CITY OF HOOD RIVER
LAND USE APPLICATION INSTRUCTIONS & TIMELINE

1. **Review Required:** The attached application is required by the Hood River Municipal Code ("Code") for review of your proposed development. Review is required to make sure that your proposal complies with the applicable provisions of the Code and that there are adequate capacities of public facilities to meet the needs of your development.

2. **Pre-Application Conference:** Prior to submitting your application, you may be required to attend a pre-application conference with city staff to discuss applicable standards and criteria of the Code, and submittal requirements to make your application complete. Pre-application conferences typically are scheduled approximately 4 weeks after submittal of an application and fee. You also may be required to conduct a neighborhood meeting (mandatory for subdivisions and PUDs).

3. **Application Submittal:** Applications may be mailed or submitted in person to the City of Hood River Planning Department at City Hall, 211 2nd Street, Hood River, OR 97031. The following *must* be included in your application packet:
    - Completed application form with property owner signature
    - All required materials listed in the application form
    - Application fee
    - Electronic copy of application materials (original .pdf, not scanned) and one (1) paper copy of application and all support materials

    It is the applicant's responsibility to demonstrate the proposal meets standards & approval criteria.

4. **Completeness Review (≤ 30 days):** Upon submittal, your application will be reviewed for completeness within 30 days. Completeness is based upon the requirements of State law (ORS 227.178) and the requirements in the Code for your development proposal. It is the applicant's responsibility to provide written findings and materials to demonstrate the application complies with the applicable approval criteria and standards.

5. **Incomplete Applications (> 30 days):** If the Planning Department determines that your application is "incomplete," you will be informed in writing and provided with a list of missing or incomplete materials and options for completing the application. Refusal to submit all or some of the missing information could limit the city's ability to approve your application. Incomplete applications become void 181 days after submittal (ORS 227.178).

6. **Complete Applications:** If the Planning Department staff determines that an application is "complete," you will be informed in writing and the review process will begin.

7. **Review Process (≤ 120 days):** Review of your application may be administrative, with no public hearing, or it may be quasi-judicial, with a public hearing. For quasi-judicial review, applicants are required to attend the public hearing. Notice of the application or public hearing will be mailed to neighboring property owners for comment.

8. **Decision:** A decision with findings and conditions of approval will be issued after a public comment period and public hearing (if applicable). All land use decisions are subject to an appeal process. A final decision is expected within 120 days after an application is deemed complete pursuant to ORS 227.178.

If you have questions about this process, please call the Planning Department at (541) 387-5210. Application forms, the City's Code and other useful information are available at the Planning Department's website: http://ci.hood-river.or.us/planning

File No.: _____
Fee: _____
Date Submitted: _____

CITY OF HOOD RIVER
PLANNED DEVELOPMENT APPLICATION

Submit the completed application form **with one (1) copy of all application materials including full- and reduced sized plans and a detailed written analysis of each applicable criteria, one electronic copy (original .pdf) and appropriate fees** to the City of Hood River Planning Department, 211 2nd St., Hood River, OR 97031. Please note the review criteria attached to this application. If you have any questions, please contact the Planning Department at (541) 387-5210.

APPLICANT: ***(attach a copy of title or purchase contract if applicable*)***

Name: _____

Address: _____
(physical)

_____

(mailing) _____

_____

(email) _____

Telephone: _____ Cell Phone: _____

Signature: _____

PARCEL OWNER: (if different than applicant)

Name: _____

Address: _____
(mailing)

_____

Telephone: _____ Cell Phone: _____

Signature: _____

Authorization of parcel owner required.

PARCEL INFORMATION:

Township _____ Range _____ Section _____ Tax Lot(s) _____

Current Zoning: _____ Parcel Size: _____

Property Location (cross streets or address): _____

PUD INFORMATION: Project Name:_____

Type of PUD: Commercial ☐ Residential ☐ Mixed Use ☐ Proposed # of Units: _____

Bonus Density Requested : NO ☐ YES ☐ # of units: _____

30% Open Space Requirement fulfilled? YES ☐ NO ☐ Reason: _____

Neighborhood Meeting Requirement fulfilled? YES ☐ Date: _____ NO ☐ Reason: _____

PLANNED DEVELOPMENT APPLICATION SUBMITTAL REQUIREMENTS:

A. **Pre-Application Conference.** Prior to submittal of a Planned Development application, the applicant shall attend a pre-application conference.

B. **Neighborhood Meeting.** Prior to submittal of a Planned Development application, the applicant shall host a neighborhood meeting pursuant to HRMC 17.09.130.

C. **General Submittal Requirements.** The application shall contain all of the following:
   1. Application form and fee.
   2. Written verification of the date, time, attendance and outcome of the neighborhood meeting, as well as a copy of the notice, official mailing list and affidavit of mailing.
   3. A written statement of planning objectives to be achieved by the Planned Development. Include a description of the character of the proposed development and the rationale behind the assumptions and choices made by the applicant.
   4. A development schedule indicating the approximate dates when construction, including phasing, is expected to be initiated and completed. The statement should include the anticipated dates when each stage will be completed; and the area, location, and degree of development of common open space that will be provided at each stage.
   5. A statement of the applicant's intentions with regard to the future selling or leasing of all or portions of the Planned Development.
   6. A written narrative explaining how the proposal complies with the applicable approval criteria including the PUD requirements of HRMC 17.07.080(B), the PUD criteria of HRMC 17.07.090, the Conditional Use Permit criteria of HRMC 17.06.030, and the Site Plan Review decision criteria specified in HRMC 17.16. If land division is proposed, the narrative must also explain how the development complies with the general approval criteria of HRMC 16.08.020(C) as well as the general design and improvement standards of HRMC 16.12.
   7. A preliminary development plan, as specified below.

D. **Preliminary Development Plan Submittal Requirements.** All plans shall be prepared to scale (e.g. 1 inch = 20 feet). The preliminary development plan shall include the following information, unless an exception is granted by the Planning Director:
   1. An existing conditions map (see checklist below);
   2. A preliminary development plan (see checklist below);
   3. A grading plan (see checklist below);
   4. If land division is proposed, a preliminary partition or subdivision plat;
   5. If no land division is proposed, a map showing other methods of segregating land for management, use or allocation purposes;
   6. Designation of areas proposed to be conveyed, dedicated, or reserved for public streets, parks, parkways, playgrounds, school sites, public buildings, and similar public and semi-public uses;
   7. A plot plan for each building site and common open space area, showing the approximate location of buildings, structures, and other improvements and indicating the open space around building and structures;
   8. A circulation diagram depicting off-street parking and loading, and indicating proposed movement of vehicles, goods, and pedestrians within the Planned Development and to and from thoroughfares. Any special engineering features and traffic regulation devices shall be shown;
   9. A landscaping plan;
   10. Elevation and perspective drawings of proposed structures with enough detail to show design features;
   11. A copy of all existing or proposed restrictions or covenants;
   12. A preliminary stormwater management plan (as determined by the City Engineer);
   13. A traffic impact analysis (as determined by the City Engineer); and
   14. A geotechnical analysis (as determined by the City Engineering and Building Official).

