

February 9, 2024

City of Warrenton Planner  
PO Box 250  
Warrenton, OR 97146

Re: Warrenton Storage Design Standards Compliance Letter

City Staff,

The following documents the compliance with the applicable sections of Design Standards contained in the City of Warrenton Development Code.

**16.60.030 Conditional Uses.** The following uses and activities and their accessory uses and activities may be permitted in the I-1 zone when approved under Chapter 16.220, and subject to the provisions in Section 16.60.040, Development Standards:

...

**E. New mini warehouse or similar storage uses.**

*Applicant Response: The project is a new mini-warehouse or similar storage use, which is a conditional use in the I-1 Industrial Zone.*

**16.60.040 Development Standards**

**A. Air Quality.** The air quality standards set by the Department of Environmental Quality shall be the guiding standards in this zone, except that open burning is prohibited in any case.

*Applicant Response: The project will be within air quality standards set by the Department of Environmental Quality.*

**B. Noise.** As may be permitted under all applicable laws and regulations.

*Applicant Response: The project will be within permitted noise requirements*

**C. Storage.** All materials, including wastes, shall be stored and maintained in a manner that will not attract or aid the propagation of insects or rodents or other animals or birds, or otherwise create a health hazard or nuisance.

*Applicant Response: All such materials will be stored indoors or in City of Warrenton approved waste disposal containers*

**D. Fencing.** Will be allowed inside a boundary planting screen and where it is necessary to protect property of the use concerned or to protect the public from a dangerous condition. Proposed fence locations and design shall be subject to City review.

*Applicant Response: Minimal fencing is used as necessary to protect the property with only 10 feet of fencing needed on the north and south corners the furthest away from the public view that connects to the existing fencing of NW Natural Gas and OR State Police property, and gates at the front customer entrance and fire truck access on the eastern side.*

**E. Buffer.** Where this zone adjoins another non-industrial zone there shall be a buffer area at least 10 feet wide to provide a dense evergreen landscape buffer which attains a mature height of eight feet, or such other screening measures as may be prescribed by the City in the event differences in elevation or other circumstances should defeat the purpose of this requirement.

*Applicant Response: On the east the site adjoins the non-industrial Warrenton-Hammond School District 30 across the New Road, and there is more than 10 feet of greenspace and landscaping buffers that will attain a mature height of over 8 feet.*

**F. Vibration.** No vibration other than that caused by highway vehicles, trains and aircraft shall be permitted which is discernible without instruments at the property line of the use concerned.

*Applicant Response: No vibration is expected with this site beyond standard highway vehicles.*

**G. Airport Interference.** No use shall create electrical or lighting interference with the operations of the Port of Astoria Airport.

*Applicant Response: Electrical and lighting will not interfere with the operations of the Port of Astoria Airport.*

**H. Setbacks.** The minimum front, side and rear yard setbacks shall be 10 feet. When across a street from a non-industrial zone, the setback from the property line shall be 10 feet. When a property abuts a non-industrial zone, the setback shall be as follows:

1. 50 feet for buildings and other structures more than 10 feet in height;
2. 30 feet for buildings and structures more than six feet high but not more than 10 feet high; and
3. 10 feet for structures no more than six feet high (except fences no more than six feet high may be on the property line).

*Applicant Response: The setbacks are all 10 feet or more and across a street from a non-industrial zone which meet these requirements.*

**I. All development shall comply with the wetland and riparian area protection standards of Chapter 16.156.**

*Applicant Response: The development complies with wetland and riparian area protections.*

**J. Building Height.** The maximum building height shall be 45 feet, except that it may be lower under either of the following circumstances:

1. Within 100 feet of a non-industrial zone, where the maximum building height shall be the same as the maximum building height in that zone.
2. Within the Airport Hazard Overlay Zone, where the maximum building height is described by the Airport Hazard Overlay Zone.

