

## Westside Concept Plan Potential Code Amendments

*All edits are preliminary and subject to change.*

*City to determine what standards apply in the Westside Area or city-wide.*

### CHAPTER 17.16 - SITE PLAN REVIEW

*Legislative History: Ord. 1774 (1999); Ord. 1816 (2001); Ord. 1994 (2011); Ord. 2002 (2011); Ord. 2036 (2017)*

#### SECTIONS:

- 17.16.010 Applicability
- 17.16.020 Application Procedure
- 17.16.030 Submittal Requirements
- 17.16.040 Decision Criteria
- 17.16.050 Multi-Family and Group Residential Decision Criteria
- 17.16.051 Cottage Court and Cohousing Development Decision Criteria
- 17.16.053 Townhouse Project Decision Criteria
- 17.16.055 Large-Scale Light Industrial Uses
- 17.16.060 Effect of Approved Site Plan Review Permits
- 17.16.070 Expiration and Extension
- 17.16.080 Appeal

#### **Commentary:**

For sake of brevity, sections that are not proposed to change in any way are not included in this document unless needed for context. They are shown with asterisks (\*\*\*) following the heading for the section.

#### 17.16.010 Applicability.

- A. A site plan review permit shall be required for the following circumstances:
1. New construction.
  2. Expansion, remodel, or exterior alteration of any building or other structure.
  3. Change of use.
  4. Multi-family and group residential.
  5. Removal or fill of over 5,000 cubic yards of land.
  6. Townhouse projects for residential use with 4 or more townhouses in the R-2, R-3, and C-1 Zones.
  - 6.7. Cottage Court and Cohousing developments, except those processed as subdivisions pursuant to HRMC Title 16.

#### **Commentary:**

The applicability sections above and below may need to be clarified, since they currently include a mix of actions and uses. Cottage Court and Cohousing developments are also tricky because in some cases they may be processed as land

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divisions under Chapter 16.08, but if they are developed as rentals or with cooperative ownership they would be processed through site plan review.

- B. Exemptions from site plan review are as follows;
1. Any activity that does not require a building permit and is not considered by the Director to be a change in use.
  2. Any activity on the exterior of a building that does not exceed ten percent (10%) of the structure's total cost, fair market value, or \$75,000, whichever is less, as determined by the building official.
  3. Interior work which does not alter the exterior of the structure or effect parking standards by increasing floor area.
  4. Normal building maintenance including the repair or maintenance of structural members.
  5. ~~All Residential development, except multi-family and group residential, as provided above~~ uses other than those listed in (A), above.

17.16.020 Application Procedure. \*\*\*

17.16.030 Submittal Requirements. \*\*\*

17.16.040 Decision Criteria. These criteria apply to all site plan review except Multi-Family and Group Residential projects, which are subject to HRMC 17.16.050; Cottage Court and Cohousing development projects, which are subject to HRMC 17.16.051; Townhouse projects with townhouse buildings of 4 or more townhouses in the R-3 and C-1 Zones or townhouse projects in C-2 Zone, which are subject to HRMC 17.16.053; and Large Scale Light Industrial Uses, which are subject to HRMC 17.16.055.

- A. **Natural Features:** Significant natural features shall be protected to the maximum extent feasible. Where existing natural or topographic features are present, they shall be used to enhance the development. The use of small streams in the landscaping design shall be encouraged rather than culvert and fill. Existing trees and large woody plants shall be left standing except where necessary for building placement, sun exposure, safety, or other valid purpose. Vegetative buffers should be left along major street or highways, or to separate adjacent uses. The use should have minimal adverse impacts on the land and water quality. Possible impacts to consider may include pollution, soil contamination, siltation, and habitat degradation or loss.
- B. **Air Quality:** The use shall have minimal or no adverse impact on air quality. Possible impacts to consider include smoke, heat, odors, dust, and pollution.
- C. **Grading:** Any grading, contouring, on-site surface drainage, and/or construction of on-site surface water storage facilities shall take place so that there is no adverse effect on neighboring properties, public rights-of-way, or the public storm drainage system.

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Graded areas shall be replanted as soon as possible after construction to prevent erosion. A construction erosion control plan shall be required.

- D. **Public Facilities:** Adequate capacity of public facilities for water, sanitary sewers, storm drainage, fire protection, streets, and sidewalks shall be provided to the subject parcel. Development of on-site and off-site public facilities necessary to serve the proposed use shall be consistent with the Comprehensive Plan and any adopted public facilities plan(s). Underground utilities shall be required. Connection to Oregon Department of Transportation (ODOT) stormwater facilities will require a permit from ODOT District 2C. On-site detention or treatment of stormwater may be required by ODOT.
- E. **Traffic and Circulation:** The following traffic standards shall be applicable to all proposals:
  - 1. **Traffic Impact Analysis:** The applicant will be required to provide a Traffic Impact Analysis prepared by an Oregon licensed traffic engineer or a Transportation Assessment Letter pursuant to Section 17.20.060.
- F. **Storage:** All outdoor storage areas and garbage collection areas shall be screened through the use of vegetative materials or appropriate fencing.
- G. **Equipment Storage:** Design attention shall be given to the placement or storage of mechanical equipment so as to be screened from view and that an adequate sound buffer will be provided to meet, at a minimum, the requirements of the noise ordinance.
- H. **Compatibility:** The height, bulk, and scale of buildings shall be compatible with the site and buildings in the surrounding area. Use of materials should promote harmony with surrounding structures and sites.
- I. **Design:** Variety of detail, form, and siting should be used to provide visual interest. A single uninterrupted length of facade shall not exceed 100 feet. Buildings shall utilize at least three (3) of the following architectural elements to provide architectural variety:
  - 1. Massing
  - 2. Offsets
  - 3. Materials
  - 4. Windows
  - 5. Canopies
  - 6. Pitched or terraced roof forms
  - 7. Other architectural elements
- J. **Orientation:** Buildings shall have their orientation toward the street rather than the parking area, whenever physically possible.