EXISTING CONDITIONS MAP: The plan accompanying the application shall include the following information. **Please use this as a check-list to make sure your application is complete.**

- ☐ 1. Date, north arrow, and scale of drawing. Drawings shall be at a scale of 1 inch = 20 feet unless otherwise authorized by the City Engineer;
- ☐ 2. Location of the development sufficient to determine its location in the city, the dimensions and orientation of its boundaries, and the legal description of the site;
- ☐ 3. Names, addresses, and telephone numbers of the owner(s), designer(s), and engineer(s) or surveyor(s), if any, and the date of any survey;
- ☐ 4. Streets: Location, name, present width of all streets, alleys, rights-of-way, sidewalks, and pedestrian and multi-use pathways on- and abutting the site;
- ☐ 5. Easements: Width, location, and purpose of all existing easements of record on- and abutting the site;
- ☐ 6. Utilities: Location and identity of all utilities on and abutting the site. If water mains and sewers are not on or abutting the site, indicate the direction and distance to the nearest lines;
- ☐ 7. The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes);
- ☐ 8. Ground elevations shown by contour lines at two (2) foot intervals for ground slopes of less than ten percent (10%), or at five (5) foot vertical intervals for ground slopes exceeding ten percent (10%). Such ground elevations shall be related to some established bench mark or other datum approved by the County Surveyor. This requirement may be waived when grades, on average, are less than one percent (1%). When contours are not shown, a reasonable number of spot elevations, as determined by the City Engineer, may be required;
- ☐ 9. Potential natural hazard areas including any flood plains, areas subject to high water, landslide areas, and areas having a high erosion potential;
- ☐ 10. Sensitive lands including wetlands, streams, wildlife habitat, significant trees and shrubs (Section 16.12.040), and other areas identified by the City or natural resource regulatory agencies as requiring protection;
- ☐ 11. Site features including existing structures, pavement, and drainageways;
- ☐ 12. Designated historic and cultural resources on the site and adjacent parcels or lots;
- ☐ 13. The location, size, and species of trees having a caliper (diameter) of four (4) inches or greater at four (4) feet above grade; and,
- ☐ 14. A description of other elements on the site or in the surrounding area which will assist in evaluation of the proposal
- ☐ 15. Other information as deemed appropriate by the Planning Director.

PRELIMINARY DEVELOPMENT PLAN: The plan accompanying the application shall include the following information. **Please use this as a check-list to make sure your application is complete.**

- ☐ 1. Name of proposed development;
- ☐ 2. Date, north arrow, and scale of drawing. Drawings shall be at a scale of 1 inch = 20 feet unless otherwise authorized by the City Engineer;
- ☐ 3. Names, addresses, and telephone numbers of the owners, designer, and engineer or surveyor, if any, and the date;
- ☐ 4. Dimensions and orientation of the subject property;
- ☐ 5. Streets: Location, name, width of all existing and proposed streets, alleys, rights-of-way, sidewalks, and pedestrian and multi-use pathways on- and abutting the site;
- ☐ 6. Easements: Width, location, and purpose of all existing and proposed easements of record on- and abutting the site;
- ☐ 7. Utilities: Location, size and type of all existing and proposed utilities on and abutting the site;
- ☐ 8. Location and height of existing and proposed buildings and structures;
- ☐ 9. Location and dimensions of points of entry and exit, as well as internal circulation patterns for vehicular, pedestrian and bicycle traffic;
- ☐ 10. Location and dimensions of parking, loading and delivery facilities;
- ☐ 11. Location of existing and proposed walls and fences, and description of their height and materials;
- ☐ 12. Location, type and intensity of existing and proposed exterior lighting;
- ☐ 13. Location and size of existing and proposed exterior signs;
- ☐ 14. Location of landscaped areas, including percentage of total area;
- ☐ 15. Location, species and size of trees greater than four (4) inches in diameter (measured four feet above the ground), and designation of trees to be retained and removed;
- ☐ 16. Natural drainage areas and other significant natural features;
- ☐ 17. Percentage of the lot covered by all proposed and remaining structures, and other impervious surfaces; and
- ☐ 18. A description of other elements on the site or in the surrounding area which will assist in evaluation of the proposal.

GRADING PLAN: The plan accompanying the application shall include the following information.

- ☐ 1. Existing topographic contours at two-foot intervals (five-foot intervals may be allowed on slopes greater than 10%) in a light shade.
- ☐ 2. Proposed topographic contours at two-foot intervals (five-foot intervals may be allowed on slopes greater than 10%) in a dark shade.
- ☐ 3. Location, species and size of trees greater than four (4) inches in diameter (measured four feet above the ground), and designation of trees to be retained and removed.
- ☐ 4. Sensitive lands including wetlands, streams, and other areas identified by the City or natural resource regulatory agencies as requiring protection; and
- ☐ 5. Proposed methods of erosion control.

PRELIMINARY SUBDIVISION AND PARTITION PLAT REQUIREMENTS (16.08.020)

A. **Preliminary Plat Information.** In addition to the general information described in 16.08.020(A), the preliminary plat application shall consist of drawings and supplementary written material (i.e., on forms and/or in a written narrative) adequate to provide the following information:

1. **General information:**
   a. Name of subdivision (not required for partitions). This name must not duplicate the name of another subdivision in the county in which it is located (please check with County surveyor);
   b. Date, north arrow, and scale of drawing. Drawings shall be at a scale of 1:20 unless otherwise authorized by the City Engineer;
   c. Location of the development sufficient to define its location in the City, boundaries, and a legal description of the site;
   d. Names, addresses, and telephone numbers of the owners, designer, and engineer or surveyor, if any, and the date of the survey; and
   e. Identification of the drawing as a "preliminary plat".

3. **Proposed improvements:**
   a. Public and private streets, tracts, driveways, open space and park land; location, names, right-of-way dimensions, approximate radius of street curves; and approximate finished street center line grades. All streets and tracts which are being held for private use and all reservations and restrictions relating to such private tracts shall be identified;
   b. Location, width, and purpose of all easements;
   c. Lots and private tracts (e.g., private open space, common area, or street): approximate dimensions, area calculation (e.g., in square feet), and identification numbers for all lots and tracts;
   d. Proposed uses of the property, including all areas proposed to be dedicated to the public or reserved as open space for the purpose of surface water management, recreation, or other use;
   e. Proposed improvements, as required by Chapter 16.12, and timing of improvements (e.g., in the case of streets, sidewalks, street trees, utilities, etc.);
   f. The proposed source of domestic water;
   g. The proposed method of sewage disposal;
   h. Method of surface water drainage and treatment if required;
   i. The approximate location and identity of other utilities, including the locations of street lighting fixtures;
   j. Proposed railroad crossing or modifications to an existing crossing, if any, and evidence of contact with Oregon Department of Transportation (ODOT) related to proposed railroad crossing(s);
   k. Changes to streams or other water courses. Provision or closure of public access to these areas shall be shown on the preliminary plat, as applicable;
   l. Identification of the base flood elevation for development in areas prone to inundation. Evidence in writing of contact with the Federal Emergency Management Agency (FEMA) to initiate a flood plain map amendment shall be required when development is proposed to modify a designated 100-year flood plain;
   m. Evidence of contact with Oregon Department of Transportation (ODOT) for any development requiring access to a highway under the State's jurisdiction;
   n. Evidence in writing of contact with the applicable natural resource regulatory agency(ies) for any development within or minimum of 200 feet adjacent to jurisdictional wetlands or other regulated water resources;
   o. Street trees plan; and
   p. Future street plan in accordance with Section 16.12.020(K).

