

STAFF REPORT

CITY OF HUBBARD PLANNING COMMISSION

REPORT: November 11, 2022

HEARING: November 15, 2022

FILE No.: Site Development Review, file #DR 2022-02

APPLICANT: Emerio Design, LLC, Attn. Jennifer Arnold

OWNER: 2363 Industrial Partners, LLC

LOCATION: 2363 & 2347 Industrial Avenue.
Tax lots # 041W33DD 01500 and 01300.
Lots #8 and 10 of Block 1 of the Hubbard Industrial Park Subdivision, 1983

ZONE: I – Industrial

SIZE: Two lots totaling approximately 4.67 acres.

REQUEST: Site Development Review approval for two abutting properties. Address 2363 is developed with an existing 15,000 SF office/warehouse building, a 12,600 SF warehouse building, parking, landscaping, and outdoor storage area. Address 2347 is a vacant undeveloped field. Applicant proposes to develop a fenced gravel yard on 2347 for outdoor storage of electrical materials and equipment, in support of an electrical supply warehouse and distribution company occupying both lots.

CRITERIA: Hubbard Development Code (HDC) Sections 2.107 Industrial District, 2.200 General Development Standards, 2.210 Riparian Corridors, and 3.105 Site Development Review.

ATTACHMENTS:

Exhibit A: Combined RFC Responses

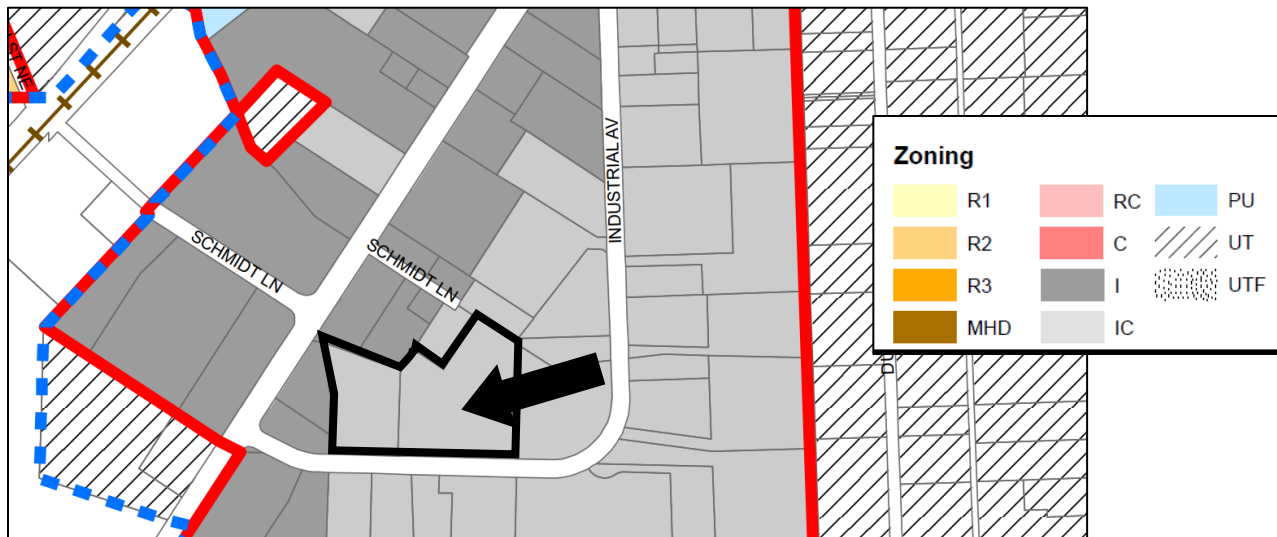
Exhibit B: Application materials submitted by the applicant

I. PROCEDURE & AUTHORITY

A Site Development Review is a Type II Action. A Type II action is a quasi-judicial review in which the Planning Commission applies a mix of objective and subjective standards that allow considerable discretion. A public hearing is held prior to the final decision. Notice of the public hearing is mailed to property owners within 100 feet of the subject property a minimum of 20 days prior to the hearing date. An appeal of a Type II decision is to the City Council.

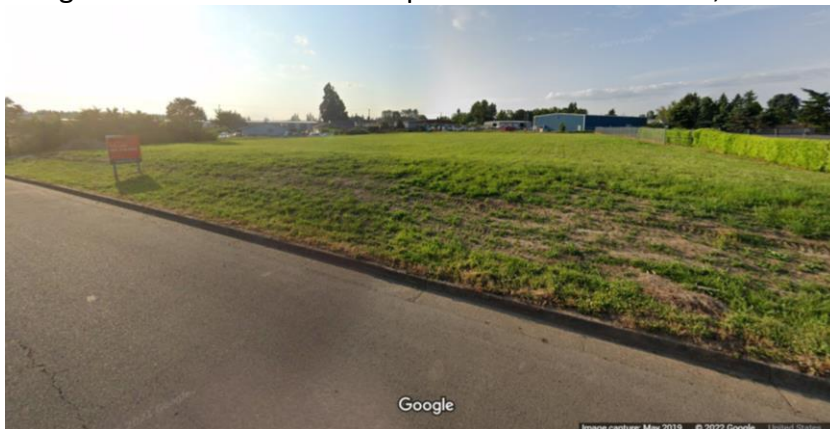
II. BACKGROUND

A. VICINITY & ZONE MAP:

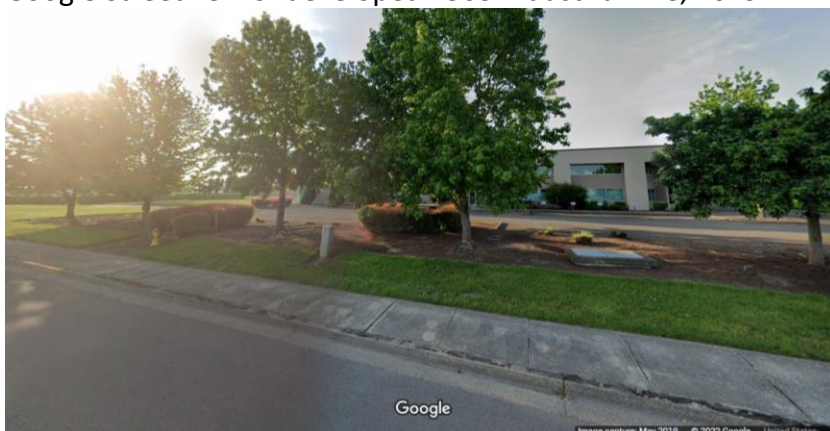


B. EXISTING CONDITIONS, STREETVIEW:

Google Streetview of undeveloped 2347 Industrial Ave, 2019:



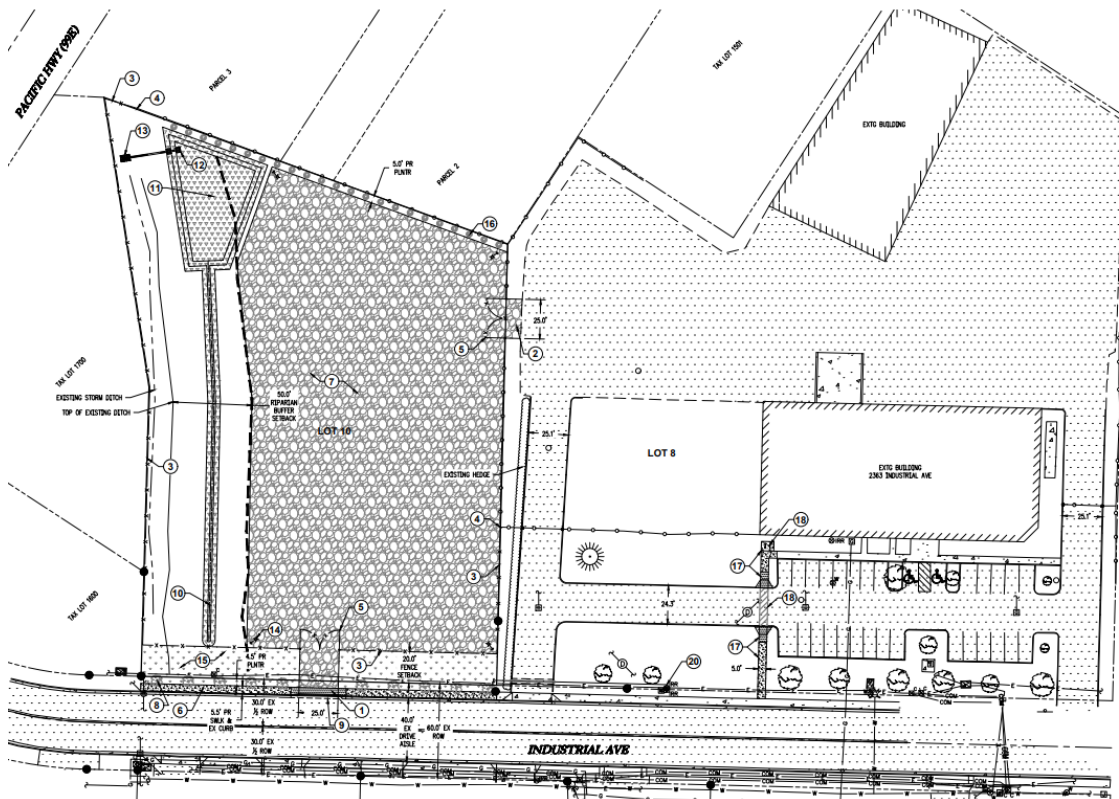
Google Streetview of developed 2363 Industrial Ave, 2019:



C. EXISTING CONDITIONS AERIAL (Source: Marion County GIS, 2022)



D. PROPOSED SITE PLAN



III. REVIEW STANDARDS/CRITERIA

The submitted Site Development was reviewed by the following standards and criteria from the Hubbard Development Code (HDC).

3.105 SITE DEVELOPMENT REVIEW

Section 3.105.06 Evaluation of Site Development Plan

The review of a Site Development Plan shall be based upon consideration of the following:

A. Characteristics of adjoining and surrounding uses;

FINDINGS: The applicant is requesting Site Development Review approval for two abutting properties. Address 2363 is developed with an existing 15,000 SF office/warehouse building, a 12,600 SF warehouse building, parking, landscaping, and outdoor storage area. Address 2347 is a vacant undeveloped field. Applicant proposes to develop a fenced gravel yard on 2347 for outdoor storage of electrical materials and equipment, in support of an electrical supply distribution company occupying both lots.

The subject properties are zoned I-Industrial. The standards for the I-Industrial District are provided in section 2.107 of the Hubbard Development Code (HDC). "Establishments engaged in distribution, warehousing, and outdoor storage" are outright permitted under 2.107.02.

The subject properties are located within the Hubbard Industrial Park Subdivision, which is composed of properties generally zoned and developed for industrial and industrial-commercial land uses. There are also a couple grandfathered non-conforming residential uses in the vicinity.

HDC 2.107.04 provides the dimensional standards for the I Zone. The required setbacks of the I zone are front 20 feet, sides abutting industrial district 10 feet, rear abutting an industrial district 10 feet. No changes are proposed to the existing structures on 2363 Industrial Avenue. No structures are proposed for 2347 Industrial Avenue. These standards are not applicable.

All new industrial development is subject to the landscaping minimum area requirements of HDC Section 2.207.03. Industrial developments are required to provide a minimum of 10% of the gross land area. The applicant's site plan identifies landscaped areas around the gravel outdoor storage yard. The applicant's narrative states:

"A minimum of 10 percent of the gross land area for Tax Lot 1300 will be devoted to landscaping for the proposed gravel storage yard. In order to meet the 10% landscaping requirement, the Applicant is proposing to keep the western portion of the property in its current natural state. A row of Arborvitae trees will be planted in a 5-foot wide buffer along the site's northern property boundary and grass will be planted in the 20-foot setback along the front property boundary. No changes are being proposed to the existing landscaping on Tax Lot 1500. The Applicant's proposal satisfies the minimum landscaping requirements for industrial developments."

The applicant's plan indicates that there is an existing 6-foot chain link fence around the perimeter of the undeveloped property, to connect to existing fencing on the developed property. The plans indicate the fence will set back from the public sidewalk 20 feet, with a landscape strip in between, and privacy slats along the frontage. As addressed later in this report, privacy slats in the chain link fence along the western boundary are recommended to provide screening of the proposed gravel outdoor storage area to the abutting Industrial-Commercial properties along Pacific Highway 99E. Staff recommends conditions of approval that all future fences are constructed in compliance with the HDC Section 2.401.09 Fences, Walls and Hedges, and are also consistent with the Clear Vision Area standards.

The Hubbard Police Department generally recommends perimeter lighting as well as monitored security systems, to aid nighttime patrol and crime deterrence. If the applicant decides to erect lighting on site, any light used to illuminate a parking or loading area shall be arranged to be directed entirely onto the loading or parking area, shall be deflected away from any abutting nonconforming residential uses, and shall not cast a glare or reflection onto moving vehicles on public rights-of-way. The applicant will need to submit a lighting plan for review and approval by Public Works, to include fixture catalogue cuts showing illumination patterns, prior to issuance of a building permit.

No signage is reviewed with this application. A standard condition of approval requires sign review and permitting for all future signs on this property, consistent with HDC 2.206.

In consideration of the proposed development, the characteristics of surrounding uses, and in compliance with the recommended conditions of approval, the proposed use can be made compatible

B. drainage and erosion control needs;

FINDINGS: The applicant does not propose to increase the impervious surface on 2363 Industrial Ave. The applicant proposes to gravel 40,500 square feet (SF) of 2347 Industrial Avenue to serve as an outdoor storage area for electrical equipment, supplies, and a few specialized vehicles. The proposed development changes the amount of impervious surface on the site.

The HDC Section 2.204 addresses storm drainage requirements. The provisions of that section apply to industrial development. Section 2.204.03 (A) states that "No construction of any facilities in a development shall be permitted until a storm drainage and erosion control plan for the project is prepared by an engineer in the State of Oregon, and approved by the City."

The applicant's plan set includes a Preliminary Drainage Report prepared by Emerio Engineering which concludes the following:

"Runoff from proposed gravel areas will be collected by a proposed ditch running northward along the west edge of the gravel. This ditch outfalls into a detention pond which will provide peak flow matching detention for developed onsite areas. This pond outfalls to an existing stream running northward along the site's western border. Runoff from new frontage areas and onsite pervious areas along Industrial Avenue will flow southward onto Industrial Avenue to be

managed by existing storm systems. Per City of Hubbard standards, peak flow matching detention will be provided for the 5-year, 24-hour design storm. A detention pond at the northwest corner of the site will be used to meet this standard. The detention systems and the tributary developed areas were modeled in HydroCAD v.10. All runoff from new onsite impervious areas will route to the pond... all runoff from new impervious areas is sufficiently detained for the relevant storm event."

The City Engineer has reviewed the applicant's plan set and drainage calculations, and has provided review comments. Staff finds that the applicant can meet the drainage and erosion criteria through compliance with the recommended conditions of approval submitted by the City Engineer.

C. public health factors;

FINDINGS: Public health factors pertain to proposed connections to city water and sewer utilities. No new water or sewer connections are proposed for the development of the proposed outdoor gravel storage yard. No new water or sewer connections are proposed to serve 2363 Industrial Avenue. Public Works and the City Engineer provided comments on the applicant's submitted plan set. Those comments are included as conditions of approval and are attached in Exhibit A.

The Hubbard Fire Department has reviewed the project and did not express concerns with the plan set in terms of water or access. A Knox box is a recommended condition of approval to ensure Fire Department access to the storage yard in the event of an incident. Staff finds that the applicant can meet the public health factors through compliance with the recommended conditions of approval.