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- K. **Parking:** Parking areas shall be located behind buildings or on one or both sides, whenever physically possible.

### 17.16.050 Multi-Family and Group Residential Decision Criteria.

**Commentary:**

The decision criteria below are not clear and objective, as required under Oregon's statutes and administrative rules for needed housing; however, addressing this issue is outside the scope of this project.

- A. **Natural Features:** Significant natural features shall be protected to the maximum extent feasible. Where existing natural or topographic features are present, they shall be used to enhance the development. The use of small streams in the landscaping design shall be encouraged rather than culvert and fill. Existing trees and large woody plants shall be left standing except where necessary for building placement, sun exposure, safety, or other valid purpose. Vegetative buffers should be left along major street or highways, or to separate adjacent uses. The use should have minimal adverse impacts on the land and water quality. Possible impacts to consider may include pollution, soil contamination, siltation, and habitat degradation or loss.
- B. **Grading:** Any grading, contouring, on-site surface drainage, and/or construction of on-site surface water storage facilities shall take place so that there is no adverse effect on neighboring properties, public rights-of-way, or the public storm drainage system. Graded areas shall be replanted as soon as possible after construction to prevent erosion. A construction erosion control plan shall be required.
- C. **Public Facilities:** Adequate capacity of public facilities for water, sanitary sewers, storm drainage, fire protection, streets, and sidewalks shall be provided to the subject parcel. Development of on-site and off-site public facilities necessary to serve the proposed use shall be consistent with the Comprehensive Plan and any adopted public facilities plan(s). Underground utilities shall be required. Connection to Oregon Department of Transportation (ODOT) stormwater facilities will require a permit from ODOT District 2C. On-site detention or treatment of stormwater may be required by ODOT.
- D. **Traffic and Circulation:** The following traffic standards shall be applicable to all proposals:
1. **Traffic Impact Analysis:** The applicant will be required to provide a traffic impact analysis prepared by an Oregon licensed traffic engineer or a Transportation Assessment Letter pursuant to Section 17.20.060 unless waived by the City Engineer.

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- E. **Storage:** All outdoor storage areas and garbage collection areas shall be screened through the use of vegetative materials or appropriate fencing.
- F. **Equipment Storage:** Design attention shall be given to the placement or storage of mechanical equipment so as to be screened from view and provide a sound buffer that meets the minimum requirements of the noise ordinance.
- G. **Design:** Variety of detail, form, and siting should be used to provide visual interest. A single uninterrupted length of facade shall not exceed 100 feet. Buildings shall utilize at least three (3) of the following architectural elements to provide architectural variety:
  - 1. Massing
  - 2. Offsets
  - 3. Materials
  - 4. Windows
  - 5. Canopies
  - 6. Pitched or terraced roof forms
  - 7. Other architectural elements
- H. **Orientation:** Buildings shall have their orientation toward the street rather than the parking area, whenever physically possible.
- I. **Parking:** Parking areas shall be located behind buildings or on one or both sides, whenever physically possible.

### **Commentary:**

In the long run, it may be simpler to put the use-specific site and building standards below somewhere else (e.g. 17.04 or their own chapter) and keep the approval criteria more generic. For now, we have followed the existing pattern and added a new section for Cottage Court developments (below) that mirrors the approach for townhomes (17.16.053).

### 17.16.051 Cottage Court and Cohousing Development Decision Criteria Decision Criteria for Cottage Court and Cohousing developments:

A. Compliance with Development Standards: The proposed development complies with the applicable development standards in HRMC 17.04, the requirements of the applicable zone and other applicable requirements of this Title.

B. Grading: Any grading, contouring, on-site surface drainage, and/or construction of on-site surface water storage facilities shall be in accordance with Section 4.3 Grading and

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Erosion Control of the City's adopted Engineering Standards. Graded areas shall be replanted as soon as possible after construction to prevent erosion.

C. Transportation Circulation and Access Management: The application is in compliance with the applicable requirements of Chapter 17.20 including provision of a Traffic Impact Analysis or a Transportation Assessment Letter pursuant to Section 17.20.060 unless waived by the City Engineer.

D. Storage: All outdoor storage areas and garbage collection areas shall be screened through the use of vegetative materials or appropriate fencing.

### 17.16.053 Townhouse Project Decision Criteria

Decision Criteria for townhouse projects for residential use with 4 or more townhouses in the R-2, R-3, and C-1 Zones:

A. Compliance with Townhouse Standards: The proposed townhouse project complies with the townhouse standards in HRMC 17.19, the requirements of the applicable zone and other applicable requirements of this Title.

B. Grading: Any grading, contouring, on-site surface drainage, and/or construction of on-site surface water storage facilities shall be in accordance with Section 4.3 Grading and Erosion Control of the City's adopted Engineering Standards. Graded areas shall be replanted as soon as possible after construction to prevent erosion.

C. Transportation Circulation and Access Management: The application is in compliance with the applicable requirements of Chapter 17.20 including provision of a Traffic Impact Analysis or a Transportation Assessment Letter pursuant to Section 17.20.060 unless waived by the City Engineer.

D. Storage: All outdoor storage areas and garbage collection areas shall be screened through the use of vegetative materials or appropriate fencing.

### 17.16.055 Large-Scale Light Industrial Uses \*\*\*

### 17.16.060 Effect of Approved Site Plan Review Permit. \*\*\*

### 17.16.070 Expiration and Extension \*\*\*

### 17.16.080 Appeal. \*\*\*