



CITY OF MILWAUKIE

AGENDA

August 11, 2020

PLANNING COMMISSION

www.milwaukieoregon.gov

Zoom Video Meeting: due to the governor's "Stay Home, Stay Healthy" order, the Planning Commission will hold this meeting through Zoom video. The public is invited to watch the meeting online through the City of Milwaukie YouTube page (https://www.youtube.com/channel/UCRFbfqe3OnDWLQKSB_m9cAw) or on Comcast Channel 30 within city limits.

If you wish to provide comments, the city encourages written comments via email at planning@milwaukieoregon.gov. Written comments should be submitted before the Planning Commission meeting begins to ensure that they can be provided to the Planning Commissioners ahead of time.

To speak during the meeting, visit the meeting webpage (<https://www.milwaukieoregon.gov/bc-pc/planning-commission-56>) and follow the Zoom webinar login instructions.

1.0 Call to Order - Procedural Matters — 6:30 PM

2.0 Planning Commission Minutes — Motion Needed

- 2.1 April 28, 2020
- 2.2 May 12, 2020
- 2.3 May 26, 2020

3.0 Information Items

4.0 Audience Participation — This is an opportunity for the public to comment via Zoom or by email on any item not on the agenda

5.0 Public Hearings — Public hearings will follow the procedure listed on the reverse side

- 5.1 Summary: Milwaukie/El Puente Elementary Parking
- Applicant: Leif Palmer, NCSD
- Address: 11250 SE 27th Ave
- File: CSU-2020-005
- Staff: Vera Kolas, Senior Planner

6.0 Planning Department Other Business/Updates

7.0 Planning Commission Committee Updates and Discussion Items — This is an opportunity for comment or discussion for items not on the agenda.

8.0 Forecast for Future Meetings

- August 25, 2020 No agenda items are currently scheduled for this meeting.
- September 8, 2020 No agenda items are currently scheduled for this meeting.
- September 22, 2020 1. Work Session Item: Commission Bylaws Update; NDA Leaders Meeting

Milwaukie Planning Commission Statement

The Planning Commission serves as an advisory body to, and a resource for, the City Council in land use matters. In this capacity, the mission of the Planning Commission is to articulate the Community's values and commitment to socially and environmentally responsible uses of its resources as reflected in the Comprehensive Plan

1. **PROCEDURAL MATTERS.** If you wish to register to provide spoken comment at this meeting or for background information on agenda items please send an email to planning@milwaukieoregon.gov.
2. **PLANNING COMMISSION and CITY COUNCIL MINUTES.** City Council and Planning Commission minutes can be found on the City website at www.milwaukieoregon.gov/meetings.
3. **FORECAST FOR FUTURE MEETINGS.** These items are tentatively scheduled but may be rescheduled prior to the meeting date. Please contact staff with any questions you may have.
4. **TIME LIMIT POLICY.** The Commission intends to end each meeting by 10:00pm. The Planning Commission will pause discussion of agenda items at 9:45pm to discuss whether to continue the agenda item to a future date or finish the agenda item.

Public Hearing Procedure

Those who wish to testify should come to the front podium, state his or her name and address for the record, and remain at the podium until the Chairperson has asked if there are any questions from the Commissioners.

1. **STAFF REPORT.** Each hearing starts with a brief review of the staff report by staff. The report lists the criteria for the land use action being considered, as well as a recommended decision with reasons for that recommendation.
2. **CORRESPONDENCE.** Staff will report any verbal or written correspondence that has been received since the Commission was presented with its meeting packet.
3. **APPLICANT'S PRESENTATION.**
4. **PUBLIC TESTIMONY IN SUPPORT.** Testimony from those in favor of the application.
5. **NEUTRAL PUBLIC TESTIMONY.** Comments or questions from interested persons who are neither in favor of nor opposed to the application.
6. **PUBLIC TESTIMONY IN OPPOSITION.** Testimony from those in opposition to the application.
7. **QUESTIONS FROM COMMISSIONERS.** The commission will have the opportunity to ask for clarification from staff, the applicant, or those who have already testified.
8. **REBUTTAL TESTIMONY FROM APPLICANT.** After all public testimony, the commission will take rebuttal testimony from the applicant.
9. **CLOSING OF PUBLIC HEARING.** The Chairperson will close the public portion of the hearing. The Commission will then enter into deliberation. From this point in the hearing the Commission will not receive any additional testimony from the audience but may ask questions of anyone who has testified.
10. **COMMISSION DISCUSSION AND ACTION.** It is the Commission's intention to make a decision this evening on each issue on the agenda. Planning Commission decisions may be appealed to the City Council. If you wish to appeal a decision, please contact the Planning Department for information on the procedures and fees involved.
11. **MEETING CONTINUANCE.** Prior to the close of the first public hearing, any person may request an opportunity to present additional information at another time. If there is such a request, the Planning Commission will either continue the public hearing to a date certain or leave the record open for at least seven days for additional written evidence, argument, or testimony. The Planning Commission may ask the applicant to consider granting an extension of the 120-day time period for making a decision if a delay in making a decision could impact the ability of the City to take final action on the application, including resolution of all local appeals.

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at ocr@milwaukieoregon.gov or phone at 503-786-7502. To request Spanish language translation services email espanol@milwaukieoregon.gov at least 48 hours before the meeting. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the city's YouTube channel and Comcast Channel 30 in city limits.

Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a espanol@milwaukieoregon.gov al menos 48 horas antes de la reunión. El personal hará todo lo posible para responder de manera oportuna y atender las solicitudes. La mayoría de las reuniones del Consejo de la Ciudad se transmiten en vivo en el canal de YouTube de la ciudad y el Canal 30 de Comcast dentro de los límites de la ciudad.

Milwaukie Planning Commission:

Robert Massey, Chair
Lauren Loosveldt, Vice Chair
Joseph Edge
Greg Hemer
Amy Erdt

Planning Department Staff:

Denny Egner, Planning Director
Vera Koliás, Senior Planner
Brett Kolver, Associate Planner
Mary Heberling, Assistant Planner
Dan Harris, Administrative Specialist II
Alicia Martin, Administrative Specialist II



CITY OF MILWAUKIE

PLANNING COMMISSION MINUTES

Meeting held online via Zoom
www.milwaukieoregon.gov

April 28, 2020

Present: Robert Massey, Chair
Lauren Loosveldt, Vice Chair
Joseph Edge
John Henry Burns
Greg Hemer

Staff: Denny Egner, Planning Director
Brett Kolver, Associate Planner
Mary Heberling, Assistant Planner
Steve Adams, City Engineer
Justin Gericke, City Attorney

Absent:

1.0 Call to Order – Procedural Matters

Chair Massey called the meeting to order at 6:30 pm and read the conduct of meeting format into the record.

Note: The information presented constitutes summarized minutes only. The meeting video is available by clicking the Video link at <http://www.milwaukieoregon.gov/meetings>.

2.0 Information Items

2.1 April 14, 2020

Commissioner Hemer moved to approve the minutes as submitted. Vice Chair Loosveldt seconded the motion. The Planning Commission voted 4-0 in favor of the motion. Due to technical challenges Commissioner Burns was not yet in the meeting during this vote.

3.0 Information Items

Denny Egner, Planning Director, provided the following updates:

- There was a brief presentation scheduled for the next City Council meeting on a grant that the city had been awarded in order to fund a study on the 29th Ave Neighborhood Greenway and the Monroe St Neighborhood Greenway.
- The Comprehensive Plan Update hearing was scheduled for June 2

4.0 Audience Participation

4.1 No public testimony was presented for this portion of the meeting.

5.0 Hearing Items

5.1 Summary: Ardenwald Elementary Parking
Applicant: North Clackamas School District
Address: 8950 SE 36th Ave, Ardenwald Elementary School
File: CSU-2020-001

Staff: Brett Kelter, Associate Planner

Chair Massey opened the hearing and read the conduct of quasi-judicial hearing format into the record. He asked if any commissioner wished to declare any bias, ex parte contact, or conflict of interest.

Commissioner Hemer disclosed that the North Clackamas School District (NCSD) bus manager was a neighbor and friend of his. He stated that they had not discussed this matter at all, and that while he did not feel that this relationship would create bias or a conflict of interest, he was reporting it in the interest of transparency.

No members of the audience challenged Commissioner Hemer's participation. No other members of the Planning Commission declared bias, ex parte contacts, or conflicts of interest.

Brett Kelter, Associate Planner, presented the staff report via PowerPoint. He noted the following main points:

- The site, Ardenwald Elementary School, was located on the border of Portland and Milwaukie and was bounded by 36th Ave, Wake St, and Roswell St.
- The current campus had been laid out in 2007 and provided improved bus access among other benefits.
- NCSD had been using its northern parking area for bus access and its southern parking lot for parent access. This was in accordance with the permitted use agreed to by the district in 2007 (CSU-07-04).
- That agreement included a limit of six buses in the northern parking area.
- Over time the number of buses using the site had expanded.
- The school moved to using the southern parking area for buses to address the larger volume of buses.
- Because use of the northern parking area for buses was a condition of the 2007 land use approval, and because parental use of the northern parking area was creating traffic problems for the neighborhood, the city approached NCSD.
- NCSD proposed continuing to use the parking areas as they were currently being used but offered to add additional parking on Roswell to facilitate pickup and to widen the southern driveway to better accommodate bus turning movements.
- NCSD and the city agreed to create a time-restricted no-parking area on Wake St during pick-up and drop-off times.
- NCSD agreed to keep the buses from blocking Wake St.

Applicant Testimony

Andrew Tull, 3J Consulting, provided the following information as a representative NCSD:

- NCSD had no objections to the proposed conditions of approval.

Rick Fuller, Consultant with DCPM, and Mr. Tull, responding to questions from the Planning Commission, provided the following information:

- Crossing guards and principals would continue to proactively manage traffic on Roswell St
- NCSD was working with Portland General Electric (PGE) to move a utility pole that would be displaced by the proposed parking improvements on Roswell St to an out-of-the-way location approximately 65 ft east of its current location, to the island in the north parking area near the street.
- The application had originally been spurred based on public complaints about traffic safety. This design had been developed in conjunction with the Ardenwald-Johnson Creek neighborhood association and had met with their approval.
- The decision to swap use of the parking areas was made as a matter of practicality.
- The mature trees in the island would not be affected by the pole being moved.
 - **Steve Adams, City Engineer**, confirmed that this assertion could be accurate, depending on the type of replacement pole PGE used.

Public Testimony

No public testimony was provided for this portion of the hearing.

Planning Commission Deliberation

Commissioner Hemer expressed concern about protecting the mature trees and asked whether the Planning Commission had the authority to condition approval of the application on the installation of a type of utility pole that would not interfere with the existing trees.

Justin Gericke, City Attorney, indicated that while it would be legally possible to condition approval on the type of pole used, it would be inadvisable to do so in case PGE determined that the pole conditioned by the Planning Commission was not the type that they wanted to use.

Mr. Kelter stated that even if the trees did have to be removed, the code would require replacement plantings in a similar location.

Mr. Tull stated that PGE had not expressed any concerns about the existing trees and that he did not anticipate the pole displacing them.

Commissioner Hemer moved to approve the application with the conditions described in the staff report. Commissioner Edge seconded the motion. The Planning Commission voted 5-0 in favor of the motion.

- 5.2** Summary: Railroad Ave Subdivision
Applicant: I&E Construction, Inc.
Address: Vacant lot on Railroad Ave between Stanley Ave and Beckman Ave
File: S-2018-001
Staff: Mary Heberling, Assistant Planner

Chair Massey opened the hearing and read the conduct of quasi-judicial hearing

format into the record. He asked if any commissioner wished to declare any bias, ex parte contact, or conflict of interest. None of the commissioners reported any such conflicts.

Mary Heberling, Assistant Planner, presented the staff report via PowerPoint. She noted the following main points:

- The site was a lot on Stanley Ave with no structures, primarily covered with non-native grasses.
- There was a cluster of larger vegetation on the northeast corner of the lot where there were also two wetlands. Most of this vegetation was overrun by invasive species
- An intermittent stream flowed along the east side of the property.
- The applicants proposed to build a six-lot subdivision.
- This application required a Natural Resource Review due to the Water Quality Resource (WQR) and Habitat Conservation Area (HCA) overlays.
- It also required the following variances:
 - Reduction of minimum lot depths
 - Reduction of number of trees and shrubs for mitigation plantings
- For lots 1 – 3 only the following variances were also required:
 - Reduction of lot sizes
 - Reduction of front and rear yard setbacks
 - Buildable area in the HCA
- The site included the following requirements:
 - 56th Avenue was stubbed in a north-south orientation at the North end of the site.
 - Development must provide for the possibility of street and pedestrian connections to the adjoining lots to prepare for the possibility that they would be redeveloped in the future.
 - The site had a minimum density of five units and a maximum density of six units.
- The applicant was required by the Milwaukie Municipal Code (MMC) to have a boundary confirmation performed on the HCA.
- The boundary confirmation showed that the HCA was wider than what appeared on the city's maps.
- Based on the proposed development in and around the WQR and HCA the applicant was required to submit an alternatives analysis.
- The applicant ultimately analyzed five alternatives.
- Of these, Alternative 3 was the city's preferred alternative and was the one that the application being reviewed was based on.
- As part of the alternatives analysis, the applicant proposed a mitigation plan that fell well short of the number of new plantings required by the MMC.
- City staff asked the Planning Commission to consider the following questions:
 - Is the HCA alternatives analysis adequate?
 - Is the variance to HCA mitigation justified and is the 25ft buffer a reasonable level of protection?
 - Are the variances to lot size and setbacks for lots 1-3 appropriate, and is the variance to buildable area outside the HCA justified?
 - Are the depth variances appropriate?
- The applicant felt that the alternatives analysis was adequate and that alternative 3 minimized the adverse effects of development on the site.

- Staff felt that the variance to HCA mitigation could be justified, with the conditions that there be an appropriate amount of mitigation planting, that the 25ft buffer be maintained, and that the lots backing up to the stream have see-through fencing to help ensure maintenance of the area.
 - ESA had provided a sixth alternative indicating that it would be possible to meet the planting requirements in the MMC, although the city's Urban Forester had some trepidation about the density of this model.
- The lot depth variances for lots 1-3 were to allow for more of a buffer for the natural resources area. All lots required some variances to depth to allow for a connection to the 56th Ave stub.
- Staff recommended tentative approval subject to an updated mitigation plan, and a continuation of the hearing to a future meeting.

Ms. Heberling and Mr. Egner, responding to questions from the Planning Commission, provided the following information:

- The HCA boundary extended into the proposed street connection.
- The City Forester's recommendation for mitigation plantings amounted to about half as many plantings as were required by code.
- This situation was an unusual application of the mitigation planting requirements because it effectively compressed the calculation for a larger riparian area into a smaller one.
- The strip of land along the stream would be maintained by a homeowners association.
- The stream originated northeast of the property and emptied into a ditch along Railroad Ave. It was intentionally dug this way at some point in the past.

Applicant Testimony

Mark Grenz and Jeff Bolton, both of Multi/Tech Engineering, representing the applicant, provided the following testimony:

- This proposal had undergone numerous revisions over the course of the last three years.
- Costs had more than doubled from the initial proposal.
- It was not feasible to build fewer homes on the site, or to build townhomes, because of cost and the arrangement of the site.
- The applicant believed this proposed development was the least-invasive option available.
- The applicant was open to providing an updated mitigation plan

Mr. Grenz, responding to a question from the Planning Commission, provided the following information:

- The types of trees proposed were Red Alder, Oregon Ash, and Pacific Dogwood.

Public Testimony

Christina Cole testified that she was concerned about increased traffic on 56th Ave if it were to be connected to Railroad Ave. She asked for an alternative featuring pedestrian, bicycle, and wagon through-traffic, but excluding automobiles.

- **Commissioner Edge** indicated that the code required a street connection but asked whether she would be amenable to a traffic diverter on Railroad Ave to discourage cut-through traffic.
- **Ms. Cole** indicated that that would be an acceptable alternative.

Applicant Rebuttal

Mr. Grenz indicated that the applicant would be open to discussing traffic diversion options with the Public Works Department.

Steve Adams, City Engineer, wrote in the meeting chat function that he did not believe that cut-through traffic would be much of a problem given the proximity of Stanley Ave to the site.

Planning Commission Deliberation

The Planning Commission discussed the importance of protecting the natural resources on the site and whether traffic calming would be necessary. Commissioners were all in favor of protecting the natural resource area, although ideas about best how to do that varied considerably.

Chair Massey stated that he was reluctant to see a tentative approval at this time because of how far the commissioners seemed to be from consensus.

Vice Chair Loosveldt expressed an interest in seeing more information on a five-lot option as opposed to the six-lot proposal. She suggested that it might be better to continue the hearing rather than offering a tentative approval.

Commissioner Edge indicated that while he felt that the applicant had met the basic criteria for tentative approval, he would be open to hearing additional information.

Commissioner Edge motioned to continue the hearing to a date certain of **May 26, 2020** in order to allow the applicant sufficient time to prepare the information that the commissioners had requested. **Commissioner Hemer** seconded the motion. **The Planning Commission voted 5-0 in favor of the motion.**

6.0 Planning Department Other Business/Updates

There were no updates for this section.

7.0 Planning Commission Committee Updates and Discussion

Commissioner Hemer expressed thanks for the work that everyone was doing to keep public meetings going during the COVID-19 pandemic.

Vice Chair Loosveldt stated that she thought that the remote meeting format was an excellent way to

8.0 Forecast for Future Meetings

CITY OF MILWAUKIE PLANNING COMMISSION

Minutes of April 28, 2020

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May 12, 2020	1. Hearing Item: CU-2020-001, SE Riverway Ln Vacation Rental
May 26, 2020	No items were scheduled for this meeting.
June 9, 2020	No items were scheduled for this meeting.

Meeting adjourned at approximately 10:00 PM

Respectfully submitted,
Dan Harris
Administrative Specialist II

Robert Massey, Chair



CITY OF MILWAUKIE

PLANNING COMMISSION MINUTES

Meeting held online via Zoom
www.milwaukieoregon.gov

May 12, 2020

Present: Robert Massey, Chair
Lauren Loosveldt, Vice Chair
John Henry Burns
Greg Hemer

Staff: Denny Egner, Planning Director
Brett Kelper, Associate Planner
Steve Adams, City Engineer
Justin Gericke, City Attorney

Absent: Joseph Edge

1.0 Call to Order – Procedural Matters

Chair Massey called the meeting to order at 6:30 pm and read the conduct of meeting format into the record.

Note: The information presented constitutes summarized minutes only. The meeting video is available by clicking the Video link at <http://www.milwaukieoregon.gov/meetings>.

2.0 Information Items

Denny Egner, Planning Director, provided the following updates:

- The City Council was scheduled to begin its hearings on the Comprehensive Plan on June 2 with a goal of the plan being adopted on June 16.
- Planning Commission interviews were scheduled for May 21.

3.0 Audience Participation

No public testimony was presented for this portion of the meeting.

4.0 Hearing Items

4.1 Summary: Riverway Lane Vacation Rental
Applicant: Richard and Francis Sturgis
Address: 10707 SE Riverway Ln
File: CU-2020-001
Staff: Brett Kelper, Associate Planner

Chair Massey opened the hearing and read the conduct of quasi-judicial hearing format into the record. He asked if any commissioner wished to declare any bias, ex parte contact, or conflict of interest. None of the commissioners reported any such conflicts.

Brett Kelper, Associate Planner, presented the staff report via PowerPoint. He noted the following main points:

- The applicant was seeking to establish a vacation rental at the subject property.
- Vacation rentals were permitted as Conditional Use in all residential zones.

- Vacation rentals were defined in the Milwaukie Municipal Code (MMC).
- The property had previously been a single-family house but had recently been converted to a duplex.
- The property was zoned for high-density residential use.
- The key issue to consider would be the impact on neighbors if the application were approved.
- The applicant had made significant efforts to ameliorate this impact.
- City staff proposed the approval be conditioned on the planting of additional trees on the property and the driveway area being brought into compliance with residential parking standards.

Mr. Kelper, responding to questions from the Planning Commission, provided the following information:

- The City of Milwaukie did not have code in place setting standards or requirements for property management, but there were laws in place about landscaping, noise, and light issues.
- The “300-foot rule” requiring that owners of vacation rentals notify neighbors about information pertinent to the vacation rental would affect neighbors within 300 feet of the property, including individual apartment units.
- The city could enforce conditions of approval through issuance of a conditional use permit.

Justin Gericke, City Attorney, added that this was a complaint-driven system.