CHAPTER 17.06 - CONDITIONAL USES

Legislative History: Ord. 1488 (1980); Ord. 1667 (1992); Ord. 1668 (1992); Ord. 1669 (1992); Ord. 1670 (1992); Ord. 1691 (1993); Ord. 1695 (1994); Ord. 1721 (1996); Ord. 1774 (1999); Ord. 1816 (2001)

SECTIONS:

17.06.005 Purpose
17.06.010 Applicable Procedures
17.06.020 Application and Plan Requirements
17.06.030 Approval Criteria
17.06.035 Appeals
17.06.040 Time Limit on a Permit for a Conditional Use
17.06.050 Limitation on Reapplication
17.06.060 Revocation of Conditional Use Permit

17.06.005 Purpose. A conditional use permit is a mechanism by which the city may require specific conditions of development or of the use of land to ensure that designated uses or activities are compatible with other lawful uses in the same zone and in the vicinity of the subject property.

17.06.010 Applicable Procedures. The City shall process conditional use applications in accordance with *Review Procedures* (Chapter 17.09) and the following:

1. Pre-application Conference: Prior to submittal of a conditional use permit, application, the applicant or applicant's representative shall attend a pre-application conference.
2. Application: An applicant may submit an application for a conditional use permit at any time after completion of a required pre-application conference. The applicant shall submit a complete application as specified in application and plan requirements section of this chapter.
3. Quasi-Judicial Conditional Use: Applications shall be processed as a Quasi-Judicial application as set forth in the Quasi-Judicial Actions provisions (Section 17.09.040).
4. Changes: Changes to an approved or pre-existing conditional use that does not increase the density or impact of the use may be approved by the Planning Director. Changes that the Planning Director determines will increase the density or impact of the use shall be referred to the Planning Commission for a public hearing in accordance with the provisions of this chapter. Prior to review, a plan showing the desired changes must be submitted to the Planning Department.
5. Change in Use: As used in this chapter, change in use shall include, at a minimum, expansion of the use, expansion or alteration of the structure or developed area, change in the functional nature of the use, and/or change in the type of use.

17.06.020 Application and Plan Requirements

A. An application for a conditional use permit shall be submitted by the owner of the subject property, or shall be accompanied by the owner's written authorization, on a form prescribed by the City and accompanied by the required filing fee. The application shall include a plan or drawing meeting the requirements below and a narrative explaining how the applicable criteria are satisfied or will be satisfied through conditions.

B. The plan or drawing accompanying the application shall include the following information:
   1. Dimensions and orientation of the parcel.

2. Locations and heights of buildings and structures, both existing and proposed. Scaled elevation drawings and photographs shall be required.
3. Location and layout of parking and loading facilities, including bicycle parking required pursuant to 17.20.040.
4. Location of points of entry and exit and internal circulation patterns for vehicular and non-vehicular traffic in compliance with the requirements of Chapter 17.20.
5. Location of existing and proposed wall and fences and indication of their height and materials.
6. Proposed location and type of exterior lighting.
7. Proposed location and size of exterior signs.
8. Site specific landscaping, including percentage of total net area.
9. Location and species of trees greater than six (6) inches in diameter when measured four (4) feet above the ground, and an indication of which trees are to be removed.
10. Topographic map of the subject property using two (2) foot contour intervals (five (5) foot contour intervals may be allowed on steep slopes).
11. Natural drainage and other significant natural features.
12. Legal description of the lot.
13. Percentage of the lot covered by all proposed and remaining structures, to include asphalt concrete and Portland Cement Concrete.
14. Locations and dimensions of all easements and nature of the easements.
15. Service areas for uses such as loading and delivery.
16. Grading and drainage plan.
17. Other site elements that will assist in evaluation of the proposed use.
18. A brief narrative on the nature of the activity shall accompany the site plan including the number of employees, the method of import and export, the hours of operation including peak times, and plans for future expansion.

17.06.030 Approval Criteria. A conditional use shall be granted if the Planning Commission finds that the proposed use conforms, or can be made to conform through conditions, with the following approval criteria. For purposes of this chapter, the surrounding area includes all property within the applicable notice area for a use. In addition, any property beyond the notice area may be included in the surrounding area if the hearing authority finds that it may be adversely impacted by the proposed use.

1. Conditional Uses: Conditional uses are subject to *Site Plan Review Decision Criteria* (Chapter 17.16) in addition to the following:
2. Impact: The location, size, design, and operating characteristics of the proposed use shall be made reasonably compatible with, and have minimal adverse impact on, the lawful development of abutting properties and the surrounding area, with consideration given to:
    a. Any harmful effects on desirable neighborhood characteristics and livability.
    b. Bicycle and pedestrian circulation, access and safety.
3. Nuisance: The use shall not generate significant off-site nuisance conditions including, but not limited to, noise, glare, odor, or vibrations.
4. Plan Consistency: The proposal shall be consistent with the Comprehensive Plan and the requirements of the Zoning Ordinance.
5. Scale: The site must be physically capable of accommodating the proposed use, including any needed landscaping, parking, and other requirements. The building size, shape, and/or location may be changed if needed to assure the physical capability of the site.

6. Transportation: Adequate transportation facilities are available to serve the conditional use in terms of the function, capacity, and level of service identified in the Transportation System Plan (TSP).

7. Landscaping: Landscaping shall be in conformance with the landscape regulations of this title.

8. Performance Bonds: When needed to ensure performance of special conditions, bonds or other acceptable securities shall be required.

9. Burden of Proof: The applicant shall bear the burden of showing how the proposed use does conform or can be made to conform through conditions.

10. Final Plans: If the conditional use is approved, detailed final plans shall be submitted which indicate conformance to the conditions. The final plans shall be subject to approval by the City.

17.06.035 Appeals. Final decisions on conditional use permits may be appealed in accordance with the *Appeal Procedures* (Section 17.09.070) of this ordinance.

17.06.040 Time Limits on a Permit for a Conditional Use. The conditional use permit is valid for a period of two (2) years from the written notice of the final decision, or the decision on an appeal, whichever is later.

A single one (1) year extension may be granted by the director prior to the expiration date if the applicant can demonstrate that circumstances or conditions, not known or foreseeable at the time of original application, warrant an extension of the permit. The extension request must be received by the department no later than thirty (30) days prior to the expiration of the permit.

17.06.050 Limitation on Reapplication. No conditional use application shall be considered by the Planning Commission within a six (6) month period immediately following a previous denial of such request. An application may be denied without prejudice and a waiver of the six (6) month restriction granted. If conditions have changed to an extent that further consideration of an application is warranted, the hearing body, on its own motion, may consider new evidence and waive the six (6) month restriction.

