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.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Sukau".

Dave Sukau

City of Scappoose, Public Works Dept.



LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26) February 12, 2026

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- 6.  We recommend denial of the application. Please see either our comments (below) or attached letter:

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

Name: Chris G. Hueller

Title: Chief of Police

Signed: *Chris G. Hueller*

Date: February 17, 2026



LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26)

February 12, 2026

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

Name: Branden Strahely

Title: Business manager

Signed: [Signature]

Date: 2/18/26



**LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26)**

**Site Address:** Wagner Ct.

Map & Tax Lot: #3106-C0-00800

Description of Proposed Use: Scappoose Hotel Project – 4 stories

Applicant Name(s): Angela Rowe, Scappoose Hospitality Group, LLC

Phone Number: 281-808-5191

Mailing Address: 821 NW 11<sup>th</sup> Avenue #201 Portland, OR 97209

Email: [Angela@scappoosehospitalitygroup.com](mailto:Angela@scappoosehospitalitygroup.com)

This document serves as official comment for the permit application for Tax Map ID No. 3106-C0-00800 in Scappoose, Oregon.

The following requirements are required by Scappoose Fire District:

Any new structure, building, and/or additional on the property shall adhere to any applicable code requirements for occupancy as designated per the Oregon Fire Code and Oregon Structural Specialty Code.

If new development creates a new roadway, the name of this roadway must be approved by the fire district and Columbia 911.

A copy of the Fire Service Agency Review application and the Columbia County Fire Services Fire Apparatus Access Roads & Driveway Standard is included with this response.

**Address**

***Address numbers shall be installed per fire code high on the north and west elevations of the structure.***

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).

**Fire Apparatus Road and Access**

***Knox Box Installation***

506.1 Where required. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official.

**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.

Exceptions:

1. The fire code official is authorized to modify Sections 503.1 and 503.2 where any of the following conditions occur:

1.1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.

1.2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.

1.3. There are not more than two nonsprinklered one- and two-family dwellings or Group R-3 occupancies, or Group U occupancies.

Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3 (See Appendix D). 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. Exception: The fire code official is authorized to modify Sections 503.1 and 503.2 where any of the following applies: 1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3. 2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided. 3. There are not more than two Group R-3 or Group U occupancies (OFC 503.1.1).

**D104.1 Buildings exceeding three stories or 30 feet in height.** Buildings or facilities exceeding 30 feet (9144 mm) or three stories in height shall have not fewer than two means of fire apparatus access for each structure.

**D104.2 Buildings exceeding 62,000 square feet in area.**

Buildings or facilities having a gross building area of more than 62,000 square feet (5760 m<sup>2</sup>) shall be provided with two separate and approved fire apparatus access roads.

Exception: Projects having a gross building area of up to 124,000 square feet (11 520 m<sup>2</sup>) that have a single approved fire apparatus access road where all buildings are equipped throughout with approved automatic sprinkler systems.

**D105.1 Where required.** Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

**D105.3 Proximity to building.** One or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

***Trees shall not be taller than 6 feet along the building perimeter and aerial apparatus road.***

**D105.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.

### **Fire Alarm System and Fire Sprinkler Requirements**

#### **Fire Sprinklers System**

***Install an NFPA 13 complaint fire sprinkler system per the applicable codes and standard editions at time of build.***

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.

#### **Fire Alarm**

***Install an NFPA 72 complaint fire alarm system per the applicable codes and standard editions at time of build.***

[BCD] 907.2 Where required—new buildings and structures. An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.5, unless other requirements are provided by another section of this code.

Not fewer than one manual fire alarm box shall be provided in an approved location to initiate a fire alarm signal for fire alarm systems employing automatic fire detectors or waterflow detection devices. Where other sections of this code allow elimination of fire alarm boxes due to sprinklers, a single fire alarm box shall be installed. For Group R-2 occupancies, the manual fire alarm box shall not be located in an area that is open to the public.

907.2.11.1 Group R-1. Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.
3. In each story within the sleeping unit, including basements. For sleeping units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

### **Fire Hydrants**

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.

### **Landscaping and Sheet L1 – tree height limits**

Sheet L1 shows proposed trees and landscaping, including trees intended as visual screening for the new building. To maintain long-term access for ground and aerial ladder operations to the second and upper floors, the following requirements apply along the building perimeter and aerial apparatus access road:

Sheet L1 shall be revised to ensure landscaping does not interfere with required aerial fire apparatus operations for the proposed four-story hotel. All trees and vertically growing plant material located along the designated aerial fire apparatus access side of the building, and within 10 feet of the edge of the aerial fire apparatus access road on that side, shall be selected and maintained so that their mature height does not exceed 7 feet.

Tree species currently specified on Sheet L1 with listed or typical mature heights exceeding 7 feet (including Acer griseum 'Fireburst' / Fireburst Paperbark Maple, Acer x 'Pacific Sunset' / Pacific Sunset Maple, Ginkgo biloba 'Princeton Sentry', Magnolia grandiflora 'Edith Bogue', and Morella californica / California Wax Myrtle) shall be relocated outside of these restricted zones or replaced within those zones with alternative species that do not exceed 7 feet at maturity.

The landscape plan shall be revised to clearly delineate the restricted-height landscape areas along the building perimeter and aerial apparatus access road and resubmitted for review. These restrictions are necessary to maintain clear laddering and aerial access to the second and upper floors and to prevent future obstruction from trees with mature heights of 18–35 feet as currently listed in the plant schedule.