Applicant’s Testimony

Jeff Sturgis, applicants’ representative, provided testimony about the application including the following:

- The property had been in his family since the 1980s.
- Members of the family continued to live in the area.
- The property had been used as an unpermitted short-term rental previously.
- The owners intended to rent out the bottom half of the duplex on a long-term basis and to make arrangements with that occupant to act as a property manager.
- The owners had installed numerous WIFI cameras around the property to deter any behavior that might become a nuisance to the neighbors.

Public Testimony

Gary Klein, Milwaukie resident, testified that Riverway Ln was a narrow, private road and that there were numerous parking concerns attendant to that. He also expressed concerns about the age of the water main running under the street. He concluded by indicating that he felt the current number of trees on the property was sufficient.

Planning Commission Deliberation

The Planning Commission discussed the application.

Commissioner Hemer proposed not requiring the applicants to send public notice to residents of the Waverly Woods apartments or to Moda Health. He also stated that he thought the current number of trees was sufficient.

Mr. Egner reminded Commissioner Hemer that this notice was required by the MMC.

Vice Chair Loosveldt stated her concern that the person managing the property lived on the other side of the country.

Commissioner Burns noted that the Planning Commission had previously required that the property owner provide contact information for a local point of contact and that in this case it the applicant had testified that that person would be living downstairs from the rental unit.

Mr. Egner noted that the annual 300-foot notice that the property owners were required to distribute would contain contact information both for the property owner and the "vacation rental operator and/or property manager." He stated that this was intentionally written broadly to include situations like this.

Chair Massey agreed with Commissioner Hemer that it might be unnecessary to send notices to all the required properties in this instance. But he expressed concern about requiring less public engagement than was written into the MMC except in especially onerous circumstances, which he did not believe this to be.

Vice Chair Loosveldt and **Commissioner Burns** concurred with Chair Massey about the notices.

Vice Chair Loosveldt also concurred with Commissioner Hemer about there being enough trees.

Commissioner Hemer moved to approve the application with the conditions of approval described in the staff report, except requiring only one of the two trees described in the recommended findings. Vice Chair Loosveldt seconded the motion. The Planning Commission voted 4-0 in favor of the motion.

6.0 Planning Department Other Business/Updates

Mr. Egner stated that the June 2 City Council meeting would be held in a hybrid format combining in-person and Zoom testimony.

Commissioner Hemer expressed concern about the hearing being rushed given the COVID-19 pandemic given the amount of public interest in the Comprehensive Plan.

Mr. Egner explained that there was some concern that there would be a second wave, and that this might be as open as Clackamas County would be for the foreseeable future.

Vice Chair Loosveldt indicated a desire for some diversity among the planning commissioners and hoped that the interview panel would be conscious of the current homogeneity of the Planning Commission.

Chair Massey responded that they would.

7.0 Planning Commission Committee Updates and Discussion

Commissioner Hemer wished Vice Chair Loosveldt a Happy Mother's Day and a Happy Birthday. He also noted that the Styrofoam collection was temporarily shutdown due to supply-chain issues arising from COVID-19.

8.0 Forecast for Future Meetings

May 26, 2020 Hearing Item: S-2018-001, Railroad Ave Subdivision Continuation

June 9, 2020 Meeting Canceled

June 23, 2020 Hearing Item: VR-2019-013, 32nd Ave Mixed-Use Building

Meeting adjourned at approximately 7:50 PM

Respectfully submitted,
Dan Harris
Administrative Specialist II

Robert Massey, Chair



CITY OF MILWAUKIE

PLANNING COMMISSION MINUTES

Meeting held online via Zoom
www.milwaukieoregon.gov

May 26, 2020

Present: Robert Massey, Chair
Lauren Loosveldt, Vice Chair
Greg Hemer
Joseph Edge

Staff: Denny Egner, Planning Director
Mary Heberling, Assistant Planner
Steve Adams, City Engineer
Dalton Vodden, Associate Engineer
Justin Gericke, City Attorney

Absent: John Henry Burns

1.0 Call to Order – Procedural Matters

Chair Massey called the meeting to order at 6:30 pm and read the conduct of meeting format into the record.

Note: The information presented constitutes summarized minutes only. The meeting video is available by clicking the Video link at <http://www.milwaukieoregon.gov/meetings>.

2.0 Information Items

Denny Egner, Planning Director, stated that the City Council planned to open its Comprehensive Plan Adoption Hearing on June 2. The hearing would be a hybrid-format meeting featuring both in-person and Zoom testimony.

3.0 Audience Participation

Adam Khosroabadi stated that he was interested in being more involved in the community.

4.0 Hearing Items

4.1 Summary: Railroad Ave Subdivision
Applicant: I&E Construction, Inc.
Address: Vacant lot on Railroad Ave between Stanley Ave and Beckman Ave
File: S-2018-001
Staff: Mary Heberling, Assistant Planner

Chair Massey reopened the hearing and read the conduct of quasi-judicial hearing format into the record. He asked if any commissioner wished to declare any bias, ex parte contact, or conflict of interest. None of the commissioners reported any such conflicts.

Mary Heberling, Assistant Planner, presented the staff report via PowerPoint. She noted the following main points:

- This hearing was previously opened at the April 28, 2020 Planning Commission meeting.

- Based on requests by commissioners at the April 28 meeting, the applicant had prepared information on the following topics:
 - An updated mitigation planting plan
 - Stormwater and water quality management enhancement
 - The viability of eliminating a lot to reduce the total number of lots in the subdivision to five.
- The same variances were requested as at the prior hearing for this application, except that changes to the design of Lot 6 made it so that the size variances to that lot were no longer necessary.
- The applicant had responded to the request for information about further stormwater enhancements by submitting a memorandum indicating that additional water quality features were not recommended, arguing for a “simplified” approach.
- The simplified approach was contrasted with the “presumptive” and “performance” approaches which provided, in that order, progressively greater amounts of stormwater infiltration.
- City staff responded that the simplified response was inappropriate because it would use a standardized mitigation model for all lots without consideration for the unique qualities of each lot.
- The applicant had submitted two new mitigation planting plans, one informed by the comments of the city’s Urban Forester.
- The applicant had submitted a five-lot alternative at the request of the Planning Commission but maintained that this option was suboptimal because it would increase the price of the remaining homes in the subdivision while preserving a patch of land covered in non-native grass.
- City staff concurred that the six-lot plan was preferable to the five-lot plan.

Ms. Heberling and Dalton Vodden, Associate Engineer, responding to questions from the Planning Commission, provided the following information:

- The applicant could use the simplified or presumptive approach.
- Traffic calming devices on Railroad Ave had not been included in any of the new designs based on conversations with the Planning Commission at the previous meeting.
- The applicant would be required to meet normal landscaping requirements for homes in the R-5 zone.
- The city could include conditions requiring that some sort of colored and coated fencing be used for the rear fencing on the lots facing the stream.

Steve Adams, City Engineer, noted that a bulb-out could be done at the end of the new extension of 56th Ave where it met Railroad Ave.

Applicant’s Testimony

Mark Grenz of Multi/Tech Engineering, representing the applicant, provided the following testimony:

- The applicant had experienced significant difficulty in developing a stormwater mitigation plan that fit the features of the site and complied with city and other relevant criteria.
- The applicant opposed eliminating the sixth lot because it would be necessary to increase the cost of the other lots by 20 percent, which they were reluctant to do.

- The applicant would be happy to work with the city on a bump-out or any other reasonable traffic calming devices.
- The applicant would be proposing a black powder coating for the rear fences near the stream.

Planning Commission Deliberation

Commissioners generally supported the conditions as submitted.

Vice Chair Loosveldt stated that she would like to see a traffic-calming device conditioned in and that this condition should be phrased as “work with staff...” rather than conditioning a specific solution. She also noted, agreeing with a point raised by Commissioner Edge earlier in the discussion, that while she was in favor of allowing the six-lot design it was important to recognize that the lower housing costs came at the expense of the city’s natural resources.

Commissioner Edge moved to approve the application with the conditions listed in the staff report and the added conditions that the rear fences on properties adjacent to the stream be powder-coated, and that the applicant work with the city to incorporate mutually-agreed-upon traffic-calming measures into the road design. Commissioner Hemer seconded the motion. The Planning Commission voted 4-0 in favor of the motion.

5.0 Planning Department Other Business/Updates

Mr. Egner and Mr. Adams, responding to questions from the Planning Commission, provided the following information:

- The city was developing plans for permitting temporary use of parking areas for outdoor seating to allow for social distancing.
- The city had made no decisions regarding what form future meetings would take, whether they would be in-person or online, but it seemed likely that for the foreseeable future meetings would at least be “hybrid” with some people participating in-person and others participating online.
- Interviews for the vacant Planning Commission seats had been held and were ongoing.
- The City Council hearing on adopting the Comprehensive Plan was ongoing.

6.0 Planning Commission Committee Updates and Discussion

There were no updates or other business submitted for this portion of the meeting.

7.0 Forecast for Future Meetings

June 9, 2020	Meeting Cancelled
June 23, 2020	Hearing Item: VR-2019-013, 32 nd Ave Mixed-Use Building
July 14, 2020	No items are currently scheduled for this meeting.

Meeting adjourned at approximately 7:50 PM

Respectfully submitted,
Dan Harris
Administrative Specialist II

Robert Massey, Chair



CITY OF MILWAUKIE

To: Planning Commission
Through: Dennis Egner, Planning Director
From: Vera Kolas, Senior Planner
Date: August 4, 2020, for August 11, 2020, Public Hearing
Subject: **File:** CSU-2020-005
Applicant/Owner: North Clackamas School District
Address: 11250 SE 27th Ave
Legal Description (Map & Tax Lot): 1S1E36BD 0550
NDA: Lake Road

ACTION REQUESTED

Approve application CSU-2020-005 and adopt the recommended Findings and Conditions of Approval found in Attachments 1 and 2. This action would allow for expansion of the existing parking lot at Milwaukie El Puente Elementary School.

BACKGROUND INFORMATION

The original school was constructed in 1916 and has had additions or modifications several times, most recently in 2012, when seismic upgrade work was completed. In addition to a general refresh of all classroom and hallway spaces, the current project includes a major renovation of the administration area and a small addition, extending the media center and creating new hallway connections out to the kindergarten classrooms. Additionally, the project includes a new covered play area and improvements to the existing playground. Based on school staff requests and per North Clackamas School District (NCSD) direction, the application seeks to create an extension to the existing parking area, adding 18 additional stalls to the current count of 41 for a total of 59 off-street parking spaces.

A. Site and Vicinity

The subject property is located at 11250 SE 27th Ave and is surrounded by residential development on three sides (see Figure 1). The existing 41-space parking lot is located

south of the school.
Beyond the parking area is the Lake Road Softball/Baseball Athletic Complex, a series of ballfields, and associated facilities.

The site is located in the Historic Milwaukie neighborhood in the northern part of the city.

B. Zoning Designation

Residential R-7

C. Comprehensive Plan Designation

Low Density Residential (LDR)

D. Land Use History

- **2001 (file #CSO-01-02):** Milwaukie Elementary School was constructed prior to the requirement of obtaining a conditional use permit (now a community service use), in approximately 1916. In 2001, North Clackamas School District received a conditional use permit for the existing school and improvements to the onsite parking and bus loading.
- **2001 (file #NR-01-02):** The removal of a Natural Resource Overlay was approved.
- **2009 and 2019 (File #CSU-2009-004 and CSU-2019-004):** Two applications for a minor modification to allow interior remodeling, restriping of the parking area, and upgrades to the existing play areas were approved.

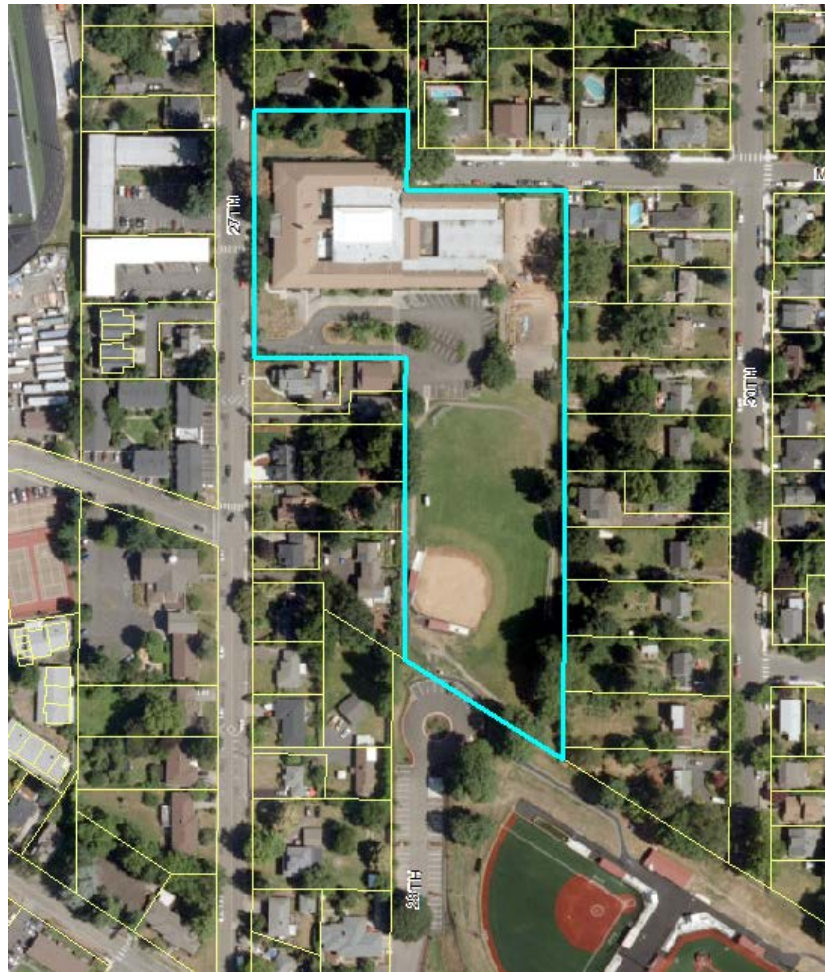


Figure 1. Site and vicinity

E. Proposal

The applicant is seeking land use approval for the major modification of a Community Service Use (CSU) and a modification to the maximum off-street parking requirement. The proposal includes the following (See Figure 2):

1. Expand the existing 41-space parking lot to add 18 stalls for a total of 59 off-street parking spaces. The proposed parking expansion is in response to requests from El Puente staff.
2. Relocate the existing trash enclosure to a more convenient location for garbage pick-up, as well as to work better with the proposed parking layout. A new futsal court is proposed to be installed north of the parking lot extension. The existing ground surface in that location consists of bark chips and will be replaced with asphalt in order to provide a smooth playing area.
3. Install an infiltration trench on the south and west edges of the proposed play court. A water quality planter is to be located south of the parking lot extension. In addition, perimeter landscaping will be provided along the north and east sides of the parking lot. New site lighting to match existing will be provided.

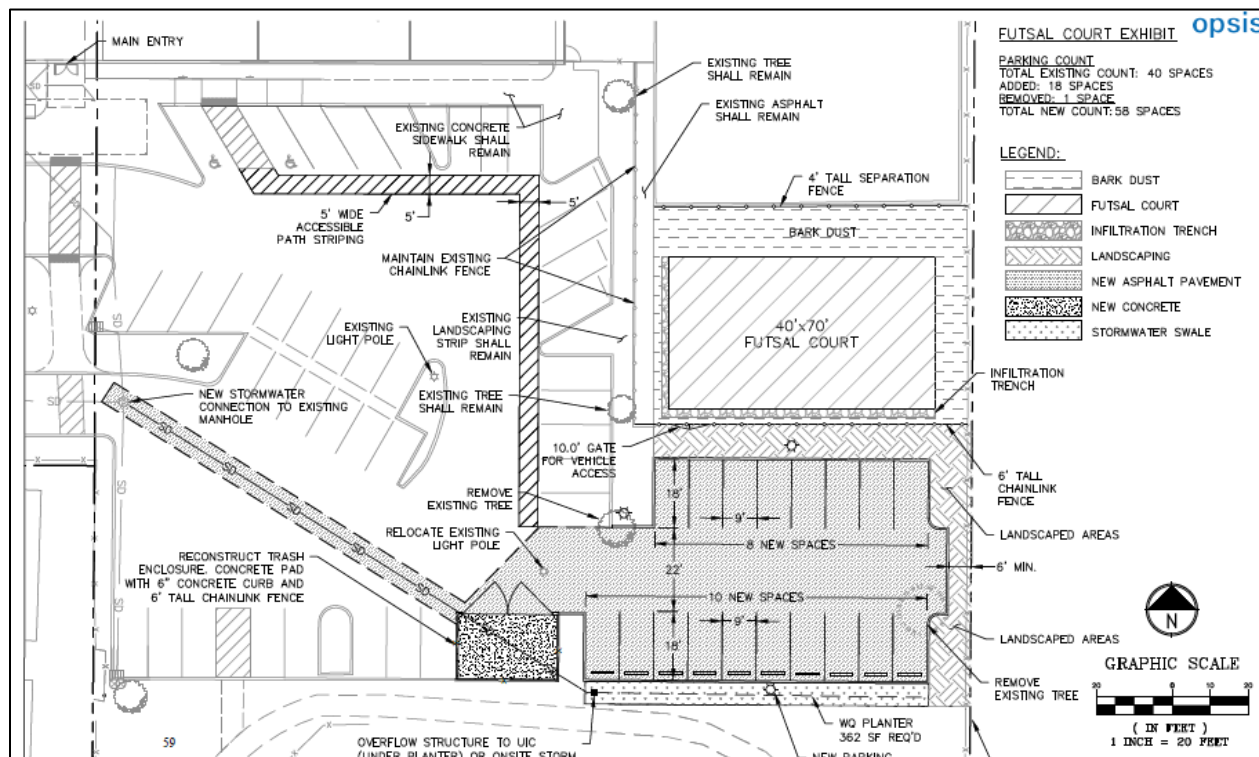


Figure 2. Proposed modifications

The project requires approval of the following applications:

1. CSU-2020-005 (major modification to CSU)
2. P-2020-001 (Parking modification)

KEY ISSUES

Summary

Staff has identified the following key issue for the Planning Commission's deliberation. Aspects of the proposal not listed below are addressed in the Findings (see Attachment 1) and generally require less analysis and discretion by the Commission.

- A. Does the proposal to exceed maximum off-street parking meet the approval criteria?
- B. Are the impacts of the expansion sufficiently mitigated?

Analysis

A. Does the proposal to exceed maximum off-street parking meet the approval criteria?

This application proposes increasing the number of spaces in the existing lot due to a high number of requests by faculty and parents at the school. Per MMC Table 19.605.1, the maximum allowed number of spaces is 2 per classroom. With 25 classrooms, this equates to a maximum of 50 spaces on the site. The application proposes a parking lot with a total of 59 spaces, thereby creating an excess of 9 spaces. The request for 9 spaces over the maximum is based on an existing lack of spaces for both faculty and parents for the school, as well as the opportunity to provide more parking for NCSD's ballfields in the park to the south.

According to the application materials, during school hours, the existing parking lot is consistently full, limiting the available parking for parents and guest speakers. When the parking area is full, street parking in the surrounding neighborhoods is available. In addition, during events on the southern field, it is typical for participants to park in the El Puente school parking lot when the ballfield parking lot is full.

The applicant submitted parking data for surrounding elementary schools:

School	# Classrooms	# parking spaces	Parking space: classroom ratio
Milwaukie El Puente Elementary	25	59	2.36
Ardenwald Elementary	28	78	2.78
Oak Grove Elementary	27	109	4.03

According to the application materials, the proposed parking lot expansion has been requested by the school faculty, school parents, and the school district, due to a current shortage of parking stalls. Nearby street parking is not practical due to the frontage being occupied with no-parking signs and loading-only area designations. The closest street

parking with access to the front entry is beyond visible distance and intrudes on neighborhoods.

B. Are the impacts of the expansion sufficiently mitigated ?

The proposed parking expansion is located where the existing basketball court is situated. However, the school's Parent Teacher Organization has been advocating for the addition of the futsal court and has raised money to provide additional features (such as goals and striping) for the play area. While the parking lot extension displaces the existing basketball court, the futsal court adds the same amount of play area (+/- 4,900 SF) in a space that is currently underutilized. The old metal play equipment in that area has been deemed unsafe and will be demolished as part of the school renovation project. New play equipment will be installed within the playground area north of the proposed court.