17.06.060 Revocation of a Conditional Use Permit

A. Any conditional use permit shall be subject to denial or revocation by the Planning Commission if the application includes or included any false information, or if the conditions of approval have not been complied with or are not being maintained.

B. In order to consider revocation of a conditional use permit, the Planning Commission shall hold a public hearing as prescribed under *Review Procedures* (Chapter 17.09) of this title in order for the holder of a conditional use permit to show cause why the permit should not be revoked.

C. If the Planning Commission finds that the conditions of approval have not been complied with or are not being maintained, a reasonable time shall be given for making corrections. If corrections are not made, revocation of the conditional use permit shall become effective ten (10) days after the time specified.

D. Reapplication for a conditional use which has been revoked cannot be made within one (1) year after the date of the Planning Commission's action, except that the Planning Commission

may allow a new application to be considered if new evidence or a change in circumstances warrants it.

E. Abandonment of the use for over twenty-four (24) consecutive months shall void the conditional use. A single one (1) year extension may be granted by the director prior to the expiration date if the applicant can demonstrate that circumstances or conditions, not known or foreseeable at the time of original application, warrant an extension of the permit. The extension request must be received by the department no later than thirty (30) days prior to the expiration of the permit. If part of the conditional use is still being utilized, an additional conditional use will need to be obtained in order for expansion of the use.

CHAPTER 17.07 PLANNED DEVELOPMENTS

Legislative History: Ord. 1488 (1980); Ord. 1774 (1999); Ord. 1806 (2001); Ord. 1904 (2006); Ord. 1918 (2006); Ord. 1924 (2006); Ord. 1994 (2011)

SECTIONS:

17.07.010 Purpose
17.07.020 Applicability
17.07.030 Applicable Procedures
17.07.040 Applicability in Commercial and Industrial Zones
17.07.050 Allowed Uses
17.07.060 Applicability of the Base Zone Development Standards
17.07.070 Private Streets
17.07.080 Preliminary Development Plan Submission Requirements
17.07.090 Approval Criteria
17.07.100 Shared Open Space
17.07.110 Noncompliance and Bonding

17.07.010 Purpose. The purposes of the planned development are:

1. To provide a means for creating planned environments that are equal or better than that resulting from traditional lot-by-lot land use development, through the application of flexible standards such as zero-lot lines, narrower streets, and other innovative planning practices;
2. To facilitate the efficient use of land;
3. To promote an economic arrangement of land use, buildings, circulation systems, open space, and utilities;
4. To preserve to the greatest extent possible the existing landscape features and amenities through the use of a planning procedure that can relate the type and design of a development to a particular site;
5. To encourage development that recognizes the relationship between buildings, their use, open space, and access ways, and thereby maximizes the opportunities for innovative and diversified living environments; and
6. To encourage commercial and industrial development that includes a mix of uses, is designed in a manner that mitigates impacts to surrounding uses, includes well designed buildings that contribute the character of Hood River, and includes a thoughtful site plan.

17.07.020 Applicability

A. **Zones.** The planned development designation is applicable to all zones.

B. **Minimum Site Size for Residential Development**. Residential development in the R-1 zone shall have a minimum parcel size of a half (½) acre to apply the planned development process. There is no minimum size for R-2 and R-3.

C. **Density Calculations for a Planned Unit Development:**
*All projects can get a 30% bonus density for affordable housing only.

SIZE	R-1	R-2	R-3
Infill PUDs	Total lot area divided by base zone. Infill projects are projects that do not require any roadways, public or private.		
2 acres or less	Subtract 40% from total area before dividing for base density.	Subtract 30% from total area before dividing for base density.	Subtract 30% from total area before dividing for base density.
More than 2 acres	Subtract 50% from total area before dividing for base density.	Subtract 40% from total area before dividing for base density.	Subtract 30% from total area before dividing for base density.

For density calculation purposes the final number shall be rounded down to the next whole number if the calculation is .49 and rounded up to the next whole number if the calculation is .50.

*Prior to a project being accepted for inclusion in the 30%, the applicant's justification to include a) how the units will not become second homes; b)how the units will be prevented from being resold at market value; c)how they will not be immediately "flipped" for a quick profit; d)what income range are the residents? shall be approved by the City and made part of the PUD approval.

17.07.030 Applicable Procedures

A. **Approval Process.**
1. Preliminary Development Plat Approval: Preliminary development plan approval shall be processed as a Quasi-Judicial Action.
2. Final Development Plan Approval: Final development plan approval shall be processed as a Ministerial Action.

B. **Concurrency with Subdivision and Partition Application.** If the application involves the division of land, the applicant shall file concurrently or file for subdivision or partition approval prior to applying for Planned Development approval. If filed concurrently, preliminary plat approval shall be processed along with preliminary plan approval, and the final development plan shall be submitted for approval and filed along with the final plat.

C. **Time Limit on Filing of Final Development Plan.** Within two (2) years after the date of the Planning Commission approval of the preliminary development plan, the owner shall prepare and file with the Planning Director a final development plan. Action on the final development plan shall be ministerial by means of a Ministerial Action using following approval criteria:
1. The Planning Director shall approve the final development plan upon finding that the plan conforms with the preliminary development plan approved, or approved with conditions, by the Commission.

D. **Preliminary development plan changes.** The applicant may request modifications to the preliminary development plan. Approval is based on the following the procedures and criteria:

1. Minor Modifications: An application for approval of a minor modification shall be reviewed as an Administrative Action, and the review shall be limited in scope to the modification requested. A minor modification shall be approved, or approved with conditions, if the preliminary development plan continues to meet the applicable standards and criteria and is not a major modification as defined below. The modification shall be processed as a minor modification(s) if the Planning Director finds that all of the following criteria are met by the proposed changes listed below:
    a. There will be no change in land use;
    b. There will be no increase in the number of dwelling units;
    c. There will be no change in the type and/or location of access ways, drives or parking areas that affect off-site traffic;
    d. There will be less than a five percent (5%) change in the floor area proposed for nonresidential use where previously specified;
    e. There will be a less than five percent (5%) change in the area reserved for common open space and/or usable open space; and
    f. There will be a less than five percent (5%) change to specified setback requirements, provided the minimum setback standards of the land use district can still be met.
2. Major Modification: An application for approval of a major modification shall be reviewed as a Quasi-Judicial Action, and the review shall be limited in scope to the modification requested. A major modification shall be approved, or approved with conditions, if the preliminary development plan will continue to meet all applicable criteria. All modifications to an approved development plan that are not minor modifications as provided above, shall be reviewed as a major modification.

E. **Extension.** Extensions shall be processed as Ministerial Actions. The Planning Director shall, upon written request by the applicant and payment of the required fee, grant an extension of the approval period for the final development plan not to exceed one (1) year provided that

1. No changes have been made on the preliminary development plan as approved by the Planning Commission and as modified pursuant to the modification section above;
2. The applicant can show intent of applying for final development plan review within the one (1) year extension period; and
3. There have been no changes to the applicable Comprehensive Plan policies and ordinance provisions on which the approval was based.