D. traffic safety, internal circulation and parking;

FINDINGS: Industrial Avenue is classified as a local street in the Hubbard Transportation System Plan (TSP) adopted in 2012. The public right-of-way is 60 feet wide. No additional right-of-way is required to be dedicated with this development application. A curb-tight public sidewalk is developed along the frontage of 2363, and a new sidewalk is required/proposed along the frontage of 2347 Industrial Avenue. The plan set labels the new sidewalk as 5.5 feet sidewalk and curb with a 4.5 foot planting strip with maples and grass shown on the planting plan.

The development plans show two existing driveways on 2363, and a new driveway along the frontage of 2347 Industrial Avenue. The plans set shows a new 25-foot wide concrete driveway apron only, with a gravel driveway leading back into the yard. The HDC allows for a gravel storage area adjacent to paved parking lots when approved by the Planning Commission, but it does not allow for gravel driveways. HDC 2.203.07 (A) states that all driveways, parking, maneuvering, and loading areas shall have a durable hard surface. A recommended condition of approval requires the applicant to pave the new driveway from the apron back 20 feet to the entrance gate to the yard.

HDC section 2.203.05 establishes off-street parking ratios required by development type:

o Warehousing, storage, distribution: 1 space for 2,000 SF

o Office: 1 space for 200 SF

Off-street parking is calculated as the sum of multiple land uses on the subject property. The applicant's plan includes 7,000 SF of existing office space / 200 SF = 35 parking spaces. The applicant's plan shows 11,500 SF (front)+ 11,052 SF (rear) of existing warehousing = 22,552 SF / 2,000 SF = 11.3 spaces. Based upon the adopted parking standards, this site plan would require a minimum of 46 off-street parking spaces. There are currently 31 paved and striped off-street parking spaces on site. This indicates that the property was developed under different off-street parking standards, and is grandfathered as non-conforming. The applicant states that 8-10 office personnel may report to this location, plus 2 CDL drivers, totaling and estimated 12 employee vehicles. As no changes are proposed to the existing buildings, there is no recommendation for additional parking to be developed on site with this application. Should parking become a problem for this business, the property has sufficient room to add parking capacity when needed. Regarding the large new gravel outdoor storage area, HDC 2.203.05(T) states: *"Outdoor and other uses. Other uses not specially listed above shall furnish parking as required by the Planning Commission. The Commission shall use the above list as a guide for determining requirements for said other uses."* The applicant has indicated that the existing parking is sufficient for their business model.

The proposed development is submitted for two legal lots of record. It would be feasible to sell the lots separately. The existing development on 2363 would be feasible to operate without the large gravel yard on 2347. It would not, however, be feasible to operate the large gravel storage yard without the abutting developed site. A recommended condition of approval requires new site development review for the gravel storage yard when it is no longer used in conjunction with the electrical distribution company.

HDC 2.203.06 Off-Street Loading Requirements detail loading areas required for commercial and industrial buildings. Warehouse buildings between 5,000 - 30,000 SF are required to provide 1 loading space, each of 12 feet wide, 30 feet long, and 14 feet high. The applicant provided the photo included below showing multiple existing loading zones, both ground-level and ramped dock, behind the front building. The applicant states that there will be roughly 3-5 deliveries made to the site per day, and customer pick-ups occur less than once a week using the overhead ground level door less than once per week. This standard is met.



HDC Section 2.203.09 Parking of Bicycles:

- o Warehouse 2 or 0.1 space per 1000 ft², whichever is greater, 100% covered*
- o Office 2 or 0.5 space per 1000 ft², whichever is greater, 10% covered*

Bicycle parking is required at 22,552 SF warehouses / 1,000 = 22.55 @ 0.1 = 2.25 spaces. Plus 7,000 SF office / 1,000 = 7 @ 0.5 space = 3.5 spaces. The total bicycle parking required is 6 spaces, at least 3 of which are covered. The applicant's site plan identifies two bicycle racks, which provides room for 4 bicycles. A recommended condition of approval is included, to increase the number of bike parking spaces and cover half of the spaces at minimum.

Staff finds the request can meet all traffic safety, internal circulation, and parking requirements through compliance with the recommended condition of approval.

E. provision for adequate noise and/or visual buffering from non-compatible uses;

FINDINGS: Based upon the company's description of their operation, staff does not anticipate excess noise to emanate from the site other than vehicle trips. The HDC states the following about screening:

2.207.05 Screening and Buffering

A. Screening shall be used to eliminate or reduce the visual impacts of the following:

- 1. service areas and facilities, including garbage and waste disposal containers, recycling bins and loading areas;*
- 2. outdoor storage and outdoor display areas;*
- 3. parking areas for 20 or more vehicles for multi-family developments, or 30 or more vehicles for commercial or industrial uses;*
- 4. at and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners; and*
- 5. any other area or use as required by this Ordinance.*

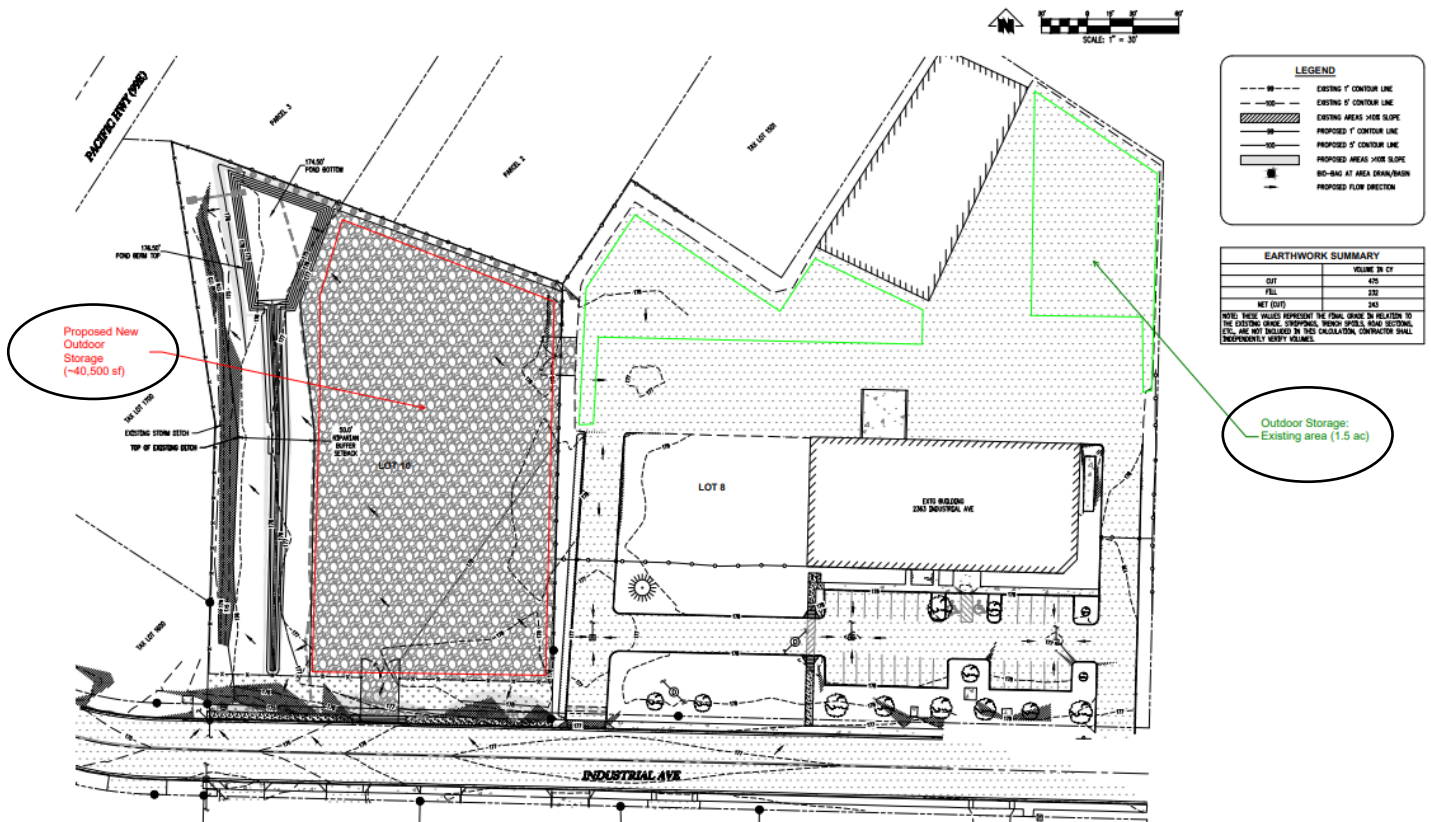
B. Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement or other design techniques.

Regarding outdoor storage, the applicant's representative provided the following details:

"Outlined in green on the attachment are the areas of existing outdoor material storage. Stored in these areas will be high voltage transformers (non-combustible unless energized), PVC pipe, Rigid pipe, and ductile iron utility poles. Rough area for this storage is 1.5 acres or 65,340 SF. Outlined in red on the attachment are area of proposed outdoor material storage. The material types stored here will be the same as the existing."

"There is an existing barbed wire fence between TL 1500 and the nonconforming home and there is no proposed change to that fence with this application. No new barbed wire or electric fencing is proposed. Let me know if you have any additional questions."

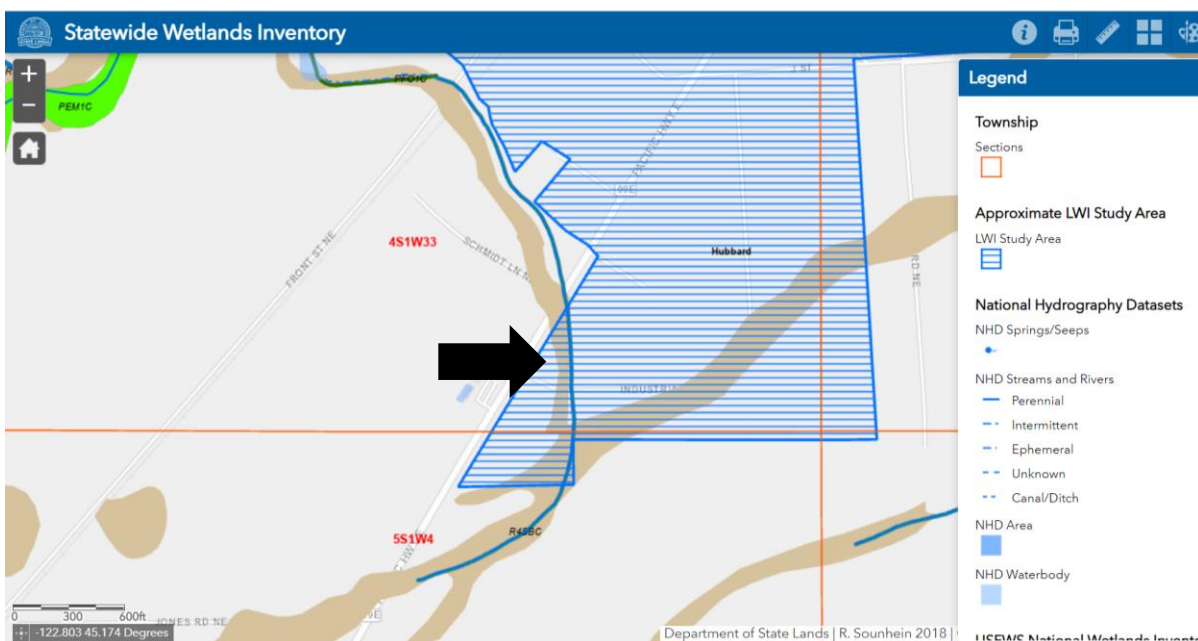
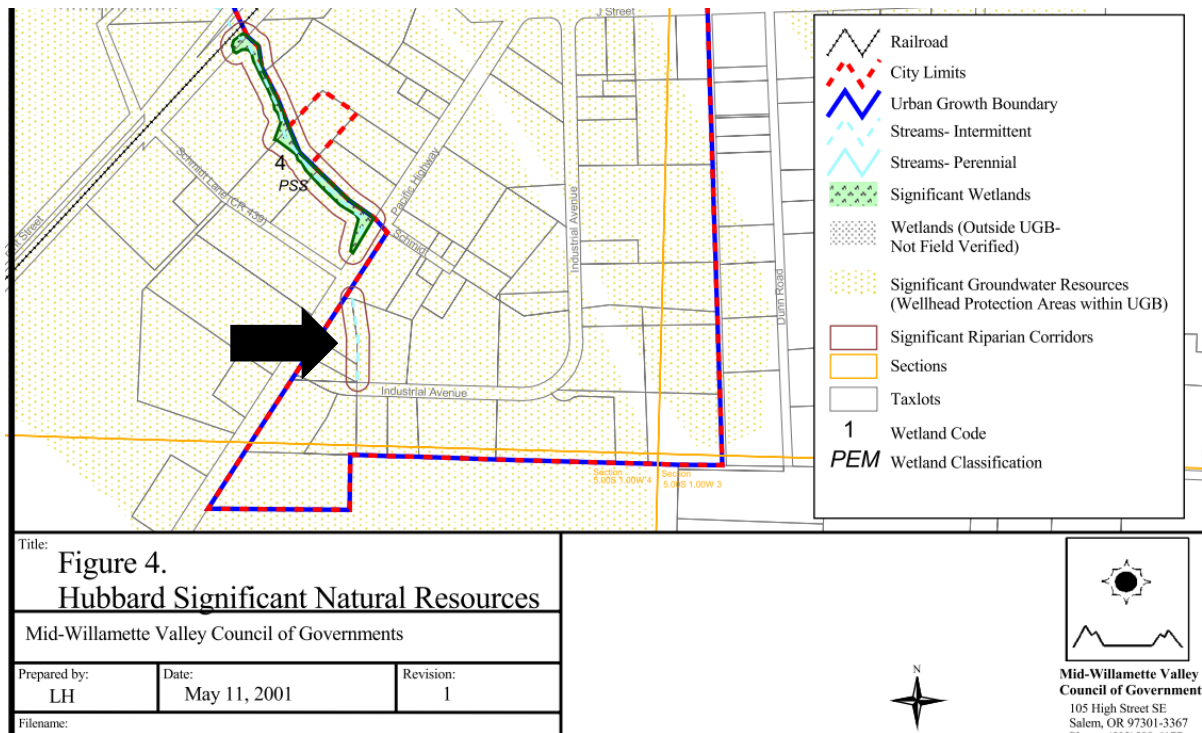
Additional screening is recommended along all outdoor storage areas, including the west side of the large gravel outdoor storage yard, the northern property boundary of 2363, and along the portion of eastern fencing of 2363 where storage is proposed. The applicant has not demonstrated that the native vegetation along the drainage is sufficient to perform the screening required for outdoor storage. A recommended condition of approval requires privacy slats in the new chain link fence along the western boundary, in addition to the frontage. It is not known whether the western fence will be permitted to be installed within the drainage, as shown on the plan set. Applicant is responsible for coordinating any required permitting for structures within the riparian corridor. Staff finds this criterion can be met by compliance with the conditions of approval addressing screening.



F. retention of existing natural features on site;

FINDINGS: The drainage along the west boundary of 2347 Industrial Avenue is classified as an “Intermittent Stream” on the 2001 City of Hubbard Wetland Inventory, and is shown on the following 2001 City of Hubbard Natural Resource Inventory map. Also included below is a screenshot of the Oregon Statewide Wetlands Inventory, accessed in October of 2022. The SWI classifies this stretch of Little Bear Creek as “Perennial.” Little Bear Creek is specifically identified in HDC 2.210 as a protected waterway, subject to the City’s adopted riparian standards. Of note, the riparian standards require protection of riparian areas through the implementation of a 50-foot buffer from top of bank. Development on the other side of this drainage, at the corner of Industrial Ave and Pacific Highway 99E, was also required to protect the 50-foot riparian buffer in a 2018 land use approval.