One of the impacts of the proposed expansion is to available play areas. However, the proposal mitigates that loss by accommodating additional play areas within the area of the school remodel to the north.

One of the purposes of the parking lot landscaping standards is to provide a buffer between parking areas and adjacent properties. The proposal meets the requirements for parking lot perimeter landscaping. Where the parking lot abuts an adjacent property, the perimeter planting areas are between 6 ft and 11 ft wide. An evergreen shrub will be planted that grows to approximately 4 ft tall, which will help block headlights. Further, the parking spaces are oriented north-south so that cars will not be facing directly towards adjacent properties.

CONCLUSIONS

A. Staff recommendation to the Planning Commission is as follows:

1. Approve the application for a major modification to the existing CSU approval for Milwaukie El Puente Elementary School and the parking modification request. This would allow for the expansion of the existing off-street parking area of 41 spaces to a total of 59 spaces.
2. Adopt the attached Findings and Conditions of Approval.

CODE AUTHORITY AND DECISION-MAKING PROCESS

The proposal is subject to the following provisions of the Milwaukie Municipal Code (MMC):

- MMC Section 19.301 Low Density Residential Zones (incl. R-7)
- MMC Chapter 19.600 Off-Street Parking and Loading
- MMC Chapter 19.700 Public Facility Improvements
- MMC Section 19.904 Community Service Uses
- MMC Section 19.1006 Type III Review

This application is subject to Type III review, which requires the Planning Commission to consider whether the applicant has demonstrated compliance with the code sections shown above. In Type III reviews, the Commission assesses the application against review criteria and development standards and evaluates testimony and evidence received at the public hearing.

The Commission has 4 decision-making options as follows:

- A. Approve the application subject to the recommended Findings and Conditions of Approval.
- B. Approve the application with modified Findings and Conditions of Approval. Such modifications need to be read into the record.
- C. Deny the application upon finding that it does not meet approval criteria.
- D. Continue the hearing.

The final decision on this application, including any appeals to the City Council, must be made by October 21, 2020, in accordance with the Oregon Revised Statutes and the Milwaukie Zoning Ordinance. The applicant can waive the time period in which the application must be decided.

COMMENTS

Notice of the proposed modifications was given to the following agencies and persons: City of Milwaukie Building, Engineering, and Public Works Departments; Lake Road and Historic Milwaukie Neighborhood District Association Chairperson & Land Use Committees; Clackamas Fire District #1 (CFD#1); and properties within 300 ft of the site.

No comments were received.

ATTACHMENTS

Attachments are provided as indicated by the checked boxes. All material is available for viewing upon request.

	Early Web Posting	PC Packet	Public Copies	Packet
1. Recommended Findings in Support of Approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. Recommended Conditions of Approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. Applicant's Narrative and Supporting Documentation (stamped received June 17, 2020)				
a. Application forms (incl. pre-app conf. waiver)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
b. Narrative	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
c. Preliminary development plans	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
d. Pre-application conference notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Key:

Early Web Posting = Materials posted to the land-use application webpage at the time of public notice 20 days prior to the hearing.

PC Packet = paper materials provided to Planning Commission 7 days prior to the hearing.

Public Copies = paper copies of the packet available for review at City facilities and at the Planning Commission meeting.

Packet = packet materials available online at <https://www.milwaukieoregon.gov/bc-pc/planning-commission-56>.

Findings in Support of Approval
File #CSU-2020-005, Milwaukie El Puente Elementary School parking expansion

Sections of the Milwaukie Municipal Code not addressed in these findings are found to be inapplicable to the decision on this application.

1. The applicant, North Clackamas School District (NCSD), has applied for a major modification of the existing Community Service Use (CSU) for expansion of the off-street parking lot at Milwaukie El Puente Elementary School at 11250 SE 27th Ave. This site is in the Residential R-7 Zone. The land use application file number is CSU-2020-005.
2. The applicant is seeking approval for a major modification to the existing off-street parking area at Milwaukie El Puente Elementary School and approval to exceed the maximum off-street parking spaces from the existing 41 spaces to 59 spaces. Based on 25 classrooms, the maximum permitted on the site is 50 spaces. Based on El Puente staff feedback, the existing parking lot is undersized, and the lot is routinely full during the school day, leaving no off-street spaces for parents or visitors to the school. The proposed expansion area would displace the existing basketball court, but new play equipment will be installed in the playground north of the proposed futsal court.
3. The proposal is subject to the following provisions of the Milwaukie Municipal Code (MMC):
 - MMC Section 19.301 Low Density Residential Zones (incl. R-7)
 - MMC Chapter 19.600 Off-Street Parking and Loading
 - MMC Chapter 19.700 Public Facility Improvements
 - MMC Section 19.904 Community Service Uses
 - MMC Section 19.1006 Type III Review

The application has been processed and public notice provided in accordance with MMC Section 19.1006 Type III Review. A public hearing was held on August 11, 2020, as required by the Milwaukie Municipal Code.

4. MMC Section 19.301 Low Density Residential Zones (including R-7)

The subject property is zoned Residential R-7. MMC 19.301 establishes the allowable uses and development standards for the residential R-7 zone.

- a. Permitted Uses

As per MMC Table 19.301.2, community service uses (CSUs) are allowed subject to the provisions of MMC Section 19.904.

Milwaukie El Puente Elementary School is an approved CSU on the subject property. The school was constructed in 1916, prior to the requirement of obtaining community service use approval. In 2001, North Clackamas School District received a conditional use permit for the existing school and improvements to the onsite parking and bus loading areas (CS0-2001-

002). *Subsequent land use review for additional work done at the school have been approved as recently as 2019. The proposed modification increases the existing off-street parking area beyond the maximum allowed. The proposed change is a major modification to the CSU and is subject to the provisions of MMC 19.904.*

b. Development Standards

MMC Table 19.301.4 establishes development standards for the R-7 zone. No changes are proposed to the existing building; the primary modifications are to the off-street parking area. No changes are proposed to the few R-7 development standards that are applicable.

The minimum vegetation requirement for the R-7 zone is 30% of the lot area; however, the landscaping requirement for school CSUs is only 15%, as established in MMC Subsection 19.904.7.J. Regardless, the amount of landscaped area would increase as a result of the proposed modifications due to the landscaping requirements for off-street parking areas. A total of 2,912 sq ft of additional landscaping is proposed. No other R-7 development standards are applicable.

The Planning Commission finds that the applicable development standards of the R-7 zone are met.

The Planning Commission finds that the proposed modifications meet the applicable standards of the underlying R-7 zone. This standard is met.

5. MMC Chapter 19.600 Off-Street Parking and Loading

MMC 19.600 regulates off-street parking and loading areas on private property outside the public right-of-way. The purpose of these requirements includes providing adequate space for off-street parking, minimizing parking impacts to adjacent properties, and minimizing environmental impacts of parking areas.

a. MMC Section 19.602 Applicability

MMC 19.602 establishes the applicability of the provisions of MMC 19.600. Specifically, MMC Subsection 19.602.3 addresses applicability for development of vacant sites as well as for improvements to existing off-street parking areas for development and changes in use.

The application is for the expansion of an existing off-street parking area.

The Planning Commission finds that the standards of MMC 19.600 are applicable to the proposed development.

b. MMC Section 19.605 Vehicle Parking Requirements

MMC 19.605 establishes standards to ensure that development provides adequate vehicle parking based on estimated parking demand. MMC Table 19.605.1 provides minimum and maximum requirements for a range of different uses. The minimum and maximum number of off-street parking spaces for an elementary school are 1 space per classroom and 2 spaces per classroom respectively.

Subsection 19.605.2 allows for the modification of minimum and maximum parking ratios from Table 19.605.1 as well as the determination of minimum and maximum parking requirements.

Given the 25 classrooms at El Puente, MMC Table 19.605.1 would allow a maximum of 50 parking spaces. The existing off-street parking area has 41 spaces; the proposal is for a total of 59 parking spaces. The applicant has requested a parking modification to the maximum parking ratio for this site.

Based on the Finding 7.c. below, the applicant has satisfied the application requirements for a parking modification.

c. MMC Subsection 19.605.2 Quantity Modifications and Required Parking Determinations

- (1) MMC Subsection 19.605.2 A. allows for the modification of minimum and maximum parking ratio standards as calculated per Table 19.605.1.

The applicant has requested a modification to the maximum allowed parking for the school and proposes to expand the parking area from 41 spaces to provide a total of 59 off-street parking spaces for the development rather than the maximum allowed of 50.

- (2) MMC Subsection 19.605.2 C.1. contains the approval criteria for granting a parking modification, including a demonstration that the proposed parking quantities are reasonable based on (1) existing parking demand for similar uses in other locations, (2) quantity requirements from other jurisdictions, and (3) professional literature. In addition to this criterion, requests for modifications to increase the amount of maximum allowed parking must meet the following criteria:

- (a) The proposed development has unique or unusual characteristics that create a higher-than-typical parking demand.
- (b) The parking demand cannot be accommodated by shared or joint parking arrangements or by increasing the supply of spaces that are exempt from the maximum amount of parking allowed under Subsection 19.605.3.A.
- (c) The requested reduction is the smallest increase needed based on the specific circumstances of the use and/or site.

The applicant has proposed 59 standard parking spaces, which is 9 more than the maximum allowed for this site. This is due to an existing lack of spaces for both faculty and parents for the school, as well as an opportunity to provide additional parking for NCSD's ballfields in the park to the south. During school hours, the existing parking lot is consistently full, limiting the available parking for parents and guest speakers. When the parking area is full, street parking in the surrounding neighborhoods is possible but not always available. In addition, during events on the nearby sports fields, it is typical for participants to park in the school parking lot when the ballfield parking lot is full.

The applicant submitted parking data for surrounding elementary schools:

<i>School</i>	<i># Classrooms</i>	<i># parking spaces</i>	<i>Parking space: classroom ratio</i>
<i>Milwaukie El Puente Elementary</i>	25	59	2.36
<i>Ardenwald Elementary</i>	28	78	2.78
<i>Oak Grove Elementary</i>	27	109	4.03

According to the applicant, the proposed parking lot expansion has been requested by the school faculty, school parents, and the school district, due to a current lack of parking stalls. Nearby street parking is not practical due to the frontage being occupied with no-parking signs and loading-only area designations. The closest street parking with access to the front entry is beyond visible distance and its use would intrude on the residential neighborhoods. The additional 9 parking spaces can be accommodated on the site and do not impact the site or adjacent properties.

The Planning Commission finds that the applicant has adequately addressed the criteria.

d. MMC Section 19.606 Parking Area Design and Landscaping

MMC 19.606 establishes standards for parking area design and landscaping, to ensure that off-street parking areas are safe, environmentally sound, and aesthetically pleasing, and that they have efficient circulation.

(1) MMC Subsection 19.606.1 Parking Space and Aisle Dimension

MMC 19.606.1 establishes dimensional standards for required off-street parking spaces and drive aisles. For 90°-angle spaces, the minimum width is 9 ft and minimum depth is 18 ft, with a 9-ft minimum curb length and 22-ft drive aisles. Parallel spaces require with 22-ft lengths and a width of 8.5 ft.

The applicant has submitted a parking plan that satisfies these dimensional standards.

(2) MMC Subsection 19.606.2 Landscaping

MMC 19.606.2 establishes standards for parking lot landscaping, including for perimeter and interior areas. The purpose of these landscaping standards is to provide buffering between parking areas and adjacent properties, break up large expanses of paved area, help delineate between parking spaces and drive aisles, and provide environmental benefits such as stormwater management, carbon dioxide absorption, and a reduction of the urban heat island effect.

(a) MMC Subsection 19.606.2.C Perimeter Landscaping

In all but the downtown zones, perimeter landscaping areas must be at least 6 ft wide where abutting other properties and at least 8 ft wide where abutting the public right-of-way. At least 1 tree must be planted for every 30 lineal ft of landscaped buffer area, with the remainder of the buffer planted with grass, shrubs, ground cover, mulch, or other landscaped treatment. Parking areas adjacent to residential uses must provide a continuous visual screen from 1 to 4 ft above the ground to adequately screen vehicle lights.

The new parking area includes a perimeter landscape buffer that meets or exceeds dimensional and planting requirements listed in Table 19.606.2.C.1. Where the parking lot abuts an adjacent property the perimeter planting areas are between 6 ft to 11 ft wide from the inside curb. Buffering the proposed futsal court, the perimeter planting area at the north edge of the parking lot measures 8.8 ft wide from the inside curb. Plantings within the perimeter landscape areas include 8 trees, which exceeds 1 tree per 30 lineal feet.

This standard is met.

(b) MMC Subsection 19.606.2.D Interior Landscaping

At least 25 sq ft of interior landscaped area are required for each parking space. Planting areas must be at least 120 sq ft in area, at least 6 ft in width, and dispersed throughout the parking area. For landscape islands, at least 1 tree shall be planted per island, with the remainder of the buffer planted with grass, shrubs, ground cover, mulch, or other landscaped treatment. Landscaping that is contiguous to a perimeter landscaping area and exceeds the minimum width required by Subsection 19.606.2.C.1 will be counted as interior landscaping if it meets all other requirements.

The proposed expansion area is 18 parking spaces, for which a minimum of 450 sq ft of interior landscaping is required. As proposed, the site plan provides approximately 2,040 sq ft of perimeter landscaping, well over the minimum required.

This standard is met.

(c) MMC Subsection 19.606.2.E Other Parking and Landscaping Provisions

Preservation of existing trees in off-street parking areas is encouraged and may be credited toward the total number of trees required. Parking area landscaping must be installed prior to final inspection, unless a performance bond is posted with the City. Required landscaping areas may serve as stormwater management facilities, and pedestrian walkways are allowed within landscape buffers if the buffer is at least 2 ft wider than required by MMC 19.606.2.C and 19.606.2.D.

The site includes 2 existing trees which will be removed to accommodate the proposed expansion. Proper and complete installation of landscaping will be

confirmed as part of the subsequent Development Review and final inspection. No pedestrian walkways are proposed within the parking lot landscaping, but they are adjacent. The perimeter planting area along the south edge of the parking lot is a 512-sq ft water quality facility.

This standard is met.

As conditioned, the Planning Director finds that the applicable standards of MMC 19.606.2 are met.

(3) MMC Subsection 19.606.3 Additional Design Standards

MMC 19.606.3 establishes various design standards, including requirements related to paving and striping, wheel stops, pedestrian access, internal circulation, and lighting.

(a) MMC Subsection 19.606.3.A Paving and Striping

Paving and striping are required for all required maneuvering and standing areas, with a durable and dust-free hard surface and striping to delineate spaces and directional markings for driveways and accessways.

The plans submitted indicate that the proposed parking lot expansion will have an asphalt surface and painted striping to indicate maneuvering and delineation of parking spaces.

This standard is met.

(b) MMC Subsection 19.606.3.B Wheel Stops

Parking bumpers or wheel stops are required to prevent vehicles from encroaching onto public rights-of-way, adjacent landscaped areas, or pedestrian walkways. Curbing may substitute for wheel stops if vehicles will not encroach into the minimum required width for landscape or pedestrian areas.

The applicant's narrative indicates that parking bumpers are shown along the southern side of the parking lot expansion. A mountable curb will be used along the northern side of the parking lot expansion to allow vehicle access for maintenance. The encroachment from the vehicle overhang is not included in the landscape or pedestrian minimum widths and areas.

This standard is met.

(c) MMC Subsection 19.606.3.C Site Access and Drive Aisles

Accessways to parking areas shall be the minimum number necessary to provide access without inhibiting safe circulation on the street. Drive aisles shall meet the dimensional requirements of MMC 19.606.1, including a 22-ft minimum width for drive aisles serving 90°-angle stalls and a 16-ft minimum width for drive aisles not abutting a parking space. Along collector and arterial streets, no parking space shall be located such that its

maneuvering area is in an ingress or egress aisle within 20 ft of the back of the sidewalk. Driveways and on-site circulation shall be designed so that vehicles enter the right-of-way in a forward motion.

As designed, the proposed parking lot expansion meets the dimension requirements in subsection 19.606.1.

This standard is met.

(d) MMC Subsection 19.606.3.D Pedestrian Access and Circulation

Pedestrian access shall be provided so that no off-street parking space is farther than 100 ft away, measured along vehicle drive aisles, from a building entrance or a walkway that is continuous, leads to a building entrance, and meets the design standards of MMC Subsection 19.504.9.E.

The proposed parking lot expansion includes a new striped walkway through the existing parking lot that provides a connection to the building entrance. The striped parking lot walkway does not overlap with the required vehicle travel and access dimensions and extends so the furthest vehicle is within 100 ft of the pathway.

This standard is met.

(e) MMC Subsection 19.606.3.E Internal Circulation

The Planning Director has the authority to review the pedestrian, bicycle, and vehicular circulation of the site and impose conditions to ensure safe and efficient on-site circulation. Such conditions may include, but are not limited to, on-site signage, pavement markings, addition or modification of curbs, and modification of drive aisle dimensions.

The Planning Director has reviewed the proposed circulation plan and concluded that it provides safe and efficient on-site circulation.

This standard is met.

(f) MMC Subsection 19.606.3.F Lighting

Lighting is required for parking areas with more than 10 spaces and must have a cutoff angle of 90° or greater to ensure that lighting is directed toward the parking surface. Lighting shall not cause a light trespass of more than 0.5 footcandles measured vertically at the boundaries of the site and shall provide a minimum illumination of 0.5 footcandles for pedestrian walkways in off-street parking areas.

The applicant's submittal includes a lighting plan and details. The proposed new lighting fixture will have a cutoff angle of 90 degrees or greater. Light trespass does not cross project boundary greater than 0.5 foot-candles. The new striped pathway will have a minimum of 0.5 footcandles with relocated light pole light and

existing building mounted light. The existing lighting at the existing bike rack is to remain unchanged.

This standard is met.

The Planning Commission finds that the applicable standards of MMC 19.606.3 are met.

As conditioned, the Planning Commission finds that the applicable design and landscaping standards of MMC 19.606 are met.

e. MMC Section 19.609 Bicycle Parking

MMC 19.609 establishes standards for bicycle parking for new development of various uses. Multifamily residential development with 4 or more units shall provide 1 space per unit. When at least 10 bicycle spaces are required, a minimum of 50% of the spaces shall be covered and/or enclosed. MMC Subsection 19.609.3.A provides that each bicycle parking space shall have minimum dimensions of 2 ft by 6 ft, with 5-ft-wide aisles for maneuvering. MMC Subsection 19.609.4 requires bike racks to be located within 50 ft of a main building entrance.

Based on the minimum requirements, the school must provide a minimum of 6 bike rack spaces. The existing bike rack has space for 39 bikes.

The Planning Commission finds that this standard is met.

The Planning Commission finds that the proposed modifications remain consistent with the applicable standards of MMC 19.600. This standard is met.

6. MMC Chapter 19.700 Public Facility Improvements

MMC 19.700 is intended to ensure that development, including redevelopment, provides public facilities that are safe, convenient, and adequate in rough proportion to their public facility impacts.

a. MMC Section 19.702 Applicability

MMC 19.702 establishes the applicability of MMC 19.700, including intensifications of use that result in a projected increase in the number of vehicle trips.

The proposed modifications are not the result of an increase in the number of teachers, students, or other users of the site. There is no increase in trips, so MMC 19.700 is not applicable to the proposed modifications.

7. MMC Section 19.904 Community Service Uses

MMC 19.904 provides standards and procedures for review of applications for community service uses (CSUs). These are uses that are not specifically allowed outright in most zoning districts but that address a public necessity or otherwise provide some public benefit. CSUs include public and private schools and their associated sports facilities. MMC Subsection 19.904.3 provides that the establishment of a new CSU or a major modification to a CSU shall be evaluated through a Type III review per Section 19.1006.

The proposal to expand the site's parking area beyond the maximum represents a major modification to the school's existing CSU and so is subject to Type III review.

MMC Subsection 19.904.4 provides the following approval criteria for establishment of a new CSU or a major modification to a CSU:

- a. The building setback, height limitation, and off-street parking and similar requirements governing the size and location of development in the underlying zone are met. Where a specific standard is not proposed for a CSU, the standards of the underlying zone must be met.

The proposed modifications do not affect the applicable standards of the underlying R-7 zone or the standards that are superseded by the specific applicable standards for schools as provided in MMC Subsection 19.904.7.

The Planning Commission finds that this standard is met.

- b. Specific standards for the proposed uses as found in MMC Subsections 19.904.7-11 are met.