F. **Phased Development.**

1. The Planning Commission may approve a time schedule for developing a site in phases, but in no case shall the total time period for all phases be greater than five (5) years without reapplying for preliminary development plan review.
2. A phased development plan proposal shall be approved subject to the following conditions:
    a. All public facilities associated with or necessary for the phase shall be constructed in conjunction with or prior to each phase; and
    b. The development and occupancy of any phase shall not be dependent on the use of temporary public facilities. A temporary public facility is any facility not constructed to the applicable City or district standard.

c. The final phase shall be completed and ready for occupancy no later than five (5) years from the date of the final development plan approval.

3. If the final phase is not completed within the five (5) year time period, the Planned Development will be in noncompliance with this chapter.

17.07.040 Applicability in Commercial and Industrial Zones

A. **By Election.** An applicant for a commercial or industrial project may elect to develop the project as a planned development, in compliance with the requirements of this chapter.

B. **As Condition of Approval in Commercial and Industrial Developments.** An approval authority may apply the provisions of this chapter as a condition of approving any application for a commercial or industrial development.

17.07.050 Allowed Uses

A. **In Residential Zones.** Planned Developments in all residential zones may contain any of the following uses subject to the density provisions of the underlying zone and the density bonus provisions of this Chapter:

1. All uses allowed outright or by condition in the underlying zoning district
2. Single-family detached and attached residential units
3. Duplex residential units
4. Multi-family residential units
5. Manufactured homes
6. Public and institutional uses
7. Indoor recreation facility such as athletic club, fitness center, racquetball court, swimming pool, tennis court, or similar use
8. Outdoor recreation facility such as golf course, golf driving range, swimming pool, tennis court, or similar use
9. Recreational vehicle storage area, for the Planned Unit Development residents only.

B. **In Commercial Zones.** Planned Developments in all commercial zones may contain any of the uses permitted outright or as a conditional use in the underlying zone.

C. **In Industrial zones.** Planned developments in industrial zones may contain any of the uses permitted outright or as a conditional use in the underlying zone.

17.07.060 Applicability of the Base Zone Development Standards

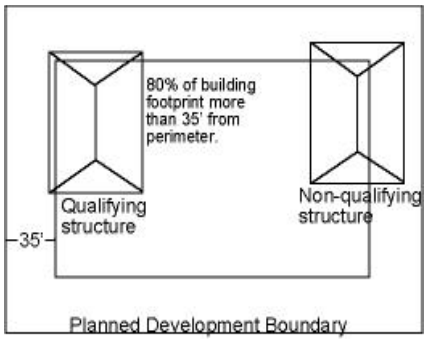
A. **Compliance to specific development standards**. The provisions of the base zone are applicable as follows:

1. Lot Dimensional Standards: The minimum lot size standards shall not apply. Minimum frontage standards do not apply to buildings interior to the Planned Development.

2. Building Height: Qualified commercial and industrial building heights may be increased on the interior of the site when the building setback is increased. On qualified buildings, the height may be increased one (1) foot for each additional foot of setback up to a maximum of one hundred twenty percent (120%) of the base zone height standard. To qualify, a building shall have eighty percent (80%) of the building footprint more than

thirty-five (35) feet from the Planned Development site boundary. See Diagram "B" below. No height increases are allowed for residential buildings.

Diagram "B" – Planned Development Boundary



3. Structure setback provisions:
   a. Front yard and rear yard setbacks for structures on the perimeter of the project shall be the same as that required by the underlying zone, unless increased in the Planned Development review process.
   b. The side yard setback provisions shall not apply except that all detached structures shall otherwise meet the Uniform Building Code requirements; and
   c. Front yard and rear yard setback requirements in the base zone setback shall not apply to structures on the interior of the project except that:
      (1.) A minimum front yard setback of twenty (20) feet is required for any garage structure which opens facing a street.
      (2.) A minimum front yard setback of eight feet is required for any garage opening for an attached single-family dwelling facing a private street as long as the required off-street parking spaces are provided.

B. **Other Provisions of the Base Zone**. All other provisions of the base zone shall apply except as modified by this chapter.

17.07.070 Private Streets. Private streets are allowed as part of a Planned Development when they conform to the following standards:

1. Private streets shall have a minimum improved width of ten (10) feet for each lane of traffic.
2. On-street parking spaces shall be improved to provide an additional eight (8) feet of street width.

17.07.080 Preliminary Development Plan Submission Requirements

A. **Pre-Application Conference.** Prior to submittal of a Planned Development application, the applicant, or the applicant's representative, shall attend a pre-application conference.

B. **General Submission Requirements.** The application shall contain all of the following:
   1. A statement of planning objectives to be achieved by the Planned Development through the particular approach proposed by the applicant. This statement should include a description of the character of the proposed development and the rationale behind the assumptions and choices made by the applicant.

2. A development schedule indicating the approximate dates when construction of the Planned Development and its various phases are expected to be initiated and completed. The statement should include the anticipated rate of development; the approximated dates when each stage will be completed; and the area, location, and degree of development of common open space that will be provided at each stage.

3. A statement of the applicant's intentions with regard to the future selling or leasing of all or portions of the Planned Development.

4. A narrative statement documenting compliance with the applicable approval criteria contained in this Chapter.

5. A preliminary development plan.

C. **Additional Information.** In addition to the general information described in Subsection B above, the preliminary development plan, data, and narrative shall include the following information:

15. A map showing street systems, lot or partition lines, and other divisions of land for management use or allocation purposes;

16. Areas proposed to be conveyed, dedicated, or reserve for public streets, parks, parkways, playgrounds, school sites, public buildings, and similar public and semi-public uses;

17. A plot plan for each building site and common open space area, showing the approximate location of buildings, structures, and other improvements and indicating the open space around building and structures;

18. Elevation and perspective drawings of proposed structures with enough detail to shown design features;

19. The following plans and diagrams:

a. An off-street parking and loading plan;

b. A circulation diagram indicating proposed movement of vehicles, goods, and pedestrians within the Planned Development and to and from thoroughfares. Any special engineering features and traffic regulation devices shall be shown;

c. A landscaping and tree plan; and

6. A copy of all existing or proposed restrictions or covenants.

17.07.090 Approval Criteria

A. **Specific Planned Development Approval Criteria.** The following approval criteria shall apply to the planned development:

1. All the provisions of the land division provisions, Title 16, shall be met.

2. Except as noted, the Conditional Use Decision Criteria (Chapter 17.06) shall be the approval criteria. A Planned Development need not meet these requirements where a development plan provides alternative designs and methods, if acceptable to the Planning Commission, that promote the purpose of this section. In each case, the applicant must provide findings to justify the modification of the approval criteria in the *Conditional Use* chapter (Chapter 17.06). The developer may choose to provide, or the Commission may require, additional amenities, landscaping, or tree planting.

3. A minimum of thirty (30%) percent of a Planned Development site area shall be reserved as common open space. The thirty percent (30%) open space requirement shall be exempt in the Central Business district and the Heights Business District. Open space means an area intended for common use either privately owned and maintained or dedicated to the City. This area shall be designated for outdoor living and recreation or the retention of an area in its natural state. Open space may include swimming pools,

recreation courts, patios, open landscaped areas, or greenbelts with pedestrian, equestrian, and bicycle trails. Open space does not include off-street parking or loading areas.