The submitted site plan shows the surveyed top of bank delineation and 50-foot buffer. The City's standards do not allow for development, grading, or vegetation removal within the riparian buffer, with the exception of water quality facilities, pursuant to HDC 2.210.04(A)(2). The applicant's stormwater basin is located partly within the riparian buffer. Additionally, the submitted site plan shows the new chain link fence proposed to be installed within the drainage. A recommended condition of approval is taken directly from HDC 2.210.06 *Compliance with State and Federal Regulations*. The applicant shall be responsible for any required state permitting to construct the stormwater facility and/or fencing within the riparian corridor, if applicable.



G. connectivity of internal circulation to existing and proposed streets, bikeways, and pedestrian facilities; and

FINDINGS: Regarding pedestrian circulation and connectivity to the public right-of-way, the applicant's plan set shows a new 5-foot wide pedestrian walkway connecting the front of the existing building to the public sidewalk. The new walkway is striped across the existing parking lot drive aisle. The proposed bike racks are located out front of the building, connected to this walkway. Access points to the Industrial Avenue public right-of-way were discussed previously.

H. Problems that may arise due to development within potential hazard areas.

FINDINGS: No hazard areas are identified, although drainage is always a concern with hydric soils in the area. Poor area drainage increases the importance of an engineered and functional drainage plan. Staff accessed the FEMA FIRM map for this location in November of 2022. The maps showed no presence of special flood hazard areas.

IV. STAFF RECOMMENDATION & CONDITIONS

Based on the findings contained in this report, Staff concludes that the application can be found to comply with the applicable criteria, subject to compliance with the recommended conditions.

Staff recommends APPROVAL of the application, subject to the following conditions of approval:

- A. DUE DILIGENCE: It is the responsibility of the applicant to obtain copies of and be familiar with all applicable codes and standards, including but not limited to required bonds. Conformance to City of Hubbard Design and Construction standards is required.
- B. CONDITIONS: Compliance with Conditions of Approval shall be the sole responsibility of the applicant. Applicant shall be responsible for all costs of public and private infrastructure improvements associated with the development.
- C. REVISED SITE PLAN: Prior to issuance of any building permits, the applicant shall submit a final site plan which demonstrates compliance with these conditions of approval.
- D. RIPARIAN PERMITS: Applicant shall be responsible for all applicable permits for stormwater facility and/or fencing within the riparian corridor. HDC 2.210.06 Compliance With State and Federal Regulations. All activities wholly or partially within riparian corridors are subject to applicable Division of State Lands permit requirements under the Removal-Fill Law and the U.S. Army Corps of Engineers permit requirements under Section 404 of the Clean Water Act. Where there is a difference between local, state, or federal regulations, the more restrictive regulations shall apply.
- E. FUTURE USE: A new Site Development Review application shall be submitted for the gravel storage yard when it is no longer used in conjunction with the electrical distribution company.

F. PAVED DRIVEWAY: Applicant shall pave the new driveway from the concrete apron at the public right-of-way north through the entrance gate of the gravel outdoor storage yard. City Engineer recommendation is 30-40 feet to ensure gravel is dropped before entering the right-of-way.

G. BASIN DESIGN: On final design drawings, provide additional on drainage outlet from basin.

H. SCREENING: In addition to the proposed privacy slats along the frontage chain link fence, applicant shall install privacy slats in the fencing or plant vegetative screening along all outdoor storage areas.

I. LANDSCAPING: A backflow prevention device shall be required for public water sources of irrigation. In lieu of irrigation, Xeriscaping may be used. The applicant shall provide the City a written guarantee for all landscape materials extending one (1) year from the date of installation.

J. PEDESTRIAN WALKWAY: Applicant shall construct paved and striped pedestrian walkway connecting the front office/warehouse building to the public right-of-way.

K. BICYCLE PARKING: Applicant shall install a minimum of six (6) bicycle parking spaces, at least three (3) of which are covered.

L. PARKING MAINTENANCE: Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use.

M. LIGHTING: If lighting is proposed, applicant shall submit a lighting plan for review and approval by Public Works. Any light used to illuminate a parking or loading area shall be arranged to be directed entirely onto the loading or parking area, shall be deflected away from any residential use and shall not cast a glare or reflection onto moving vehicles on public rights-of-way. The applicant shall provide fixture catalogue cuts showing illumination patterns.

N. FENCES: All fences shall be constructed in compliance with the HDC 2.401.09 Fences, Walls, and Hedges.

O. SIGNS: The applicant is advised that signs must comply with Section 2.206, and may require a building permit prior to installation. Applicant shall submit renderings and plans for all signs to the City, and must receive all applicable approvals prior to installation.

P. EXPIRATION OF APPROVAL: Site Development Review approvals shall be effective for a period of two (2) years from the date of written approval. If substantial construction of the approved plan has not begun within the two (2) year period, the approval shall expire. The applicant may request an extension of the approval for a period of one (1) year. A request for an extension of approval shall be submitted in writing at least thirty (30) days prior to the expiration date of the approval period. The project shall be constructed according to all approved plans. The approval shall be voided immediately if construction is a departure from the approved plan.

V. PLANNING COMMISSION OPTIONS

- A. Motion to APPROVE Site Development Review file #DR 2022-02 as submitted, and adopt the findings and recommended conditions of approval contained in the staff report.
- B. Motion to APPROVE Site Development Review file #DR 2022-02, and adopt the findings and recommended conditions of approval contained in the staff report, AS REVISED BY THE PLANNING COMMISSION (stating those revisions).
- C. Motion to DENY Site Development Review file #DR 2022-02, with amended findings that the request does not meet the applicable approval criteria.
- D. Motion to CONTINUE the public hearing, to a date and time certain, stating what additional information is needed to determine whether applicable standards and criteria are sufficiently addressed.

EXHIBIT A

COMBINED RFC RESPONSES

1. Matt Wadlington PE, City Engineer, Civil West

My comments on the submitted information for 2363 Industrial Ave are below:

- Drainage Report; page 4 references Bear Creek PUD. Please revise to reference this project.
- Preliminary Site Improvement Plan; Title block references site in Gresham, please revise to Hubbard.
- Note, on final design drawings, provide additional on drainage outlet from basin.
- I agree, It would be good to require them to traverse 30-40 feet of pavement prior to entering the public street. Otherwise all that gravel will end up being “dropped” on the public street.
- I agree, it doesn’t seem like a true “parking lot”, so I’d be inclined to allow it in this application [gravel storage yard].

2. David Rash, Chief, Hubbard Police Department

Adequate outdoor lighting and readable address numbers for a business. Recommend a suitable alarm but I am sure that is in the plans.

3. Mike Krebs, Hubbard Public Works Superintendent N/A

4. Michael Kahrman, Hubbard Fire Dept. N/A

EXHIBIT B
APPLICATION PACKAGE

SITE DEVELOPMENT REVIEW APPLICATION

CITY OF HUBBARD

3720 2nd Street (P.O. Box 380)
Hubbard, OR 97032
Phone: (503) 981-9633; Fax: (503) 981-8743
<http://www.cityofhubbard.org>

To Be Filled Out by Staff:

FILE: _____

DATE: _____

FEE: _____

RECEIPT NO: _____

APPLICANT: Emerio Design, LLC / Steve Miller

MAILING ADDRESS: 6445 SW Fallbrook Pl., Suite 100, Beaverton, OR 97008

PHONE: (541) 318-7487 Cell EMAIL _____

ADDRESS: stevem@emeriodesign.com

OWNER(S) (If different from above): 2363 Industrial Partners, LLC / Liam Sullivan

PHONE: Cell (516) 398-1420 EMAIL _____

ADDRESS: liam.sullivan@alterraproperty.com

ADDRESS: 720 Fayette St., Suite 700, Conshohocken, PA, 19428

PROPOSED STRUCTURE/IMPROVEMENT: Improve Tax Lot 1300 with a gravel storage yard for an electrical business on Tax Lot 1500.

SQUARE FOOTAGE: N/A

ESTIMATED VALUE OF STRUCTURE/IMPROVEMENT: No structures are being proposed.
Gravel lot improvements - Gravel, fencing, and lighting = \$180,000

PROPERTY DESCRIPTION:

ADDRESS: 2347 and 2363 Industrial Ave.

MAP PAGE AND TAX LOT NO: 04W33DD, Tax Lots 1300 & 1500 ZONE: Industrial (I)

CURRENT USE/STRUCTURES: Tax Lot 1300 is vacant SQUARE FOOTAGE OF SITE: 1.72 Acres

ZONE: Industrial (I)

SUBMITTAL REQUIREMENTS:

Please submit one (1) legible copy, drawn to scale on 8 ½ x 11 or 11 x 17 inch paper and one (1) electronic copy (PDF format preferred); OR eight (8) full-size copies (typically 18 x 24-inch or larger paper), one (1) reduced-size copy (8 1/2 x 11 or 11 x 17-inch), and one (1) electronic copy (PDF format preferred) of the following application materials:

1. Site Analysis

- ☐ Existing site topography;
- ☐ Identification of areas exceeding 10% slopes;
- ☐ Site drainage, areas of potential flooding;
- ☐ Areas with significant natural vegetation;
- ☐ Classification of soil types;
- ☐ Existing structures, roadway access and utilities; and
- ☐ Existing and proposed streets, bikeways, and pedestrian facilities within 200 feet.

2. Site Plan

- ☐ Proposed grading and topographical changes;
- ☐ All proposed structures including finished floor elevations and setbacks;
- ☐ Vehicular and pedestrian circulation patterns, parking, loading and service areas;
- ☐ Proposed access to public roads and highways, railroads or other commercial or industrial transportation systems;
- ☐ Site drainage plan including methods of storm drainage, sanitary sewer system, water supply system and electrical services. Inverse elevations may be required for all underground transmission lines;
- ☐ Proposed landscape plan, to include appropriate visual screening and noise buffering, where necessary, to ensure compatibility with surrounding properties and uses;
- ☐ Proposed on-premise signs, fencing or other fabricated barriers, together with their heights and setbacks; and
- ☐ A schedule of expected development.

EVALUATION CRITERIA

In addition to compliance with the standards of the Development Code, the review of a Site Development Plan shall be based upon consideration of the following:

1. Characteristics of adjoining and surrounding uses;
2. Drainage and erosion control needs;
3. Public health factors;
4. Traffic safety, internal circulation and parking;
5. Provision for adequate noise and/or visual buffering from non-compatible uses;
6. Retention of existing natural features on site; and
7. Problems that may arise due to development within potential hazard areas.

I HEREBY CERTIFY THAT ALL STATEMENTS CONTAINED HEREIN, ALONG WITH THE EVIDENCE SUBMITTED, ARE IN ALL RESPECTS TRUE AND CORRECT; AND THAT THE REQUEST DOES NOT VIOLATE ANY DEED RESTRICTIONS THAT MAY BE ATTACHED OR IMPOSED UPON THE SUBJECT PROPERTY. (NOTE: ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT LETTERS OF CONSENT. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE APPROVAL PROCESS.)


Date

8.18.22

Date

Steve Miller

Applicant

Liam Sullivan 

Owner(s)

Date

Owner(s)

Date _____

Owner(s) _____

SITE DEVELOPMENT REVIEW INFORMATION SHEET

The purpose of the site development review process is to guide future growth and development in accordance with the Hubbard Comprehensive Plan and Development Code, provide an efficient process and framework to review development proposals, and resolve potential conflicts that may arise between proposed developments and adjacent uses.

☒ SITE DEVELOPMENT REVIEW REGULATION

Site development review is required for all new developments, major remodeling of existing developments, and change of occupancy, as defined by the Uniform Building Code, and/or change of use for commercial and industrial developments, except:

- 1) single-family detached dwellings;
- 2) a duplex;
- 3) any commercial or industrial remodel that does not exceed 25% of the total square footage of the existing structure, or
- 4) any new development, change of occupancy, or commercial or industrial remodel, that does not intensify the use of the property by increasing the number of customers, vehicle or pedestrian traffic to the site, parking requirements, etc.

Site development review procedures are listed in Section 3.105 of the Development Code.

☒ APPLICATION PROCESSING

Once an application is submitted, along with all pertinent filing information, City staff will review it for completeness, and if additional material is necessary, you will be contacted. Once the application is determined to be complete, a public hearing at the Planning Commission will be scheduled. Staff will prepare a report for Planning Commission review. The staff report is available seven days prior to the Planning Commission meeting. You will have the opportunity to testify on behalf of your application at the Planning Commission meeting. The Planning Commission decision can be appealed to the City Council.

☒ EFFECTIVE DATE OF APPROVAL

The site development review shall be effective 12 days after the date of the notice of the decision by the Planning Commission unless the decision is appealed to the City Council.

☒ ADDITIONAL INFORMATION

For additional information, call Hubbard City Hall at (503) 981-9633.

EXHIBIT A

LAND USE FEE SCHEDULE ACKNOWLEDGMENT

as of 2/11/2020 (attachment to Resolution No. 686-2020)

Resolution No. 685-2020 requires land use applications to reimburse the City for the actual costs associated with their applications. The City requires a deposit for land use application as required in section 3.206.03 in the Hubbard Development Code. Staff collects the deposit at the time of application.

Costs and time are paid out of the deposit. If it appears the costs exceed the initial deposit, the Director of Administration/City Recorder may require an additional deposit for costs that may be incurred to complete the project. At the end of the project a final bill will be prepared, and the City will either request additional funds or issue a refund check.

The following are examples of the most common types of charges and amounts per hour that will be incurred for land use projects in the City. These rates are provided for example purposes only, and you will be charged the actual costs incurred by the City as required by Resolution 685-2020. These example rates will therefore be reviewed annually and updated as necessary. You may request a copy of the most recent example rates at any time by contacting the Director of Administration/City Recorder.

City Planner **\$85.00**
(The City Planner prepares staff reports, final actions, and makes presentations at Planning Commission and Council meetings.)

City Engineer **\$165.00**
(The City Engineer may be requested to investigate or review plans submitted by the applicant, and may make presentations at required meetings)

Director of Admin/Recorder **\$90.00**
Admin Assistant **\$45.00**
(The Planning Secretary prepares applicants files, prepares comments for other departments, prepares public hearing notices, posts and mails notices, answers applicants questions and attends all meetings)

Public Works Director/Superintendent **\$84.00**
Public Works Admin Manager **\$68.00**
Utility Worker II **\$58.00**
Utility Worker I **\$37.00**
Admin Assistant **\$20.00**
(The Public Works personnel reviews applications and comments regarding water, sewer, streets, backflow devices, and storm drain issues)

Police Chief **\$83.00**
(The Police Chief reviews plans and looks into safety concerns such as lighting and addressing issues)

City Attorney **\$235.00**
(Review of documents, negotiation of conflicts, litigation and enforcement issues)

Office Copies (Black & White 8 1/2 X 11) .25 per page
Color .35 per page
(Black & White 11X 17) .50 per page
Color .70 per page
Long Distance Phone Calls \$3.00 per call
Fax \$2.00 per fax + .50 per page

I have read this information and understand that the land use fee is a deposit and the application may cost more or less.