*Applicant Response: The proposed buildings average 16 feet high, with a maximum height of 24 feet on the office building which is all below 45 feet in the industrial zone, and below the 40 foot maximum building height of the High Density Residential zone on the Warrenton-Hammond School District 30 property to the east across the New Road.*

**K. All other applicable Code requirements shall be satisfied.**

*Applicant Response: All other applicable Code requirements have been satisfied.*

**L. All new sewer and water connections for a proposed development shall comply with all City regulations.**

*Applicant Response: A single bathroom will connect with City Sewer and Water and will comply with City regulations which will be confirmed through the City's consulting engineer review and approval. Please also see attached Impact Statement regarding these connections.*

**M. Prior to undertaking disposal, the dredging project proponent shall consult with the Army Corps and Oregon DSL to determine if the disposal site contains wetlands that are regulated under permit programs administered by those agencies. If the site contains regulated wetlands, the dredging project proponent shall either alter the disposal site boundaries to avoid the wetlands and leave an acceptable protective buffer, or obtain the necessary Corps and DSL permits to fill the wetlands.**

*Applicant Response: N/A, no dredging or disposal of wetlands is involved in this project. Additionally, mapped wetlands on the southern end of this lot will become their own separate legal lot away from this project through a partition/lot line adjustment process before construction occurs.*

**N. Recreational marijuana production, recreational marijuana processing, and recreational marijuana wholesale activities shall be located only east of Highway 101 and at least 1,000 feet from any public or private school, church, public park or child care center, and shall operate exclusively as a single building occupant or with other licensed medical marijuana dispensaries or recreational marijuana retail outlets. (Ord. 1249 § 2, 2022; Ord. 1196-A § 4, 2015)**

*Applicant Response: N/A, no marijuana involved in this project.*

#### **16.116.030 Architectural and Site Design Standards.**

**The City's development design standards are for the commercial district corridors . . . or to new mini-storage units regardless of size or façade length. An existing large retail establishment of said square footage or length or greater shall comply with these standards if proposed renovations or improvements exceed 50 % of the market value.**

*Applicant Response: The project is for new mini-storage units, which is subject to 16.116.030(G) standards as noted below:*

**16.116.030(G). Storage Unit Facilities. Where allowed, storage unit facilities shall be subject to the following design, siting, and location standards:**

**1. Setbacks. New storage unit facilities shall be constructed no closer than 100 feet from the East Harbor Drive right-of-way line. This setback area shall be used for landscaping, open space, public or private amenities, off-street parking, other businesses allowed in the zone; or a combination thereof.**

*Applicant Response: N/A, the new storage unit facility is farther than 100 feet from East Harbor Drive.*

**2. Design Standards. New storage unit facilities shall be subject to the following design standards:**

**a. Building material requirements in Section 16.116.030(C)(3);**

*Applicant Response: Responses to Section 16.116.030(C)(3) are included below:*

**16.116.030(C)(3). Materials.**

**a. The predominant exterior building materials shall be of high quality materials, including, but not limited to, brick, sandstone, wood, native stone and cultured stone as accents to distinguish specific architectural features, rusticated metal cladding, tinted/textured concrete masonry units and/or glass products. Simulated material may be substituted for any of the aforementioned building materials.**

*Applicant Response: The predominant exterior materials shall be steel, glass, and CMU block.*

**b. At least three different building materials shall be used for 100% construction of a building. The main entrance does not count towards this standard.**

*Applicant Response: There are at least 3 building materials proposed as noted above.*

**c. Exterior building materials shall not include smooth-faced concrete block, tilt-up concrete panels, EIFS, stucco, or T 1-11. Prefabricated steel panels are excluded unless the design and material meets the City's design standards.**

*Applicant Response: The building materials do not include any of these.*

**d. Metal roof may be allowed if compatible with the overall architectural design of the building.**

*Applicant Response: A metal roof is proposed on the buildings and is compatible with the overall architectural design of the building and similar to buildings that have been constructed nearby.*

**b. Building color standards in Section 16.116.030(C)(5);**

*Applicant Response: Responses to Section 16.116.030(C)(5) are included below:*

**16.116.030(C)(5). Building Colors. Exterior colors shall be of low reflectance, subtle, neutral or muted earth tone colors. The use of high intensity colors such as black, neon, metallic or fluorescent colors for the facade and/or roof of the building are prohibited except as approved for building trim.**

*Applicant Response: The proposed colors are neutral/earth tones to fit the surrounding area with Forge light stone siding and Janus continental brown doors. These colors are the same as used for the Warrenton-Hammond School District 30's Middle School and similar to nearby buildings.*

**c. Mechanical equipment, outdoor storage and service area standards in Section 16.116.030(C)(6);**

*Applicant Response: Responses to Section 16.116.030(C)(6) are included below:*

**16.116.030(C)(6). Mechanical Equipment, Outdoor Storage and Service Areas. The location of loading docks, outdoor storage yards and all other service areas shall be located to the sides and/or rear of a building, except when a site abuts Highway 101, in which case the said areas shall be located to the sides of the building that do not face Highway 101.**