**Fire Safety During Construction**

During all phases of construction, the project shall comply with the Oregon Fire Code (OFC) Chapter 33, Fire Safety During Construction and Demolition, and NFPA 241. The contractor and owner shall implement an OFC Chapter 33 and NFPA 241 “compliant construction fire safety plan, including designation of a Fire Prevention Program Manager, temporary fire protection measures, and housekeeping procedures appropriate to this multistory hotel project.

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**



LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26)

February 12, 2026

RETURN TO: N.J. Johnson by February 26, 2026 via email at njohnson@scappoose.gov. If you have any questions, please call N.J. Johnson at (503) 543-7184, ext. 403.

REGARDING: Scappoose Hospitality Group, LLC has requested approval of an application for Conditional Use to allow for the construction of a hotel and various site amenities as well as a Property Line Adjustment between the subject site and Tax Lot 700. The site is located at an unaddressed property off NE Wagner Court, southeast of the NE Wagner Court and West Lane Road intersection, on property described as Columbia County Assessor Map #3106-C0-00800.

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- 2.  Please see either our comments (below) or attached letter.
- 3.  We are considering the proposal further and will have comments to you by \_\_\_\_\_.
- 4.  Our board must meet to consider this; we will return their comments to you by \_\_\_\_\_.
- 5.  Please contact our office so we may discuss this.
- 6.  We recommend denial of the application. Please see either our comments (below) or attached letter:

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

Name: Don VanDomeled

Title: Building Official

Signed: [Signature]

Date: 3-2-26

RE: Referral Request: Scappoose Hotel Project

From PIKE Brandon <Brandon.PIKE@odav.oregon.gov>

Date Tue 3/3/2026 4:46 PM

To N.J. Johnson <njohnson@scappoose.gov>

Cc Laurie Oliver Joseph <loliver@scappoose.gov>

1 attachment (2 MB)

Screenshot - Scappoose hotel location.png;

Good afternoon N.J.,

Thanks for looping ODAV in on this, and thank you for your patience. The site shown in this application is a bit farther east than what I looked at last year (see attached). As such, my feedback is a little different than if the site was fully outside the transitional surface.

ODAV has reviewed the proposal and prepared the following comment(s):

1. In accordance with FAR Part 77.9 and OAR 738-070-0060, the proposed development is required to undergo aeronautical evaluations by the [FAA](#) and [ODAV](#). The applicant can use the FAA's [Pre-Screening Tool](#) to determine which proposed structures (including buildings, light poles, cranes, and other tall equipment used during development or maintenance) warrant a *notice of construction*. They are required to provide **separate** notices of construction to both the FAA and ODAV. The applicant should receive the resulting aeronautical determination letters from the FAA and ODAV prior to approval of any building permits.
2. The height of any new structures, trees, and other planted vegetation shall not penetrate FAR Part 77 Imaginary Surfaces, as determined by the FAA and ODAV.
3. The subject property is located partially under the transitional surface of Scappoose Airport. Pursuant to the State of Oregon's Airport Land Use Compatibility Guidebook, some forms of development are not considered compatible land uses when located near a public-use airport. Per Table 3-4: Compatible Land Uses per FAR Part 77 Surfaces and FAA Safety Areas, the following land uses are identified as incompatible developments when located under the transitional surface of public-use airports: residential uses (including transient lodging), places of public assembly, most recreational uses, and resource production and extraction uses. The portion of the structure proposed underneath the transitional surface is deemed incompatible for this reason.

ODAV does not recommend approval of development which is found to be in conflict with the Airport Land Use Compatibility Guidebook. The applicant is advised to contact Brandon Pike, Aviation Planner with ODAV (see contact information below) to discuss potential aviation-related concerns or limitations with the property.

Please reach out if you have questions or concerns. I'm available if the applicant has any questions or wants our input at this stage.

Best,

**BRANDON PIKE**

OREGON DEPARTMENT OF AVIATION (ODAV)

AVIATION PLANNER

PHONE 971-372-1339

EMAIL [brandon.pike@odav.oregon.gov](mailto:brandon.pike@odav.oregon.gov)





LAND USE ACTION REFERRAL (CU 1-26, PLA 1-26)

February 12, 2026

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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: The Port was included in communication and a meeting between Oregon Department of Aviation and the City of Scappoose and have no concern regarding the transitional surface interface with this project and the Port-owned Scappoose Airport. Thank you!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: Sean P. Clark \_\_\_\_\_

Title: Executive Director \_\_\_\_\_

Signed: Sean P. Clark \_\_\_\_\_

Date: 3/4/2026 \_\_\_\_\_

# March 2026



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b> 6pm Council work session 7pm Council meeting	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> Annual Town Meeting 9am at Scappoose High School
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> 7pm Planning Commission	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b> 6pm Council work session 7pm Council meeting	<b>17</b>	<b>18</b>	<b>19</b> Noon Economic Development Committee	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> No Planning Commission	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				

Additional meeting information can be found on our website at [www.scappoose.gov](http://www.scappoose.gov)



# April 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> Council Work Session 6pm  City Council 7pm	<b>7</b>	<b>8</b>	<b>9</b> No Planning Commission	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> Council Work Session 6pm  City Council 7pm	<b>21</b>	<b>22</b>	<b>23</b> No Planning Commission	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		

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