Applicants Signature

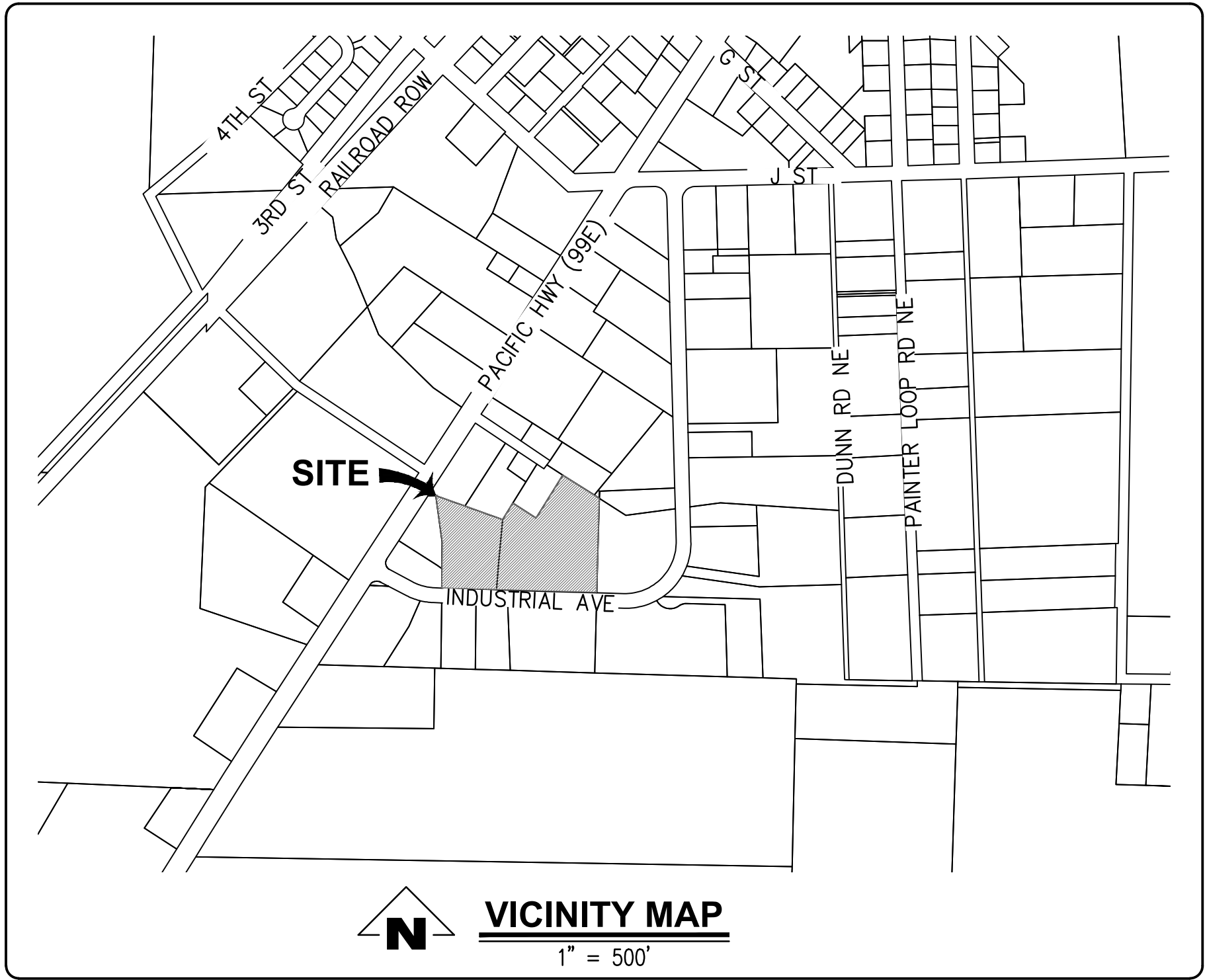
Date

INDUSTRIAL AVE STORAGE YARD

SE 1/4 SE 1/4 SEC. 33 T4S R1W W.M.
HUBBARD, OREGON
SITE IMPROVEMENTS

DRAWING INDEX

NO. SHEET
C-001 COVER SHEET & INDEX
C-002 EXISTING CONDITIONS & DEMO PLAN
C-003 PRELIMINARY SITE & UTILITY PLAN
C-004 PRELIMINARY GRADING PLAN



SITE DATA

TL 1300:
SITE AREA = 74,972 SF (1.72 AC)
PROPOSED ONSITE LANDSCAPE = 14,481 SF (19.3% OF SITE)

TL 1500:
SITE AREA = 144,623 SF (3.32 AC)
PROPOSED ONSITE LANDSCAPE = 38,819 SF (26.8% OF SITE)

SETBACKS:
FRONT FENCE = 20 FT
RIPARIAN BUFFER = 50 FT

PROPOSED IMPERVIOUS AREA:

TL 1300:
FRONTAGE = 1,269 SF
ONSITE = 46,707 SF
TOTAL = 47,976 SF

TL 1500:
FRONTAGE = 22 SF
ONSITE = 404 SF
TOTAL = 426 SF

PROJECT CONTACTS

OWNER:

ALTERRA PROPERTY GROUP
414 S 16TH STREET,
SUITE 100
PHILADELPHIA, PA 19146
CONTACT: LIAM SULLIVAN
(215) 667-6830 (P)

PLANNER:

EMERIO DESIGN, LLC
6445 SW FALLBROOK PLACE
SUITE 100
BEAVERTON, OR 97008
CONTACT: STEVE MILLER
(503) 746-8812 (P)
(503) 639-9592 (F)

CIVIL ENGINEER:

EMERIO DESIGN, LLC
6445 SW FALLBROOK PLACE
SUITE 100
BEAVERTON, OR 97008
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(503) 639-9592 (F)

SURVEYOR:

EMERIO DESIGN, LLC
6445 SW FALLBROOK PLACE
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BEAVERTON, OR 97008
CONTACT: ART COLLINGA
(503) 746-8812 (P)
(503) 639-9592 (F)



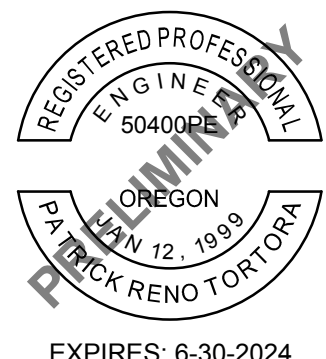
SITE MAP
1" = 40'

INDUSTRIAL AVE STORAGE YARD
TAX LOT 8 & 10
TAX MAP 04 1W 33DD
SE1/4 SE1/4 SEC33 T4S R1W W.M.
HUBBARD, OREGON

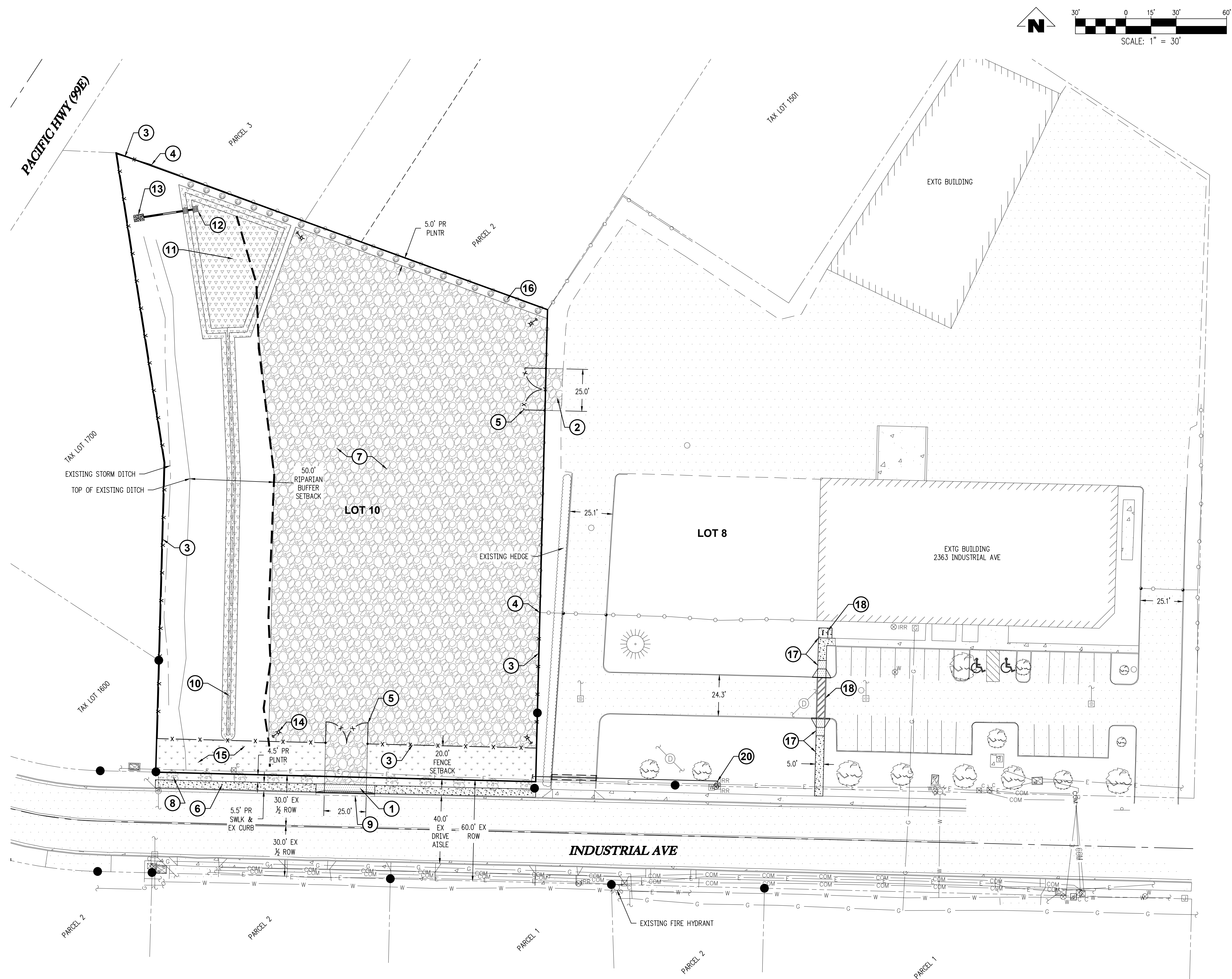
COVER SHEET & INDEX

REVISIONS		DESCRIPTION
NO.	DATE	
1	8/19/2022	1ST LAND USE SUBMITTAL
2	9/23/2022	2ND LAND USE SUBMITTAL
3	10/21/2022	3RD LAND USE SUBMITTAL

EMERIO
ENGINEERING • SURVEYING • DESIGN
6445 SW FALLBROOK PLACE, SUITE 100
BEAVERTON, OR 97008
TEL: (503) 746-8812
FAX: (503) 639-9592
www.emeriodesign.com




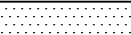
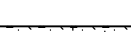
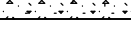
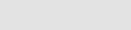
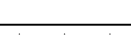
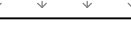







EXPIRES: 6-30-2024
SHEET
C-001
OF
C-004



CONSTRUCTION NOTES:

20 CONNECT TO EXISTING IRRIGATION LINE DOWNSTREAM OF EXISTING BACKFLOW DEVICE. EXTEND IRRIGATION LINE TO LOT 10 AND STUB. SLEEVE LINE UNDER EXISTING DRIVEWAY ON LOT 8. LOT 10 IRRIGATION TO BE DESIGNED BY CONTRACTOR.

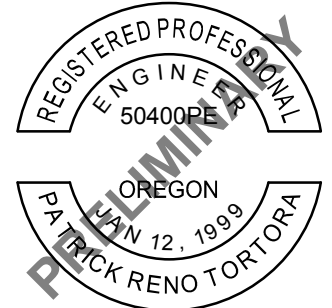
- | | |
|---|--|
|  | PROPOSED FENCING |
|  | PROPOSED CURB AND GUTTER |
|  | PROPOSED GRAVEL STORAGE YARD |
|  | PROPOSED CONCRETE DRIVEWAY AND CURB RAMP |
|  | PROPOSED CONCRETE SIDEWALK |
|  | PROPOSED ASPHALT |
|  | PROPOSED GRASS LAWN |
|  | PROPOSED STORM FACILITY LANDSCAPING |
|  | PROPOSED STORM FLOW CONTROL STRUCTURE AND PIPE |
|  | PROPOSED RIP RAP STORM OUTFALL |
|  | PROPOSED IRRIGATION IRRIGATION LINE AND SLEEVE |
|  | PROPOSED STREET LIGHT |
|  | PROPOSED ARBUTUS HEDGE (10' O.C. MAX SPACING) |
|  | PROPOSED AMUR MAPLE STREET TREE (20' O.C. MAX SPACING) |

PRELIMINARY SITE & UTILITY PLAN

CITY OF GRESHAM PROJECT # 076881

REVISIONS	
NO.	DATE DESCRIPTION
1	8/19/2022 1ST LAND USE SUBMITTAL
2	9/23/2022 2ND LAND USE SUBMITTAL
3	10/21/2022 3RD LAND USE SUBMITTAL