4. Unless authorized below, residential density shall be governed by the density established in the underlying zoning district. The Planning Commission may further authorize a residential density bonus not to exceed thirty-three (33%) percent as an incentive to enhance the architectural character of the development. The degree of distinctiveness and the desirability of variation achieved shall govern the amount of density increase that the Planning Commission may approve according to the following:

a. A maximum of ten (10%) percent is allowed for the inclusion of at least six (6) of the architectural features listed below on all elevations, as appropriate for the proposed building type and style. Features may vary on rear/side/front elevations where appropriate.

b. A maximum of twenty (20%) percent is allowed for the inclusion of at least nine (9) of the architectural features listed below on all elevations, as appropriate for the proposed building type and style. Features may vary on rear/side/front elevations where appropriate.

c. A maximum of thirty-three (33%) percent is allowed for the inclusion of at least twelve (12) of the architectural features listed below on all elevations, as appropriate for the proposed building type and style. Features may vary on rear/side/front elevations where appropriate. See the following Diagram "C" for examples of architectural features.

(1.) Dormers
(2.) Gables
(3.) Recessed entries
(4.) Covered porch entries
(5.) Cupolas or towers
(6.) Pillars or posts
(7.) Eaves (min. 18-inch projection)
(8.) Off-sets in building face or roof (minimum 16 inches)
(9.) Window trim (minimum 4-inches wide)
(10.) Bay windows
(11.) Balconies
(12.) Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation, and similar features)
(13.) Decorative cornices and roof lines (e.g., for flat roofs)
(14.) Façade articulation (siding materials should only be changed along horizontal lines)
(15.) High quality exterior siding material. High quality means that there should be a single, clearly dominant material for all exterior walls. Brick, stucco, and stone front facades shall return at least eighteen (18) inches around sidewalls. Lap siding and shingles shall be exposed a maximum of five (5) inches. Heavier materials shall appear only below lighter appearing materials.
(16.) An alternative feature providing visual relief, similar to options (1)-(15) above.

5. The following criteria shall apply to all Planned Developments unless otherwise specified as applicable only to certain specific uses:

a. Relationship to the natural and physical environment:
(1.) The streets, buildings, and other site elements shall be designed and located to preserve the existing trees, topography, and natural drainage to the greatest degree possible.

(2.) Structures located on the site shall not be in areas subject to ground slumping and sliding.

(3.) There shall be adequate distance between on-site buildings and other on-site and off-site buildings on adjoining properties to provide for adequate light and air circulation and for fire protection.

(4.) The structures shall be oriented with consideration for the sun and wind directions, where possible.

b. Private outdoor area – multi-family use:

(1.) Each ground-level residential dwelling unit shall have an outdoor private area (patio, terrace, porch) of not less than forty-eight (48) square feet.

(2.) Wherever possible, private outdoor open spaces should be oriented toward the sun.

(3.) Private outdoor spaces shall be screened or designed to provide privacy for the use of the space.

c. Shared outdoor recreation areas – multi-family use:

(1) Each multiple-dwelling development shall incorporate shared usable outdoor recreation areas within the development plan as follows:

(a) Studio units up to and including two (2) bedroom units shall provide 200 square feet per unit.

(b) Three or more bedroom units shall provide 300 square feet per unit.

(2) Shared outdoor recreation space shall be readily observable from adjacent units for reasons of crime prevention and safety.

(3) The required recreation space may be provided as follows:

All outdoor space;

(a) Part outdoor space and part indoor space (e.g. an outdoor tennis court and indoor recreation room);

(b) All public or common space; or

i. Part common space and part private (e.g. an outdoor tennis court, indoor recreation room, and balconies on each unit).

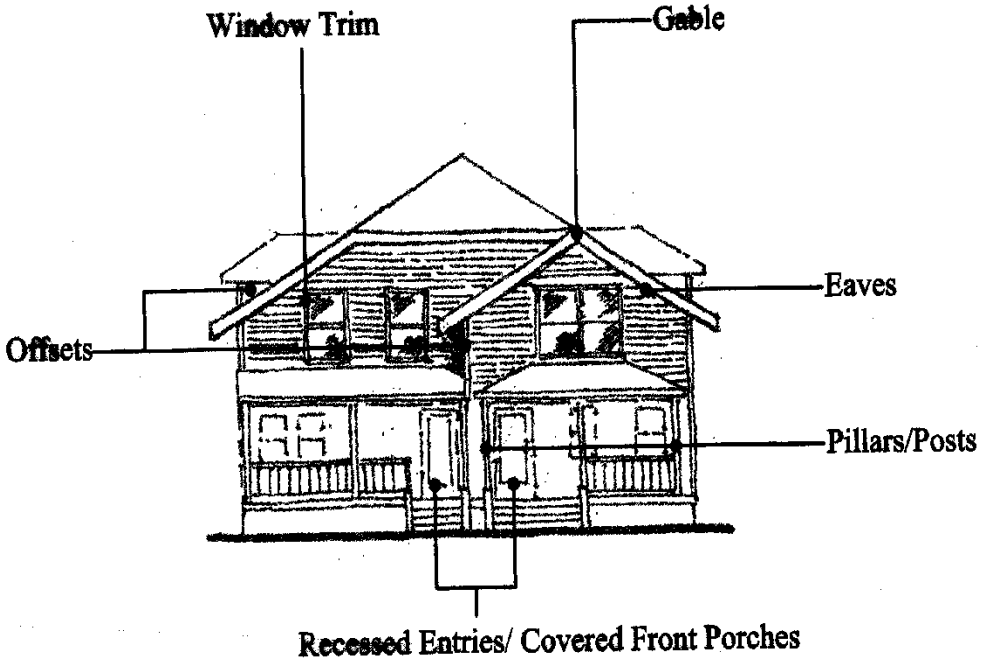
i. Where balconies are added to units, the balconies shall not be less than forty-eight (48) square feet.

d. Parking: All of the required off-street parking spaces may be provided in one or more common parking lots within the Planned Development.

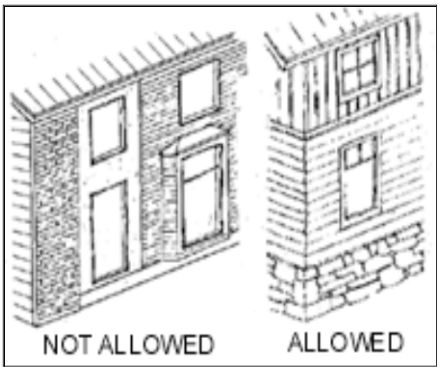
e. Drainage: All drainage provisions shall be subject to review and approval by the City Engineer and shall comply with all applicable provisions of the ORS and HRMC.

f. Floodplain dedication: Where landfill and/or development is allowed within or adjacent to the one hundred (100) year floodplain, the City shall require consideration of the dedication of sufficient open land area for a greenway adjoining and within the floodplain. This area shall include portions of a suitable elevation for the construction of a pedestrian/bicycle pathway within the floodplain in accordance with the adopted pedestrian bicycle pathway plan.