*Applicant Response: The site does not abut Highway 101, and does not have loading docks. The outdoor storage area is located in the western rear of the site abutting NW Natural Gas and OR State Police which is away from public view.*

**a. All outdoor storage yards, loading docks, service areas and mechanical equipment or vents larger than eight inches in diameter shall be concealed by screens at least as high as the equipment they hide, of a color and material matching or compatible with the dominant colors and materials found on the facades of the principal building. Chain link or cyclone fencing (with or without slats) shall not be used to satisfy this requirement.**

*Applicant Response: The outdoor storage areas used for boats and trailers are located in the western rear of the site along the NW Natural Gas and OR State Police property using their previously constructed fence, which is away from public view.*

**b. Equipment that would remain visible despite the screening, due to differences in topography (i.e., a site that is at a lower grade than surrounding roadways) shall be completely enclosed except for vents needed for air flow, in which event such vents shall occupy no more than 25% of the enclosure façade.**

*Applicant Response: N/A, equipment will not be visible to the public.*

**c. The architectural design of the buildings shall incorporate design features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards.**

*Applicant Response: Heating/ventilation/air and trash enclosure are screened or contained from public view.*

**d. Building mass requirements in Section 16.116.030(C)(7);**

*Applicant Response: Response to Section 16.116.030(C)(7) is included below:*

**16.116.030(C)(7). Building Mass. Building mass shall be limited to 150 feet in length. If any portion of the building exceeds this length, a recess or variation in height shall be required.**

*Applicant Response: Exterior building mass is recessed every 40 feet or less on the north and east public facing sides, with a 102 feet length on the southern side that does not face the public. There is not a building mass of over 150 feet in length.*

**e. Outdoor lighting standards in Section 16.131.030(E); and**

*Applicant Response: Response to Section 16.116.030(E) is included below:*

**16.116.030(E). Outdoor Lighting. The lighting for mixed use, residential, commercial and industrial zones shall be shielded and directed down into the site and shall not shine or glare onto adjacent property or streets. Light poles, light fixtures and flag poles shall not exceed 25 feet in height and shall be pedestrian scaled. Installation cost shall be borne by the developer. Decorative exterior lighting is required on the front elevation and at the main entrance. Decorative is defined as “gooseneck” or similar design that is pedestrian oriented.**

*Applicant Response: The proposed site lighting is on the buildings, downward directed and do not exceed 25 feet in height. See attached sheet for detail of site lighting.*

**f. Other applicable design requirements of this section.**

*Applicant Response: All other applicable design requirements have been addressed.*

**3. Location Requirements. New storage unit facilities may be constructed and operated where allowed by the zoning district, but not in the following areas:**

- a. Along the South Main Avenue commercial corridor,**
- b. Along the Pacific Drive commercial corridor. (Ord. 1242 § 2, 2020)**

*Applicant Response: This storage unit facility is not along South Main Avenue or the Pacific Drive commercial corridors.*

**16.120.020 Vehicular Access and Circulation. (Code Text Omitted for length)**

*Applicant Response: Please see the two accesses on the eastern side and New Road design with Warrenton-Hammond School District 30 that meets all requirements of 16.120.020. The New Road will be improved to be 32'-36' wide and built to City standards and Uniform Fire Code, including a left hand turn lane onto SE Warrior Way; and will be dedicated as a public street and benefit the school district in its future expansions. Please see the attached Impact Statement showing average daily trips to the site are estimated at 36; which is much less than the 300 average daily trips that usually requires a traffic study to consider potential adverse traffic effects.*

**16.124 Landscaping, Street Trees, Fences and Walls**

**16.124.020 Landscape Conservation.**

Prevents the indiscriminate removal of significant trees and other vegetation, including vegetation associated with streams, wetlands and other protected natural resource areas.

*Applicant Response: N/A there are not significant trees or vegetation on site.*

**16.124.050 Fences and Walls.**

**Sets standards for new fences and walls, including maximum allowable height and materials, to promote security, personal safety, privacy, and aesthetics. The following standards shall apply to all fences and walls:**

**A. General Requirements. All fences and walls shall comply with the standards of this section. The City may require installation of walls and/or fences as a condition of development approval, in accordance with Chapter 16.220, Conditional Use Permits, or Chapter 16.212, Development Review and Site Design Review. Walls built for required landscape buffers shall comply with Section 16.124.030.**

**B. Dimensions.**

...