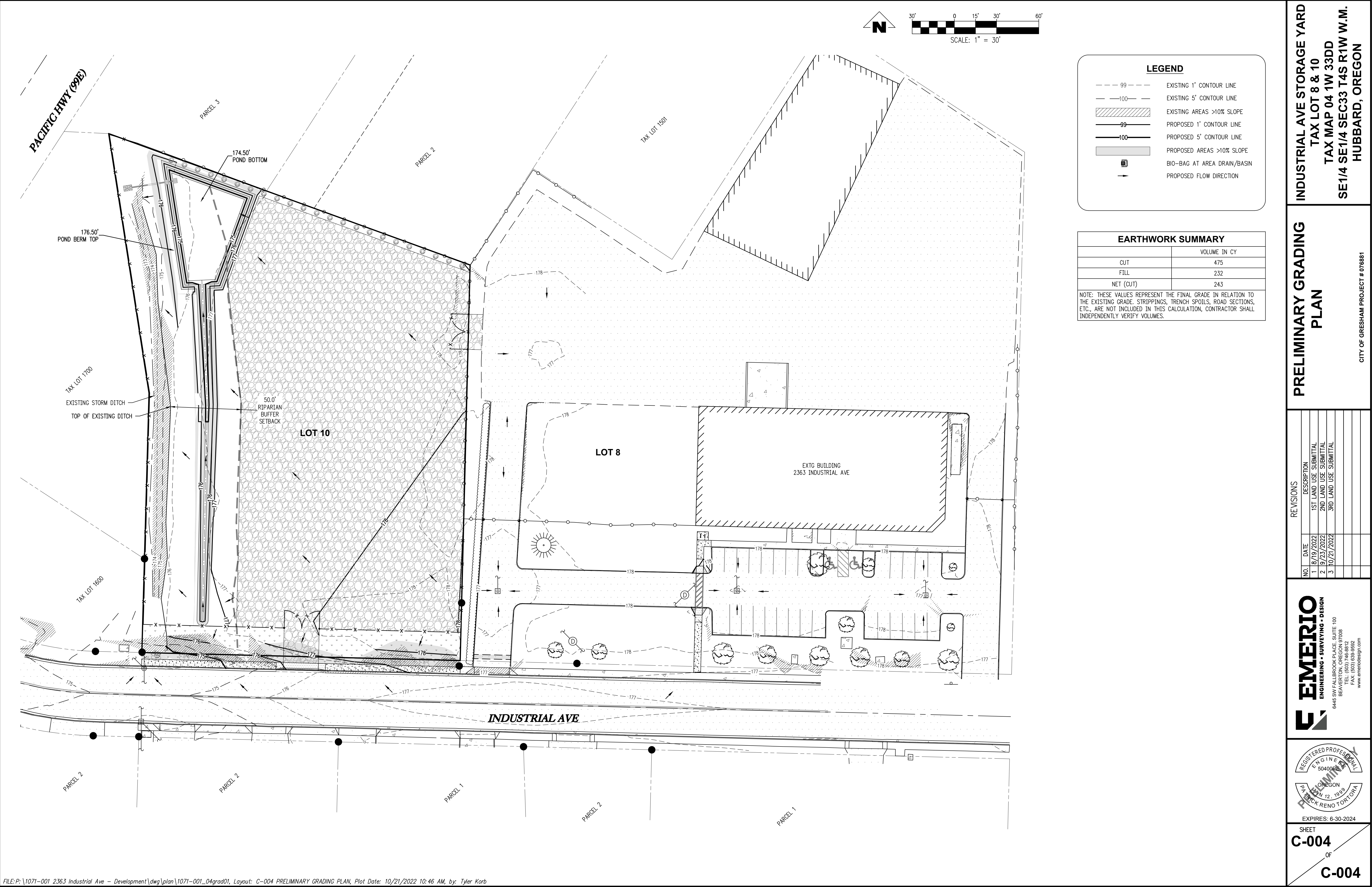
EMERIO
ENGINEERING • SURVEYING • DESIGN

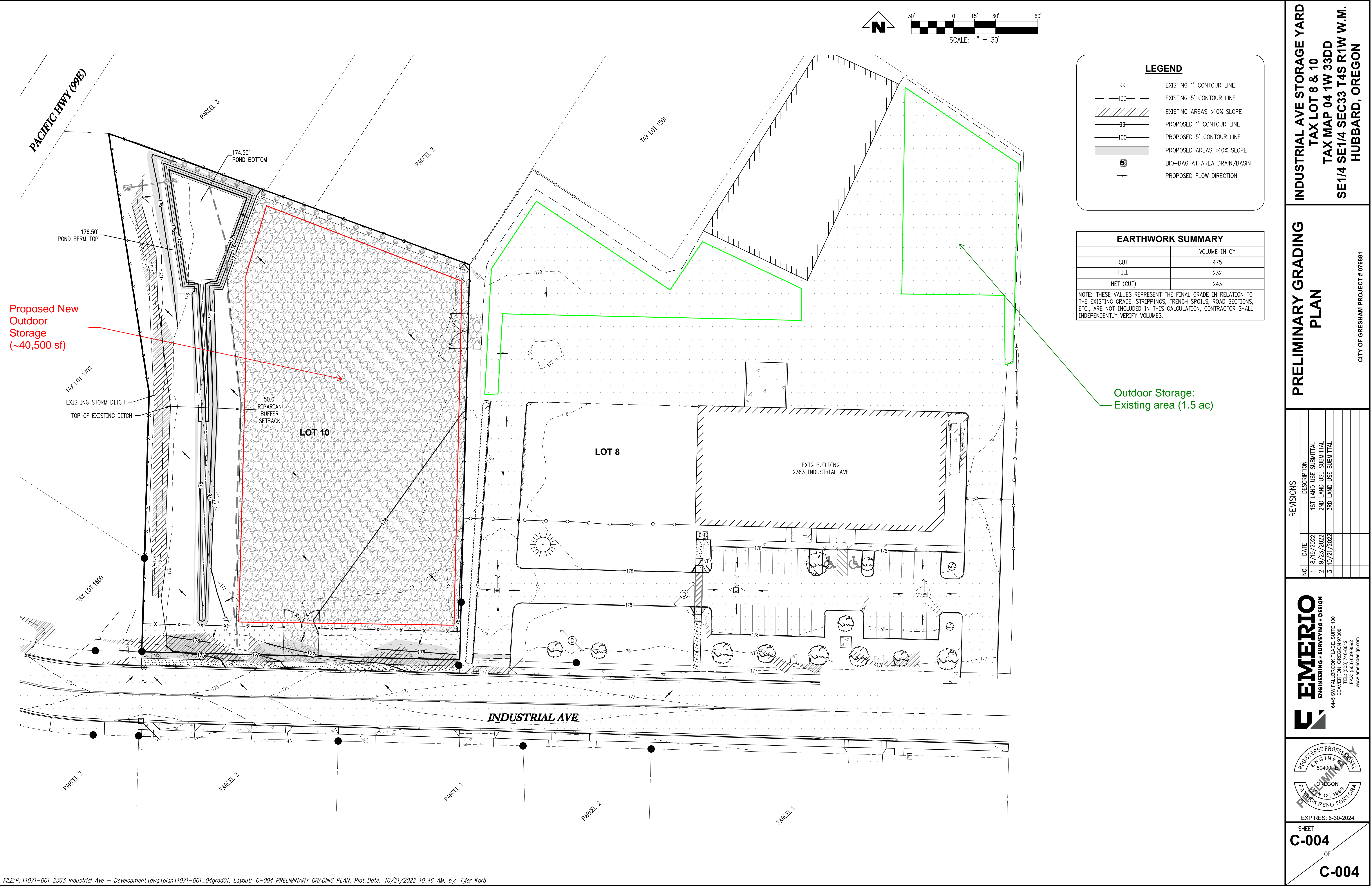


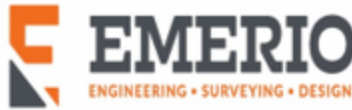
EXPIRES: 6-30-2024

SHEET
C-003
OF

C-004







Gravel Storage Yard Expansion for New Electrical Business

TABLE OF CONTENTS

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II. SITE DESCRIPTION/EXISTING CONDITIONS

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CITY OF HUBBARD DEVELOPMENT CODE

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- 2.100: Zoning Districts
- 2.107: Industrial District (I)
- 2.200: General Development Standards
- 2.201 General Provisions
- 2.202 Street Standards
- 2.203 Off-Street Parking and Loading
- 2.204 Storm Drainage
- 2.205 Utility Lines and Facilities
- 2.206 Signs
- 2.207 Site and Landscaping Design
- 2.208 Development Standards for Land Divisions
- 2.209 Yard and Lot Standards
- 2.210 Requirements for Riparian Corridors

IV. CONCLUSION

I. PROJECT DESCRIPTION

PROPERTY

OWNER: 2363 Industrial Partners, LLC
720 Fayette St., Suite 700
Conshohocken, PA, 19428
Contact: Liam Sullivan
Cell (516) 398-1420
Email: liam.sullivan@alterraproperty.com

APPLICANT: Emerio Design, LLC
6445 SW Fallbrook Pl., Suite 100
Beaverton, OR 97008

CIVIL ENGINEER, PLANNING &

SURVEYOR: Emerio Design, LLC
6445 SW Fallbrook Pl., Suite 100
Beaverton, OR 97008

Steve Miller – Director of Planning Services
(503) 746-8812
stevem@emeriodesign.com

Pat Tortora – Senior Project Manager/Engineering Manager
(503) 746-8812
ptortora@emeriodesign.com

SITE

LOCATION: 2347 and 2363 Industrial Ave.

TAX LOTS: 04W33DD, Tax Lots 1300 & 1500

SITE SIZE: 1.72 Acres (Tax Lot 1300) and 2.95 Acres (Tax Lot 1500)

ZONING: Industrial (I)

REQUEST: The Applicant would like to establish a new electrical company business in the existing office building on Tax Lot 1500 and create a gravel storage yard on the adjacent property (i.e. Tax Lot 1300) in order to expand the overall operational characteristics of the site.

II. SITE DESCRIPTION/EXISTING CONDITIONS

The subject site is comprised of two (2) tax lots (i.e. tax lots 1300 and 1500) and together total approximately 4.67 acres. The subject site has an underlying zoning district of Industrial (I). Tax lot 1300 is currently vacant of any structures, while tax lot 1500 is developed with an office building, parking lot area, ornamental landscaping, and a large accessory structure in the northwest corner of the property.

Overall, both properties have topography that is generally flat in nature, with a slight slope from north to south.

At this time the property owner would like to establish an electrical company business on lot 1500 and improve tax lot 1300 by adding a gravel equipment storage yard to support the new electrical company business on tax lot 1500.

2347 AND 2363 Industrial Ave.– VICINITY MAP



III. RESPONSE TO APPLICABLE CITY OF HUBBARD DEVELOPMENT CODE APPROVAL CRITERIA

HUBBARD DEVELOPMENT CODE (Code)

CHAPTER 2: HOW LAND MAY BE USED AND DEVELOPED

2.107 – INDUSTRIAL DISTRICT (I)

2.107.02 Permitted Uses

Unless otherwise subject to Conditional Use provisions or requirements of this Ordinance, the following uses are permitted in the Industrial District:

- A. Establishments engaged in manufacturing, processing, packing, assembly, distribution, repair, finishing or refinishing, testing, fabrication, research and development, warehousing and servicing activities. Examples of uses that would be appropriate include: aircraft or auto parts, bottling plants, bakery products, communication equipment, drugs, fabricated textile products, office machines, building materials, recycling centers, and motor freight terminals; and***
- B. Warehouse and outdoor storage activities.***

RESPONSE: The subject site is comprised of two (2) tax lots (i.e. tax lots 1300 and 1500) and together total approximately 4.67 acres. The subject site has an underlying zoning district of Industrial (I). Tax lot 1300 is currently vacant of any structures, while tax lot 1500 is developed with an office building, parking lot area, ornamental landscaping, and a large accessory structure in the northwest corner of the property. No new development is being proposed for Tax Lot 1500. Overall, both properties have topography that is generally flat in nature, with a slight slope from north to south.

At this time the property owner would like to expand the operational characteristics of the site by adding a gravel equipment storage yard on Tax Lot 1300 to support a new electrical company business that will use the existing office building and parking and maneuvering area on tax lot 1500.

The Applicant is aware that the HDC requires paving for all driving, parking, maneuvering areas. However, the Applicant is also aware that there are provisions for special Planning Commission approval of gravel equipment storage yards adjacent to paved parking lots.

2.107.04 Dimensional Standards

The following dimensional standards, with the exception of modifications allowed under Section 2.200, shall be required for all development in the Industrial District.

RESPONSE: No new lots or structures are being proposed as part of this request, therefore, the Dimensional Standards do not apply to the Applicant's proposal.

2.107.05 Development Standards

All development in the Industrial District shall comply with the applicable provisions of Section 2.200 of this Ordinance. In addition, the following specific standards shall apply:

- A. Off-Street Parking.** *Off-street parking in the Industrial District shall conform to the standards of Section 2.203.*
- B. Signs.** *Signs in the Industrial District shall conform to the provisions of Section 2.206.*
- C. Landscaping.** *All development is subject to landscaping provisions in Section 2.207.*
- D. Subdivisions and Partitions.** *All subdivisions and partitions shall be reviewed in accordance with the provisions of Section 2.208.*
- E. Design Review.** *All new development or expansion of existing structure or use in the Industrial District shall be subject to the Site Development Review procedures of Section 3.105.*
- F. Outdoor storage.** *Outdoor storage shall be screened pursuant to the landscaping standards listed in Section 2.207.*
- G. Access.** *Approaches and driveways shall be subject to provisions of Section 2.202.*

RESPONSE: All applicable provisions of Section 2.200 are addressed below.

2.200 GENERAL DEVELOPMENT STANDARDS

2.201.03 Application of Public Facility Standards

Standards for the provision and utilization of public facilities or services available within the City of Hubbard shall apply to all land developments in accordance with the following table of reference. No development permit shall be approved unless the following improvements are provided prior to occupancy or operation, or unless future provision is assured in accordance with Section 3.201.01. Public facility 72 improvements shall be designed in conformance with the most current Public Works Design Standards and be installed according to City Engineer approval.

Public Facilities Improvement Requirements Table

	Fire Hydrant	Street Improv.	Water Hookup	Sewer Hookup	Storm Drain	Street Lights
Single Family Dwelling & Duplex	No	C-2	Yes	Yes	Yes	No
Multifamily Dwelling	Yes	Yes	Yes	Yes	Yes	Yes
New Commercial Building	Yes	Yes	Yes	Yes	Yes	Yes
Commercial Change of Occupancy or Expansion	C-1	C-3	Yes	Yes	Yes	Yes
New Industrial Building	Yes	Yes	Yes	Yes	Yes	Yes
Industrial Change of Occupancy or Expansion	C-1	C-3	Yes	Yes	Yes	Yes
Partitions, Subdivisions, PUD, and Mobile Home Parks	Yes	Yes	Yes	Yes	Yes	Yes

Legend: No = Not required, Yes = Required, and C = Conditional, as noted.

C-1. Fire Hydrants for Commercials, Industrial, or Institutional Expansions One or more fire hydrants are required when the total floor area of a new or expanded building exceeds 2,500 square feet, or the proposed use is classified as Hazardous (H) in the Uniform Building Code or Uniform Fire Code.

C-3. Street Improvements for Commercials, Industrial, or Institutional Expansions Lots fronting on County roads must obtain access permits from the Marion County Public Works Department.

Lots fronting on Highway 99E must obtain access permits from The Oregon Department of Transportation (ODOT).

RESPONSE: Even though the proposal does not include the construction of any combustible structures, there is an existing fire hydrant located on the south side of Industrial Ave. directly across the street from the western driveway on tax lot 1500 (2363 SW Industrial Ave.). Minor street improvements will be added along the site's Industrial Ave. frontage, which will include extending the sidewalk, adding streetlights, and installing street trees. No sewer or water hook-ups are required for the proposed gravel storage yard.

2.202 STREET STANDARDS

2.202.03 General Provisions

The following provisions shall apply to the dedication, construction, improvement or other development of all public streets in the City of Hubbard. These provisions are intended to provide a general overview of typical minimum design standards. All streets shall be designed in conformance of the specific requirements of the most current Public Works Standards and the Transportation System Plan Design and Construction of the City of Hubbard.

The standards sections contained in the Public Works Design and Construction Standards in the City of Hubbard and the Transportation System Plan are minimum requirements only and shall not be construed as prohibiting the City Engineer from requiring thicker sections or engineer designed pavement sections in lieu of standards sections where conditions warrant.

- A. The location, width and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets.***
- B. Development proposals shall provide for the continuation of all streets, bikeways and pedestrian facilities within the development and to existing and planned streets, bikeways, and pedestrian facilities outside the development.***
- C. Alignment. All streets other than local streets or cul-de-sacs, as far as practical, shall be in alignment with existing streets by continuation of the centerlines thereof. The staggering of street alignments resulting in "T" intersections shall, wherever practical, be avoided. However, when not practical, the "T" intersections shall leave a minimum distance of 200 feet between the center lines of streets having approximately the same direction and otherwise shall not be less than 100 feet.***

RESPONSE: No new streets are being proposed as part of the proposed development. Industrial Ave. adjacent to the subject site is currently paved to city standards and no right-of-way is necessary. The existing sidewalk will be extended east along the site's frontage. There are no bikeways on Industrial Ave. that require continuation. Bicycles will simply share the street with all other vehicles. The Applicant's proposal satisfies the above criteria.

- F. Existing Streets. Whenever existing public streets adjacent to, or within a tract are of inadequate width, additional right-of-way shall be provided at the time of subdivision, partitioning or development.***

RESPONSE: No additional right-of-way is required for Industrial Ave. adjacent to the subject property.

K. Clear Vision Areas. Clear vision areas shall be maintained in accordance with Section 2.209.07 of the Code.

RESPONSE: The clear vision area associated with the proposed new driveway on Tax Lot 1300 will be maintained in accordance with Section 2.209.07 of the City's Code. The Applicant anticipates this will be made an ongoing condition of any final approval.

L. Driveways and points of access. Approaches shall be constructed according to City standards for residential and commercial users and shall meet the minimum separations of five (5) feet between residential driveways, 22 feet between commercial, industrial, and institutional driveways, and 20 feet from an intersection for local streets. Spacing standards for private driveways onto major and minor arterial, and collector streets shall conform to the standards established in the Hubbard Transportation System Plan. The separation shall be measured between the nearest outside edges of each access lanes and the edge of the radius on the street. Adjoining properties are encouraged to combine accesses. For public safety purposes and wherever possible, driveways shall align with the access points to 78 properties across the street and other street intersections. Where impractical due to lot configuration, driveways shall be as approved by the City's Public Works Superintendent.

RESPONSE: One new driveway is being proposed on Tax Lot 1300 to Industrial Ave. as part of this development request. The proposed driveway will meet the spacing standards as it will be over 22 feet from the nearest driveway. Even though the adjoining property (i.e. Tax Lot 1500) is part of the overall project and has existing driveways, it's necessary to have a new driveway on Tax Lot 1300 to reduce conflicts between the large equipment vehicles on Tax Lot 1300 and day to day traffic on Tax Lot 1500.