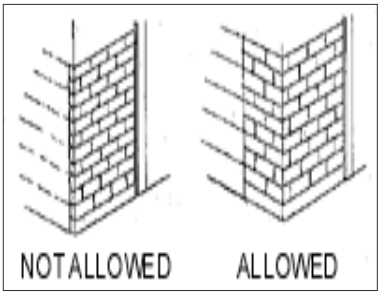
Diagrams "C" – Examples of Architectural Features



Example of Façade Articulation

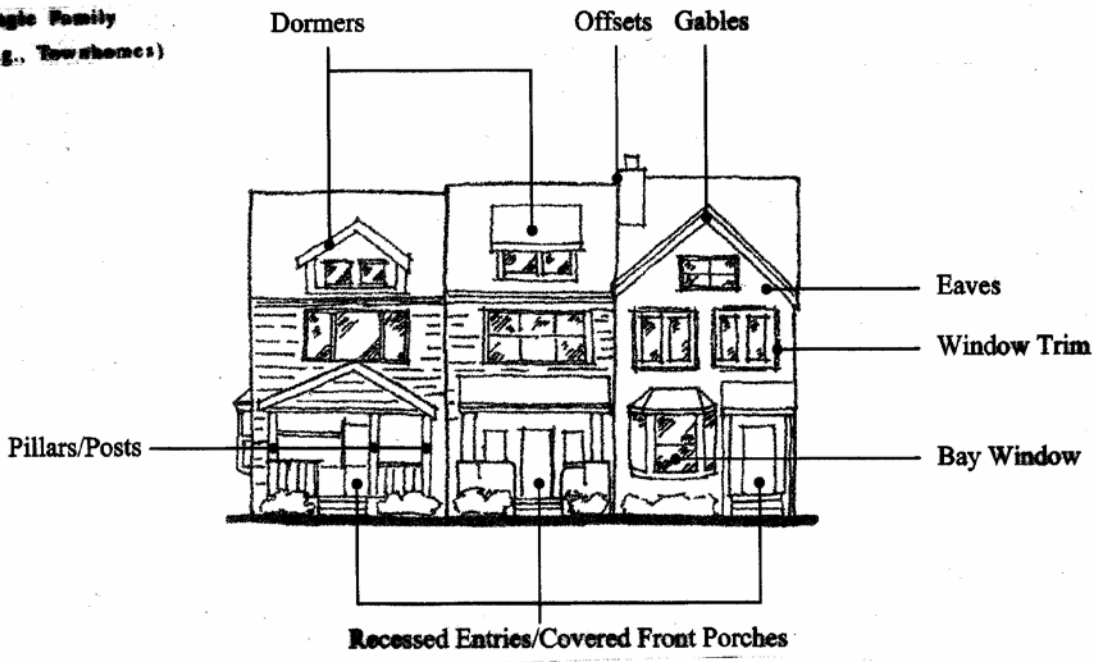


Example of Exterior Siding Material

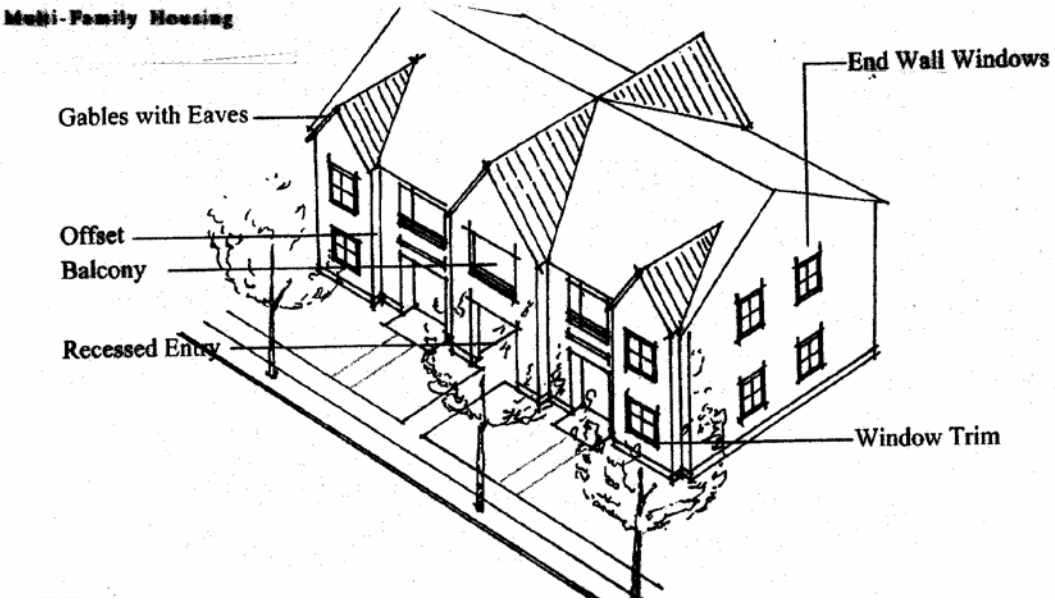


Examples of Architectural Features

Single Family
(e.g., Townhomes)



Multi-Family Housing



B. **Additional Criteria for Commercial and Industrial Development**. In addition to the specific Planned Development approval criteria above, Planned Developments with commercial and industrial uses shall meet the following criteria:

1. Commercial and industrial uses that abut existing residential zones shall be located on the site or be designed in a manner, to the maximum degree possible, to protect the private areas on the adjoining properties from view and noise.
2. Commercial projects are encouraged to include housing as a secondary use, as appropriate.
3. All commercial buildings shall contribute to the storefront character and visual relatedness of surrounding buildings. This criterion is met by providing all of the architectural features listed below along the front building elevation (i.e., facing the street), as applicable.
   (1.) Corner building entrances on corner lots. Alternatively, a building entrance may be located away from the corner when the building corner is beveled or incorporates other detailing to reduce the angular appearance of the building at the street corner.
   (2.) Regularly spaced and similar-shaped windows with window hoods or trim (all building stories).
   (3.) Large display windows on the ground-floor (nonresidential uses only). Display windows shall be framed by bulkheads, piers, and a storefront cornice (e.g., separates ground-floor from second story, as shown below).
   (4.) Decorative cornice at top of building (flat roof), or eaves provided with pitched roof.

[Note: the example shown below (Diagram "D" – Building Design Elements) is meant to illustrate required building design elements and should not be interpreted as a required architectural style.