MMC Subsection 19.904.7 establishes specific standards for schools, which are addressed as follows:

- (1) MMC Subsection 19.904.7.A requires public elementary or secondary schools to provide a site area/pupil ratio as required by state law.

The proposed modifications do not include changes to the size of the existing school campus.

This standard is not applicable.

- (2) MMC Subsection 19.904.7.B has outdoor play area requirements for preschools, nursery schools, day-care centers, or kindergartens.

There are currently three kindergarten classrooms at Milwaukie El Puente. Assuming 32 students per classroom (2019/2020 classroom average size was 30 students), the required fenced play area would be 2,400 sq ft. Total fenced area provided on the site is 25,500 sq ft.

This standard is met.

- (3) MMC Subsection 19.904.7.C requires walkways, both on and off the site for safe pedestrian access.

The proposed modifications do not affect any existing walkways on or off the site. The addition of a walkway connection between the expanded parking area and the school's entrance is addressed in Finding 5.

This standard is met.

- (4) MMC Subsection 19.904.7.D requires sight-obscuring fencing of 4 to 6 ft in height to separate play areas from adjacent residential uses.

The proposed modifications include new fencing around the futsal court. This standard is met.

- (5) MMC Subsection 19.904.7.E requires adequate public facilities to serve the school.

The proposed modifications do not affect public facilities. This standard is not applicable.

- (6) MMC Subsection 19.904.7.F requires safe loading and ingress and egress on and to the site.

The proposed modifications do not affect any loading areas. This standard is not applicable.

- (7) MMC Subsection 19.904.7.G requires compliance with the parking standards in MMC 19.600.

As discussed in Finding 5, the proposed modifications meet the requirements on MMC 19.600.

This standard is met.

- (8) MMC Subsection 19.904.7.H requires minimum yard setbacks of 20 ft.

The proposed modifications do not involve construction of any new structures that would be subject to setback requirements. This standard is not applicable.

- (9) MMC Subsection 19.904.7.I requires bicycle facilities which “adequately serve the site.”

As discussed in Finding 5, the school site currently provides more than the minimum required number of bicycle parking spaces, and the proposed modifications would not affect existing bicycle parking.

This standard is met.

- (10) MMC Subsection 19.904.7.J requires a minimum landscaped area of 15%.

The proposed modifications would provide 2,912 sq ft of additional landscaping to the site in the form of interior and perimeter landscaping around the proposed parking expansion area.

This standard is met.

The Planning Commission finds that the proposed modifications meet the applicable standards of MMC 19.904.7.

- c. The hours and levels of operation of the proposed use are reasonably compatible with surrounding uses.

The proposed modifications do not affect the hours and levels of operation of the school.

As proposed, the Planning Commission finds that this standard is met.

- d. The public benefits of the proposed use are greater than the negative impacts, if any, on the neighborhood.

The proposed modifications would provide additional off-street parking for parents, speakers, and visitors to the school without relying on the limited on-street parking in the surrounding neighborhood. As part of the proposal, additional landscaping will be provided, there will be improved access to the adjacent ball fields, and there will be improved playground equipment and amenities for students.

As proposed, the overall public benefits of the proposed modifications are greater than any negative impacts on the neighborhood.

The Planning Commission finds that this standard is met.

- e. The location is appropriate for the type of use proposed.

Previous land use reviews have found the subject property to be appropriate for the approved elementary school use. The proposed modification to the parking lot is adjacent to the existing parking lot and complies with all applicable design and landscaping standards.

As proposed, the Planning Commission finds that this standard is met.

The Planning Commission finds that the proposed modifications meet the approval criteria of MMC 19.904.4 as a major modification to the school as a CSU.

8. The application was referred to the following departments and agencies on June 24, 2020:
- Milwaukie Building Department
 - Milwaukie Engineering Department
 - Milwaukie Public Works Department
 - Milwaukie Police Department
 - Lake Road and Historic Milwaukie Neighborhood District Associations (NDA), Chairperson and Land Use Committee (LUC)
 - Clackamas Fire District #1 (CFD#1)

In addition, public notice of the application with an invitation to comment was sent on July 22, 2020, to property owners and residents within 300 ft of the subject property.

No comments were received.

ATTACHMENT 2

Recommended Conditions of Approval File #CSU-2020-005

Conditions

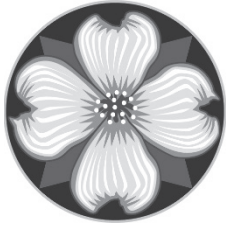
1. Building Permit Submittal

The applicant must submit a Type I Development Review application with final plans for construction of the project. The purpose of the Type I Development Review is to confirm that the final construction plans are substantially consistent with the land use approval. The final construction plans must address the following:

- a. Final plans submitted for construction permit review must be in substantial conformance with plans approved by this action, which are the plans stamped received by the City on June 17, 2020, except as otherwise modified by these conditions.

Additional Requirements

1. Prior to commencement of any earth-disturbing activities, the applicant must obtain an erosion control permit.
2. The applicant must manage stormwater utilizing the City of Portland Stormwater Management Manual for facility design.
3. Development activity on the site is limited to 7:00 a.m. to 10:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. Saturday and Sunday, per MMC Subsection 8.08.070(I).



MILWAUKIE PLANNING
 6101 SE Johnson Creek Blvd
 Milwaukie OR 97206
 503-786-7630
 planning@milwaukieoregon.gov

Application for Land Use Action

Master File #: CSU-2020-005;
~~P-2020-001~~

Review type*: I II III IV V

CHOOSE APPLICATION TYPE(S):

Received 6/12/2020
 Fee paid on 6/17/2020

Community Service Use

Parking: Quantity Modification

...

...

...

Use separate application forms for:

- Annexation and/or Boundary Change
- Compensation for Reduction in Property Value (Measure 37)
- Daily Display Sign
- Appeal

RESPONSIBLE PARTIES:

APPLICANT (owner or other eligible applicant—see reverse): Leif Palmer

Mailing address: 12400 SE Freeman Way, Milwaukie

State/Zip: OR 97222

Phone(s): 503.353.6036

Email: palmerle@nclack.k12.or.us

Please do not include my contact information on public notices or on the City website:

APPLICANT'S REPRESENTATIVE (if different than above): Sina Meier, Opsi Architecture

Mailing address: 920 NW 17th Avenue, Portland

State/Zip: OR, 97209

Phone(s): 503.943.6241

Email: sina@opsisarch.com

SITE INFORMATION:

Address: 11250 SE 27th Avenue, Milwaukie, OR 97222 Map & Tax Lot(s): 1S1E36BD 0550

Comprehensive Plan Designation: P

Zoning: R-7

Size of property: 5.75 Acres

PROPOSAL (describe briefly):

The proposal seeks to expand the existing parking lot at Milwaukie El Puente Elementary School, providing 18 additional parking spaces to bring the total to 59 stalls

SIGNATURE:

ATTEST: I am the property owner or I am eligible to initiate this application per Milwaukie Municipal Code (MMC) Subsection 19.1001.6.A. If required, I have attached written authorization to submit this application. To the best of my knowledge, the information provided within this application package is complete and accurate.

Submitted by: *Sina Meier*

Date: June 11, 2020

IMPORTANT INFORMATION ON REVERSE SIDE

5.1 Page 21

*For multiple applications, this is based on the highest required review type. See MMC Subsection 19.1001.6.B.1.

WHO IS ELIGIBLE TO SUBMIT A LAND USE APPLICATION (excerpted from MMC Subsection 19.1001.6.A):

Type I, II, III, and IV applications may be initiated by the property owner or contract purchaser of the subject property, any person authorized in writing to represent the property owner or contract purchaser, and any agency that has statutory rights of eminent domain for projects they have the authority to construct.

Type V applications may be initiated by any individual.

PREAPPLICATION CONFERENCE:

A preapplication conference may be required or desirable prior to submitting this application. Please discuss with Planning staff.

REVIEW TYPES:

This application will be processed per the assigned review type, as described in the following sections of the Milwaukie Municipal Code:

- Type I: Section 19.1004
- Type II: Section 19.1005
- Type III: Section 19.1006
- Type IV: Section 19.1007
- Type V: Section 19.1008

Note: Natural Resource Review applications **may require a refundable deposit**. Deposits require completion of a Deposit Authorization Form, found at www.milwaukieoregon.gov/building/deposit-authorization-form.

THIS SECTION FOR OFFICE USE ONLY:

FILE TYPE	FILE NUMBER	AMOUNT <small>(after discount, if any)</small>	PERCENT DISCOUNT	DISCOUNT TYPE	DATE STAMP
Master file	CSU-2020-005	\$ 2,000			
Concurrent application files	P-2020-001	\$ 750	25%		
		\$			
		\$			
Deposit (NR only)				<input type="checkbox"/> Deposit Authorization Form received	
TOTAL AMOUNT RECEIVED: \$ 2,750			RECEIPT #:	RCD BY:	
Associated application file #s (appeals, modifications, previous approvals, etc.):					
Neighborhood District Association(s):					
Notes:					



**NCSD MILWAUKIE EL PUENTE PARKING LOT IMPROVEMENTS
APPLICATION FOR LANDUSE ACTION**

Date: June 11, 2020
To: Vera Kolias, Associate Planner City of Milwaukie
From: Sina Meier, Opsis Architecture
Project: North Clackamas School District Milwaukie El Puente Elementary School
2020-002PA

GENERAL INFORMATION:

Owner/Applicant: North Clackamas School District (NCSD)
Attention: Leif Palmer, Bond Purchasing Specialist, North Clackamas School District
12400 SE Freeman Way
Milwaukie, OR 97222
(503) 353-6036

Architect: Opsis Architecture
Attention: Sina Meier
920 NW 17th Avenue
Portland, OR 97209
(503) 943-6241

Tax Lot ID: 1S1E36BD 05500
Location: 11250 SE 27th Ave, Milwaukie, OR 97222
Site Area: 5.75 Acres
Comprehensive Plan: Public
Zoning: R-7

NARRATIVE:

Milwaukie El Puente Elementary School is located in a residential neighborhood off of SE 27th Avenue, surrounded by residential housing on three sides. The existing parking lot is located South of the school. Beyond the parking area is the Lake Road Softball/Baseball Athletic Complex, a series of ballfields and associated facilities. The school itself is currently under renovation.

The original school was constructed in 1916 and has been modified and added on to several times, most recently in 2012, when seismic upgrade work was completed. In addition to a general refresh of all classroom and hallway spaces, the current project includes a major renovation of the Administration area and a small addition, extending the Media Center and creating new hallway connections out to the Kindergarten classrooms. Additionally, the project includes a new Covered Play area and improvements to the existing playground.

NCS D MILWAUKIE EL PUENTE PARKING LOT IMPROVEMENTS

APPLICATION FOR LANDUSE ACTION 2020-002PA

JUNE 11, 2020

PAGE 2 OF 23

Based on staff requests and per District direction, this application seeks to create an extension to the existing parking area, adding 18 additional stalls to the current count of 41 (proposed total number of stalls = 59). The parking lot extension is proposed to be located where the existing basketball court is situated. New basketball hoops and courts will be provided underneath the new Covered Play area as part of the ongoing renovation to the school.

In addition, this proposal seeks to relocate the existing trash enclosure to a more convenient location for garbage pick-up, as well as to work better with the proposed parking layout. A new futsal court is proposed to be installed North of the parking lot extension. The existing ground surface in that location consists of bark chips and will be replaced with asphalt in order to provide a smooth playing area.

An infiltration trench will be installed on the South and West edges of the proposed play court. A water quality planter is to be located South of the parking lot extension. In addition, perimeter landscaping will be provided along the North and East sides of the parking lot. New site lighting (to match existing) will be provided where indicated on supporting exhibits. Proposed striping will delineate a designated path from the parking lot to the existing walkway along the Southside of the building.

Existing fencing runs along the property line along the East edge of the parking lot. A new 6' tall fence South of the futsal court will connect to an existing fence running along the West edge of the playground in order to provide separation between play and parking areas.

Based on District and staff feedback, we gather that the existing parking lot is undersized. We understand that this proposal exceeds the maximum allowable number of parking stalls at elementary schools (Milwaukie El Puente's classroom count is 25). Given the proximity to the Lake Road ball fields, the additional parking area will not only provide more parking for the school itself but may be available to the community utilizing the ball fields on non-school days and after hours. If used as such, parking at Milwaukie El Puente will provide direct access to the ball fields from the neighborhoods located to the North.

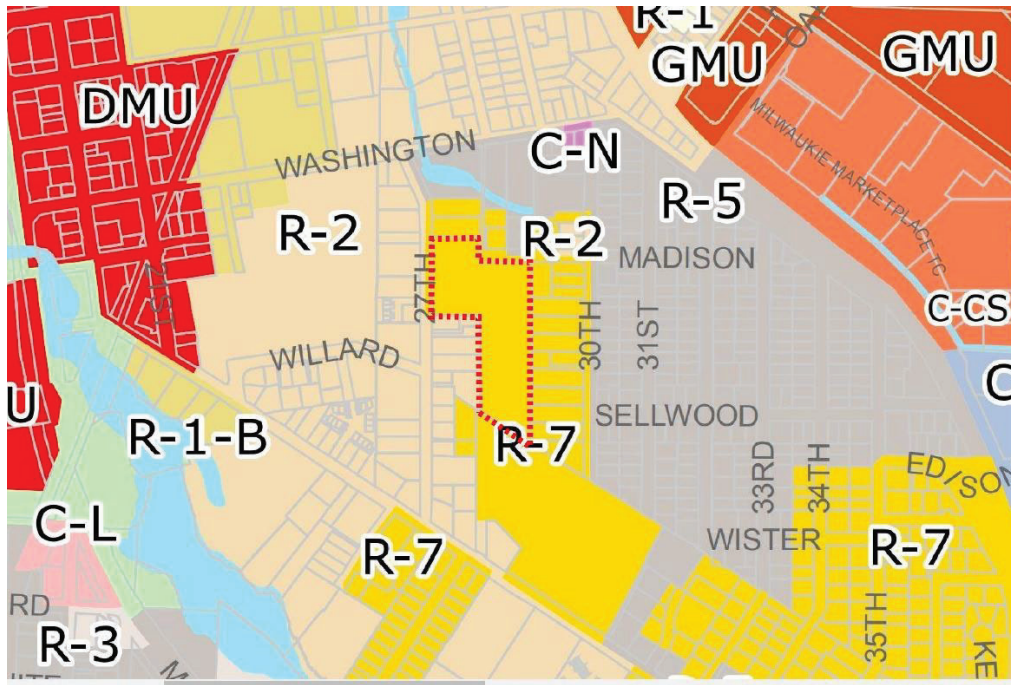
The school's Parent Teacher Organization (PTO) has been advocating for the addition of the futsal court and has raised money to provide additional features (goals, striping) for the play area. While the parking lot extension displaces the existing basketball court, the futsal court adds the same amount of SF of play area (+/- 4,900 SF) in a space that is currently underutilized. The old metal play equipment in that area has been deemed unsafe and will be demolished as part of the ongoing renovation project. New play equipment will be installed within the playground area North of the proposed court.

If approved, the work of the proposed parking lot extension will be performed by the same contractor who has been hired by the District to complete the current renovation scope. The current work is projected to wrap up at the beginning of October 2020. Construction of the parking lot extension, if approved, is scheduled to commence thereafter. The proposed work at the parking lot will round out a series of exterior improvements as part of the current renovation, such as the new playground equipment, covered front entry canopy, as well as a larger and taller Covered Play area.

VINCINITY MAP:



ZONING MAP:



LAND USE HISTORY:

1. Milwaukie Elementary School was constructed prior to the requirement of obtaining a conditional use permit, in approximately 1916. In 2001, North Clackamas Schools received a conditional use permit for the existing school and improvements to the onsite parking and bus loading (CS0-01-02)
2. In 2001, the removal of a Natural Resource Overlay was also approved (NR-01-02)
3. In 2009 and 2019, NCS D received approval for a modification to the existing Conditional Use permit (CSU-09-04)

APPLICABLE DEVELOPMENT STANDARDS:

Meets all requirements of the underlying zone relating to building size and location and off-street parking and the standards of Title 19 zoning. No new structures are proposed. Changes to off street parking as detailed in 19.604.

19.300 BASE ZONE STANDARDS

Applicant Response: See below for applicable base zone standards for Low density residential zone (193.01)

Low Density residential uses allowed (Table 19.301.2)		
Community Service Use	R7	CSU (Ref Land Use History)

Low Density Residential Development Standards (Table 19.301.4)		
Standard	R-7 Requirement	Proposed/ Existing
A. LOT STANDARDS		
1. Minimum Lot size	1. 14,000	1. Existing – No Change
2. Minimum Lot Width	2. 60	2. Existing – No Change
3. Minimum Lot Depth	3. 80	3. Existing – No Change
4. Minimum Street Frontage Requirements	4. 20	4. Existing – No Change
B. DEVELOPMENT STANDARDS		
1. Minimum yard requirements for primary structures (ft)	A. 20 B. 5/10	A. Existing – No Change B. Existing – No Change
A. Front yard	C. 20	C. Existing – No Change
B. Side yard	D. 20	D. Existing – No Change
C. Street side yard		
D. Rear yard		
2. Maximum building height for primary structures	2.5 stories or 35 feet, whichever is less	Existing – No change

3. Side yard height plane limit A. Height above ground plane B. Slope of plan	A. 20 B. 45	a. Existing – No Change b. Existing – No Change
4. Maximum Lot Coverage	30%	Existing – No Change
5. Minimum vegetation	35%	New landscaping as detailed in 19.606.2
C. OTHER STANDARDS		
Not applicable		

19.400 OVERLAY ZONE STANDARDS

Applicant Response: Not applicable

19.500 SUPPLEMENTARY DEVELOPMENT REGULATIONS

Applicant Response: Not applicable

19.604 GENERAL PARKING STANDARDS

19.604.1 Parking Provided with Development Activity

All required off-street parking areas shall be provided at the time the structure is built; at the time a structure or site is enlarged; or when there is change in use or an increase in density or intensity. All required off-street parking areas shall be provided in conformance with the standards of Chapter 19.600 prior to issuance of a certificate of occupancy, or final development permit approval, or as otherwise specified in any applicable land use decision.

Applicant Response: An off-street parking area is being expanded with this application. The off-street parking areas are provided in conformance with the standards in chapter 19.600.

19.604.2 Parking Area Location

Accessory parking shall be located in one or more of the following areas:

- A. On the same site as the primary use for which the parking is accessory.
- B. On a site owned by the same entity as the site containing the primary use that meets the standards of Subsection 19.605.4.B.2. Accessory parking that is located in this manner shall not be considered a parking facility for purposes of the base zones in Chapter 19.300.
- C. Where shared parking is approved in conformance with Subsection 19.605.4.

Applicant Response: The additional parking spaces are an expansion of an approved existing lot location, therefore satisfying option A.

19.604.3 Use of Parking Areas

All required off-street parking areas shall continually be available for the parking of operable vehicles of intended users of the site. Required parking shall not be rented, leased, sold, or otherwise used for

parking that is unrelated to the primary or accessory use of the site, except where a shared parking agreement per Subsection 19.605.4 has been recorded. Subsection 19.604.3 does not prohibit charging fees for parking when the parking serves the primary or accessory uses on site.

Applicant Response: The proposed parking area is for use at the school and nearby fields, with no intention to rent, lease, sell, or otherwise use the spaces for an unrelated use to the primary or accessory use of the site.

19.604.4 Storage Prohibited

No required off-street parking area shall be used for storage of equipment or materials, except as specifically authorized by Subsection 19.607.2 Commercial Vehicle, Pleasure Craft, and Recreational Vehicle Parking. (Ord. 2025 § 2, 2011)

Applicant Response: The proposed parking area is not intended for storage of equipment or materials. The extra spaces have been highly requested by faculty and parents at the school and expect to be used to their full purpose.

19.605 VEHICLE PARKING QUANTITY REQUIREMENTS

The purpose of Section 19.605 is to ensure that development provides adequate, but not excessive, vehicle parking based on their estimated parking demand. Subsection 19.605.1 establishes parking ratios for common land uses, and Subsection 19.605.3 allows certain exemptions and reductions to these ratios based on location or on-site amenities. Modifications to the established parking ratios and determinations of parking requirements for unique land uses are allowed with discretionary review per Subsection 19.605.2.

Nonresidential development in the Downtown Mixed Use (DMU) and Open Space (OS) Zones is exempt from the requirements of Section 19.605.

19.605.1 Minimum and Maximum Requirements

A. Development shall provide at least the minimum and not more than the maximum number of parking spaces as listed in Table 19.605.1. Modifications to the standards in Table 19.605.1 may be made as per Section 19.605. Where multiple ratios are listed, the Planning Director shall determine which ratio to apply to the proposed development or use.

Applicant Response: This application proposes increasing the number of spaces in the existing lot due to a high number of requests by faculty and parents at the school. Per Table 19.605.1, section B-3, the maximum allowed number of spaces is 2/classroom. With 25 classrooms, this equates to an allowable 50 spaces maximum per Table 19.605.1. This application proposes a parking lot total of 59 spaces, thereby creating an excess of 9 spaces. The request for an excess of 9 spaces over code allowance is proposed due to an existing lack of spaces for both faculty and parents for the school, as well as a lack of parking for the surrounding fields in the park to the south.

B. When a specific use has not been proposed or identified at the time of permit review, the Planning Director may elect to assign a use category from Table 19.605.1 to determine the minimum required and maximum allowed parking. Future tenants or property owners are responsible for compliance with Chapter 19.600 per the applicability provisions of Section 19.602.

Applicant Response: Not applicable.

C. If a proposed use is not listed in Table 19.605.1, the Planning Director has the discretion to apply the quantity requirements of a similar use listed in the table upon finding that the listed use and unlisted use have similar parking demands. If a similar use is not listed, the quantity requirements will be determined per Subsection 19.605.2.

Applicant Response: Not applicable; use is School – Elementary or Junior High.

D. Where the calculation of minimum parking spaces does not result in a whole number, the result shall be rounded down to the next whole number. Where the calculation of maximum parking spaces does not result in a whole number, the result shall be rounded to the nearest whole number.

Applicant Response: The maximum parking spaces results in a whole number of 50. This application proposes a total of 59 spaces.

E. Parking spaces for disabled persons, and other improvements related to parking, loading, and maneuvering for disabled persons, shall conform to the Americans with Disabilities Act and shall be subject to review and approval by the Building Official. Spaces reserved for disabled persons are included in the minimum required and maximum allowed number of off-street parking spaces.

Applicant Response: The existing parking area provides ADA spaces in conformance with the Americans with Disabilities Act. This application is not proposing any revisions to the existing ADA spaces. Accessible routes are provided from the proposed additional spaces.

F. Uses that have legally established parking areas that exceed the maximum number of spaces allowed by Section 19.605 prior to June 17, 2010, the effective date of Ordinance #2015, shall be considered nonconforming with respect to the quantity requirements. Such uses shall not be considered parking facilities as defined in Section 19.201.

Applicant Response: Not applicable. The existing lot does not exceed the maximum allowed number of spaces.

19.605.2 Quantity Modifications and Required Parking Determinations

Subsection 19.605.2 allows for the modification of minimum and maximum parking ratios from Table 19.605.1 as well as the determination of minimum and maximum parking requirements. Parking determinations shall be made when the proposed use is not listed in Table 19.605.1 and for developments with large parking demands.

A. Applicability

The procedures of Subsection 19.605.2 shall apply in the following situations:

1. If the proposed use is not listed in Table 19.605.1 and the quantity requirements for a similar listed use cannot be applied.
2. If the applicant seeks a modification from the minimum required or maximum allowed quantities as calculated per Table 19.605.1.

Applicant Response: This application is seeking a modification to the maximum allowed quantities as calculated per Table 19.605.1 (option 2).

B. Application

Determination of parking ratios in situations listed above shall be reviewed as a Type II land use decision, per Section 19.1005 Type II Review. The application for a determination must include the following:

1. Describe the proposed uses of the site, including information about the size and types of the uses on site, and information about site users (employees, customers, etc.).

Application Response: The site is comprised of an elementary school with 25 classrooms with a playground and proposed futsal court. In addition, there is a field used for sporting events to the South of the site that has limited parking to the South.

2. Identify factors specific to the proposed use and/or site, such as the proximity of transit, parking demand management programs, availability of shared parking, and/or special characteristics of the customer, client, employee or resident population that affect parking demand.

Applicant Response: During school hours, the existing parking lot is consistently full, limiting the available parking for parents and guest speakers. When the parking area is full, street parking in the surrounding neighborhoods is possible to occur. In addition, during events on the southern field, it is typical for participants to park in the school parking lot when the park lot is full.

3. Provide data and analysis specified in Subsection 19.605.2.B.3 to support the determination request. The Planning Director may waive requirements of Subsection 19.605.2.B.3 if the information is not readily available or relevant, so long as sufficient documentation is provided to support the determination request.
 - a. Analyze parking demand information from professional literature that is pertinent to the proposed development. Such information may include data or literature from the Institute of Transportation Engineers, American Planning Association, Urban Land Institute, or other similar organizations.
 - b. Review parking standards for the proposed use or similar uses found in parking regulations from other jurisdictions.
 - c. Present parking quantity and parking use data from existing developments that are similar to the proposed development. The information about the existing development and its parking demand shall include enough detail to evaluate similarities and differences between the existing development and the proposed development.

Applicant Response: In response to subsection 19.605.2.B.3.c, data for surrounding elementary schools is provided. This application proposes:

- *Milwaukie El Puente Elementary*
 - o *25 Classrooms*
 - o *59 spaces. Low street parking.*
 - o *Parking space/classroom ratio = 2.36*

- *Ardenwald Elementary*
 - o *28 Classrooms*
 - o *50 spaces and an additional 28 parallel parking spaces, totaling 78. Ample street parking around area.*
 - o *Parking space/classroom ratio = 2.78*

- *Oak Grove Elementary*
 - o *27 Classrooms*
 - o *109 spaces. Ample street parking around area.*
 - o *Parking space/classroom ratio = 4.03*

4. Propose a minimum and maximum parking ratio. For phased projects, and for projects where the tenant mix is unknown or subject to change, the applicant may propose a range (low and high number of parking spaces) for each development phase and both a minimum and maximum number of parking spaces to be provided at buildout of the project.

Applicant Response: This application proposes an adjusted maximum parking ratio of 2.36. There are no phases with this application related to multiple parking ratios.

5. Address the approval criteria in Subsection 19.605.2.C.

Applicant Response: See below

C. Approval Criteria

The Planning Director shall consider the following criteria in deciding whether to approve the determination or modification. The Planning Director, based on the applicant's materials and other data the Planning Director deems relevant, shall set the minimum parking requirement and maximum parking allowed. Conditions of approval may be placed on the decision to ensure compliance with the parking determination.

1. All modifications and determinations must demonstrate that the proposed parking quantities are reasonable based on existing parking demand for similar use in other locations; parking quantity requirements for the use in other jurisdictions; and professional literature about the parking demands of the proposed use.

Applicant Response: In response to subsection 19.605.2.C.1, data for surrounding elementary schools is provided. This application proposes:

- *Milwaukie El Puente Elementary*
 - o *25 Classrooms*
 - o *59 spaces. Low street parking.*
 - o *Parking space/classroom ratio = 2.36*

Similar elementary schools nearby include:

- *Ardenwald Elementary*
 - o *23 Classrooms*
 - o *50 spaces and an additional 28 parallel parking spaces, totaling 78. Ample street parking around area.*
 - o *Parking space/classroom ratio = 2.78*
- *Oak Grove Elementary*
 - o *27 Classrooms*
 - o *109 spaces. Ample street parking around area.*
 - o *Parking space/classroom ratio = 4.03*

2. In addition to the criteria in Subsection 19.605.2.C.1, requests for modifications to decrease the amount of minimum required parking shall meet the following criteria:
 - a. The use of transit, parking demand management programs, and/or special characteristics of the site users will reduce expected vehicle use and parking space demand for the proposed use or development, as compared with the standards in Table 19.605.1.
 - b. The reduction of off-street parking will not adversely affect available on-street parking.

- c. The requested reduction is the smallest reduction needed based on the specific circumstances of the use and/or site.

Applicant Response: Not applicable; this application does not propose a request for modifications to decrease the amount of minimum required parking.

- 3. In addition to the criteria in Subsection 19.605.2.C.1, requests for modifications to increase the amount of maximum allowed parking shall meet the following criteria:
 - a. The proposed development has unique or unusual characteristics that create a higher-than-typical parking demand.
 - b. The parking demand cannot be accommodated by shared or joint parking arrangements or by increasing the supply of spaces that are exempt from the maximum amount of parking allowed under Subsection 19.605.3.A.
 - c. The requested increase is the smallest increase needed based on the specific circumstances of the use and/or site.

Applicant Response: The proposed parking lot expansion has been requested by the school faculty, school parents, and district, due to a current under-abundance of parking stalls. Nearby street parking is not practical due to the frontage being occupied with no-parking signs and loading-only area designations. The closest street parking with access to the front entry is beyond visible distance and intrudes on neighborhoods.

19.605.3 Exemptions and By-Right Reductions to Quantity Requirements

The following exemptions and by-right reductions cannot be used to further modify any parking modification or determination granted under Subsection 19.605.2.

A. Exemptions to Maximum Quantity Allowance

The following types of parking do not count toward the maximum amount of parking allowed on a site. This exemption applies only to the quantity requirements of Section 19.605 and not to the other requirements of Chapter 19.600. The City may impose conditions to ensure that parking spaces associated with these parking types are appropriately identified and used for the intended purpose.

- 1. Spaces for a parking facility.
- 2. Spaces for a transit facility or park and ride facility.
- 3. Storage or display areas for vehicle sales.
- 4. Employee carpool parking, when spaces are dedicated or reserved for that use.
- 5. Fleet parking.
- 6. Truck loading areas.

Applicant Response: This application exemption proposes only total spaces of the existing parking lot and attached expansion.

B. Reductions to Minimum Parking Requirements

Applicants are allowed to utilize multiple reductions from Subsections 19.605.3.B.2-7, provided that the total reduction in required parking does not exceed 25% of the minimum quantity requirement listed in Table 19.605.1. The total reduction in required parking is increased to 30% in the Downtown Mixed-Use Zone DMU. Applicants may not utilize the reduction in Subsection 19.605.3.B.1 in conjunction with any other reduction in Subsection 19.605.3.B.

1. Reductions for Neighborhood Commercial Areas

The minimum parking requirements of Table 19.605.1 shall be reduced by 50% for the properties described below:

- a. Properties zoned Commercial Limited (C-L).

- b. Properties zoned Commercial Neighborhood (C-N).
 - c. Properties in the Neighborhood Mixed-Use (NMU) Zone in the area bounded by 40th Ave, King Rd, 44th Ave, and Jackson St.
2. Proximity to Public Transit
- a. Parking for commercial and industrial uses may be reduced by up to 10% if the development is within 500-ft walking distance, as defined in Subsection 19.605.3.B.2.d, of a transit stop with a peak hour service frequency of 30 minutes or less.
 - b. Parking for multifamily uses may be reduced by up to 20% if the development is within 500-ft walking distance, as defined in Subsection 19.605.3.B.2.d, of a transit stop with a peak hour service frequency of 30 minutes or less.
 - c. Parking for all uses except single-family attached and detached dwellings may be reduced by 25% if the development is within 1,000-ft walking distance, as defined in Subsection 19.605.3.B.2.d, of a light rail transit stop, or if it is located in the Downtown Mixed Use Zone DMU.
 - d. In determining walking distance, the applicant shall measure the shortest route along sidewalks, improved pedestrian ways, or streets if sidewalks or improved pedestrian ways are not present. Walking distance shall be measured along the shortest course from the point on the development site that is nearest to the transit stop.
3. Multitenant Commercial Sites
- Where multiple commercial uses occur on the same site, minimum parking requirements shall be calculated as described below. The Planning Director shall have the authority to determine when multiple uses exist on a site.
- a. Use with highest parking requirement. The use that has the largest total number of minimum parking spaces required shall be required to provide 100% of the minimum number of parking spaces.
 - b. All other uses. All other uses on the site shall be required to provide 80% of the minimum number of parking spaces.
4. Carpool/Vanpool
- Commercial and industrial developments that provide at least 2 carpool/vanpool parking spaces may reduce the required number of parking spaces by up to 10%. This reduction may be taken whether the carpool/vanpool space is required pursuant to Section 19.610 or voluntarily provided.
5. Bicycle Parking
- The minimum amount of required parking for all non-single-family residential uses may be reduced by up to 10% for the provision of covered and secured bicycle parking in addition to what is required by Section 19.609. A reduction of 1 vehicle parking space is allowed for every 6 additional bicycle parking spaces installed. The bicycle spaces shall meet all other standards of Section 19.609. If a reduction of 5 or more stalls is granted, then on-site changing facilities for bicyclists, including showers and lockers, are required. The area of an existing parking space in an off-street parking area may be converted to bicycle parking to utilize this reduction.
6. Car Sharing
- Required parking may be reduced by up to 5% if at least 1 off-street parking space is reserved for a vehicle that is part of a car sharing program. The car sharing program shall be sufficiently large enough, as determined by the Planning Director, to be accessible to persons throughout Milwaukie and its vicinity. The applicant must provide documentation from the car sharing program that the program will utilize the space provided.
7. Provision of Transit Facility Improvements
- The number of existing required parking spaces may be reduced by up to 10% for developments that provide facilities such as bus stops and pull-outs, bus shelters, or other transit-related facilities. A reduction of 1 parking space is allowed for each 100 sq ft of transit facility provided on the site.

Applicant Response: Not applicable; this application is not applying for a modification to the minimum number of parking spaces.

19.605.4 Shared Parking

Some or all of a use's required parking spaces may be accommodated off-premises on the parking area of a different site through shared parking, pursuant to the standards of Subsection 19.605.4. The standards of Subsection 19.605.4 do not apply to voluntary shared parking agreements that are not created in order to conform to the quantity requirements of Section 19.605.

A. Review

The Planning Director shall determine, in accordance with Section 19.1004 Type I Review, whether the shared parking standards are met. The Planning Director may require a nonconforming parking area be brought into conformance, or closer to conformance as per Subsection 19.602.5, before it may be used for shared parking.

Applicants response: This application is not proposing shared parking. The proposed parking lot expansion is proposed on site.

B. Standards

1. The applicant must demonstrate that the shared parking area has a sufficient quantity of spaces for the uses that will share the parking area. The Planning Director may require the applicant to provide data substantiating the claim that the proposed parking is sufficient for multiple uses during peak hours of demand for each use.
2. The nearest parking spaces shall be no further than 1,000 ft from the principal structure(s) or use(s). The measurement shall be along a route that is adequately illuminated; has vertical or horizontal separation from travel lanes within the right-of-way; uses legal crosswalks for right-of-way crossing; and has an asphalt, concrete, or similar surface material. The applicant may propose to construct new facilities or modify existing facilities to comply with Subsection 19.605.4.B.2.
3. Legal documentation between the property owners that guarantees access to the shared parking shall be recorded with the County. The documentation shall be reviewed and approved by the Planning Director prior to being recorded. The agreement shall run with the land and not be tied to property ownership. The agreement shall not be terminated without City approval. The request for terminating the agreement must demonstrate that the properties in the agreement and their uses will comply with the quantity requirements of Section 19.605 after dissolution of the agreement. A copy of the recorded documentation shall be provided to the City prior to obtaining a building permit.

Applicants response: This application is not proposing shared parking. The proposed parking lot expansion is proposed on site.

19.606 PARKING AREA DESIGN AND LANDSCAPING

The purpose of Section 19.606 is to ensure that off-street parking areas are safe, environmentally sound, aesthetically pleasing, and that they have efficient circulation. These standards apply to all types of development except for cottage clusters, rowhouses, duplexes, single-family detached dwellings, and residential homes.

ACTIOV19.606.1 Parking Space and Aisle Dimensions

A. The dimensions for required off-street parking spaces and abutting drive aisles, where required, shall be no less than in Table 19.606.1. The minimum dimensions listed in Table 19.606.1 are illustrated in Figure 19.606.1.

Applicant Response: The proposed parking lot expansion satisfies the minimum parking space and aisle dimensions in Table 19.606.1.

B. The dimension of vehicle parking spaces provided for disabled persons shall be according to federal and State requirements.

Applicant Response: The proposed parking lot expansion does not propose any revisions or alterations to the existing ADA parking spaces in the existing lot.

C. Parking spaces shall be provided with adequate aisles or turnaround areas so that all vehicles may enter the street in a forward manner.

Applicant Response: The proposed parking lot expansion is designed to satisfy the requirements in Table 19.606.1 for aisles and turnaround areas.

D. Drive aisles shall be required in parking areas greater than 5 spaces. Drive aisles shall meet the minimum width standards of Subsection 19.606.1. Where a drive aisle or portion thereof does not abut a parking space(s), the minimum allowed width for a one-way drive aisle shall be 8 ft and the minimum allowed width for a two-way drive aisle shall be 16 ft.

Applicant response: The proposed parking lot expansion is designed with a 2-way drive aisle. The aisle is designed to meet the minimum width standards of subsection 19.606.1.

19.606.2 Landscaping

A. Purpose

The purpose of the off-street parking lot landscaping standards is to provide vertical and horizontal buffering between parking areas and adjacent properties, break up large expanses of paved area, help delineate parking spaces and drive aisles, and provide environmental benefits such as stormwater management, carbon dioxide absorption, and a reduction of the urban heat island effect.

Applicant Response: Understood

B. General Provisions

1. Parking area landscaping shall be required for the surface parking areas of all uses, except for cottage clusters, rowhouses, duplexes, and single-family detached dwellings. Landscaping shall be based on the standards in Subsections 19.606.2.C-E.

Applicant Response: Understood

2. Landscaped areas required by Subsection 19.606.2 shall count toward the minimum amount of landscaped area required in other portions of Title 19.

Applicant Response: Understood

3. Parking areas with 10 or fewer spaces in the Downtown Mixed-Use Zone are exempt from the requirements of Subsection 19.606.2.

Applicant Response: Not applicable.

4. Required trees shall be species that, within 10 years of planting, will provide a minimum of 20-ft diameter shade canopy. Compliance with this standard is based on the expected growth of the selected trees.

Applicant Response: Tree species include Zelkova serrata and Nyssa sylvatica; both species will provide a minimum of 20-ft diameter shade canopy within 10 years.

C. Perimeter Landscaping

The perimeter landscaping of parking areas shall meet the following standards which are illustrated in Figure 19.606.2.C.

1. Dimensions

The minimum width of perimeter landscape areas are shown in Table 19.606.2.C.1. Where a curb provides the border for a perimeter landscape area, the dimension shall be measured from the inside of the curb(s). The Planning Director may reduce the required minimum width of a perimeter landscaping area where existing development or site constraints make it infeasible to provide drive aisles, parking spaces, and the perimeter landscaping buffer width listed in Table 19.606.2.C.1.

Applicant Response: The new parking lot includes perimeter landscape buffer that meets or exceeds dimensional and planting requirements listed in Table 19.606.2.C.1. Where the parking lot abuts an adjacent property the perimeter planting areas are between 6' to 11' wide from the inside curb. Buffering the proposed futsal court, the perimeter planting area at the north edge of the parking lot measures 8.8' wide from the inside curb.

2. Planting Requirements

Landscaping requirements for perimeter buffer areas shall include one tree planted per 30 lineal ft of landscaped buffer area. Where the calculation of the number of trees does not result in a whole number, the result shall be rounded up to the next whole number. Trees shall be planted at evenly spaced intervals along the perimeter buffer to the greatest extent practicable. The remainder of the buffer area shall be grass, ground cover, mulch, shrubs, trees, or other landscape treatment other than concrete and pavement.

Applicant Response: Plantings within the perimeter landscape areas include 8 trees, which exceeds 1 tree per 30 lineal feet.

3. Additional Planting Requirements Adjacent to Residential Uses

In addition to the planting requirements of Subsection 19.606.2.D.2, all parking areas adjacent to a residential use shall have a continuous visual screen in the landscape perimeter area that abuts the residential use. The area of required screening is illustrated in Figure 19.606.2.C.3. The screen must be opaque throughout the year from 1 to 4 ft above ground to adequately screen vehicle lights. These standards must be met at the time of planting. Examples of acceptable

visual screens are a fence or wall, an earth berm with plantings, and other plantings of trees and shrubs.

Applicant Response: Where the landscape perimeter area abuts a residential use, Ilex glabra 'Chamzin' is used to provide an evergreen buffer that grows to 4' tall.

D. Interior Landscaping

The interior landscaping of parking areas shall meet the following standards which are illustrated in Figure 19.606.2.D.

1. General Requirements

Interior landscaping of parking areas shall be provided for sites where there are more than 10 parking spaces on the entire site. Landscaping that is contiguous to a perimeter landscaping area and exceeds the minimum width required by Subsection 19.606.2.C.1 will be counted as interior landscaping if it meets all other requirements of Subsection 19.606.2.D

Applicant Response: Understood

2. Required Amount of Interior Landscaped Area

At least 25 SF of interior landscaped area must be provided for each parking space. Planting areas must be at least 120 SF ft in area and dispersed throughout the parking area.

Applicant Response: The total area of perimeter buffer is 2,040, which exceeds 25 sf per space and is greater than 120 sf.

3. Location and Dimensions of Interior Landscaped Areas

- a. Interior landscaped area shall be either a divider median between opposing rows of parking, or a landscape island in the middle or at the end of a parking row.
- b. Interior landscaped areas must be a minimum of 6 ft in width. Where a curb provides the border for an interior landscape area, the dimension shall be measured from the inside of the curb(s).

Applicant Response: Not applicable.

4. Planting Requirements for Interior Landscaped Areas

- a. For divider medians, at least 1 shade or canopy tree must be planted for every 40 linear ft. Where the calculation of the number of trees does not result in a whole number, the result shall be rounded up to the next whole number. Trees shall be planted at evenly spaced intervals to the greatest extent practicable.
- b. For landscape islands, at least 1 tree shall be planted per island. If 2 interior islands are located contiguously, they may be combined and counted as 2 islands with 2 trees planted.
- c. The remainder of any divider median or landscape island shall be grass, ground cover, mulch, shrubs, trees, or other landscape treatment other than concrete and pavement.

Applicant Response: *Not applicable.*

5. Additional Landscaping for Large Parking Areas
Parking areas with more than 100 spaces on a site shall not have more than 15 spaces in a row without providing an interior landscaped island. See Figure 19.606.2.D.5.

Applicant Response: *Not applicable.*

- E. Other Parking Area Landscaping Provisions
 1. Preservation of existing trees is encouraged in the off-street parking area and may be credited toward the total number of trees required, based on staff's review.

Applicant Response: *Due to the proposed parking lot extension, (2) existing site trees will need to be removed.*

2. Installation of parking area landscaping shall be required before a certificate of occupancy is issued, unless a performance bond is posted with the City. Then landscaping shall be installed within 6 months thereafter or else the bond will be foreclosed, and plant materials installed by the City.

Applicant Response: *Understood*

3. Parking area landscaping shall be maintained in good and healthy condition.

Applicant Response: *Understood*

4. Required parking landscaping areas may serve as stormwater management facilities for the site. The Engineering Director has the authority to review and approve the design of such areas for conformance with the Public Works Standards. This allowance does not exempt the off-street parking landscape area from meeting the design or planting standards of Subsection 19.606.2.

Applicant Response: *The perimeter planting area along the south edge of the parking lot is a 512 SF water quality facility*

5. Pedestrian walkways are allowed within perimeter and interior landscape buffers if the landscape buffer is at least 2 ft wider than required in Subsections 19.606.2.C.1 and 19.606.2.D.3.b.

Applicant Response: *Understood*

19.606.3 Additional Design Standards

- A. Paving and Striping
Paving and striping are required for all required maneuvering and standing areas. Off-street parking areas shall have a durable and dust-free hard surface, shall be maintained for all-weather use, and

shall be striped to show delineation of parking spaces and directional markings for driveways and accessways. Permeable paving surfaces may be used to reduce surface water runoff and protect water quality.

Applicant Response: The proposed parking lot expansion will have an asphalt surface and painted striping to indicate maneuvering and delineation of parking spaces. Water quality is being treated by a swale, rather than a permeable surface.

B. Wheel Stops

Parking bumpers or wheel stops, of a minimum 4-in height, shall be provided at parking spaces to prevent vehicles from encroaching on the street right-of-way, adjacent landscaped areas, or pedestrian walkways. Curbing may substitute for wheel stops if vehicles will not encroach into the minimum required width for landscape or pedestrian areas.

Applicant Response: Applicant Response: Parking bumpers are shown along the southern side of the parking lot expansion. A mountable curb will be used along the northern side of the parking lot expansion to allow vehicle access for maintenance. The encroachment from the vehicle overhang is not included in the landscape or pedestrian minimum widths and areas.

C. Site Access and Drive Aisles

1. Accessways to parking areas shall be the minimum number necessary to provide access while not inhibiting the safe circulation and carrying capacity of the street. Driveway approaches shall comply with the access spacing standards of Chapter 12.16.

Applicant Response: The proposed parking lot expansion meets the dimension requirements in subsection 19.606.1. The striped access walkway through the parking lot meets the minimum dimensional requirements for drive aisles. The minimum dimensions for the walkway and drive aisle do not overlap.

4. Drive aisles shall meet the dimensional requirements in Subsection 19.606.1.

Applicant Response: The proposed parking lot expansion meets the dimension requirements in subsection 19.606.1.

3. Parking drive aisles shall align with the approved driveway access and shall not be wider than the approved driveway access within 10 ft of the right-of-way boundary.

Applicant Response: Not applicable; this application does not propose a new accessway to a street or public right-of-way. The proposed drive aisle is away from the street connection.

4. Along collector and arterial streets, no parking space shall be located such that its maneuvering area is in an ingress or egress aisle within 20 ft of the back of the sidewalk, or from the right-of-way boundary where no sidewalk exists.

Applicant Response: Not applicable; this application proposed a parking lot expansion away from the right-of-way.

5. Driveways and on-site circulation shall be designed so that vehicles enter the right-of-way in a forward motion.

Applicant Response: Not applicable; this application proposed a parking lot expansion away from the right-of-way.

D. Pedestrian Access and Circulation

Subsection 19.504.9 establishes standards that are applicable to an entire property for on-site walkways and circulation. The purpose of Subsection 19.606.3.D is to provide safe and convenient pedestrian access routes specifically through off-street parking areas. Walkways required by Subsection 19.606.3.D are considered part of the on-site walkway and circulation system required by Subsection 19.504.9.

1. Pedestrian access shall be provided for off-street parking areas so that no parking space is further than 100 ft away, measured along vehicle drive aisles, from a building entrance, or a walkway that meets the standards of Subsection 19.606.3.D.2.

Applicant Response: The proposed parking lot expansion includes a new striped walkway through the existing parking lot that provides a connection to the building entrance. The striped parking lot walkway does not overlap with the required vehicle travel and access dimensions and extends so the furthest vehicle is within 100 ft of the pathway.

2. Walkways through off-street parking areas must be continuous, must lead to a building entrance, and meet the design standards of Subsection 19.504.9.E.

Applicant Response: The proposed application provides a striped walkway through the off-street parking area directly to the main building entrance.

E. Internal Circulation

1. General Circulation

The Planning Director has the authority to review the pedestrian, bicycle, and vehicular circulation of the site and impose conditions to ensure safe and efficient on-site circulation. Such conditions may include, but are not limited to, on-site signage, pavement markings, addition or modification of curbs, and modifying drive aisle dimensions.

Applicant Response: Understood.

2. Connections to Adjacent Parking Areas

Where feasible, parking areas shall be designed to connect with parking areas on adjacent sites to eliminate the use of the street for cross movements.

Applicant Response: The proposed design is an expansion of the current parking lot connected to the school. There are no adjacent parking lot sites for cross movements aside from this.

3. Drive-Through Uses and Queuing Areas

The following standards apply to uses with drive-through services and uses such as gas stations and quick vehicle service facilities where vehicles queue rather than park on the site. The Planning Director has the authority to determine when the standards apply to a proposed use.

- a. The drive-up/drive-through facility shall be along a building face that is oriented to an alley, driveway, or interior parking area, and shall not be on a building face oriented toward a street.
- b. None of the drive-up, drive-in, or drive-through facilities (e.g., driveway queuing areas, windows, teller machines, service windows, kiosks, drop-boxes, or similar facilities) are located within 20 ft of the right-of-way.

- c. Queuing areas shall be designed so that vehicles do not obstruct a driveway, fire access lane, walkway, or public right-of-way. Applicants may be required to submit additional information regarding the expected frequency and length of queues for a proposed use.

Applicant Response: Not applicable. This application does not propose drive-through or queuing areas.

F. Lighting

Lighting is required for parking areas with more than 10 spaces. The Planning Director may require lighting for parking areas of less than 10 spaces if the parking area would not be safe due to the lack of lighting. Lighting shall be designed to enhance safe access for vehicles and pedestrians on the site, and shall meet the following standards:

1. Lighting luminaires shall have a cutoff angle of 90 degrees or greater to ensure that lighting is directed toward the parking surface.

Applicant Response: New lighting fixture to have cutoff angle of 90 degrees or greater. Please see the attached cutsheet for lighting fixture.

2. Parking area lighting shall not cause a light trespass of more than 0.5 footcandles measured vertically at the boundaries of the site.

Applicant Response: See attached lighting calculations. Light trespass does not cross project boundary greater than 0.5 foot-candles.

3. Pedestrian walkways and bicycle parking areas in off-street parking areas shall have a minimum illumination level of 0.5 footcandles, measured horizontally at the ground level.

Applicant Response: New striped pathway to have a minimum of 0.5 footcandles with relocated light pole light and existing building mounted light. Existing lighting at existing bike rack to remain unchanged.

4. Where practicable, lights shall be placed so they do not shine directly into any WQR and/or HCA location. The type, size, and intensity of lighting shall be selected so that impacts to habitat functions are minimized.

Applicant Response: The proposed application adheres to this requirement.

19.607 OFF-STREET PARKING STANDARDS FOR RESIDENTIAL AREAS

Applicant Response: Not applicable. This section does not apply to the proposed institutional revisions.

19.608 LOADING

Applicant Response: Not applicable. This section does not apply to the proposed institutional revisions.

19.609 BICYCLE PARKING

19.609.1 Applicability

Bicycle parking shall be provided for all new commercial, industrial, community service use, and multifamily residential development. Temporary and seasonal uses (e.g., fireworks and Christmas tree stands) and storage units are exempt from Section 19.609. Bicycle parking shall be provided in the Downtown Mixed-Use Zone and at transit centers.

Applicant Response: Understood

19.609.2 Quantity of Spaces

- A. The quantity of required bicycle parking spaces shall be as described in this subsection. In no case shall less than 2 spaces be provided.
 - 1. Unless otherwise specified, the number of bicycle parking spaces shall be at least 10% of the minimum required vehicle parking for the use.
 - 2. The number of bicycle parking spaces at transit centers shall be provided at the ratio of at least 1 space per 100 daily boardings.
 - 3. Multifamily residential development with 4 or more units shall provide 1 space per unit.
- B. Covered or enclosed bicycle parking. A minimum of 50% of the bicycle spaces shall be covered and/or enclosed (in lockers or a secure room) in any of the following situations:
 - 1. When 10% or more of vehicle parking is covered.
 - 2. If more than 10 bicycle parking spaces are required.
 - 3. Multifamily residential development with 4 or more units.

Applicant Response: Existing bike rack to remain. Rack offers space for 39 bikes. Required count = 0.10 x 59 (parking spaces) = 6

19.609.3 Space Standards and Racks

- A. The dimension of each bicycle parking space shall be a minimum of 2 x 6 ft. A 5-ft-wide access aisle must be provided. If spaces are covered, 7 ft of overhead clearance must be provided. Bicycle racks must be securely anchored and designed to allow the frame and 1 wheel to be locked to a rack using a high security, U-shaped, shackle lock.
- B. Lighting shall conform to the standards of Subsection 19.606.3.F.

Applicant Response: Existing bike rack to remain

19.609.4 Location

- A. Bicycle parking facilities shall meet the following requirements:
 - 1. Located within 50 ft of the main building entrance.
 - 2. Closer to the entrance than the nearest non-ADA designated vehicle parking space.
 - 3. Designed to provide direct access to a public right-of-way.
 - 4. Dispersed for multiple entrances.
 - 5. In a location that is visible to building occupants or from the main parking lot.
 - 6. Designed not to impede pedestrians along sidewalks or public rights-of-way.
 - 7. Separated from vehicle parking areas by curbing or other similar physical barriers.

B. The public right-of-way may be utilized for bicycle parking when parking cannot be reasonably accommodated on the site and the location is convenient to the building's front entrance. The bicycle parking area in the right-of-way must leave a clear, unobstructed width of sidewalk that meets the Engineering Department's Public Works Standards for sidewalk passage. See Figure 19.609 for illustration of space and locational standards. A right-of-way permit is required.

Applicant Response: Existing rack to remain. Current location is within 50 feet of (2) building entrances. Location is visible from parking area and 27th Avenue

19.610 CARPOOL AND VANPOOL PARKING

Applicant Response: Not applicable. This section does not apply to the proposed institutional revisions.

19.611 PARKING STRUCTURES

Applicant Response: Not applicable. This section does not apply to the proposed institutional revisions.

19.610 CARPOOL AND VANPOOL PARKING

Applicant Response: Not applicable. This section does not apply to the proposed institutional revisions.

19.700 PUBLIC FACILITY STANDARDS AND REQUIREMENTS, INCLUDING ANY REQUIRED STREET IMPROVEMENTS

Applicant Response: It is the applicant's belief that these requirements are not applicable with the outlined scope of this project. There are no projected increases in building trips or building capacity as a result of the proposed modifications.

19.904.7 SPECIFIC STANDARDS FOR SCHOOLS

Public, private or parochial, elementary, secondary, preschool, nursery schools, kindergartens, and day-care centers are included.

A. Public elementary or secondary schools shall provide the site area/pupil ratio required by state law. Other schools shall provide 1 acre of site area for each 75 pupils of capacity or for each 2½ classrooms, whichever is greater, except as provided in Subsection 19.904.7.B below.

Applicant Response: No changes made to existing acreage

B. Preschools, nursery schools, day-care centers, or kindergartens shall provide a fenced, outdoor play area of at least 75 SF for each child of total capacity, or a greater amount if so required by state law. In facilities where groups of children are scheduled at different times for outdoor play, the total play area may be reduced proportionally based on the number of children playing out-of-doors at one time. However, the total play area may not be reduced by more than half. These

NCSD MILWAUKIE EL PUENTE PARKING LOT IMPROVEMENTS

APPLICATION FOR LANDUSE ACTION 2020-002PA

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uses must comply with the State Children's Services Division requirements as well as the City provisions.

Applicant Response: *There are currently (3) Kindergarten classrooms at Milwaukie El Puente. Assuming 32 students per classroom (2019/2020 classroom average size was 30 students), the required fenced SF of play area equals 2,400 SF. Total fenced area provided = 25,500 SF. Refer to narrative and attached exhibits for more information on play area SF.*

- C. Walkways, both on and off the site, shall be provided as necessary for safe pedestrian access to schools subject to the requirements and standards of Chapter 19.700.

Applicant Response: *Existing walkways to remain. Addition of walkway connection to parking lot extension is detailed in the proposal's response to 19.606.3D*

- D. Where Subsection 19.904.7.B is applicable, a sight-obscuring fence of 4 to 6 ft in height shall be provided to separate the play area from adjacent residential uses.

Applicant Response: *Existing fencing to remain and new fencing around play area meet this requirement*

- E. Public facilities must be adequate to serve the facility.

Applicant Response: *Understood*

- F. Safe loading and ingress and egress will be provided on and to the site.

Applicant Response: *No changes made to existing loading area*

- G. Off-street parking (including buses) shall be provided as per Chapter 19.600.

Applicant Response: *Refer to responses to chapter 19.600 sections*

- H. Minimum setback requirements:

Front yard: 20 ft

Rear yard: 20 ft

Side yard: 20 ft

Setbacks may be increased depending on the type and size of school in order to ensure adequate buffering between uses and safety for students.

Applicant Response: *No changes to existing setbacks proposed*

- I. Bicycle facilities are required which adequately serve the facility.

Applicant Response: *Refer to responses to 19.609 sections*

**NCSD MILWAUKIE EL PUENTE PARKING LOT IMPROVEMENTS
APPLICATION FOR LANDUSE ACTION – ADDITIONAL INFORMATION**

Date: June 22, 2020
To: Vera Kalias, Associate Planner City of Milwaukie
From: Sina Meier, Opsis Architecture
Project: North Clackamas School District Milwaukie El Puente Elementary School
2020-002PA

19.904.4 Approval Criteria

An application for a community service use may be allowed if the following criteria are met:

- A. The building setback, height limitation, and off-street parking and similar requirements governing the size and location of development in the underlying zone are met. Where a specific standard is not proposed in the CSU, the standards of the underlying zone are met;

Applicant Response: No changes to existing setbacks and building heights. Refer to section 19.300. Changes to off-street parking are addressed in section 19.604.

- B. Specific standards for the proposed uses as found in Subsections 19.904.7-11 are met;

Applicant Response: Standards specific to schools are met, as outlined in section 19.904.7.

- C. The hours and levels of operation of the proposed use are reasonably compatible with surrounding uses;

Applicant Response: Proposed hours and levels of operation will remain comparable to existing conditions.

- D. The public benefits of the proposed use are greater than the negative impacts, if any, on the neighborhood; and

Applicant Response: Public benefits are discussed in the application's narrative and include the following: Improved playground equipment and amenities, improved access to adjacent ball fields, and improved parking conditions for staff and visitors to the school

- E. The location is appropriate for the type of use proposed.

**NCS D MILWAUKIE EL PUENTE PARKING LOT IMPROVEMENTS
APPLICATION FOR LANDUSE ACTION 2020-002PA – ADDITIONAL INFORMATION**

JUNE 22, 2020

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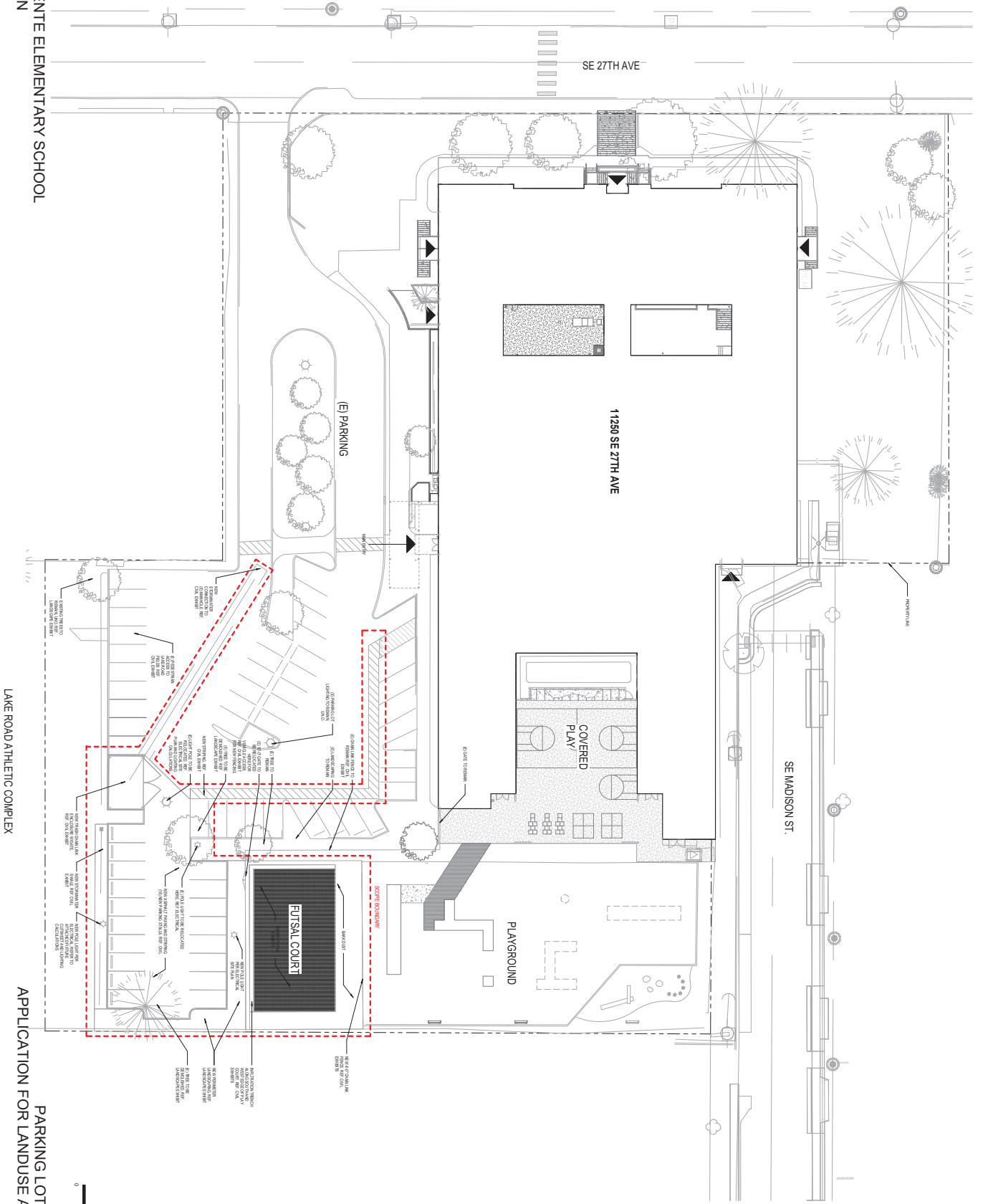
Applicant Response: The proposed parking lot extension is adjacent to the existing parking lot and adheres to all standards outlined in section 19.604. As discussed in the attached narrative, the proposed area is currently underutilized. Given its adjacency to the ball fields nearby, the extension offers a benefit to the community by providing additional parking on non-school days and afterhours