**2. Fences in the General Industrial (I-1) Zone may exceed six feet if necessary to protect the welfare of the general public (i.e., airport runway safety, military, coast guard, or homeland security defense facilities, etc.) but not for protection of private property (i.e., auto repair lots, equipment yards, woodworking shops, etc.). Barbed and razor wire fencing is prohibited in all zones except as necessary to enclose livestock or to protect the welfare of the general public (not private property).**

*Applicant Response: This site is in the General Industrial Zone, that will use the existing fence on the western side of the property that has already been constructed by NW Natural Gas and OR State Police. The north and south of the property will only have a 10 foot length of fence that will be less than 6 feet tall and connect to the existing fences built by NW Natural Gas and OR State Police the furthest from public view. The main entrance and fire access entrance on the eastern side will each have 8 foot entrance gates, not a fence. No barbed or razor wire fencing will be used.*

**16.124.060 Landscape Conservation. (Code omitted for length)**

*Applicant Response: N/A this site does not have significant trees or vegetation*

**16.124.070 New Landscaping. (Code omitted for length)**

*Applicant Response: Please see attached landscape species list and site plan showing landscaping that meets all of the above requirements of 42,567SF of landscaping over a 212,770SF site , which is over the 20% landscaping requirement.*

**16.124.080 Street Trees. (Code omitted for length)**

*Applicant Response: Please see attached landscape plan and site plan that meets all of the requirements for Street Trees.*

**16.128.030 Vehicle Parking Standards. (Code omitted for length).**

Industrial Uses	Parking Spaces Required
Warehousing, including mini-storage warehouses	1 space per 1,000 sq. ft. of gross floor area or for each 2 employees, whichever is greater, plus 1 space per company vehicle

*Applicant Response: Please see the attached site design that meets the above requirements for vehicle parking. The gross floor area of the office available to the public is 1324SF which requires 2 parking spaces; so the 4 parking spaces and 1 oversize ADA parking space that is provided meets this requirement.*

**16.128.040 Bicycle Parking Requirements. (Code omitted for length)**

*Applicant Response: A bicycle rack and pathway to the New Road and SE Warrior Way is provided in front of the customer main entrance that meets all of the bicycle parking requirements.*

#### **16.136.010 Street Design Standards (Code omitted for length)**

*Applicant Response: Access is proposed with a New Road in agreement with the Warrenton-Hammond School District 30 that will be platted as an 80' right of way that is 32'-36' in width, and improves this existing street with sidewalks and landscaping on both sides to City of Warrenton and Uniform Fire Code standards. Additionally, this project will construct a left-hand turn lane onto SE Warrior Way and this New Road will be dedicated as a public street to the City, and will benefit future school expansions and sports fields by providing the school district with this improved access.*

#### **16.140 Stormwater and Surface Water Management (Code omitted for length)**

*Applicant Response: Please see attached preliminary civil plans that show stormwater drainage goes to catch basins to a stormwater easement that maintains natural drainage, drains properly, does not materially burden upstream or downstream properties with surface water, applicant will also obtain a 1200(c) erosion control permit for construction, and meet all other requirements of this section.*

#### **16.144 Signs (Code omitted for length)**

*Applicant Response: Please see the attached site plans showing an on-site sign above the office that is below the required size and does not extend onto any public street or right of way and meets all other City of Warrenton sign standards otherwise. Applicant will also apply for a sign permit as required by the City of Warrenton.*

#### **16.192. Large-Scale Developments (Code omitted for length)**

*Applicant Response: Please see the attached site plans and preliminary civil plans that show stormwater management plan that meets 16.140 of the Code. The soil survey of the adjacent NW Natural Gas and Warrenton Middle School developed in the past few years determined these soils as suitable, which is identical to this site, and incorporated herein by reference. Please see the attached Impact Statement showing the utility impact is also minimal, with a single bathroom and sink for City water and sewer, and this project improves the transportation access with the New Road and turn lane onto SE Warrior Way for future Warrenton Schools. There are no additional school children as part of this development, and has a landscape plan that meets 16.124 of the Code. Utilities and road will meet City standards and will be reviewed by the City's consulting engineer.*

#### **16.204 Administration of Land Use and Development Permits**

##### **16.208.050 Type III Procedure (Quasi-Judicial)**

**A. Pre-application Conference.** A pre-application conference is required for all Type III applications. The requirements and procedures for a pre-application conference are described in Section 16.208.070.