2.203 OFF-STREET PARKING AND LOADING

2.203.03 Location

Off-street parking and loading areas shall be provided on the same lot with the main building, structure or use except that:

- A. in any residential zone, automobile parking areas for dwellings and other uses permitted in a residential zone may be located on another lot if such lot is within 200 feet of the lot containing the main building, structure or use; and***
- B. in any non-residential zone, the parking area may be located off the site of the main building, structure or use if it is within 500 feet of such site.***

RESEPNSE: There is currently off-street parking available on Tax Lot 1500 (i.e. 2363 Industrial Ave.) with the existing office building. The existing parking and maneuvering area on Tax Lot 1500 is sufficient to support the electrical company business. No new off-street parking is being proposed or is required for the proposed gravel storage yard on Tax Lot 1300.

2.203.05 Off-Street Automobile Parking Requirements

Off-street parking shall be provided as required by Section 2.203.08 and approved by the Planning Commission in the amount not less than listed below.

Parking requirements for residential units, including "stick-built" and manufactured homes, require the construction of a garage. Manufactured homes located in mobile home parks are required to install either a garage or carport. Accessory dwelling units (ADU) are not required to install a garage or carport.

RESPONSE: All required off-street parking for the new electrical company business is currently existing on Tax Lot 1500 (i.e. 2363 Industrial Ave.) with the existing office building. No new off-street parking is being proposed or is required for the proposed gravel storage yard on Tax Lot 1300.

2.203.07 Parking and Loading Area Development Requirements

All parking and loading areas shall be developed and maintained as follows:

- A. Surfacing. All driveways, parking, maneuvering and loading areas shall have a durable, hard surface. In residential areas and for all residential uses, either a minimum of 2 1/2 inches of asphalt over a 6-inch aggregate base or 4 inches of Portland cement concrete shall be provided. In commercial, industrial, and institutional areas either a minimum of 3 inches of asphalt over a 6-inch aggregate base or 5 inches of Portland cement concrete shall be provided. 85 If approved by the Planning Commission, areas adjacent parking lots used exclusively for storage of materials, supplies, construction vehicles and machinery, and/or products may surface the area with rock or gravel. Excluding asphalt, tar, and/or concrete, the area must conform to Public Works road standards in regards to content, consistency, and material size and type.***

RESPONSE: The existing parking, maneuvering, and loading areas located on Tax Lot 1500 (i.e. 2363 Industrial Ave.) with the existing office building are surfaced with a durable, hard surface, in the form of pavement. No changes are being proposed to these areas.

The adjacent equipment storage yard being proposed on Tax Lot 1300 is being proposed as a gravel lot to be used exclusively for storage of materials, supplies, construction vehicles and machinery, and/or products. The gravel storage yard will be designed to conform to Public Works road standards in regards to content, consistency, and material size and type.

- C. Screening. When any public parking or loading area is within, or adjacent to a residential zone, such parking or loading area shall be screened from all residential properties with an ornamental fence, wall or hedge of at least 4 feet in height but not more than 6 feet in height. Screening height maximums along alleyways may be required less than 6 feet due to vision clearance and other safety issues. Determination shall be made by the City during final plat or plan review.***

- D. Lighting. Any light used to illuminate a parking or loading area shall be arranged to be directed entirely onto the loading or parking area, shall be deflected away from any residential use and shall not cast a glare or reflection onto moving vehicles on public rights-of-way.***
- E. Areas used for parking and maneuvering shall be maintained adequately for all-weather use and so drained as to avoid flow of water across sidewalks.***
- F. Except for parking to serve residential uses, parking and loading areas adjacent to residential zones or adjacent to residential uses shall be designed to minimize disturbance of residents.***
- G. Groups of more than four parking spaces shall be so located and served by a driveway that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.***

RESPONSE: The existing off-street parking lot area on Tax Lot 1500 does not require any new screening, lighting, and is surfaced with an all-weather asphalt pavement surface. The existing parking lot area is also designed so no backing movements or other maneuvering within a street right-of-way is required.

The proposed gravel storage yard will be screened on the west side by the existing natural vegetation associated with drainage ditch. The north side of the storage yard will be screened by installing a row of arborvitae trees. No screening is necessary along the east side of the lot since the adjoining property is part of the overall business. With that being said, there is an existing hedge along the west side of Tax Lot 1500 that will be able to provide some screening. The south side of the lot will be fenced with a chain-link fence that can install slats for screening should the city deem it necessary. Otherwise, the south side will be the primary entry to the property with a gated entry.

- H. Service drives to off-street parking areas shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrians and vehicular traffic on the site.***
- I. Driveways shall have a minimum vision clearance area formed by the intersection of the driveway centerline, the street right-of-way line, and a straight line joining said lines through points 10 feet from their intersection in accordance to Section 2.209.07 of the Code.***

RESPONSE: No new driveways are being proposed to the existing off-street parking area on Tax Lot 1500. The existing driveways on Tax Lot 1500 have been designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and the

maximum safety of pedestrians and vehicular traffic on the site. All required vision clearance areas for the existing driveways on Tax Lot 1500 will be maintained.

K. Clear Vision Areas. Clear vision areas shall be maintained in accordance with Section 2.209.07 of the Code.

RESPONSE: The clear vision areas associated with the proposed new driveway on Tax Lot 1300 and the existing driveways on Tax Lot 1500 will be maintained in accordance with Section 2.209.07 of the City's Code. The Applicant anticipates this will be made an ongoing condition of any final approval.

2.204 STORM DRAINAGE

2.204.03 Plan for Storm Drainage and Erosion Control

A. No construction of any facilities in a development included in Section 2.204.02 shall be permitted until a storm drainage and erosion control plan for the project is prepared by an engineer registered in the State of Oregon and approved by the City. This plan shall contain at a minimum:

- 1. the methods to be used to minimize the amount of runoff, siltation and pollution created from the development both during and after construction;***
- 2. plans for the construction of storm sewers, open drainage channels and other facilities which depict line sizes, profiles, construction specifications and other such information as is necessary for the City to review the adequacy of the storm drainage plans; and***
- 3. calculations used by the engineer in sizing storm drainage facilities.***

RESPONSE: The Applicant has submitted a preliminary storm drainage report as part of the overall application materials. Sheet C-004 of the submitted Planning drawings show a storm pipe along the western edge of the gravel storage yard emptying into a stormwater pond in the northwest corner of the property. The treated stormwater will then be discharged into the existing stormwater ditch along the site's western property boundary. See submitted plans and preliminary stormwater report for line sizes, profiles, construction specifications, calculations and other such information as is necessary for the city to review the adequacy of the storm drainage plans.

2.204.04 General Standards

A. All development shall be planned, designed, constructed and maintained to:

- 1. protect and preserve existing natural drainage channels to the maximum practicable extent;***
 - 2. protect development from flood hazards;***
 - 3. provide a system by which water within the development will be controlled without causing damage or harm to the natural environment, or to property or persons within the drainage basin;***
 - 4. assure that waters drained from the development are substantially free of pollutants, through such construction and drainage techniques as sedimentation ponds, reseeding, phasing or grading;***
 - 5. assure that waters are drained from the development in such a manner that will not cause erosion to any greater extent than would occur in the absence of development;***
 - 6. provide dry wells, french drains, or similar methods, as necessary to supplement storm drainage systems; and***
 - 7. avoid placement of surface detention or retention facilities in road rights-of-way.***
- B. Where culverts cannot provide sufficient capacity without significant environmental degradation, the City may require the watercourse to be bridged or spanned.***
- C. In the event a development or any part thereof is traversed by any watercourse, channel, stream or creek, gulch or other natural drainage channel, adequate easements for storm drainage purposes shall be provided to the City. This does not imply maintenance by the City.***
- D. Channel obstructions are not allowed except as approved for the creation of detention or retention facilities approved under the provisions of this Ordinance. Fences with swing gates may be utilized.***
- E. Prior to acceptance of a storm sewer system by the City, the storm sewers shall be flushed and inspected by the City. All costs shall be borne by the developer.***
- F. All storm drainage facilities shall be designed and constructed in conformance with the most current Public Works Design Standards.***

RESPONSE: The only development being proposed as part of this request is a gravel storage yard and associated stormwater facility. The gravel storage yard and stormwater facility has been planned, designed, constructed to satisfy the above criteria. The gravel storage yard will not have an adverse effect on existing natural drainage channels, flood ways, natural

environment, or to property or persons within the drainage basin. Additionally, no surface detention or retention facilities have been located or proposed in the road rights-of-ways. Lastly, no culverts are being proposed as part of the development request. For additional information please see the submitted Planning drawings and associated preliminary stormwater report.

2.205 UTILITY LINES AND FACILITIES

2.205.02 Standards

- A. The location, design, installation and maintenance of all utility lines and facilities shall be carried out with minimum feasible disturbances of soil and site.***
- B. Where applicable, utility lines and facilities shall be designed and constructed in conformance with the most current Public Works Design Standards.***
- C. All development which has a need for water service shall install water facilities and grant necessary easements pursuant to the requirements of the City. Installation of such facilities shall be coordinated with the extension of necessary sewer services, storm drainage facilities, and street construction.***
- D. All development which has a need for electricity, gas and communications services shall install them pursuant to the requirements of the district or company serving the development. Except where otherwise prohibited by the utility district or company, all such facilities shall be underground.***
- E. All development which has a need for public/private sanitary sewers shall install the facilities and grant necessary easements pursuant to the requirements of the City. Installation of such facilities shall be coordinated with the extension of necessary water services, and storm drainage facilities, and street construction.***
- F. All land divisions or other development requiring sub-surface disposal systems shall be prohibited.***
- G. Street lights shall be required for all developments inside the City. Installation of street lights shall be pursuant to the requirements of the City and the company serving the development.***
- H. Easements shall be provided along property lines as deemed necessary by the City, special districts, and utility companies. Easements for special purpose uses shall be a width deemed appropriate by the responsible agency. Such easements shall be designated on the final plat of all subdivisions, and on the final plat of all major partitions.***

RESPONSE: Except for adding security lighting around the perimeter of the gravel storage yard, no new utilities are necessary to serve the gravel storage yard. The existing utilities serving the existing office building on Tax Lot 1500 will not be altered as part of this proposal.

2.206 SIGNS

2.206.01 Purpose

The provisions of this Section are intended to provide for the necessary means of identification while maintaining a safe and pleasing environment for the people of the City of Hubbard.

RESPONSE: No new signs are being proposed at this time. Should it be determined at a later date that a new sign is necessary, then an application will be submitted to the city for the sign.

2.207 LANDSCAPING DESIGN

2.207.03 Minimum Area Requirements

Landscaped areas may include landscaping: around buildings; in open spaces and outdoor recreation areas; in islands and perimeter planting areas in parking and loading areas; and in areas devoted to buffering and screening as required in this Section and elsewhere in this Ordinance. The following area requirements shall be the minimum areas devoted to landscaping:

For expansion of existing developments and parking lots, the minimum new landscaped area shall be determined by: first calculating the percentage of the increase of total floor area or parking area; multiplying the gross site area by this percentage of increase; multiplying the resulting area by the minimum percentage for the type of development, as listed below:

C. Industrial Developments: A minimum of 10 percent of the gross land area shall be devoted to landscaping in industrial developments.

RESPONSE: A minimum of 10 percent of the gross land area for Tax Lot 1300 will be devoted to landscaping for the proposed gravel storage yard. In order to meet the 10% landscaping requirement, the Applicant is proposing to keep the western portion of the property in its current natural state. A row of Arborvitae trees will be planted in a 5-foot wide buffer along the site's northern property boundary and grass will be planted in the 20-foot setback along the front property boundary. No changes are being proposed to the existing landscaping on Tax Lot 1500. The Applicant's proposal satisfies the minimum landscaping requirements for industrial developments.

2.207.04 General Provisions

- A. For purposes of satisfying the minimum requirements of this Ordinance, a "landscaped area" must be planted in lawn, ground cover plants, shrubs, annuals, perennials or trees, or desirable native vegetation, or be used for other landscape elements as defined in this Ordinance. Landscaping in paved areas may include plants in planter boxes or other appropriate containers, provided that all other conditions of this Ordinance are met.**
- B. Landscaping shall be designed, developed and maintained to satisfy the specific functional and aesthetic objectives appropriate to the development and the district, considering the following:**
- 1. type, variety, scale and number of plants used;**
 - 2. placement and spacing of plants;**
 - 3. size and location of landscaped areas;**
 - 4. contouring, shaping and preparation of landscaped areas; and**
 - 5. use and placement of non-plant elements within the landscaping.**
- C. The landscape design shall incorporate existing significant trees and vegetation as determined by the decision authority.**

RESPONSE: As noted above, the proposed landscaping will be a combination of lawn, Arborvitae trees, and existing native vegetation located in and around the existing drainage ditch along the site's western property boundary. No changes are being proposed to the existing landscaping on Tax Lot 1500.

2.207.05 Screening and Buffering

- A. Screening shall be used to eliminate or reduce the visual impacts of the following:**
- 2. outdoor storage and outdoor display areas;**
 - 3. parking areas for 20 or more vehicles for multi-family developments, or 30 or more vehicles for commercial or industrial uses;**

RESPONSE: As noted previously, screen and buffering for the gravel storage yard will be accomplished on the west side of the property by the existing natural vegetation associated with drainage ditch. The north side of the storage yard will be screened by installing a row of arborvitae trees. No screening is necessary along the east side of the lot since the adjoining property is part of the overall business. With that being said, there is an existing hedge along the west side of Tax Lot 1500 that will be able to provide some screening. The south side of the

lot will be fenced with a chain-link fence that can install slats for screening should the city deem it necessary. Otherwise, the south side will be the primary entry to the property with a gated entry.

- B. Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement or other design techniques.***

RESPONSE: Screening for the gravel storage yard will be accomplished by using a variety of techniques, including sight-obscuring plant materials, fences, and existing vegetation.

- C. Buffering shall be used to mitigate adverse visual impacts, dust, noise or pollution, and to provide for compatibility between dissimilar adjoining uses. Where buffering is determined to be necessary, one of the following buffering alternatives shall be employed:***

RESPONSE: Since all surrounding uses are located in the Industrial (I) zone and are similar in nature, it's not anticipated that buffering will be necessary, only screening.

2.207.06 *Planting and Maintenance*

- A. No sight-obscuring plantings exceeding thirty (30) inches in height shall be located within any required clear-vision area as defined in Section 1.200 of this Ordinance.***
- B. Plant materials shall not cause a hazard. Landscape plant materials over walks, pedestrian paths and seating areas shall be pruned to a minimum height of eight (8) feet and to a minimum height of fifteen (15) feet over streets and vehicular traffic areas.***
- C. Landscape plant materials shall be selected which do not generally interfere with utilities above or below ground.***
- D. Landscape plant material shall be installed to current nursery industry standards.***
- E. Landscape plant materials shall be properly guyed and staked to current industry standards as necessary. Stakes and guy wires shall not interfere with vehicular or pedestrian traffic.***
- F. Except for when a developer is required to provide a performance and maintenance bond to ensure the planning of street trees during the first two years after planting, all landscape material shall be guaranteed by the developer for a period of one year from the date of installation. A copy of the guarantee shall be furnished to the City by the developer.***

- G. Plant materials shall be suited to the conditions under which they will be growing. As an example, plants to be grown in exposed, windy areas which will not be irrigated should be sufficiently hardy to thrive under these conditions. Plants should have vigorous root systems, and be sound, healthy, free from defects, diseases and infections. Landscaping plans shall be submitted to the City by a licensed landscaping professional.***
- H. Except for street trees, which require a minimum caliper size at planting of two (2) inches, deciduous trees should be fully branched, have a minimum caliper of one and one-quarter (1 1/4) inches, and a minimum height of eight (8) feet at the time of planting.***
- I. Evergreen trees shall be a minimum of six (6) feet in height, fully branched.***
- J. Shrubs should be supplied in one (1) gallon containers or eight (8) inch burlap balls with a minimum spread of twelve (12) to fifteen (15) inches.***
- K. Ground cover plants shall be spaced in accordance with current nursery industry standards to achieve covering of the planting area. Rows of plants are to be staggered for a more effective covering. Ground cover shall be supplied in a minimum four (4) inch size container or a two and one-quarter (2 1/4) inch container or equivalent if planted eighteen (18) inches on center.***
- L. Irrigation requirements.***
- 1. All developments are required to provide appropriate methods of irrigation for the landscaping. Large landscape areas, exceeding 400 square feet, shall be irrigated with automatic sprinkler systems to insure the continued health and attractiveness of the plant materials.***
 - 2. Sprinkler heads shall not cause any hazard to the public. Hose bibs and manually operated methods of irrigation may be appropriate for cumulative landscaping areas totaling under 400 square feet.***
 - 3. Xeriscaping may be used as a landscaping option. All Xeriscaping plans shall be submitted to the City by a licensed landscape professional.***
 - 4. Irrigation shall not be required in existing wooded areas, wetlands, floodplains or along natural drainage channels or stream banks.***
- M. Appropriate methods of care and maintenance of landscaped plant material shall be provided by the owner of the property.***

N. Landscape plant material shall be protected from damage due to heavy foot traffic or vehicular traffic by protective tree grates, pavers or other suitable methods.