J. 15% of the total site is to be landscaped.

Applicant Response: Refer to responses to section 19.606.2

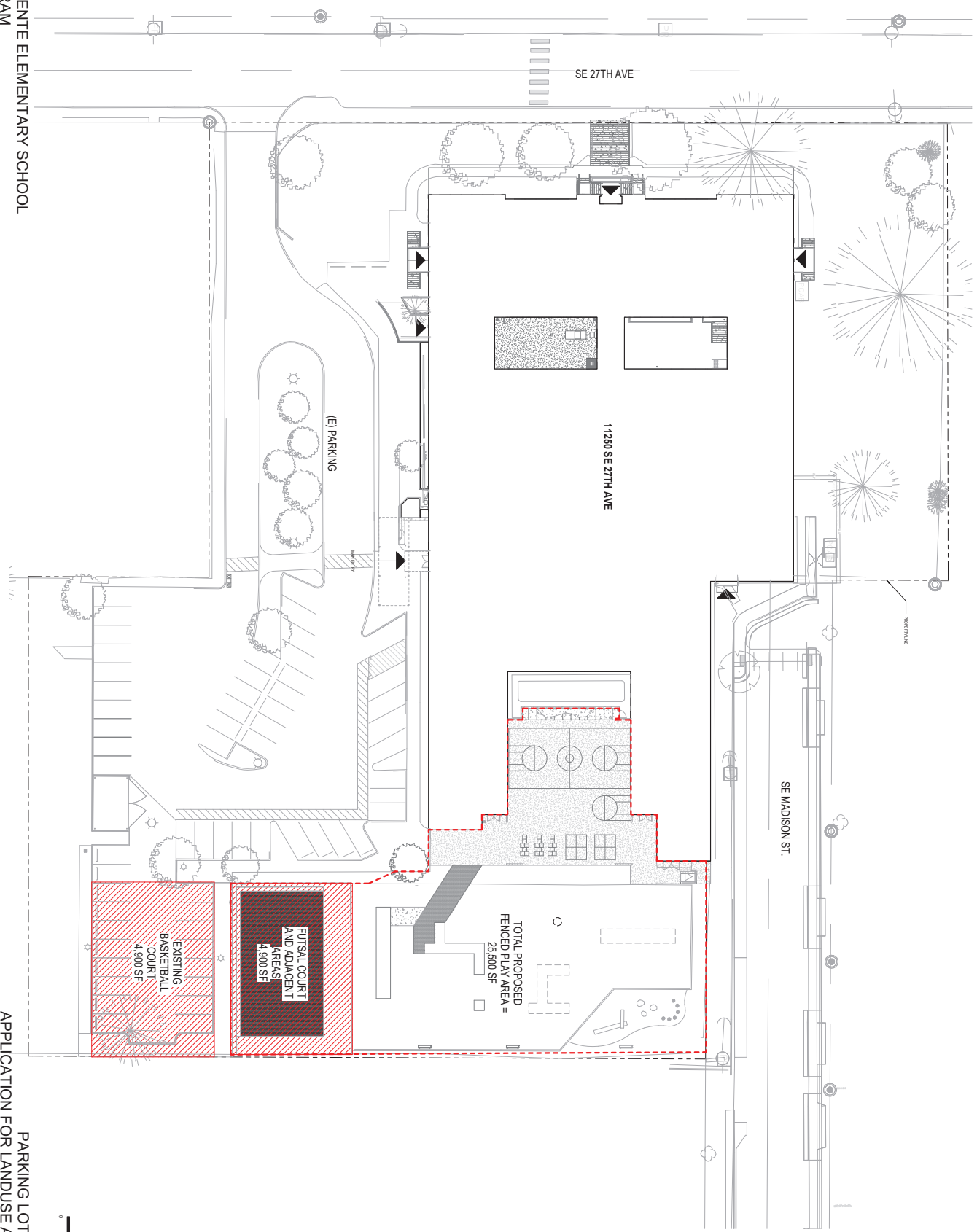
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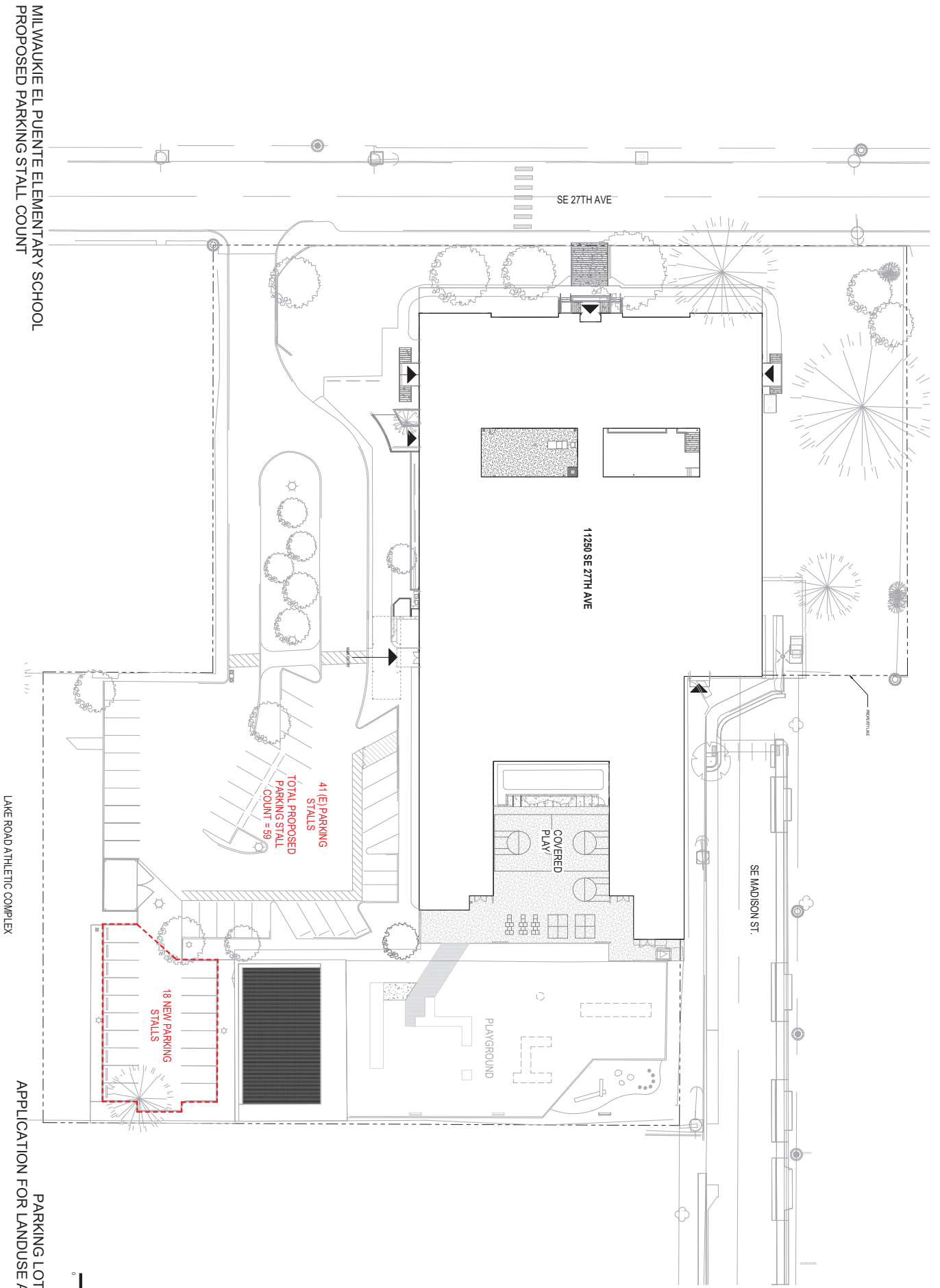
- City of Milwaukie Preapplication Conference Report
- Overall Site Plan
- Play Area Diagram
- Parking Count Diagram
- Civil exhibit
 - Additional drawings will be submitted for permitting
- Planting plan
 - Additional drawings will be submitted for permitting
- Electrical site plan and lighting calculations
- Proposed KAD LED Area Luminaire fixture cutsheet



LAKE ROAD ATHLETIC COMPLEX

PARKING LOT IMPROVEMENTS
APPLICATION FOR LANDUSE ACTION 06/11/2020





MAIN ENTRY

EXISTING TREE SHALL REMAIN

EXISTING ASPHALT SHALL REMAIN

EXISTING ASPHALT SHALL REMAIN

4' TALL SEPARATION FENCE

BARK DUST

40'x70' FUTSAL COURT

INFILTRATION TRENCH

10.0' GATE FOR VEHICLE ACCESS

REMOVE EXISTING TREE

RELOCATE EXISTING LIGHT POLE

RECONSTRUCT TRASH ENCLOSURE, CONCRETE PAD WITH 6" TALL CHAINLINK FENCE

NEW STORMWATER CONNECTION TO EXISTING MANHOLE

EXISTING LIGHT POLE

EXISTING LANDSCAPING STRIP SHALL REMAIN

EXISTING TREE SHALL REMAIN

EXISTING CONCRETE SIDEWALK SHALL REMAIN

5' WIDE ACCESSIBLE PATH STRIPING

5' WIDE ACCESSIBLE PATH STRIPING

5' WIDE ACCESSIBLE PATH STRIPING

OVERFLOW STRUCTURE TO UIC (UNDER PLANTER) OR ONSITE STORM (IF POOR INFILTRATION RATES)

WQ PLANTER 362 SF RECD NEW PARKING LOT LIGHT, TYP.

8 NEW SPACES

10 NEW SPACES

6' MIN.

LANDSCAPED AREAS

LANDSCAPED AREAS

REMOVE EXISTING TREE

PROPERTY LINE

6' TALL CHAINLINK FENCE

LANDSCAPED AREAS

NEW ASPHALT PAVEMENT

NEW CONCRETE

STORMWATER SWALE

LEGEND:

BARK DUST

FUTSAL COURT

INFILTRATION TRENCH

LANDSCAPING

NEW ASPHALT PAVEMENT

NEW CONCRETE

STORMWATER SWALE

PARKING COUNT

TOTAL EXISTING COUNT: 40 SPACES

ADDED: 18 SPACES

REMOVED: 1 SPACE

TOTAL NEW COUNT: 58 SPACES

GRAPHIC SCALE

(IN FEET)

1 INCH = 20 FEET

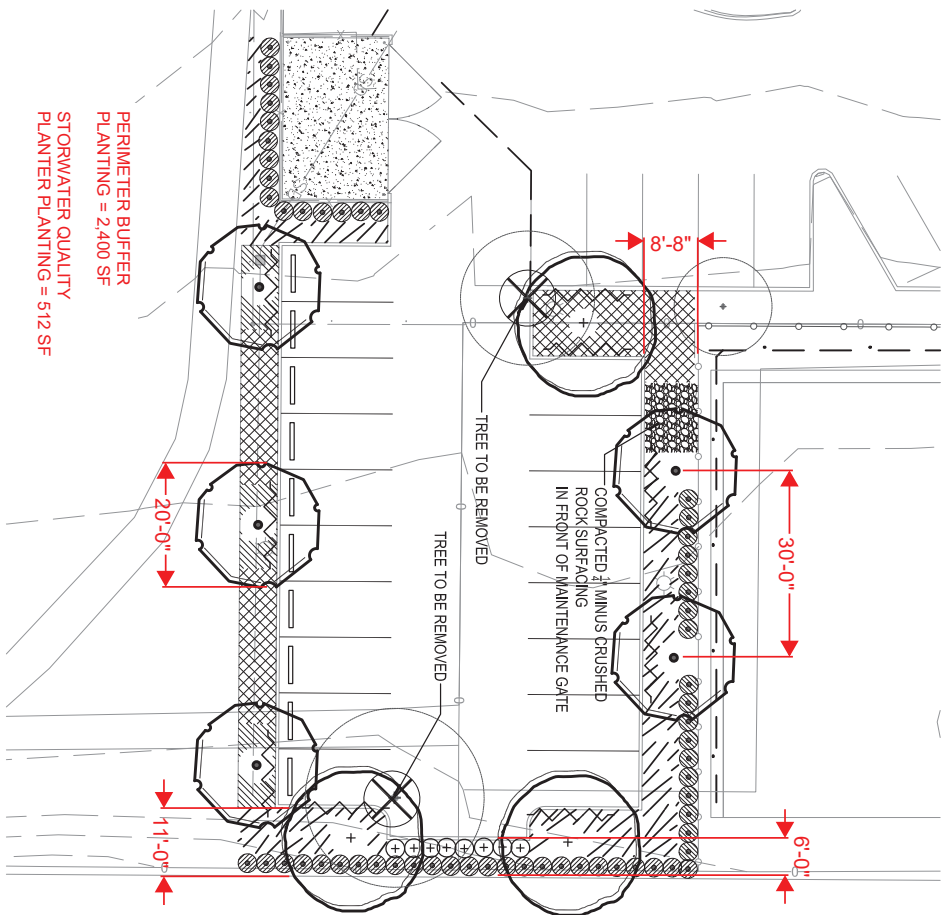
APPLICATION FOR LANDUSE ACTION 06/11/2020

PARKING LOT IMPROVEMENTS

MILWAUKIE EL PUENTE ELEMENTARY SCHOOL CIVIL EXHIBIT

5.1 Page 52

opsis



PARKING LOT PLANTING PLAN

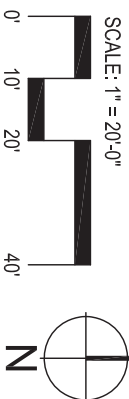
MILWAUKIE EL PUENTE ELEMENTARY SCHOOL
PLANTING PLAN

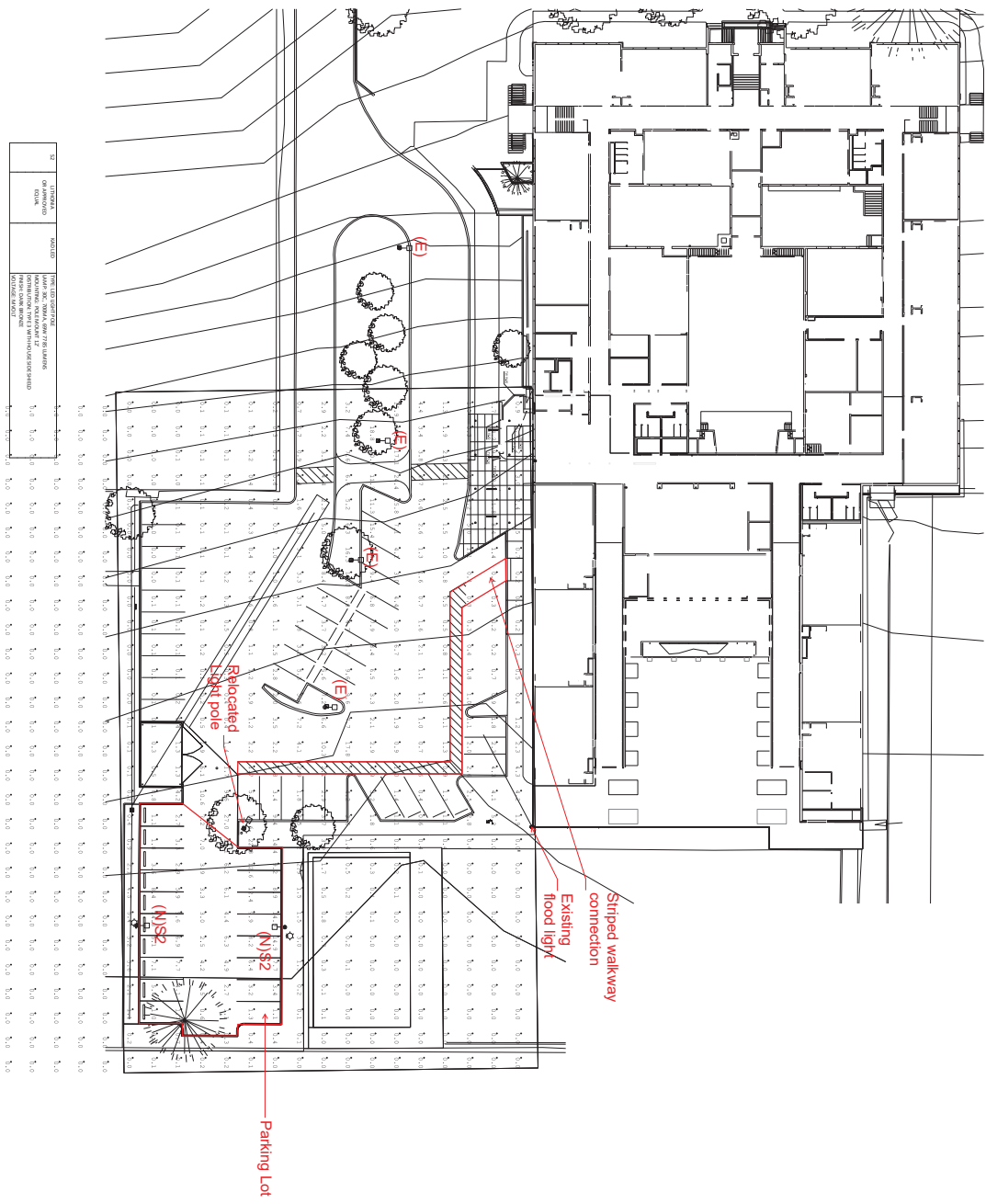
SOUTH EAST PARKING LOT TREES AND PLANTINGS

QTY.	DESCRIPTION
170	DESCHAMPSIA CESPITOSA TUFTED HAIR GRASS: 1 GAL. CONT., 24" O.C. SPACING
57	ILEX GLABRA 'CHAMZINI' NORDIC INKBERRY: 3 GAL. CONT. SPACE AS SHOWN
213	JUNCUS PATENS SPREADING RUSH: 1 GAL. CONT., 12" O.C. SPACING
375	MISCANTHUS SINENSIS 'LITTLE KITTEN' LITTLE KITTEN DWARF MAIDEN GRASS: 1 GAL. CONT., 18" O.C.
5	NYSSA SYLVATICA BLACK TUPELO: 2" CAL. B&B
8	SPIRAEA JAPONICA 'LITTLE PRINCESS' LITTLE PRINCESS SPIRAEA: 2 GAL. CONT., SPACE AS SHOWN.
3	ZELKOVA SERRATA 'GREEN VASE' GREEN VASE JAPANESE ZELKOVA: 1.5" CAL. B&B, SPACE AS SHOWN

ROOT BARRIER

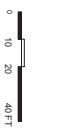
LINEAR ROOT BARRIER - 24" DEPTH





Parking Lot(FC):
 Average: 5.42
 Maximum: 14.9
 Minimum: 0.6
 Avg/Min: 9.03

Pathway(FC):
 Average: 1.84
 Maximum: 7.9
 Minimum: 0.5
 Avg/Min: 3.68



Performance Data

Lumen Output
Lumen Values are performance data as performed in accordance with IESNA LM-79-08. Data is condensed to be representative of the configurations shown, verify the references allowed by lighting facts. Contact factory for performance data on any lighting fixture or system.

LED	Beam Angle	Beam Feet	20K		40K		80K				
			lumens	lm/w	lumens	lm/w	lumens	lm/w			
30K	59W	R2	4300	1.0	1118	4.66	1.0	1.17	4.43	1.0	1.18
		R3	4323	1.0	1118	4.47	1.0	1.16	4.65	1.0	1.17
		R4	4328	1.0	1118	4.43	1.0	1.17	4.46	1.0	1.17
		R5	4381	2.0	1125	4.20	1.0	1.14	4.21	3.0	1.13
		R6	5371	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
20K	69W	R2	5378	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
		R3	5378	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
		R4	5378	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
		R5	5378	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
		R6	5378	1.0	1117	5.50	1.0	1.11	5.86	1.0	1.12
1000 mA	71W	R2	7244	1.0	1124	7.24	1.0	1.08	7.93	1.0	1.10
		R3	7244	1.0	1124	7.24	1.0	1.08	7.93	1.0	1.10
		R4	7244	1.0	1124	7.24	1.0	1.08	7.93	1.0	1.10
		R5	7271	1.0	1124	7.06	1.0	1.11	8.07	1.0	1.11
		R6	8222	1.0	1124	8.22	1.0	1.11	8.98	1.0	1.12
59W	59W	R2	4348	1.0	1116	4.60	1.0	1.12	4.64	1.0	1.12
		R3	4351	1.0	1121	7.00	1.0	1.12	7.00	1.0	1.12
		R4	4348	1.0	1121	7.00	1.0	1.12	7.00	1.0	1.12
		R5	4351	1.0	1121	7.00	1.0	1.12	7.00	1.0	1.12
		R6	4351	1.0	1121	7.00	1.0	1.12	7.00	1.0	1.12
70W	69W	R2	7287	2.0	113	8.39	2.0	1.21	8.41	2.0	1.21
		R3	7284	1.0	113	8.39	1.0	1.21	8.41	1.0	1.21
		R4	7284	1.0	113	8.39	1.0	1.21	8.41	1.0	1.21
		R5	8222	2.0	113	8.39	2.0	1.21	8.41	2.0	1.21
		R6	8222	2.0	113	8.39	2.0	1.21	8.41	2.0	1.21
1000 mA	100W	R2	11381	3.0	112	12.21	4.0	1.13	12.97	4.0	1.14
		R3	11381	3.0	112	12.21	4.0	1.13	12.97	4.0	1.14
		R4	11381	3.0	112	12.21	4.0	1.13	12.97	4.0	1.14
		R5	11381	3.0	112	12.21	4.0	1.13	12.97	4.0	1.14
		R6	11381	3.0	112	12.21	4.0	1.13	12.97	4.0	1.14
59W	71W	R2	8122	2.0	114	8.22	2.0	1.21	8.26	2.0	1.21
		R3	8122	2.0	114	8.22	2.0	1.21	8.26	2.0	1.21
		R4	8122	2.0	114	8.22	2.0	1.21	8.26	2.0	1.21
		R5	8206	2.0	114	8.06	2.0	1.18	8.14	2.0	1.18
		R6	8206	2.0	114	8.06	2.0	1.18	8.14	2.0	1.18
70W	94W	R2	9244	2.0	109	11.00	2.0	1.17	11.03	2.0	1.18
		R3	9244	2.0	109	11.00	2.0	1.17	11.03	2.0	1.18
		R4	9244	2.0	109	11.00	2.0	1.17	11.03	2.0	1.18
		R5	9244	2.0	109	11.00	2.0	1.17	11.03	2.0	1.18
		R6	9244	2.0	109	11.00	2.0	1.17	11.03	2.0	1.18
1000 mA	141W	R2	15323	2.0	116	14.61	2.0	1.26	14.84	2.0	1.27
		R3	15323	2.0	116	14.61	2.0	1.26	14.84	2.0	1.27
		R4	15323	2.0	116	14.61	2.0	1.26	14.84	2.0	1.27
		R5	15323	2.0	116	14.61	2.0	1.26	14.84	2.0	1.27
		R6	15323	2.0	116	14.61	2.0	1.26	14.84	2.0	1.27
70W	137W	R2	14207	2.0	116	14.21	2.0	1.21	14.10	2.0	1.21
		R3	14207	2.0	116	14.21	2.0	1.21	14.10	2.0	1.21
		R4	14207	2.0	116	14.21	2.0	1.21	14.10	2.0	1.21
		R5	14207	2.0	116	14.21	2.0	1.21	14.10	2.0	1.21
		R6	14207	2.0	116	14.21	2.0	1.21	14.10	2.0	1.21
59W	109W	R2	11247	2.0	116	12.43	2.0	1.21	12.43	2.0	1.21
		R3	11247	2.0	116	12.43	2.0	1.21	12.43	2.0	1.21
		R4	11247	2.0	116	12.43	2.0	1.21	12.43	2.0	1.21
		R5	11247	2.0	116	12.43	2.0	1.21	12.43	2.0	1.21
		R6	11247	2.0	116	12.43	2.0	1.21	12.43	2.0	1.21
1000 mA	230W	R2	20203	4.0	116	21.84	4.0	1.21	21.84	4.0	1.21
		R3	20203	4.0	116	21.84	4.0	1.21	21.84	4.0	1.21
		R4	20203	4.0	116	21.84	4.0	1.21	21.84	4.0	1.21
		R5	20203	4.0	116	21.84	4.0	1.21	21.84	4.0	1.21
		R6	20203	4.0	116	21.84	4.0	1.21	21.84	4.0	1.21

Performance Data

Lumen Ambient Temperature (LAT) Multipliers
Use these multipliers to determine the lumen output for average ambient temperatures below 100°C (212°F).

Ambient	20K	40K	80K
0°C	374	1.02	1.00
5°C	457	1.20	1.00
10°C	477	1.40	1.00
15°C	487	1.60	1.00
20°C	497	1.80	1.00
25°C	507	2.00	1.00
30°C	517	2.20	1.00
35°C	527	2.40	1.00
40°C	537	2.60	1.00
45°C	547	2.80	1.00
50°C	557	3.00	1.00
55°C	567	3.20	1.00
60°C	577	3.40	1.00
65°C	587	3.60	1.00
70°C	597	3.80	1.00
75°C	607	4.00	1.00
80°C	617	4.20	1.00
85°C	627	4.40	1.00
90°C	637	4.60	1.00
95°C	647	4.80	1.00
100°C	657	5.00	1.00

Projected LED Lumen Maintenance

Characteristics are specified performance metrics for the KAO LED platform. The table below shows the projected LED lumen output per IESNA LM-79-08 and projected lumen maintenance factor (LMF) per IESNA LM-80-08. The LMF is the ratio of lumen output after a given number of hours to the initial lumen output. The LMF is a function of the number of operating hours below the rated lumen maintenance value, contact factory.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance	1.0	0.98	0.96	0.94
Lumen Output (KAO LED 60K/700)	1.0	0.98	0.96	0.94

Fixture Sensor Default Settings

Option	Standard	High Light	Proactive	Standard
IR or PIR	3X (2.1m) Default	4X (2.8m) Default	Enabled at 1°C	5.0m
TEMPERATURE	3X (2.1m) Default	4X (2.8m) Default	Enabled at 1°C	5.0m
Light Level	100 (100lx) Default	100 (100lx) Default	Enabled at 1°C	5.0m
Beam-down	5.0m	5.0m	5.0m	5.0m

PER File

Control	PER File	PER File	PER File	PER File
Photometric (lm/ft²)	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
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Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-up	Wired to fixture	Wired to fixture	Wired to fixture	Wired to fixture
Beam-down	Wired to fixture			



CITY OF MILWAUKIE
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 503.786.7600
 planning@milwaukieoregon.gov
 building@milwaukieoregon.gov
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Preapplication Conference Report

Project ID: 2020-002PA

This report is provided as a follow-up to the meeting that was held on 4/30/2020 at 10:00 AM

The Milwaukie Municipal Code is available here: www.qcode.us/codes/milwaukie/

APPLICANT AND PROJECT INFORMATION

Applicant:	Sina Meier	Applicant Role: Representative, Architect
Applicant Address:	920 NW 17 th Ave, Portland, OR 97209	
Company:	Opsis Architecture	
Project Name:	El Puente Elementary School Parking Lot Expansion	
Project Address:	11250 SE 27 th Ave	Zone: R-7
Project Description:	The proposal seeks to expand the existing parking lot at Milwaukie's El Puente Elementary School, providing 20 additional parking spaces to bring the total to 61 stalls.	
Current Use:	Elementary School	
Applicants Present:	Emil Hameed, Cornerstone, Project manager; Robert Leger, DCI Civil, Civil engineer; Kyle England, DCI Civil, Civil engineer; Matt Burgard, P&C Construction, General contractor; Zach Hunt, P&C Construction, General contractor; Sina Meier, Opsis Architecture, Project architect	
Staff Present:	Vera Kolas, Associate Planner; Dalton Vodden, Associate Engineer	

PLANNING COMMENTS

Zoning Compliance (MMC Title 19)

<input checked="" type="checkbox"/>	Use Standards (e.g., residential, commercial, accessory)	Community Service Use - Schools
<input type="checkbox"/>	Dimensional Standards	

Land Use Review Process

<input checked="" type="checkbox"/>	Applications Needed	Major Modification to a Community Service Use Parking Modification https://www.milwaukieoregon.gov/planning/land-use-application
<input checked="" type="checkbox"/>	Fees	Type III = \$2,000 Type II = \$1,000

		25% discount on the lower fee for multiple applications
<input checked="" type="checkbox"/>	Review Type: Type III Review Type: Type II	19.1006 Type III review 19.1005 Type II review Both will be handled at the Planning Commission as part of the Type III review process.
Overlay Zones (MMC 19.400)		
<input type="checkbox"/>	Willamette Greenway	
<input type="checkbox"/>	Natural Resources	
<input type="checkbox"/>	Historic Preservation	
<input type="checkbox"/>	Flex Space Overlay	
Site Improvements/Site Context		
<input checked="" type="checkbox"/>	Landscaping Requirements	See notes regarding landscaping in parking areas – 19.600.
<input checked="" type="checkbox"/>	Onsite Pedestrian/Bike Improvements (MMC 19.504, 19.606, and 19.609)	Please review MMC 19.504.9 - On-site Walkways and Circulation to confirm that the site plan complies with this section. Specifically, staff notes the requirement for pervious pavement for walkways.
<input type="checkbox"/>	Connectivity to surrounding properties	
<input type="checkbox"/>	Circulation	
<input type="checkbox"/>	Building Design Standards (MMC 19.505)	
<input type="checkbox"/>	Downtown Design Standards (MMC 19.508)	
Parking Standards (MMC 19.600)		
<input type="checkbox"/>	Residential Off-Street Parking Requirements	
<input checked="" type="checkbox"/>	Multi-Family/Commercial Parking Requirements	<p>MMC 19.605.2 - Quantity Modifications. Please note the application requirements in subsection B, particularly the description for needed data and the description of the proposed uses (who is using the parking lot that it requires more spaces; why users cannot use the shared spaces at the ballfields; parking ratios at similar developments elsewhere; code requirements in other jurisdictions, etc.). Are there TDM measures that the district can institute to reduce the need for additional parking?</p> <p>MMC 19.606.2 - Parking Area Design and Landscaping. Please note the standards related to perimeter and interior landscaping requirements, and the landscaping required when a parking area is adjacent to residential uses. No landscaping is shown on the submitted plans.</p> <p>MMC 19.606.3.D - Pedestrian Access and Circulation. Please review these requirements to ensure compliance. Compliance with this section is not evident on the submitted plans.</p> <p>MMC 19.609 - Bicycle parking. Please review the requirements to confirm that the site is in compliance with the minimum number and location of bicycle racks.</p>

Approval Criteria (MMC 19.900)	
<input checked="" type="checkbox"/>	Community Service Use (CSU) (MMC 19.904) MMC 19.904 - Approval Criteria for a Community Service Use. In addition to the general approval criteria, please note the specific criteria identified in 19.904.7. Please be prepared to discuss the net loss of play space on the site, if applicable.
<input type="checkbox"/>	Conditional Use (MMC 19.905)
<input checked="" type="checkbox"/>	Development Review (MMC 19.906) Type I Development Review will be required prior to permit approval to confirm compliance with the land use decision.
<input type="checkbox"/>	Variance (MMC 19.911)
Land Division (MMC Title 17)	
<input type="checkbox"/>	Design Standards
<input type="checkbox"/>	Preliminary Plat Requirements
<input type="checkbox"/>	Final Plat Requirements (See Engineering Section of this Report)
Sign Code Compliance (MMC Title 14)	
<input type="checkbox"/>	Sign Requirements
Noise (MMC Title 16)	
<input type="checkbox"/>	Noise Mitigation (MMC 16.24)
Neighborhood District Associations	
<input checked="" type="checkbox"/>	Historic Milwaukie
	Choose an item.
	Choose an item.
Other Permits/Registration	
<input type="checkbox"/>	Business Registration
<input type="checkbox"/>	Home Occupation Compliance (MMC 19.507)
Additional Planning Notes	
<p>The applicant included the following questions:</p> <ol style="list-style-type: none"> 1. <i>What are the setback requirements along the east edge of the site? It appears that existing asphalt extends all the way to the property line. See response above related to required minimum perimeter and transition landscaping. This establishes a de facto setback.</i> 2. <i>Is a landscape buffer required along the east edge of the parking lot expansion? See response above.</i> 	

ENGINEERING & PUBLIC WORKS COMMENTS

Public Facility Improvements (MMC 19.700)

<input type="checkbox"/>	Applicability (MMC 19.702)	
<input type="checkbox"/>	Transportation Facilities Review (MMC 19.703)	
<input type="checkbox"/>	Transportation Impact Study (MMC 19.704)	
<input type="checkbox"/>	Agency Notification (MMC 19.707)	
<input type="checkbox"/>	Transportation Requirements (MMC 19.708)	
<input type="checkbox"/>	Utility Requirements (MMC 19.709)	

Flood Hazard Area (MMC 18)

<input type="checkbox"/>	Development Permit (MMC 18.04.100)	
<input type="checkbox"/>	General Standards (MMC 18.04.150)	
<input type="checkbox"/>	Specific Standards (MMC 18.04.160)	
<input type="checkbox"/>	Floodways (MMC 18.04.170)	

Environmental Protection (MMC 16)

<input type="checkbox"/>	Weak Foundation Soils (MMC 16.16)	
<input checked="" type="checkbox"/>	Erosion Control (MMC 16.28)	The applicant must submit an erosion control plan and application to the building department for their project that accurately depicts how sediment will be controlled during the duration of the project.
<input type="checkbox"/>	Tree Cutting (MMC 16.32)	

Public Services (MMC 13)

<input type="checkbox"/>	Water System (MMC 13.04)	
<input type="checkbox"/>	Sewer System (MMC 13.12)	
<input checked="" type="checkbox"/>	Stormwater Management (MMC 13.14)	The applicant must manage stormwater utilizing the City of Portland Stormwater Management Manual for facility design.
<input checked="" type="checkbox"/>	System Development Charge (MMC 13.28.040)	The applicant is responsible to pay a stormwater SDC of \$0.347/ft of new impervious surface.

<input type="checkbox"/>	Fee in Lieu of Construction (MMC 13.32)	
Public Places (MMC 12)		
<input type="checkbox"/>	Right of Way Permit (MMC 12.08.020)	
<input type="checkbox"/>	Access Requirements (MMC 12.16.040)	
<input type="checkbox"/>	Clear Vision (MMC 12.24)	
Additional Engineering & Public Works Notes		
BUILDING COMMENTS		
<p>All drawings must be submitted electronically through www.buildingpermits.oregon.gov</p> <p>New buildings or remodels shall meet all the provisions of the current applicable Oregon Building Codes. All State adopted building codes can be found online at: https://www.oregon.gov/bcd/codes-stand/Pages/adopted-codes.aspx.</p> <p>All building permit applications are electronic and can be applied for online with a valid CCB license number or engineer/architect license at www.buildingpermits.oregon.gov . Each permit type and subpermit type are separate permits and will need to be applied for individually. Plans need to be uploaded to their specific permits in PDF format as a total plan set (not individual pages) if size allows.</p> <p>Note: Plumbing and electrical plan reviews (when required) are done off site so two (2) paper copies will be required for those reviews only. Paper copies should be delivered to our office for processing.</p> <p>Site utilities require a separate plumbing permit. This permit will require plumbing plan review so two (2) paper copies will be required for this review. Paper copies should be delivered to the Building Division office for processing. The grading plan submitted to the Engineering Department does not cover this review.</p> <p>If you have any building related questions, please email us at building@milwaukieoregon.gov.</p>		
Additional Building Notes		
N/A		
OTHER FEES		
<input type="checkbox"/>	Construction Excise Tax Affordable Housing CET – Applies to any project with a construction value of over 100,000.	Calculation: Valuation *12% (.12)
<input type="checkbox"/>	Metro Excise Tax Metro – Applies to any project with a construction value of over \$100,000.	Calculation: Valuation *.12% (.0012)
<input type="checkbox"/>	School Excise Tax School CET – Applies to any new square footage.	Calculation: Commercial = \$0.67 a square foot, Residential = \$1.35 a square foot (not including garages)

FIRE DISTRICT COMMENTS

Clackamas Fire District #1 did not submit comments for this preapplication report.

COORDINATION WITH OTHER AGENCIES

Applicant must communicate directly with outside agencies. These may include the following:

- Metro
- Trimet
- North Clackamas School District
- North Clackamas Parks and Recreation District (NCPRD)
- Oregon Parks and Recreation
- ODOT/ODOT Rail
- Department of State Lands
- Oregon Marine Board
- Oregon Department of Fish and Wildlife (ODOT)
- State Historic Preservation Office
- Clackamas County Transportation and Development

MISCELLANEOUS

State or County Approvals Needed

<input type="checkbox"/>	Boiler Approval (State)	
<input type="checkbox"/>	Elevator Approval (State)	
<input type="checkbox"/>	Health Department Approval (County)	

Arts Tax

<input type="checkbox"/>	Neighborhood Office Permit	
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Other Right-of-Way Permits

<input type="checkbox"/>	Major:	
<input type="checkbox"/>	Minor:	
<input type="checkbox"/>	Painted Intersection Program Permits:	
<input type="checkbox"/>	artMOB Application	
<input type="checkbox"/>	Traffic Control Plan (Engineering)	
<input type="checkbox"/>	Parklet:	
<input type="checkbox"/>	Parklet Application/ Planning Approval	
<input type="checkbox"/>	Engineering Approval	
<input type="checkbox"/>	Building Approval	

<input type="checkbox"/>	Sidewalk Café:	
<input type="checkbox"/>	Tree Removal Permit:	

Infrastructure/Utilities

Applicant must communicate directly with utility providers. These may include the following:

- PGE
- NW Natural
- Clackamas River Water (CRW)
- Telecomm (Comcast, Century Link)
- Water Environmental Services (WES)
- Garbage Collection (Waste Management, Hoodview Disposal and Recycling)

Economic Development/Incentives

<input type="checkbox"/>	Enterprise Zone:	
<input type="checkbox"/>	Vertical Housing Tax Credit:	
<input type="checkbox"/>	New Market Tax Credits:	
<input type="checkbox"/>	Housing Resources:	

PLEASE SEE NOTE AND CONTACT INFORMATION ON THE FOLLOWING PAGE

This is only preliminary preapplication conference information based on the applicant's proposal, and does not cover all possible development scenarios. Other requirements may be added after an applicant submits land use applications or building permits. City policies and code requirements are subject to change. If a note in this report contradicts the Milwaukie Municipal Code, the MMC supersedes the note. If you have any questions, please contact the City staff that attended the conference (listed on Page 1). Contact numbers for these staff are City staff listed at the end of the report.

Sincerely,

City of Milwaukie Development Review Team

BUILDING DEPARTMENT

Samantha Vandagriff	Building Official	503-786-7611
Harmony Drake	Permit Specialist	503-786-7623
Stephanie Marcinkiewicz	Inspector/Plans Examiner	503-786-7636

ENGINEERING DEPARTMENT

Steve Adams	City Engineer	503-786-7605
Dalton Vodden	Associate Engineer	503-786-7617

PLANNING DEPARTMENT

Dennis Egnor	Planning Director	503-786-7654
David Levitan	Senior Planner	503-786-7627
Brett Kolver	Associate Planner	503-786-7657
Vera Kolas	Associate Planner	503-786-7653
Mary Heberling	Assistant Planner	503-786-7658

COMMUNITY DEVELOPMENT DEPARTMENT

Leila Aman	Community Development Director	503-786-7616
Alison Wicks	Development Programs Manager	503-786-7661
Alicia Martin	Administrative Specialist II	503-786-7600
Tempest Blanchard	Administrative Specialist II	503-786-7600
Dan Harris	Administrative Specialist II	503-786-7600

CLACKAMAS FIRE DISTRICT

Mike Boumann	Lieutenant Deputy Fire Marshal	503-742-2673
Matt Amos	Fire Inspector	503-742-2660