*Applicant Response: A pre-application conference was held May 17, 2023, with city staff.*

##### **B. Application Requirements.**

**1. Application Forms.** Type III applications shall be made on forms provided by the City of Warrenton.



*Applicant Response: The official City of Warrenton Industrial Site Design Application and Conditional Use Application was filled out and submitted along with this narrative.*

**2. Content. Type III applications shall:**

**a. Include the information requested on the application form.**

*Applicant Response: The information requested on the application form has been filled in.*

**b. Be filed with three copies of a narrative statement that explains how the application satisfies each and all of the relevant criteria and standards in sufficient detail for review and action.**

*Applicant Response: Three copies of this narrative statement have been submitted.*

**c. Be accompanied by the required fee.**

*Applicant Response: The applicant submitted the required Type III Planning Commission application fee for a development over 30,000SF of \$2,500 and Conditional Use application fee of \$1,000.*

**d. Include one set of pre-stamped and pre-addressed envelopes for all property owners of record as specified in subsection C of this section. The records of the Clatsop County Department of Assessment and Taxation are the official records for determining ownership. The applicant shall demonstrate that the most current assessment records have been used to produce the notice list. Alternatively, the applicant may pay a fee for the City to prepare the public notice mailing.**

*Applicant Response: The Applicant submitted pre-addressed stamped envelopes with the address of the owners within the notification area of 200 feet of the site using the on line Clatsop County GIS ownership records.*

**e. Include an impact study for all Type III applications. The impact study shall quantify/assess the effect of the development on public facilities and services. The study shall address, at a minimum, the transportation system, including pedestrian ways and bikeways, the drainage system, the parks system, the water system, the sewer system, and the noise impacts of the development. For each public facility system and type of impact, the study shall propose improvements necessary to meet City standards and to minimize the impact of the development on the public at large, public facilities systems, and affected private property users. In situations where this Code requires the dedication of real property to the City, the applicant shall either specifically agree to the dedication requirement, or provide evidence that shows that the real property dedication requirement is not roughly proportional to the projected impacts of the development.**

*Applicant Response: Please see the attached Impact Statement. Public facilities and utilities infrastructure in this area have already been installed to the property for the Warrenton-Hammond School District 30 Middle School, and as part of this project the New Road will have an additional sidewalk connection on the project side that will be built to City of Warrenton standards and dedicated as a public street. The impacts to water and sewer systems are minimal with only a single bathroom and sink.*

**16.212.040 Site Design Review.**

**A. Application Review Procedure.**

**1. Site Design Review—Determination of Type II and Type III Applications. Applications for site design review shall be subject to Type II or Type III review, based on the following criteria:**

...

**b. Commercial, industrial, public/semi-public, and institutional buildings (including building additions) with:**

**i. Up to 10,000 square feet of gross floor area and developing less than two acres of land shall be reviewed as a Type II application.**

**ii. More than 10,000 square feet of gross floor area or developing two or more acres of land shall be reviewed as a Type III application.**

**c. Developments involving the clearing and/or grading of two acres or more shall be reviewed as Type III applications.**

*Applicant Response: The proposal is for industrial buildings that are more than 10,000 square feet of gross floor area and over a site that is more than two acres, so this is a Type III application.*

**B. Application Submission Requirements. All of the following information (subsections (B)(1) through (7) of this section) is required for site design review application submittal:**

**1. Proposed Site Plan. The site plan shall contain the following information:**

**a. The proposed development site, including boundaries, dimensions, and gross area.**

*Applicant Response: The proposed development site includes property boundaries, dimensions, and gross areas.*

**b. Natural land features identified which are proposed to be removed or modified by the development, including modifications to existing drainage patterns.**

*Applicant Response: There are no unique natural land features. The site is vacant land that is relatively flat, which is industrial zoned. Stormwater drainage goes to catch basins to a stormwater easement that maintains natural drainage, drains properly, does not materially burden upstream or downstream properties with surface water, applicant will also obtain a 1200(c) erosion control permit for construction, and meet all other requirements of this section.*

**c. The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements.**

*Applicant Response: Proposed private drive aisles and easements are shown along with adjacent existing streets, drives, roads, and easements.*