C. Industrial developments shall be oriented on the site to minimize adverse impacts (e.g. noise glare, smoke, dust, exhaust, vibration, etc.) The following standards shall apply:

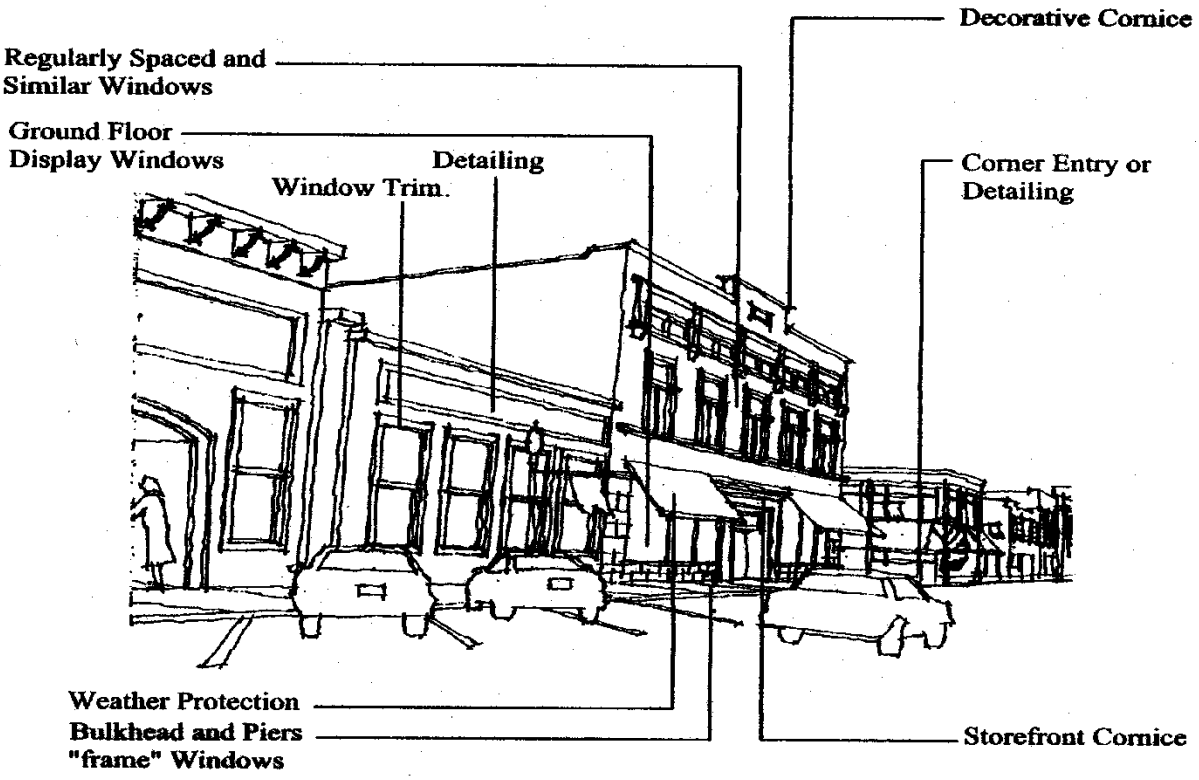
(1.) Mechanical equipment, lights, emissions, shipping/receiving areas, and other components of an industrial use that are outside enclosed buildings shall be located away from residential areas, schools, parks, and other non-industrial areas to the maximum extent practicable; and

(2.) A landscape buffer, or other visual or sound barrier (fence, wall, landscaping, or combination thereof), maybe required to mitigate adverse impacts that cannot be avoided through building orientation standards alone.

D. Industrial buildings oriented to the street shall have architectural features such as windows, pedestrian entrances, building off-sets, projections, detailing, change in materials, or similar features to break up and articulate large building surfaces and volumes.

E. Industrial buildings shall have pedestrian-scale building entrances by including recessed entries, canopies, and/or similar features.

Diagram "D" – Building Design Elements



17.07.100 Shared Open Space. The following requirements shall apply to common open space in each planned Development:

1. The open space area shall be shown on the final development plan.
2. The open space shall be conveyed in accordance with one of the following methods:
   a. By dedication to the City as publicly-owned and maintained as open space. Open space proposed for dedication must be acceptable to the City with regard to the size, shape, location, improvement, and budgetary and maintenance limitations; or
   b. By leasing or conveying title (including beneficial ownership) to a corporation, home association, or other legal entity, with the City retaining the development rights to the property. The terms of such lease or other instrument of conveyance must include provisions suitable to the City Attorney for guaranteeing the following:
      (1.) The continued use of such land for the intended purposes;
      (2.) Continuity of property maintenance;
      (3.) When appropriate, the availability of funds required for such maintenance;
      (4.) Adequate insurance protection; and
      (5.) Recovery for loss sustained by casualty and condemnation or otherwise.
   c. By any method which achieves the objectives set forth above.

17.07.110 Noncompliance and Bonding

A. **Noncompliance.** Noncompliance with an approved final development plan shall be a violation of this chapter.

B. **Issuance of Occupancy Permits.** The development shall be completed in accordance with the approved final development plan including landscaping and recreation areas before any occupancy permits are issued. However, when the Planning Director determines that

immediate execution of any feature of an approved final development plan is impractical due to climatic conditions, unavailability of materials, or other temporary condition, the occupancy permit may be issued on condition that the applicant post a performance bond or other surety acceptable to the City to secure execution of the feature at a time certain not to exceed one (1) year.

CHAPTER 17.16 - SITE PLAN REVIEW

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

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, 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. 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.

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.

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.

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.

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

A. **Purpose**

The following design standards apply to buildings for industrial office uses of more than 25,000 square feet of gross floor area. These standards are applied to enhance and take into account the visual character of the surrounding area; provide permanence; contribute to a safe, high quality pedestrian-oriented streetscape; and encourage high quality architectural design for large light industrial buildings.

B. **Building Design Standards**

1. Use high quality and long-lasting building materials (e.g. brick, tilt-up concrete, masonry, etc). Metal roofs and metal as an accent exterior finish material may be used.
2. Highlight main entrances with architectural features (e.g. windows, recesses, canopies, etc) and provide protection from natural elements.
3. Use ground floor windows or product display niches on elevations that border public streets.
4. Vary roof lines on building elevations facing streets with differing materials and/or varied parapet heights.
5. Provide architectural interest and variety on building elevations adjacent to public streets through the use of scoring, changes in materials, and the use of a variety of finishes such as wood, brick and concrete block.

C. **Site Design Standards**

1. Provide a safe, all-weather, efficient, and aesthetic pedestrian circulation system serving the site, including connecting parking areas with building entries and public sidewalks. Materials shall include but not be limited to: scored concrete, pavers (asphalt or otherwise), or similar materials.
2. Screen service and loading areas from streets, pedestrian circulation areas, open space areas, and adjacent parcels.
3. Minimize the visual impact of all exterior components of communications, plumbing, power, processing, heating, cooling and ventilating systems from adjoining streets, parcels, buildings, and open space areas. These components shall be screened to minimize visibility from the sidewalk or edge of pavement on the other side of the street.

If the Planned Unit Development includes a Minor Partition to establish three or fewer parcels, or a Subdivision to establish four or more lots, please also ensure conformance with:

- **CHAPTER 16.08 - GENERAL PROCEDURAL REQUIREMENTS FOR ALL LAND DIVISIONS, REPLATS, PLAT VACATIONS, AND LOT LINE ADJUSTMENTS**

- **CHAPTER 16.12 - GENERAL DESIGN AND IMPROVEMENT STANDARDS**