RESPONSE: All proposed landscaping for Tax Lot 1300 will be non-sight obscuring plantings, as the applicant is proposing grass within the 20-foot front yard setback area. The proposed street trees will be of a height that they won't impact the clear vision area associated with the new driveway. The proposed landscaping will not interfere with utilities above or below ground. All proposed landscaping will meet the minimum sizes for the types of species proposed and will be continually maintained to be kept alive and attractive at all times.

2.207.07 *Street Trees*

A. Street trees shall be planted for all developments that are subject to Subdivision or Site Development Review, unless otherwise waived by the Public Works Superintendent for utility purposes. Plantings of street trees shall generally follow construction of curbs and sidewalks, however, the City may defer tree planting until final inspection of completed dwellings to avoid damage to trees during construction. The planting and maintenance of street trees shall conform to the following standards and guidelines and any applicable road authority requirements:

- 1. Caliper Size. The minimum diameter or caliper size at planting, as measured 4 feet above grade shall be two (2) inches.***
- 2. Spacing and Location. Street trees shall be planted within the street right-of-way within existing and proposed parkway strips, except when utility easements occupy these areas. Street tree spacing shall be based upon the type of tree(s) selected and the canopy size at maturity and, at a minimum, the planting area shall contain 16 square feet, or typically, 4 feet by 4 feet. In general, trees shall be spaced no more than 20 feet apart, except where planting a tree would conflict with existing trees, retaining walls, utilities and similar physical barriers. All street trees shall be placed outside utility easements.***
- 3. Soil Preparation, Planting and Care. The developer shall be responsible for planting street trees, including soil preparation, ground cover material, staking, and temporary irrigation for two years after planting.***
- 4. Assurances. The City shall require the developer to provide a performance and maintenance bond in an amount determined by the City Engineer, to ensure the planting of the tree(s) and care during the first two years after planting.***

RESPONSE: The Applicant is proposing new street trees along the street frontage of Tax Lot 1300. The street trees will be planted 20-feet apart and will be a minimum diameter of two (2) inches, as measured 4-feet above grade, at planting.

2.210 REQUIREMENTS FOR RIPARIAN CORRIDORS

2.210.03 *Identifying Riparian Areas and Establishing the Location of the Riparian Buffer*

A. *The inventory of significant riparian areas contained in the Natural Resources Element of the Hubbard Comprehensive Plan lists which streams are fish-bearing and the stream-size category. Based on the classification contained in this inventory, the following protected riparian corridors shall be established for stream segments listed as “significant”:*

- 1. *Mill Creek shall have a buffer of 50 feet from the top and on either side of bank except as identified below;***
- 2. *Little Bear Creek shall have a buffer of 50 feet from the top and on either side of bank except as identified below;***
- 3. *Where the riparian buffer includes all or portion of a significant wetland as identified in the Natural Resources Element of the Comprehensive Plan or by other means, such as a wetland delineation, the riparian buffer shall be at least 50 feet and shall include the upland edge of the wetland.***
- 4. *The measurement of the riparian buffer shall be measured from the top of the bank. The measurement shall be slope distance. In areas where the top of each bank is not clearly defined, the riparian buffer shall be measured from the ordinary high water level, or the line of non-aquatic vegetation, whichever is most landward.***
- 5. *The requirement to establish a riparian buffer applies to land inside city limits and to land outside the city limits and inside the UGB upon annexation of such land.***
- 6. *Water areas, wetlands, and significant riparian corridors identified in the Comprehensive Plan are shown on maps that may not have site-specific accuracy. Property owners who believe their properties lie outside the depicted riparian buffer can correct the map by submitting a survey, performed by a qualified surveyor (PLS), to the local governing body. The survey must show the normal high water line of the stream on a parcel base map. Where riparian corridors contain significant wetlands, the riparian buffer is measured from the upland edge of the wetland. Property owners can correct the map by submitting a wetland delineation, prepared by a qualified environmental consultant, that shows the wetland boundary. Wetland delineations must be first submitted to the Oregon Division of State Lands for review and approval. The City will review the submitted map and wetland delineation report, if required, and determine if the parcel lies within the riparian buffer***

RESPONSE: The existing open drainage ditch that runs along the western property boundary of Tax Lot 1300 is not a significant riparian area contained in the Natural Resources Element of the Hubbard Comprehensive Plan and is non-fish bearing.

Based on the best available information and aerial photos, it appears to be an open drainage ditch that originates from a wetland area south of Broadacres Rd NE. The ditch is dry during the summer months and only flows during the rainy season. Based on Google Earth images, the drainage flows south under 4th St. and re-emerges above ground before being piped under the Woodburn-Hubbard Rd. NE and the adjacent train tracks. It then re-emerges on the southeast side of the train tracks and runs along the south side of the Simplot Turf & Horticulture business before being once again piped under US Hwy 99E. It remains piped underground for approximately 350 feet before resurfacing at the northwest corner of Tax Lot 1300. It is then placed back in a pipe to cross under Industrial Ave. and remains in an underground pipe running south between the buildings that make up the Ulven Companies complex before surfacing at the southern end of their property. It remains above ground and runs south/southwest for approximately 830 feet before once again being piped under US Hwy 99E before surfacing in an open drainage ditch along the west side of US Hwy 99E. and continuing south indefinitely along the highway in an open drainage ditch.

Because the open drainage ditch along the western boundary of Tax Lot 1300 does not constitute a significant riparian area contained in the Natural Resources Element of the Hubbard Comprehensive Plan, and is non-fish bearing, a buffer of 50-feet from the top and on either side of bank does not apply. This is supported by the fact that there is no riparian buffer on the properties located on the west side of the open drainage ditch.

Nevertheless, should the city disagree with the Applicant's assessment of how the existing open drainage ditch should be classified, the Applicant shows a 50-foot setback from the top of the existing ditch and is proposing to maintain that setback for the gravel storage yard. In addition, the Applicant is showing the stormwater facility being located within the 50-foot setback and the pond at the northwest corner being roughly 15-20 feet from the top of the of the ditch. The treated stormwater will ultimately be discharged into the open drainage ditch. All existing vegetation within the 50-foot setback area is comprised of non-native grass. This proposal is consistent with other approvals for stormwater facilities to be located within the 50-foot setback of a riparian area.

2.210.04 *Protecting Riparian Resource by Managing Activities in the Riparian Buffer*

A. The permanent alteration of the riparian buffer by grading or by the placement of structures or impervious surfaces is prohibited, except for the following uses provided they are designed to avoid and minimize intrusion into the riparian area, and no other options or locations are feasible and any applicable state and/or federal permits are obtained as required in Section 2.210.06:

1. Streets, roads, and paths;

2. Drainage facilities, utilities, and irrigation pumps;

3. Stormwater treatment facilities when they are located in severely degraded parts of the protected riparian corridor and designed to enhance overall function of the riparian resource (for example a grassy swale or constructed wetland with a buffer of native vegetation and that is located within previously farmed or cleared area).

4. Water-related and water-dependent uses (for example boat launch, fishing dock);

5. Replacement of existing structures with structures in the same location that do not disturb additional riparian surface area;

6. Structures or other non-conforming alterations existing fully or partially within the protected riparian corridor may be expanded provided the expansion does not occur within the riparian buffer. Substantial improvement of a non-conforming structure in the riparian buffer shall require compliance with the standards of this ordinance;

7. Existing lawn and non-native plantings within the riparian buffer may be maintained, but not expanded within the protected area. Development activities on the property shall not justify replacement of the riparian buffer area with lawn; and

8. Existing shoreline stabilization and flood control structures may be maintained. Any expansion of existing structures or development of new structures shall be evaluated by the local government and appropriate natural resource agency staff, for example Oregon Department of Fish and Wildlife, Division of State Lands, Department of Environmental Quality, Water Resources Department. Such alteration of the riparian buffer shall be approved only if less-invasive or nonstructural methods will not adequately meet the stabilization or flood control needs.

RESPONSE: As noted above, it is the Applicant's understanding that the existing open drainage ditch along the western property boundary of Tax Lot 1300 is not a significant riparian area contained in the Natural Resources Element of the Hubbard Comprehensive Plan that requires buffering and protection of riparian resources. As such, the above criteria do not apply to the Applicant's proposal.

III. CONCLUSION

The applicant has demonstrated in this written narrative and through the submitted supporting application materials that the proposed electrical company business and accessory gravel storage yard satisfy the applicable review criteria or can with clear and objective conditions of approval. As such, the Applicant respectfully requests approval of the proposed electrical company business and accessory gravel storage yard.

Text = Asked by the City

Text = Applicant Response

- Please provide details about the business model – Is this an electrical supply warehouse & distribution or an electrical contractor?
 - The business is an Electrical Supply Warehouse & Distribution
- How many employees will be working in the office (now and with projected growth). How many additional non-office employees report to this address in the morning? Do any employees swap out personal vehicles for company vehicles, leaving personal vehicles at the business for the day?
 - 8 Personnel working in the office, projected growth within 1 year will be 9-10 personnel. No non-office personnel report to this address. 2 CDL drivers will swap their personal vehicles for company vehicles each day.
- How often are deliveries made to the site, and where does that happen? Is there a loading zone proposed for deliveries and/or customer pick-up?
 - Roughly 3-5 deliveries are made to site per day. There are 2 loading dock doors used for loading and unloading on the backside of the building in the yard. Customer pick-ups occur less than once a week using the oversized overhead ground level door located in the center of the back of the building, these occur less than once a week.
- Does the company deliver supplies, or do customers pick-up on site?
 - This business does both deliveries and customer pick-ups (see response above)
- Approximately how many expected total trips per day?
 - 1-3 trips per day
- Please show the existing structure in the rear of TL 1500 on the site plan. Is it proposed to remain or be removed? Please indicate its size in SF and proposed use (warehousing/storage of what materials)?
 - No change to the developed parcel is proposed. Storage is to be materials to support business – no hazardous materials to be stored.
- Please indicate size of existing office building on TL 1500, and the proposed use of the building by SF.
 - Square footage is shown on sheet 2 of submitted plans
- Please indicate all areas of outdoor storage (existing and proposed) on TL 1500 including approx size in SF, and what materials will be stored?
 - Vehicle and equipment storage proposed on vacant parcel and no change to developed neighboring parcel.
- Please provide detail about what specifically is proposed to be stored on graveled TL 1300?
 - Vehicles and equipment associated with electrical supply warehouse business
- It is not clear what portions of TL 1500 are currently paved vs. gravel. The NE corner is empty on the site plan. Please also indicate if any change is proposed.
 - All existing hardscape is proposed to remain and surface type is called out on sheet 2 of the submitted plans
- Staff notes the narrative aerial map includes a neighboring property (TL 1501) in the red project boundary. Staff understands that property is not involved in this proposal. Please confirm if otherwise.
 - Staff is correct, this is an error in the image.
- Staff notes the conclusion in the storm water plan refers to Bear Creek PUD. Staff understands this is a typo; the projects are unrelated. Please confirm if otherwise.

- Staff is correct, this is a typo.
- What is the total amount of landscaping provided in square feet on each lot, TL 1300 and TL 1500?
 - Site data table on sheet 1 is updated to address this question
- What irrigation is proposed for this project?
 - Irrigation shown on plans. Drip irrigation proposed for new landscaping.
- At minimum driveway apron is required to be paved, potentially more; to be determined with additional details.
 - A note on sheet 3 has been updated to address this item.
- Applicant should expect privacy slats at minimum for screening method along frontage fencing.
 - Privacy slats are noted on the submitted plans.
- Please indicate if screening exists and/or is proposed between the rear structure on TL 1500 and the abutting nonconforming dwelling?
 - Existing landscape screening and no proposed changes to TL 1500 near screening.
- Is there a lighting plan sheet for the proposed perimeter lighting?
 - Lighting plan to be submitted during final engineering or as conditioned
- Please indicate bicycle parking on site plan.
 - Bike parking is noted on the plans (keynote 19 on sheet 3)
- Please show safe pedestrian connection between the office building and the public sidewalk.
 - Additional sidewalk, curb ramp, and striping proposed to bring pedestrians from SW corner of existing TL 1500 building to Industrial Ave frontage (Keynote 17 & 18 on sheet 3).
- Is the species of street tree identified?
 - Street trees and species are noted on sheet 3, keynote 8.



Preliminary Drainage Report for
2363 Industrial Avenue
Tax Lot 1300, Tax Map 041W33DD
City of Hubbard, Oregon

Emerio Project Number: 0082-006

City of Hubbard Permit Number: TBD

Date: 09/23/2022

Prepared For:
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APPENDIX A

- (1) Vicinity Map

APPENDIX B

- (1) Soils Maps- "Soils Survey for Marion County"
- (2) Curve Number Table

APPENDIX C

- (1) Detention Pond - HydroCAD Plots

APPENDIX D

- (1) Pre-Developed Basin Map
- (2) Post-Developed Basin Map

Project Overview and Description:

This proposed development will convert a vacant grassed 1.72-acre lot located at 2363 Industrial Ave. into a gravel storage area. This storage area will encompass most of the existing lot aside from areas along the southern and western lot lines. Frontage improvements along Industrial Ave. will accompany the onsite development. See Appendix A(1) for a vicinity map of the site location.

Soil Classification:

The NRCS soil survey of Marion County, Oregon classifies the site soil as Amity silt loam and Dayton silt loam with respective hydrologic soil groups of C/D and D. As over 98% of the site is Woodburn silt loam, hydraulic soil group C will be applied to the onsite basins. The associated curve numbers utilized in this design are 74 for pre-developed pervious areas and 98 for all impervious areas. Reference Appendix B(1) for a soil classification map and Appendix B(2) for applied curve numbers.

Methodology:

Runoff from proposed gravel areas will be collected by a proposed ditch running northward along the west edge of the gravel. This ditch outfalls into a detention pond which will provide peak flow matching detention for developed onsite areas. This pond outfalls to an existing stream running northward along the site's western border. Runoff from new frontage areas and onsite pervious areas along Industrial Avenue will flow southward onto Industrial Avenue to be managed by existing storm systems. See Appendix D(2) for a map of the post-developed site condition.

Quantity Control/Detention:

Per City of Hubbard standards, peak flow matching detention will be provided for the 5-year, 24-hour design storm. A detention pond at the northwest corner of the site will be used to meet this standard. The detention systems and the tributary developed areas were modeled in HydroCAD v.10. All runoff from new onsite impervious areas will route to the pond. Flows will be restricted by a single orifice with the geometry shown below.