**d. The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan.**

*Applicant Response: The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site have been shown on the plan.*

**e. The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access.**

*Applicant Response: The entrances and exits to the site for vehicular, pedestrian, and bicycle access are shown on the plan.*

**f. The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops, as applicable), and proposed paving materials.**

*Applicant Response: The location and dimensions of all parking and vehicle circulation areas (including striping for parking stalls and wheel stops), and proposed paving materials are shown on the plan.*

**g. Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails.**

*Applicant Response: Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails are shown on the site plan.*

**h. Loading and service areas for waste disposal, loading and delivery.**

*Applicant Response: Waste disposal for the office will use a standard garbage can that will be taken out to the street for collection and there are no loading and delivery areas otherwise.*

**i. Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements.**

*Applicant Response: The common areas and outdoor improvements are shown on the site and landscape plans.*

**j. Location, type, and height of outdoor lighting.**

*Applicant Response: Outdoor lighting will be attached to the building and are shown on the plan.*

**k. Location of mail boxes, if known.**

*Applicant Response: The mail box will be at the office at the main entrance shown on the site plan.*

**l. Locations, sizes, and types of signs (shall comply with Chapter 16.144).**

*Applicant Response: The sign is shown on the office building on the site plan and complies with Chapter 16.144. Applicant will apply for a sign permit as required by the City of Warrenton.*

**m. The Community Development Director may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, site drainage, natural hazards, etc.).**

*Applicant Response: Please see attached Impact Statement, and all requested studies are included.*

**n. The applicant's entire tax lot and the surrounding property to a distance sufficient to determine the location of the development in the City, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions and gross area shall be identified.**

*Applicant Response: The site plan shows the surrounding immediately adjacent properties.*

**o. Identification of slopes greater than 10%.**

*Applicant Response: There are no slopes greater than 10% for this development.*

**p. The location, condition (paved, gravel unimproved, etc.) and width of all public and private streets, drives, sidewalks, pathways, rights-of-way, and easements on the site and adjoining the site.**

*Applicant Response: All existing roads and access easements are shown and will be paved.*

**q. Any areas identified as located in a designated floodplain and/or floodway.**

*Applicant Response: The subject property is not in any designated floodplain or floodway.*

**r. Depict any wetland and riparian areas, streams and/or wildlife habitat areas.**

*Applicant Response: A delineation and wetland removal fill permit was previously issued adjacent to the site as part of the Warrenton Hammond School District 30 construction of its Middle School, and these areas were filled, so there are no wetlands or riparian areas, streams, or wildlife habitat on this project site. Additionally, mapped wetlands on the southern end of this lot will be on their own separate legal lot away from this project through a partition/lot line adjustment process before construction occurs. Completing this partition/lot line adjustment should be a condition of approval.*

**s. Site features such as pavement, areas having unique views, and drainage ways, canals and ditches.**

*Applicant Response: Site features are shown on the site plan, and there are no areas having unique views, and drainage ways, or canals.*

**t. Any designated historic and cultural resources areas on the site and/or adjacent parcels or lots.**

*Applicant Response: There are no designated historic and cultural resource areas on the site or adjacent thereto.*

**u. The location, size and type of trees and other vegetation on the property.**

*Applicant Response: There are no existing trees or vegetation on the site as it is vacant land with grass, please see the attached site plan and landscape plan for trees and landscaping location.*

**v. North arrow, scale, names and addresses of all property owners.**

*Applicant Response: There is a North arrow, scale, names and addresses of all property owners.*

**w. Name and address of applicant, project designer, engineer, architect, surveyor, and/or planner, if applicable.**

*Applicant Response: The name and address of the applicant, project designer, Civil Engineer, Surveyor and Planner are shown on the site plan.*

**2. Architectural Drawings. Architectural drawings shall be submitted showing the following information from subparagraphs a through c of this paragraph 2, and shall comply with Division 3:**

**a. Building elevations with building height and width dimensions.**

*Applicant Response: The building elevations show the height and width dimensions.*

**b. Building materials, color and type.**

*Applicant Response: Samples of the building materials, colors and types have been submitted separately from the application along with colored elevations.*

**c. The name of the architect or designer.**

*Applicant Response: The name of the Architect is Greg Moore of Moore Design Associates and is shown on the site plan.*

**3. Preliminary Grading Plan. A preliminary grading plan prepared by a registered engineer shall be required for developments which would result in the grading (cut or fill) of 1,000 cubic yards or greater. The preliminary grading plan shall show the location and extent to which**

grading will take place, indicating general changes to contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed. Surface water detention and treatment plans may also be required, in accordance with Chapter 16.140.

*Applicant Response: A grading permit will be applied for during construction, and the site is level and flat otherwise. The finish grades will not materially change and will not exceed approximately 2%.*

**4. Landscape Plan. A landscape plan is required and shall comply with Chapter 16.124.**

*Applicant Response: Please see attached site plan and landscape plan that shows over 20% Landscape coverage that complies with 16.124.*

**5. Proposed sign(s) shall be required in conformance with the City's Sign Code (Chapter 16.144).**

*Applicant Response: The proposed signage will conform to 16.14.*

**6. Copies of all existing and proposed restrictions or covenants.**

*Applicant Response: No restrictions or covenants are existing or proposed.*

**C. Review Criteria. The Community Development Director shall make written findings with respect to all of the following criteria when approving, approving with conditions, or denying an application:**

- 1. The application is complete, as determined in accordance with Chapter 16.208 and subsection B of this section.**
- 2. The application complies with all of the applicable provisions of the underlying land use district (Division 2), including building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other special standards as may be required for certain land uses.**
- 3. The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 16.276, Nonconforming Uses and Development.**
- 4. The application complies with the applicable design standards contained in Division 3. (Ord. 1175-A § 21, 2013)**

*Applicant Response: The requested documents for this application have all been submitted.*

## **16.220 Conditional Use Permits**

### **16.220.030 Review Criteria**

**A. Before a conditional use is approved findings will be made that the use will comply with the following standards:**

**1. The proposed use is in conformance with the Comprehensive Plan.**

*Applicant Response: The proposed use of mini-storage in the I-1 zone is in conformance with the Comprehensive Plan since it is an expressly allowed conditional use for this zone.*

**2. The location, size, design and operating characteristics of the proposed use are such that the development will be compatible with, and have a minimal impact on, surrounding properties.**

*Applicant Response: The adjacent properties to the west are already developed with NW Natural Gas and Oregon State Police, and to the east across the New Road the Warrenton-Hammond School District 30 has constructed its Middle School, so this project is compatible with these existing buildings and*

uses, and will have minimal impact on these surrounding properties. This project will also directly benefit the school district's access on the New Road for its future expansions and new schools.

**3. The use will not generate excessive traffic, when compared to traffic generated by uses permitted outright, and adjacent streets have the capacity to accommodate the traffic generated.**

*Applicant Response: Please see attached Impact Statement There are an estimated 50 daily trips with this project or less, which is minimal traffic, and this project improves the New Road with a left-hand turn lane onto Warrior Way that benefits the Warrenton-Hammond School District 30 with improved access for its future school expansions.*

**4. Public facilities and services are adequate to accommodate the proposed use.**

*Applicant Response: Please see attached Impact Statement. Public facilities and services that will be connected to already exist or are being improved by this project. A single bathroom and sink in the office area will add minimal impact to City water and sewer services.*

**5. The site's physical characteristics, in terms of topography, soils and other pertinent considerations, are appropriate for the use.**

*Applicant Response: The site is essentially flat, and this use will not materially change the site's physical characteristics and is appropriate for this use.*

**6. The site has an adequate area to accommodate the proposed use. The site layout has been designed to provide for appropriate access points, on-site drives, public areas, loading areas, storage facilities, setbacks and buffers, utilities or other facilities which are required by City ordinances or desired by the applicant.**

*Applicant Response: The site plan shows and meets all of these requirements.*

**7. The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the intended use.**

*Applicant Response: The use is appropriate at this proposed location. Adjacent industrial land has already been developed and built by NW Natural Gas and Oregon State Police. The site is accessible for users and will improve access to this area with a New Road that benefits the Warrenton-Hammond School District 30 with improved access for its future school expansions.*

**Additional concerns raised during the pre-application meeting have been addressed as follows:**

*Applicant Response: A stormwater management plan will be reviewed by the City's consulting engineer. The New Road with Warrenton-Hammond School District 30 will be platted and dedicated to the City after review by the City's consulting engineer. The site will be partitioned/lot line adjusted and away from the mapped wetlands to the south of the lot prior to construction. A sign permit will be applied for as required by the City. All other comments from the pre-application meeting have been addressed.*