Orifice: 2.1" Diameter, 173.00' Elevation

The orifice will be situated in a double ditch inlet structure per CWS standard details 710 & 711.

The resulting peak flows within the pond are shown below.

Storm Event	Pre to Post-Development Flows	
	Pre-Dev. (cfs)	Post-Dev. with Detention (cfs)
5-Year	0.17	0.16

As shown in the table above, all runoff from new impervious areas is sufficiently detained for the relevant storm event. With the 5-year peak water surface elevation at 175.39', and the top of pond at 176.50', over 1 ft of freeboard is maintained within the proposed pond. With the See Appendix C(1) for HydroCAD plots of the proposed facility and tributary areas.

Conclusion:

The proposed Bear Creek PUD Subdivision meet the detention standards outlined by City of Hubbard.

Appendix A:

This is a detailed topographic map of a residential area. The map shows numerous lots, each labeled with a number. A specific lot, 3112, is highlighted with a yellow background and a black border. A black callout box with the word "Site" points to this lot. The map includes several streets: "From St NE" (dashed line), "Schmidt Ln NE", "Pacific Hwy", "Industrial Ave", and "Duff Rd NE". A road labeled "99E" runs diagonally through the center. The map also shows contour lines, a small body of water, and a small building labeled "17527". The overall area is bounded by a yellow dashed line.

Appendix B:

Appendix B(1) Soil Classification



Appendix B(2)
Curve Number Table

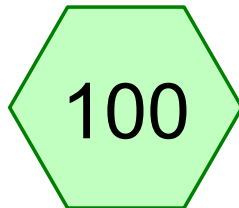
Table 2-2a Runoff curve numbers for urban areas ^{1/}

Cover description		Curve numbers for hydrologic soil group			
Cover type and hydrologic condition	Average percent impervious area ^{2/}	A	B	C	D
<i>Fully developed urban areas (vegetation established)</i>					
Open space (lawns, parks, golf courses, cemeteries, etc.) ^{3/} :					
Poor condition (grass cover < 50%)		68	79	86	89
Fair condition (grass cover 50% to 75%)		49	69	79	84
Good condition (grass cover > 75%) ...		20	61	74	80
Impervious areas:					
Paved parking lots, roofs, driveways, etc. (excluding right-of-way)		98	98	98	98
Streets and roads:					
Paved; curbs and storm sewers (excluding right-of-way)		98	98	98	98
Paved; open ditches (including right-of-way)		83	89	92	93
Gravel (including right-of-way)		76	85	89	91
Dirt (including right-of-way)		72	82	87	89
Western desert urban areas:					
Natural desert landscaping (pervious areas only) ^{4/}		63	77	85	88
Artificial desert landscaping (impervious weed barrier, desert shrub with 1- to 2-inch sand or gravel mulch and basin borders)		96	96	96	96
Urban districts:					
Commercial and business	85	89	92	94	95
Industrial	72	81	88	91	93
Residential districts by average lot size:					
1/8 acre or less (town houses)	65	77	85	90	92
1/4 acre	38	61	75	83	87
1/3 acre	30	57	72	81	86
1/2 acre	25	54	70	80	85
1 acre	20	51	68	79	84
2 acres	12	46	65	77	82

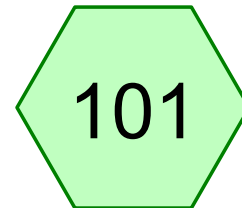
Onsite Pre-Developed
Pervious

Onsite Impervious

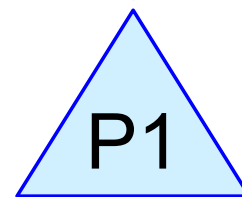
Appendix C:



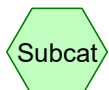
Pre-Developed Site



Post-Developed Site



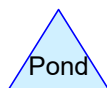
Pond



Subcat



Reach



Pond



Link

Routing Diagram for 1071-001 Pond

Prepared by {enter your company name here}, Printed 9/27/2022
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1071-001 Pond

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Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
46,707	98	Impervious (101)
46,707	74	Pervious (100)

1071-001 Pond

Type IA 24-hr 5-YR Rainfall=3.10"

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Summary for Subcatchment 100: Pre-Developed Site

Runoff = 0.17 cfs @ 8.01 hrs, Volume= 3,784 cf, Depth= 0.97"

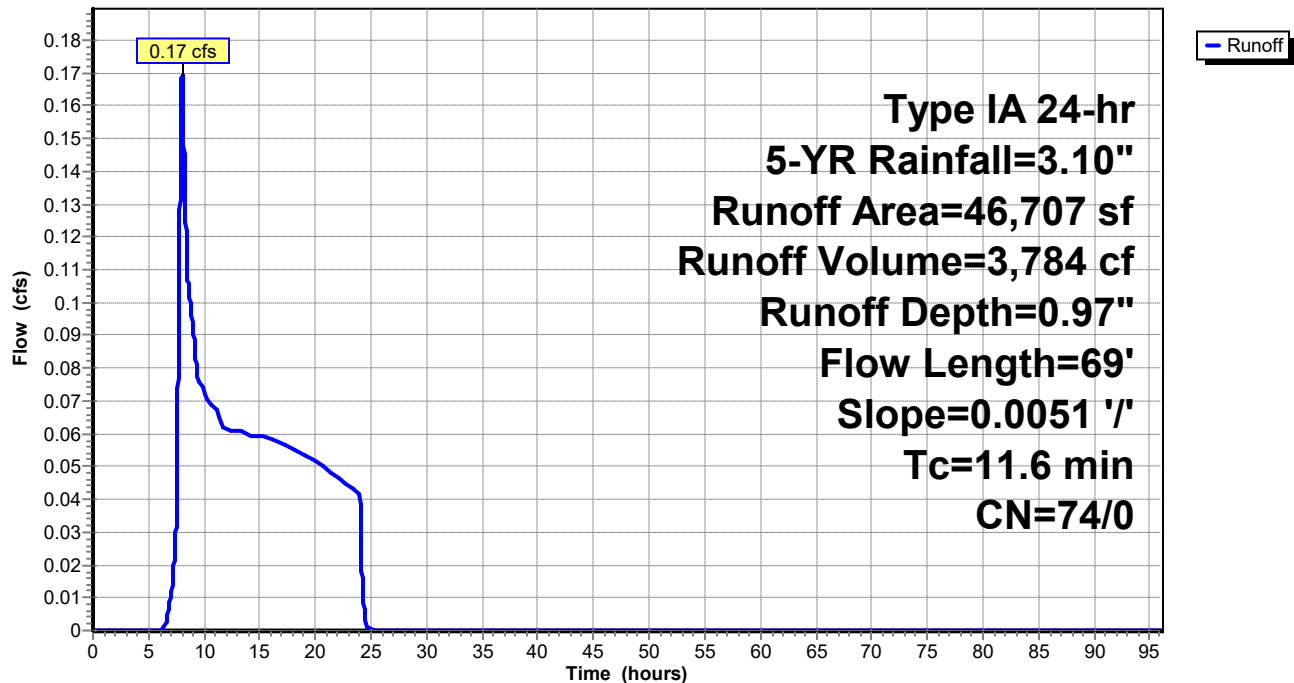
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-96.00 hrs, dt= 0.01 hrs
Type IA 24-hr 5-YR Rainfall=3.10"

Area (sf)	CN	Description
* 46,707	74	Pervious
46,707	74	100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
11.0	50	0.0051	0.08		Sheet Flow, Grass: Short n= 0.150 P2= 2.50"
0.6	19	0.0051	0.50		Shallow Concentrated Flow, Short Grass Pasture Kv= 7.0 fps
11.6	69	Total			

Subcatchment 100: Pre-Developed Site

Hydrograph



1071-001 Pond

Type IA 24-hr 5-YR Rainfall=3.10"

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Summary for Subcatchment 101: Post-Developed Site

Runoff = 0.77 cfs @ 7.88 hrs, Volume= 11,162 cf, Depth= 2.87"

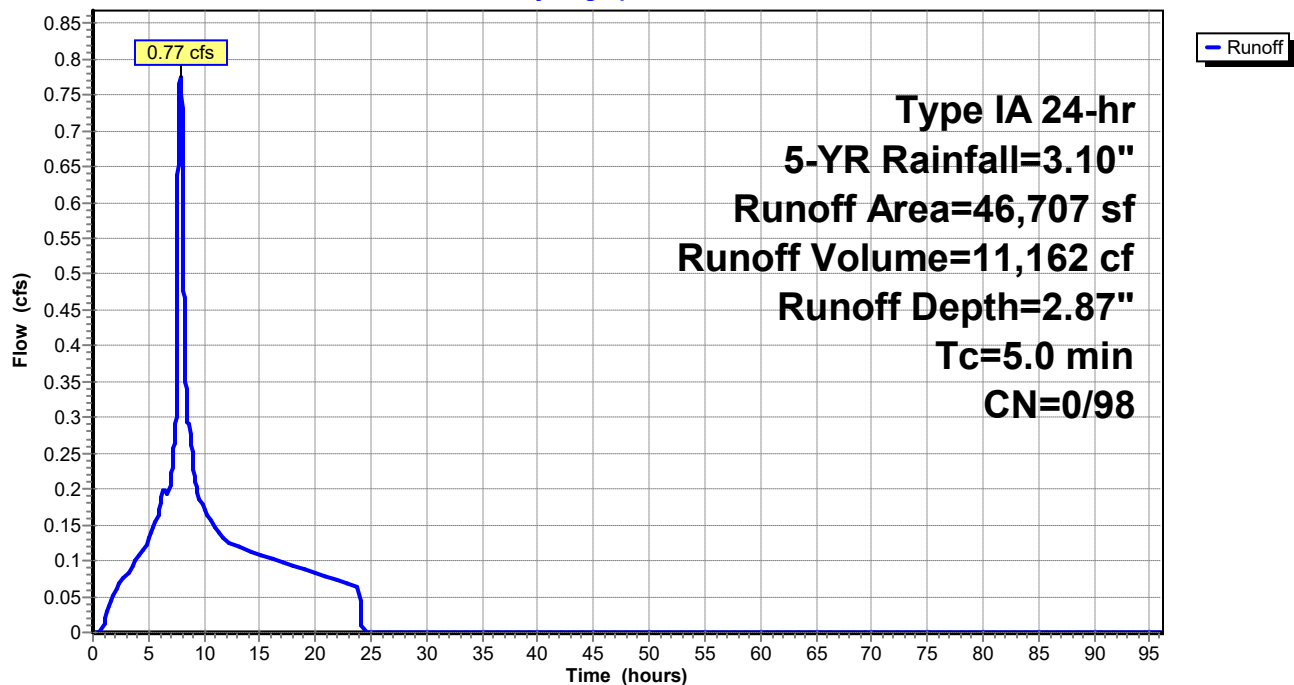
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-96.00 hrs, dt= 0.01 hrs
Type IA 24-hr 5-YR Rainfall=3.10"

	Area (sf)	CN	Description
*	46,707	98	Impervious
	46,707	98	100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

Subcatchment 101: Post-Developed Site

Hydrograph



1071-001 Pond

Type IA 24-hr 5-YR Rainfall=3.10"

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Summary for Pond P1: Pond

Inflow Area = 46,707 sf, 100.00% Impervious, Inflow Depth = 2.87" for 5-YR event
 Inflow = 0.77 cfs @ 7.88 hrs, Volume= 11,162 cf
 Outflow = 0.16 cfs @ 10.16 hrs, Volume= 11,162 cf, Atten= 79%, Lag= 137.1 min
 Primary = 0.16 cfs @ 10.16 hrs, Volume= 11,162 cf

Routing by Stor-Ind method, Time Span= 0.00-96.00 hrs, dt= 0.01 hrs
 Peak Elev= 175.39' @ 10.16 hrs Surf.Area= 3,003 sf Storage= 2,406 cf

Plug-Flow detention time= 136.3 min calculated for 11,161 cf (100% of inflow)
 Center-of-Mass det. time= 136.3 min (802.4 - 666.1)

Volume	Invert	Avail.Storage	Storage Description
#1	174.50'	6,192 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
174.50	2,401	0	0
175.50	3,077	2,739	2,739
176.50	3,828	3,453	6,192

Device	Routing	Invert	Outlet Devices
#1	Primary	173.50'	12.0" Round Outlet Pipe L= 40.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 173.50' / 173.10' S= 0.0100 '/' Cc= 0.900 n= 0.013, Flow Area= 0.79 sf
#2	Device 1	173.00'	2.1" Vert. Low Orifice C= 0.620

Primary OutFlow Max=0.16 cfs @ 10.16 hrs HW=175.39' (Free Discharge)

↑ **1=Outlet Pipe** (Passes 0.16 cfs of 4.31 cfs potential flow)

↑ **2=Low Orifice** (Orifice Controls 0.16 cfs @ 6.84 fps)

1071-001 Pond

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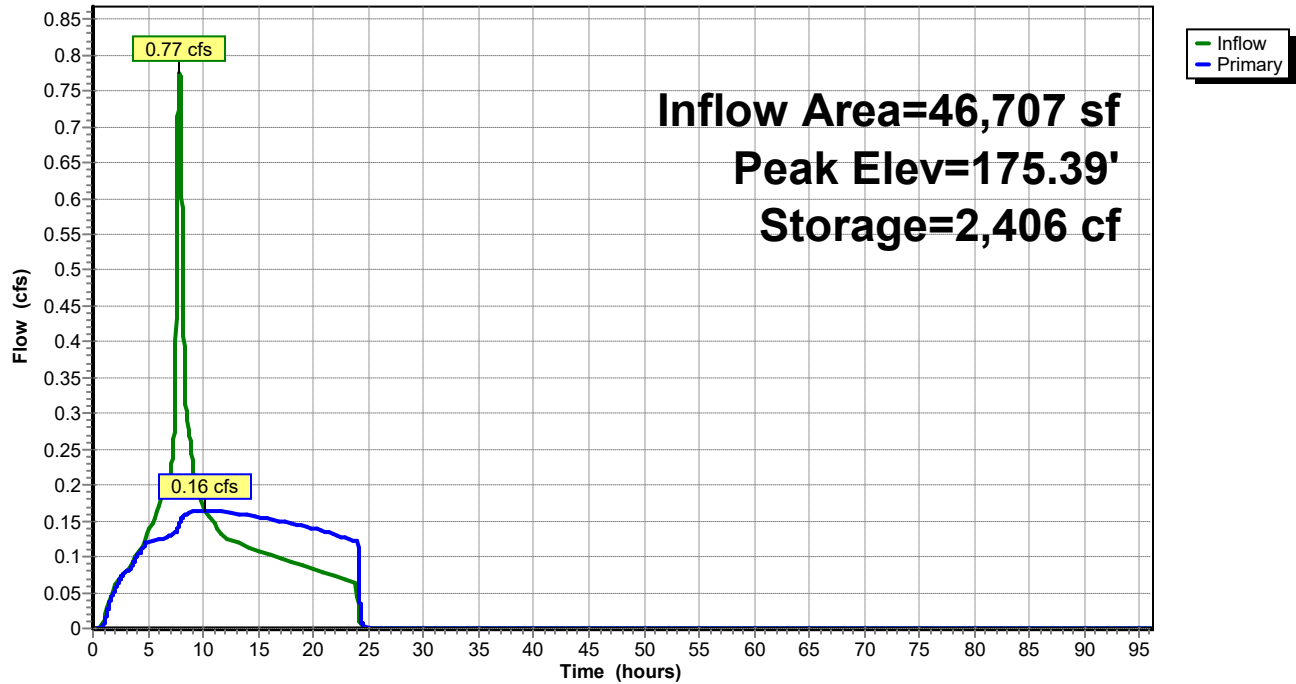
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Pond P1: Pond

Hydrograph



Appendix D:

