



Planning Commission Agenda

Development and Public Works Director,
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Planning Commissioners:

Greg James, Chair
Nick Nelson, Vice Chair
Johnny Kirschenmann
Steve Moe
Stacy Salladay
Tim Vohs
Denise Bean

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours notice prior to the meeting. For meetings in the Council Meeting Room, a "Personal PA Receiver" for the hearing impaired is available. To arrange for these services, call 541.726.3710.

Meetings will end prior to 10:00 p.m. unless extended by a vote of the Planning Commission.

All proceedings before the Planning Commission and Committee for Citizen Involvement are recorded.

June 3, 2014

**6:30 p.m. CCI Session
Jesse Maine Room**

COMMITTEE FOR CITIZEN INVOLVEMENT

CONVENE AND CALL TO ORDER

ATTENDANCE: Chair James _____, Vice Chair Nelson _____, Kirschenmann ____, Moe____, Salladay____,
Vohs _____, and Bean _____.

CCI SESSION ITEM(S)

1. Springfield Downtown District Design Project Citizen Involvement Plan

**Staff: Neil Obringer, Management Analyst
30 Minutes**

ADJOURN SESSION OF THE COMMITTEE OF CITIZEN INVOLVEMENT

June 3, 2014

7:00 p.m. Regular Session
Council Chambers

CONVENE AND CALL TO ORDER THE REGULAR SESSION OF THE SPRINGFIELD PLANNING COMMISSION

ROLL CALL – Chair James _____, Vice Chair Nelson _____, Kirschenmann ____, Moe____, Salladay____,
Vohs _____, and Bean _____.

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO THE REGULAR SESSION AGENDA

In response to a request by a member of the Planning Commission, staff or applicant; by consensus

BUSINESS FROM THE AUDIENCE

Testimony is limited to 3 minutes; testimony may not discuss or otherwise address public hearings appearing on this Regular Session Agenda

PUBLIC HEARING(S)

QUASI-JUDICIAL PUBLIC HEARING –

1. **Discretionary Use** – Applicant request Discretionary Use Approval for an existing water utility installation off South 5th Street and Central Boulevard. TYP314-00003 Springfield Utility Board

**Staff: Andy Limbird
20 Minutes**

2. **Discretionary Use** – Applicant request Discretionary Use Approval for an existing building at 6452 A Street and an adjoining parcel that is vacant and not assigned a municipal address. TYP314-00004 McKenzie Living Land LLC

**Staff: Andy Limbird
20 Minutes**

CONDUCT OF QUASI-JUDICIAL PUBLIC HEARING BEFORE THE PLANNING COMMISSION

- Staff explanation of quasi-judicial hearing process (ORS 197.763)
- Chair opens the public hearing
- Commission members declaration of potential conflicts of interest; disclosure of “ex-parte” contact
- Staff report
- Testimony from the applicant
- Testimony in support of the application
- Testimony opposed to the application
- Testimony neither in support of nor opposed to the application

- Summation by staff
- Rebuttal from the applicant
- Consideration of request for continuation of public hearing, extension of written record, or both
- Close or continue public hearing; close or extend written record (continuance or extension by motion)
- Planning Commission discussion; possible questions to staff or public
- Motion to approve, approve with conditions, or deny the application based on the information contained in the staff report, oral and written testimony, and all other evidence submitted into the record
- Final Order signed by Chair incorporating findings and reasoning to support the decision

REPORT OF COUNCIL ACTION

BUSINESS FROM THE PLANNING COMMISSION

- Upcoming Planning Commission meetings, committee assignments, appointments or other business

BUSINESS FROM THE DEVELOPMENT AND PUBLIC WORKS DIRECTOR

ADJOURN REGULAR SESSION OF THE SPRINGFIELD PLANNING COMMISSION

AGENDA ITEM SUMMARY

Meeting Date: 6/3/2014
Meeting Type: Regular Meeting
Staff: Neil Obringer/DPW
Contact/Dept.:
Staff Phone No: 541-736-1032
Estimated Time: 20 Minutes
Council Goals: Promote and Enhance our Hometown Feel while Focusing on Livability and Environmental Quality

COMMITTEE FOR CITIZEN INVOLVEMENT (CCI)

ITEM TITLE: SPRINGFIELD DOWNTOWN DISTRICT DESIGN PROJECT CITIZEN INVOLVEMENT PLAN

ACTION REQUESTED: The Committee for Citizen Involvement (CCI) is requested to review, comment and approve the Downtown District Design Project Citizen Involvement Plan.

ISSUE STATEMENT: Staff seek Planning Commission input, acting as the Committee for Citizen Involvement (CCI), on the Downtown District Design Project Citizen Involvement Plan. The objective of the citizen involvement process as described in the attached plan is to ensure that citizens, in particular those affected by this project, have an opportunity to be involved in all phases of the planning process. The CCI is asked to review, comment and approve the Downtown District Design Citizen Involvement Plan.

ATTACHMENTS: 1. Downtown District Design Citizen Involvement Plan

DISCUSSION: The Downtown District Design Project will coordinate a public planning process to produce a set of coherent and consistent design standards to improve the overall image, attractiveness and economic vitality of the City's heart.

The project will engage a variety of Downtown stakeholders to identify design elements to be regulated and to prepare draft standards for review and adoption by the City Council. Through the public involvement process, the project will also identify potential "do it now" project initiatives and partners, and coordinate with ongoing efforts such as the Downtown lighting installations and other design-related initiatives identified by Council.

New standards will be adopted by the Council as amendments to existing regulatory codes (e.g. Springfield Development Code, Municipal Sign Code), manuals, and plans to guide construction of public and private improvements and other redevelopment activity.

The Citizen Involvement Plan for this project identifies strategies which staff will use to guide the involvement of stakeholders and the public during the course of work product development.

Staff will be available for questions during the work session.



Edge to Edge Ground-Floor Retail



Residential Use with Setback



Measuring Building Height

Downtown District Design Citizen Involvement Plan

The Springfield Downtown Design Citizen Involvement Plan is meant to ensure that all interested parties have the opportunity to contribute, become informed and provide input during the course of the Downtown District Design project.

Background -

Project Description and Intent: The Springfield City Council is interested in adopting new Downtown Design Standards to ensure that development projects, new uses and new public improvements will make positive contributions to improve the look, feel and functionality of Downtown. This project will coordinate a public planning process to produce a set of coherent and consistent design standards to improve the overall image, attractiveness and economic vitality of the City's heart.

Revitalizing Downtown requires actions by many partners. One way the City of Springfield can contribute to making a better Downtown is through its administration of design standards through the building and land use permitting process. This project will review and update the existing City codes, design manuals and plans that regulate design in the Downtown to produce new standards that recognize and build upon the qualities that make Downtown Springfield a distinctive destination with a strong identity, such as:

- **Physical features** (e.g. building heights and setbacks, sidewalk and street widths, paving materials and treatments, signs, lighting, street tree canopy, planters, streetscape furniture, bike vehicular parking facilities)
- **Urban design qualities** (e.g. human scale, building façade articulation and transparency, City image, legibility, wayfinding, overall walkability, requirements to buffer adjacent residential neighborhoods and to address historic, cultural and natural resources)

- **Design qualities that influence sense of safety, comfort, walking behavior and level of Downtown user/visitor/shopper interest** (e.g. natural surveillance, lighting levels, crime prevention through design, protected bikeways, weather protection, outdoor seating and food vendors, plazas, water features and public art, retail district design best practices)

The project will engage a variety of Downtown stakeholders to identify design elements to be regulated and to prepare draft standards for review and adoption by the City Council. Through the public involvement process, the project will also identify potential “do it now” project initiatives and partners and coordinate with ongoing efforts such as the Downtown lighting installations and other design-related initiatives identified by Council.

The new standards will be adopted by the Council as amendments to existing regulatory codes (e.g. Springfield Development Code, Municipal Sign Code), manuals and plans to guide construction of public and private improvements and other redevelopment activity.

Project Deliverables: The Downtown District Design Standards project will produce three major deliverables:

- **Public Realm Standards** (Engineering Design Standards – EDSPM)
- **Downtown District Code Chapter** (Springfield Development Code)
- **Code and Plan Amendments Package** (Municipal Code, Downtown Sign Code, Downtown Refinement Plan, Springfield Zoning Map)

Staff also proposes to publish a final document that combines all applicable standards into one user friendly, color-illustrated **Downtown District Design Standards** guide and to develop a “roll out” public information strategy to communicate the new standards in a way that promotes Downtown Springfield.

Citizen Involvement Plan -

Purpose of the Citizen Involvement Plan (CIP)

The purpose of the Citizen Involvement Plan is to ensure that citizens have an opportunity to be involved in all phases of the planning process. To comply with the requirements of Oregon's Statewide Planning Goals and Guidelines for Citizen Involvement Goal 1, the City adopted a Citizen Involvement Program in 1990 that guides how the City provides for citizen involvement in the planning process.

Proposed Citizen Involvement Strategies

This project will solicit stakeholder and citizen input during key phases of the project to ensure that a range of perspectives and values are considered. The project team will utilize a broad set of involvement strategies including:

1. Downtown Citizen Advisory Committee
2. Technical Advisory Group
3. Outreach to Stakeholders and the Public
4. Public Events
5. Project Website
6. Public Hearings

1.) Downtown Citizen Advisory Committee (CAC)

The CAC has been in place since the committee was appointed by the CCI on October 7, 2008 to provide City planning advisory functions associated with Downtown revitalization. They have played a critical role guiding development of the Downtown Urban Design Plan and Implementation Strategy, and providing input on initiatives to improve the physical appearance, safety and vitality of Downtown. The CAC contributes considerable knowledge, valuable experience, history and continuity to this project.

Background: When the Downtown Urban Design Plan project was initiated at the July 7, 2008 Council work session, the Council directed staff to consider the appointment of the existing Downtown Urban Renewal Advisory Committee (DURAC) members to serve on the Downtown Citizen Advisory Committee. The DURAC was originally appointed by Springfield Economic Development Agency (SEDA) in December 2007 to advise SEDA on urban renewal issues. DURAC members were recruited through notices in the local media and the City's website.

On several occasions since then, the CCI has appointed new members to the CAC to fill vacancies and has approved minor adjustments to membership recruitment categories to expand the expertise and community representation on the CAC.

On May 7th, 2013 the Committee for Citizen Involvement approved the following citizen categories to be represented on the Downtown CAC:

Downtown Citizen Advisory Committee Positions	
Category	# of Positions
General Public	4
Chamber of Commerce	1
Historic Commission	1
Springfield Downtown School	1
Plan Area Business Owner/Renter	1
Washburne District	1
Community Development Advisory Committee	1
Willamalane	1
NEDCO Downtown Program Coordinator	1
Area Resident	2
Designer	2
Realtor/ Developer	1
TOTAL Positions	17

Staff is actively recruiting to fill 5 vacancies on the CAC.

DPW staff will convene the CAC as needed during the project to advise and provide input into the development of work products for this project and will forward recommendations to the Planning Commission.

2.) Technical Advisory Group (TAG)

A Technical Advisory Group (TAG) will be invited to provide technical guidance and specialized knowledge to inform and review the development of new design standards. Meetings with the TAG will also help forge partnerships for implementation. The TAG will consist of representatives from groups, organizations and agencies interested in Downtown. TAG members will contribute specialized expertise and understanding of policy, legal, operational and/or planning issues. They also will serve as project liaisons with their respective groups and help identify opportunities to coordinate projects.

TAG members will be identified during the 1st phase of the project, but may include representatives from:

- Willamalane
- Springfield Public Schools
- Lane Transit District
- ODOT
- NEDCO/Main Street
- SUB
- Historic Commission
- City of Springfield Staff

The project team will utilize input from the CCI, Oversight Team, project kickoff meeting attendees, and other internal and external stakeholder to help identify TAG participants and then coordinate individual and group TAG meetings, as needed, during the course of the project.

3.) Outreach to Stakeholders and the Public

The project team will meet with stakeholders in the project area and work to foster communication with those individuals and groups who may be impacted by the project. The purpose behind this activity is to allow stakeholder input to inform development of project outcomes. This involvement strategy will allow staff to explore specific issues and concerns posed by individuals and delve into needs and expectations on specific topic areas.

As part of this involvement strategy, staff will develop communication materials that provide background information on the purpose and intent of the project for distribution to stakeholders.

Specific outreach activities will be developed during the 1st phase of the project, but will likely include:

1. Focus group meetings
2. Presentations at Main Street program meetings
3. Distribute communication materials to interested stakeholders
4. Conduct outreach to Title VI populations using phone, paper and face-to-face communication strategies
5. Group listening sessions with stakeholder groups

Database for Outreach

A database will be developed during phase 1 of the project and will be used to support outreach activities to stakeholders and the public during the project. The database will be developed using input received from the kickoff meeting, from contact information that has been compiled as part of previous downtown planning efforts, and during outreach events held for this project. The complete list of database categories will be developed further during the 1st phase of the project, but an initial list will include the following groups:

- Chamber of Commerce
- Property owners
- Business owners/renters
- Downtown residents
- Willamette Heights neighborhood residents
- Washburne Neighborhood Association
- Washburne neighborhood residents
- Agencies (Willamalane, SUB, ODOT, LTD)
- SRDC
- NEDCO
- Other nonprofits
- Youth
- City residents
- Potential developers
- Underserved populations (those with disabilities, low income, non-English speakers)
- Community leaders
- City staff
- City council
- Planning Commission
- Historic Commission
- Arts Commission
- BPAC
- CDAC
- DAC
- Library
- Parking Advisory Committee
- Public Safety

4.) Public Events

The project team will conduct an event(s) to get input on the proposed design standards, such as an open house at city hall or outreach at community events.

Specific public event activities will be developed during the 1st phase of the project, but may include:

1. Open house event(s) with the following focus:
 - Review of existing design standards and proposed categories
 - Review of proposed amendments and design standards
2. Display outreach at local community events, such as the Springfield Farmers Market and Summer Fair

5.) Project Website

The project will utilize the existing Downtown Planning website to communicate project updates and provide draft work products for public review. The current website will be updated to include information about the Downtown Design Project scope of work and opportunities for involvement and input. The website will be updated on a regular basis to reflect the changing status of the project and its work products/outcomes.

6.) Public Hearings

Public hearings provide opportunity for community members to submit formal comments to the Planning Commission and City Council regarding the project prior to formal adoption. The Planning Commission and City Council will both conduct public hearings on this project. The final schedule of public hearings will be determined during the course of the project.

AGENDA ITEM SUMMARY

Meeting Date: June 3, 2014
Meeting Type: Regular Meeting
Staff Contact/Dept.: Andy Limbird/DPW
Staff Phone No: 726-3784
Estimated Time: 20 Minutes

**SPRINGFIELD
PLANNING COMMISSION**

ITEM TITLE: REQUEST FOR DISCRETIONARY USE APPROVAL – STEVEN WAGES,
SPRINGFIELD UTILITY BOARD, APPLICANT

**ACTION
REQUESTED:** Planning Commission approval of a Discretionary Use request (TYP314-00003).

**ISSUE
STATEMENT:** The Planning Commission is requested to conduct a public hearing and decide whether or not to approve a Discretionary Use request for a high impact public utility facility in the Willamette Heights neighborhood just south of downtown Springfield. The site is fenced and has an existing 2 million gallon water reservoir tank, two abandoned concrete reservoir pits, a pump station, radio antenna, and gravel driveway. Removal of the concrete reservoir pits, installation of a new pump station and water pipeline, and site preparation for a new 3 million gallon water reservoir tank is requested. In accordance with SDC 3.2-210 and 4.7-160, high impact public utility facilities not designated on the Metro Plan's *Public Facilities and Services Plan* require Discretionary Use approval.

ATTACHMENTS: Attachment 1: Staff Report and Findings for Discretionary Use
Attachment 2: Applicant's Discretionary Use Request
Attachment 3: PC Final Order

DISCUSSION: The applicant is requesting the Discretionary Use for an existing water utility installation off South 5th Street and Central Boulevard. The site is comprised of three contiguous tax lots and is not currently assigned a municipal address (Map 17-03-35-34, Tax Lot 7100; Map 18-03-02-12, Tax Lot 301; and Map 18-03-02-21, Tax Lot 100). The portion of the site subject to the development proposal is zoned Low Density Residential (LDR) in accordance with the Springfield Zoning Map and is designated LDR in accordance with the adopted *Metro Plan* diagram. In conjunction with the Discretionary Use request the applicant is proposing to remove two concrete reservoir pits, relocate the site access driveway, construct a new water pipeline and pump station, and prepare the site for a future 3 million gallon steel reservoir tank. The proposed utility installation work is detailed in a Site Plan Review application submitted for review under separate cover (Case TYP214-00007), contingent upon approval of the subject Discretionary Use request.

Staff concludes that this request, as determined in the findings of fact in the attached staff report complies with the Discretionary Use criteria of approval listed in SDC 5.9-120. Such findings, determinations and recommendations are provided to the Planning Commission in support of a decision to approve this Discretionary Use application.

**Staff Report and Findings
Springfield Planning Commission
Discretionary Use Request (Springfield Utility Board)**

Hearing Date: June 3, 2014

Case Number: TYP314-00003

Applicant: Steven Wages, Springfield Utility Board

Site: Not Municipally Addressed – Adjacent to South 5th Street and Central Boulevard (Map 17-03-35-34, Tax Lot 7100; Map 18-03-02-12, Tax Lot 301; and Map 18-03-02-21, Tax Lot 100)

Request

The application was submitted on May 9, 2014 and the public hearing on the matter of the Discretionary Use request is scheduled for June 3, 2014. The City conducted a Development Review Committee meeting on the Discretionary Use request on May 27, 2014.

Site Information/Background

The property that is subject of the Discretionary Use request is located on a hillside just south of downtown Springfield in the Willamette Heights neighborhood. The total site area is approximately 7.4 acres and includes an existing water reservoir tank, two abandoned concrete reservoir pits, gravel driveway, pump station, and a City radio antenna. The facility has frontage on Central Boulevard, which is a local street under Lane County jurisdiction. The applicant has submitted a Site Plan Review application under separate cover (Case TYP214-00007) for a new pump station and pipeline, relocated access driveway, removal of the abandoned reservoir pits, and site preparation for a future water reservoir tank.

Notification and Written Comments

Notification of the June 3, 2014 public hearing was sent to all property owners and residents within 300 feet of the site on May 12, 2014. Notification was also published in the legal notices section of *The Register Guard* on May 21, 2014.

Public notification was also sent to all property owners and residents within 300 feet of the site on May 12, 2014 for the companion Site Plan Review application submitted under separate cover (Case TYP214-00007).

Criteria of Approval

Section 5.9-100 of the SDC contains the criteria of approval for the decision maker to utilize during review of Discretionary Use requests. The Criteria of Discretionary Use approval are:

SDC 5.9-120 CRITERIA

A. *The proposed use conforms with applicable:*

1. *Provisions of the Metro Plan;*
2. *Refinement plans;*

Photo 1 – Site Air Photo

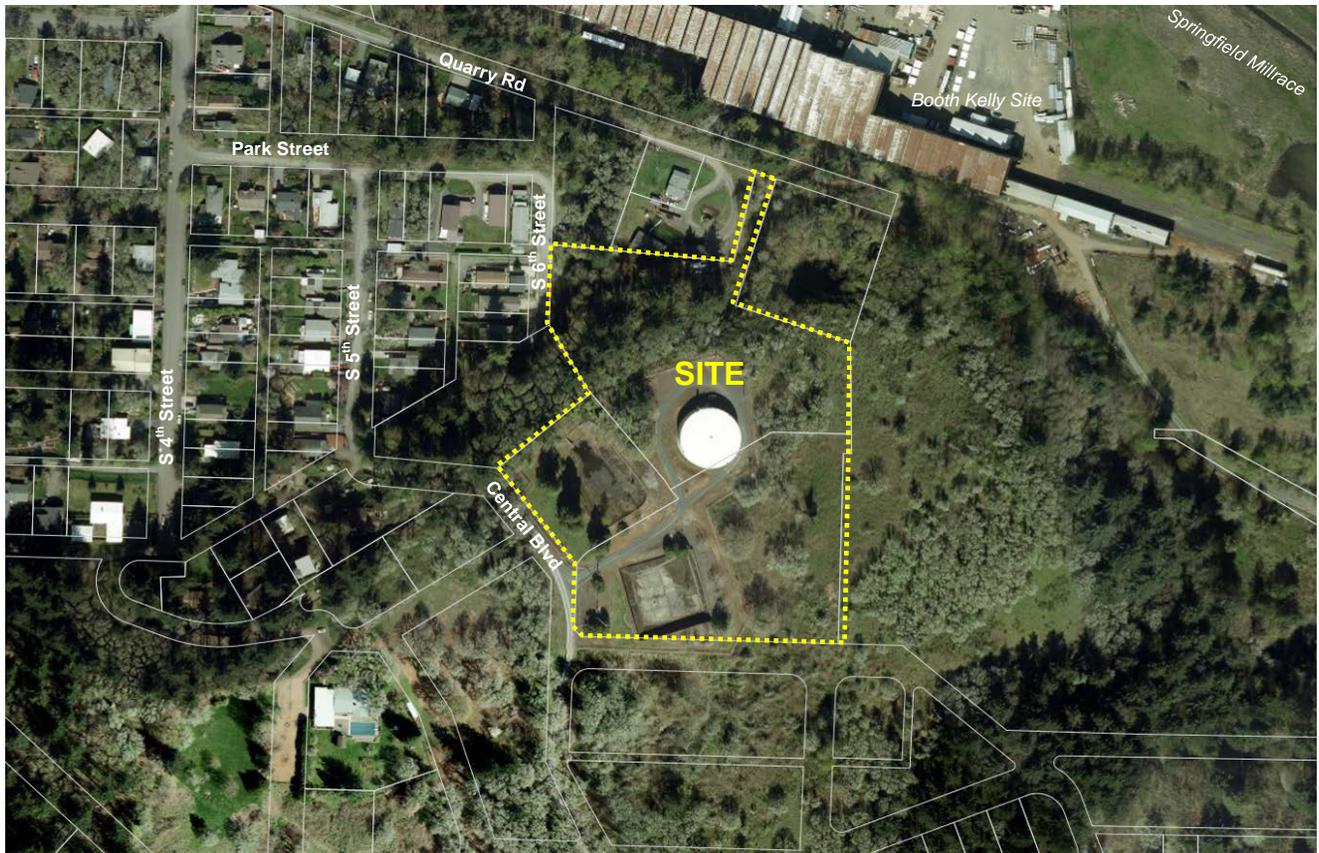


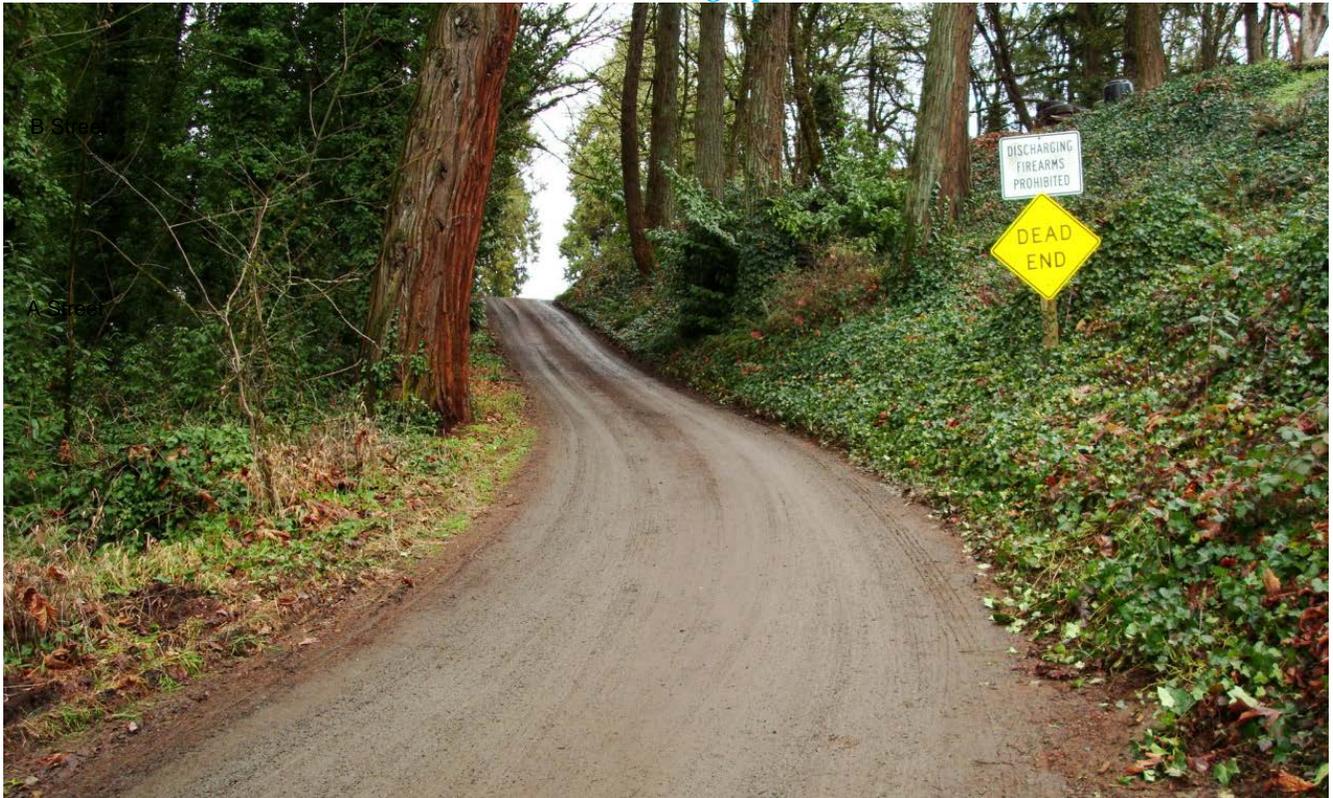
Photo 2 – Site View #1



Photo 3 – Site View #2



Photo 4 – South 5th Street / Central Boulevard Leading Up To Site



3. *Plan District standards;*
 4. *Conceptual Development Plans or*
 5. *Specific Development Standards in this Code;*
- B. *The site under consideration is suitable for the proposed use, considering:*
1. *The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);*
 2. *Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;*
 3. *The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and*
 4. *Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.*
- C. *Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:*
1. *Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);*
 2. *Site Plan Review approval conditions, where applicable;*
 3. *Other approval conditions that may be required by the Approval Authority; and/or*
 4. *A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.*
- D. *Applicable Discretionary Use criteria in other Sections of this Code:*
1. *Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A-C above, but shall comply with the approval criteria specified in Section 4.3-145.*
 2. *Alternative design standards for multifamily development are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 3.2-245*
 3. *Fences requiring Discretionary Use approval are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.4-115.C.*

4. *The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.7-195.*

Proposed Findings In Support of Discretionary Use Approval

Criterion: Discretionary Use criteria of approval:

A. The proposed use conforms with applicable;

1. Provisions of the *Metro Plan*;

Finding: The subject property is currently zoned Low Density Residential (LDR) in accordance with the Springfield Zoning Map. The southern two-thirds of the site (approximately) is designated LDR in accordance with the adopted *Metro Plan* diagram. The applicant is not proposing to change the current zoning or designation for the subject site.

Conclusion: The request meets this criterion.

2. Refinement plans;

Finding: The northern one-third (approximately) of the subject property extends into the boundary of the *Downtown Refinement Plan* area. This portion of the site is designated Booth Kelly Mixed Use (BKMU) District.

Finding: Staff notes there are no specific policies of the adopted *Downtown Refinement Plan* that would either facilitate or preclude the proposed utility facility. The adopted Refinement Plan contemplates a “future overlook” outside the eastern boundary of the subject site (Amenity #16, Map #8). However, it is not expected that public access to the “future overlook” would be via the subject site, so there is no requirement for the applicant to incorporate this conceptual amenity feature into the site plan.

Finding: Staff observes that the southern boundary of the *Downtown Refinement Plan* seems to be somewhat arbitrary and does not appear to follow existing geographical or legal boundaries. Additionally, the subject property is not functionally or logically connected to the Booth Kelly facility and the majority of the proposed site work is outside the adopted Refinement Plan area. Therefore, it is the determination of staff that the *Metro Plan* diagram remains the prevailing land use plan diagram for this site.

Conclusion: The request meets this criterion.

3. Plan District standards;

Finding: The northern portion of the site that lies within the *Downtown Refinement Plan* boundary is currently zoned LDR and designated Booth Kelly Mixed Use (BKMU) District. In accordance with SDC 3.2-210 and 3.4-320, high impact utility facilities are a listed use in both Districts.

Finding: For high impact utility facilities in the LDR District that are not shown on the adopted *Public Facilities and Services Plan*, a Discretionary Use permit is also required.

Finding: To address the land use approval requirements for a high impact public utility facility in the LDR District, the applicant has submitted for Discretionary Use approval. A Type II Site Plan Review application also has been submitted under separate cover (TYP214-00007), and is subject to review and approval as a Director's Decision pending the determination of this Discretionary Use permit.

Conclusion: The request meets this criterion.

4. Conceptual Development Plans or

Finding: There is no specific Conceptual Development Plan for this area of Springfield. Therefore, the *Metro Plan* diagram remains the prevailing land use plan diagram for this site.

Conclusion: This criterion is not applicable.

5. Specific Development Standards in this Code;

Finding: Should the Planning Commission approve this Discretionary Use request, the applicant will need to obtain approval for the Site Plan Review submitted under separate cover (Case TYP214-00007). Staff advises that specific development standards for the Low Density Residential District (SDC 3.2-215) and High Impact Public Facilities (SDC 4.7-160) need to be addressed through the Site Plan Review approval.

Conclusion: The proposal meets this criterion.

B. The site under consideration is suitable for the proposed use, considering:

1. The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);

Finding: The property requested for Discretionary Use approval is three contiguous tax lots that comprise approximately 7.4 acres in total site area. The site contains an existing 2 million gallon steel water tank, pump house, radio antenna, and two abandoned concrete reservoir pits. The abandoned reservoir pits are proposed to be removed to make way for a future 3 million gallon water tank. The size of the property, available area for installing and relocating facility improvements, and its location adjacent to a developed urban street system and utility network should adequately accommodate the proposed use.

Finding: The property requested for Discretionary Use approval is zoned LDR, and is designated a combination of BKMU (northern one-third) and LDR (southern two-thirds). The site is elevated above the surrounding neighborhood to aid in provision of gravity flow potable water to the City's public utility system.

Finding: Staff conducted a site visit to the existing facility on January 6, 2014. Staff observes that the existing utility facility sits near the crest of the hill immediately south of downtown Springfield. The existing reservoir tank is visible from certain vantage points below the hill but is largely screened from view by mature tree cover. The applicant is proposing to remove a large number of mature trees from the site, so replanting and provision for screening from nearby residential land uses will be necessary.

Finding: Constructing and operating a major water utility installation on the site is not expected to create a prolonged, significant adverse impact to the neighborhood, such as glare, dust, noise, emissions or vibrations. It is expected there would be daytime noise and activity during construction of the facility. Construction activities will need to be scheduled in accordance with City codes and permits that are required for the project.

Finding: The site is designed and intended to operate independently, without the need for continuous on-site operation and monitoring. Once construction is completed, it is expected that traffic to and from the site will be minimal and infrequent. The site is proposed to have an operating pump station with security light that is shielded and downcast to prevent light glare and trespass. Site access, lighting, screening, and other design considerations will be reviewed in conjunction with the Site Plan Review submitted under separate cover (Case TYP214-00007).

Conclusion: As described herein and in the Site Plan Review submitted for approval under separate cover (Case TYP214-00007) the proposal meets this criterion.

2. Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;

Finding: The site has frontage on Central Boulevard, which is classified as an urban local road under Lane County jurisdiction. The street is developed as a gravel lane south of its intersection with South 5th Street. The street provides access to the site for ongoing maintenance and operation of the facility. Staff observes that safe and efficient access to and from the site during construction and operation may require the road to be stabilized and regraded to accommodate heavy equipment and vehicles. The applicant may need to obtain a Lane County Facilities Permit for use of the public street to access the site, and for installation of a new driveway serving the property.

Finding: The site is somewhat removed from the downtown street network. However, regular and frequent Lane Transit District bus service is available at the Springfield Transit Station, approximately one-half mile (linear walking distance) north of the proposed development site.

Conclusion: The proposal meets this criterion.

3. The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and

Finding: There are no wetlands, riparian areas or other natural features on the site that warrant protection. Staff observes that mature coniferous and deciduous trees are located within the operational areas of the site and on the hillside to the north, which is proposed for a waterline alignment. The applicant has submitted a Hillside Development Overlay District Permit and Tree Felling Permit under separate cover (Cases TYP214-00008 and TYP214-00009) for removal of qualifying site and hillside trees prior to site development. Construction of the proposed project is contingent upon approval of the subject Discretionary Use request along with approval of the Site Plan Review submittal (TYP214-00007) and accompanying Hillside Development Overlay District and Tree Felling permits.

Conclusion: As described herein and in the Site Plan Review, Hillside Development Overlay District and Tree Felling Permits submitted under separate cover (Cases TYP214-00007, TYP214-00008 and TYP214-00009) the proposal meets this criterion.

4. Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.

Finding: The site is inside the Springfield City limits but not all urban utilities are available along the site frontage or nearby. The site functions as a utility installation and provider of potable water to the City's public utility system. There are no continuously occupied buildings located on the site, and there are no existing or proposed connections to the sanitary sewer system. Therefore, electricity is the only external utility service required for the site. The applicant is proposing to manage the stormwater runoff on the site and to direct excess drainage to the vegetated hillside on the east edge of the site.

Finding: The property has frontage on an undeveloped public street. However, staff finds that additional street improvements are not warranted or required to serve the proposed utility facility at this time.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00007) the proposal meets this criterion.

C. Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:

1. Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);

Finding: The site has an existing perimeter fence and has mature tree cover surrounding the facility. In accordance with SDC 4.7-160, the facility will need to be screened and appropriately landscaped.

Finding: The proposed development will need to meet the requirements of SDC 3.2-200 for setbacks affecting placement of buildings and structures; overall lot coverage; access and site circulation; site lighting; and stormwater management.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00007) the proposal meets this criterion.

2. Site Plan Review approval conditions, where applicable;

Finding: The applicant will be required to satisfy the conditions of approval for this Discretionary Use Request, if any, and the Site Plan Review submitted under separate cover (Case TYP214-00007) prior to obtaining Final Site Plan approval and building permits for this project.

Finding: The Site Plan Review application and decision (Case TYP214-00007) is hereby made a part of the record for this decision by reference.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00007) the proposal meets this criterion.

3. Other approval conditions that may be required by the Approval Authority; and/or

Finding: Staff is not recommending any conditions of Discretionary Use approval. Recommended conditions as may be required to address specific site development issues such as landscaping, screening, and site access will be described in the Site Plan Review approval (Case TYP214-00007).

Finding: Based on the testimony submitted at the public hearing, the Planning Commission may decide to approve, approve with conditions, or deny the Discretionary Use request.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00007) the proposal meets this criterion.

4. A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.

Finding: The applicant is not requesting concurrent approval of the Site Plan submitted for the proposed utility facility (Case TYP214-00007). Additionally, the applicant is not requesting alternate design criteria or proposing to exceed cited Code standards for this facility.

Conclusion: As described herein and in the Site Plan Review approval submitted under separate cover (Case TYP214-00007) the proposal meets this criterion.

D. Applicable Discretionary Use criteria in other Sections of this Code:

- 1. Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A-C above, but shall comply with the approval criteria specified in Section 4.3-145.**
- 2. Alternative design standards for multifamily development are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 3.2-245.**
- 3. Fences requiring Discretionary Use approval are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.4-115.C.**

4. The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.7-195.

Finding: The proposed utility facility is not a wireless telecommunications facility. Therefore, Criterion D.1 is not applicable.

Finding: The applicant is not proposing a multi-family development. Therefore, Criterion D.2 is not applicable.

Finding: The applicant is not proposing a new or modified fence that exceeds the standard provisions of SDC 4.4-115. Therefore, Criterion D.3 is not applicable.

Finding: The proposed facility is not a school and does not require special siting approval. Therefore, Criterion D.4 is not applicable.

Conclusion: The proposal meets this criterion.

Conclusion: Staff has reviewed the application and supporting evidence submitted by the applicant for the Discretionary Use request. Based on the above-listed criteria, staff recommends support for the request as the proposal meets the stated criteria for Discretionary Use approval. Additionally, approval of the Discretionary Use would facilitate the approval of the accompanying Site Plan Review application for a utility facility (Case TYP214-00007).

Conditions of Approval

SDC Section 5.9-125 allows for the Approval Authority to attach conditions of approval to a Discretionary Use request to ensure the application fully meets the criteria of approval. The specific language from the code section is cited below:

5.9-125 CONDITIONS

The Approval Authority may attach conditions as may be reasonably necessary in order to allow the Discretionary Use approval to be granted.

Staff has reviewed the Discretionary Use request and supporting information provided by the applicant, and it is the opinion of staff that conditions of approval are not warranted. The utility facility has existed and operated for decades, and the proposal effectively constitutes an operational upgrade and site modernization to meet projected water system demand. The proposed development has been reviewed and recommended conditions of approval are to be described in the Site Plan Review application for this development submitted under separate cover (Case TYP214-00007).

The Planning Commission may choose to apply conditions of approval as necessary to comply with the Discretionary Use criteria.

Additional Approvals

The subject Discretionary Use request is the necessary first step for the applicant to proceed with development plans for the site. The three companion land use applications submitted for approval, including Site Plan Review (Case TYP214-00007), Hillside Development Overlay District (TYP214-

00008), and Tree Felling Permit (TYP214-00009) are intended to address the specific Development Code and detailed site planning requirements for the proposed utility facility.

Signatures

The undersigned acknowledges that the information in this application is correct and accurate.

Applicant: _____ **Date:** 5/5/14

Signature

STEVEN K. WAGES

Print

If the applicant is not the owner, the owner hereby grants permission for the applicant to act in his/her behalf.

Owner: _____ **Date:** 5-8-14

Signature

RAYMOND L. MEDUNA

Print

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SPRINGFIELD UTILITY BOARD Willamette Heights Pump Station

Discretionary Use

Map 17-03-35-34, Lot 7100, Map 18-03-02-12, Lot 301 and Map 18-03-02-21, Lot 100

WRITTEN STATEMENT

In accordance with Discretionary Use submittal requirements, this written statement describes the proposed development and demonstrates that the proposal complies with the criteria contained in SDC 5.9-100 through 5.9-120. The proposal is submitted concurrently with Site Plan Review and Hillside Overlay District Development applications and a Tree Felling Permit. We request that these applications be processed concurrently.

I. LAND USE REQUEST¹

A. Development Objective

This land use request is for approval of a project to carry out specific renovations to a long-existing Springfield Utility Board reservoir site. The project is comprised of two phases, with the first phase to begin upon land use and building permit approval this year and the second phase to occur at some time in the future. Phase 1 includes the demolition and back-filling of two long-abandoned concrete-lined open water reservoirs, the construction of a new pump station, the installation of new water supply and distribution piping infrastructure, a new site access drive and miscellaneous minor site improvements, including fencing repairs and landscape screening. Phase 2 consists of improving an existing 2 million gallon steel tank reservoir and constructing a new 3 million gallon reservoir.



Existing Conditions
Subject Property
Google Earth 2012

Subject Site

B. Land Use Request

In accordance with the results of a Development Issues Meeting the applicant held with the City of Springfield on January 7, 2014 (See City of Springfield Jo. No. PRE13-00039), accomplishing the development objective will require City of Springfield approval of four land use applications, Site Plan Review, Discretionary Use, Hillside Overlay District Development and Tree Felling. Although relating to the same project, each of these have been generated as a complete, stand-alone application including application form, city fee, written statement with findings demonstrating compliance with applicable criteria, exhibits and plans. While each of these is to receive its own decision, to ease the overall process, these four applications are being submitted collectively for concurrent processing. It is intended that this will provide an opportunity for cross-referencing and parallel review and assist the city in rendering a decision. Additional details regarding this proposal are provided on the plans, the remainder of this written statement, and other materials enclosed and attached herewith.

¹ As there are four applications addressing the same project, and the written statements are each complete in and of themselves, the reviewer will find some duplication in written statement contents. Specifically, Part I – Land Use Request, Part II – The Site and Existing Conditions and Part IV – Conclusion and Recommendation are duplicated in each of the statements. Part III – Criteria and Findings is unique to each application.



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PLANNERS + LANDSCAPE ARCHITECTS + ENVIRONMENTAL SPECIALISTS

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II. THE SITE AND EXISTING CONDITIONS

A. Development Site

The property is located in the south central portion of Springfield, south of downtown, south of the Booth Kelly site. The site itself is comprised of three contiguous tax lots and is approximately 7.33 acres in size. The tax lots, owned by the City of Springfield, are developed with Springfield Utility Board (SUB) water storage facilities. These include two abandoned open air reservoirs, a two million gallon storage tank, a pump station and associated supply and distribution piping infrastructure. Portions of the site abut Quarry Road to the north, South 6th Street to the west, unimproved Central Boulevard to the west and unimproved Hill Street to the south. To the east of the site is a portion of the city-owned Booth Kelly tax lot. Other than residential use along Quarry Road and South 6th Street, and mixed use on the Booth Kelly site to the north, the adjacent property is vacant.



Existing Conditions
Subject Property
Bing Maps 2012

The site is sloping and partially forested. Slopes vary from less than 5 percent to greater than 60

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percent on the northwest sloping face. According to the FIRM Map, the site has been determined to be outside the area of a 500-year flood. The site is outside of the Time of Travel Zone (TOTZ) for adjacent Springfield Utility Board wellhead protection areas.

B. Planning Context

1. Planning and Zoning

- a. Jurisdiction: City of Springfield.
- b. RLID: The subject site is comprised of three (3) tax lots.

Map	Lot	Acreage	Owner
17-03-35-34	7100	3.32	City of Springfield
18-03-02-12	301	2.94	City of Springfield
18-03-02-21	100	<u>1.07</u>	City of Springfield
		<u>7.33</u>	

- c. Metro Plan: Northern TL 7100: Light Medium Industrial with Mixed Use Overlay.
 Remainder: Low Density Residential.

- d. Refinement Plan: The northern portion of TL 7100 is designated Booth Kelly Mixed Use. The remainder of the site has no refinement plan designation. The Springfield Downtown Refinement Plan establishes goals and policies to guide the development of the area within the plan boundary.



- e. Zoning: All: Low Density Residential.

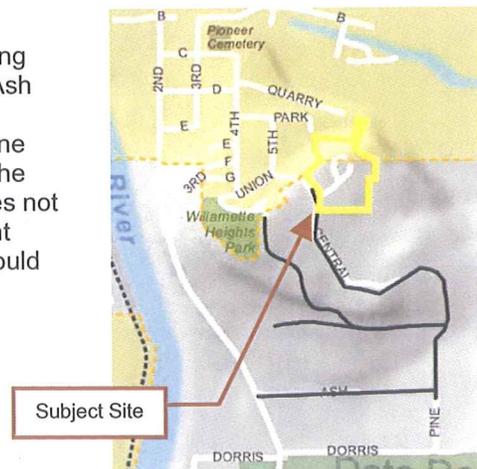
2. Transportation

a. TransPlan.

- The region's adopted transportation plan, *The Eugene-Springfield Transportation System Plan (TransPlan)*, adopted in 2001 and amended in 2002, includes several projects within the downtown area. None of these projects have any impact on the project site.

b. Conceptual Local Street Plan.

- The City of Springfield Conceptual Local Street Plan shows Central Boulevard being extended to connect to Pine Street and Ash Street. Central Boulevard abuts the west boundary of the subject site. Ash and Pine are further to the south and do not abut the site. Extension of Central Boulevard does not impact the project site. There is sufficient right-of-way to meet urban standards should improvements be planned in the future.



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3. Natural Resources
 - a. Springfield Natural Resources Study.
 - The Springfield Natural Resource Study Report does not identify any resources on or near the site that should be impacted by the proposed development.
 - b. Springfield Wetland Inventory.
 - The National Wetland Inventory mapped the now abandoned open air reservoirs as wetlands. They also appear on the City's Wetland Map (July 2010). The reservoirs are not mapped in the State approved Local Wetland Inventory and their demolition should not be a regulatory issue.
 - c. Springfield Water Quality Limited Watercourses (WQLW).
 - There are no Water Quality Limited Watercourses on or adjacent to the site.
 - d. Springfield Wellhead Protection Areas.
 - The subject site is not within any Wellhead Protection Area.
 - e. Downtown Refinement Plan.
 - Land Use Policy C.2.a, page 17, states that redevelopment of the Booth-Kelly site should be sensitive to the natural and historic features of the site, including the forested slopes. This proposal retains the steep slopes and forested character of the site.
4. Parks and Open Space
 - a. Willamalane Park and Recreation Comprehensive Plan.
 - The Comprehensive Plan includes a Booth-Kelly to Dorris Ranch Trail (Project 4.25), to explore hiking and mountain biking opportunities between the Booth Kelly/Mill Pond Park, Willamette Heights Park, and Dorris Ranch. This trail is mapped to the east of the project site, and is not contiguous. A connection to Willamette Heights Park (to the west of the subject site) could be near or adjacent to the property (perhaps in the adjacent right-of-way along the south property line). Acquisitions for the trail project are included in Phase 2 (Years 2022-2031) of Willamalane's Capital Improvement Plan (page 85). This proposal does not impact those long-term plans.
 - b. Downtown Refinement Plan.
 - The Refinement Plan requires that the City and Willamalane continue to explore the creation and development of public space improvements in the downtown area including a downtown overlook (Public Spaces Element Policy 2, page 37). The Proposed Projects Map #1 locates a Downtown Viewpoint to the northwest of the site and a Booth-Kelly Overlook to the east. Neither of these overlooks should have a direct impact on the proposed development. Nor does this proposal impact those plans.
5. Utilities
 - a. Stormwater
 - The Willamette Heights site does not have any existing public stormwater infrastructure. The closest existing facilities are in the vicinity of South 6th Street and Park Street. Those facilities do not appear to be connected to any other portion of the system.
 - The *Springfield Stormwater Facilities Master Plan* lists the area as a Higher Priority Capital Improvement location for the development of a small basin plan to guide development with respect to stormwater (pages ES-4 and 5-21). Given the timing of the current contemplated improvements to the subject site, any stormwater

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runoff will need to be treated and disposed of on-site in accordance with Springfield code requirements.

- b. Wastewater
 - The subject site has no existing public wastewater infrastructure. There is an existing line that runs to the end of the alley between South 5th Street and South 6th Street, and another that ends in Union Avenue between South 4th Street and South 5th Street. Given the nature of the proposed improvements, the absence of a wastewater connection should not be an issue.
- c. Water
 - Existing water infrastructure is on and adjacent to the subject site.
 - Upgrades to the Willamette Heights water storage and pumping infrastructure are not shown on the Planned Water Facilities map (page 37) in the *Eugene Springfield Metropolitan Area Public Facilities and Services Plan*, nor included on the list of Springfield Utility Board Water System Improvement Projects.
- d. Electric
 - Existing electric infrastructure exists on and adjacent to the subject site.

C. Additional Existing Conditions Information

- 1. City of Springfield Development Issues Meeting (Jo. No. PRE13-00039), January 7, 2014. Highlights from the Development Issues Meeting include:
 - a. The Development Issues Meeting confirmed that Site Plan Review, Discretionary Use and Hillside Overlay District Development will be required. Tree Felling Permit will also be required if more than 5 trees are to be removed.
 - b. Access to the site is by way of Fifth Street and Central Boulevard. Both of these are unimproved city streets. The roadway is narrow, turns sharp and shoulders minimal. The applicant will need to work with the City of Springfield to develop construction phase plans to address traffic control, potential curve and shoulder widening and roadbed strengthening. This can discussed during Site Plan Review and Discretionary Use processes, with permits issued concurrent with a building permit.
 - c. A Pre-Approval Land Drainage Alteration Permit (LDAP) may be requested while Site Plan Review is underway. The scope of the Pre-Approval LDAP can include erosion control, construction access, demolition, grading and non-structural fill activity.

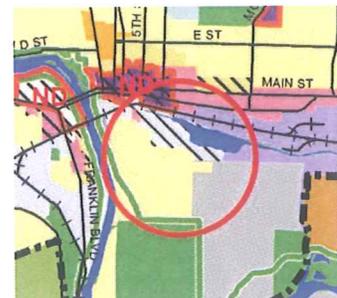
III. DISCRETIONARY USE – APPROVAL CRITERIA AND FINDINGS

This section is presented in the same order of applicable requirements found in Section 5.9-120 Discretionary Use Criteria of the Springfield Development Code. Applicable sections of the Code are in ***bold italics***, followed by proposed findings of facts in normal text.

A. ***The proposed use conforms with applicable:***

1. ***Provisions of the Metro Plan;***

The Metro Plan Diagram is not tax lot specific. However, it has been determined (by way of confirmation at the project's Development Issues Meeting (Jo. No. PRE13-00039)) that the property has a split Metro Plan designation of Light Medium Industrial with Mixed Use Overlay for the northern portion of Tax Lot 1700 and Low Density Residential for the remainder. The proposed use (an expansion of the existing use) – High Impact Public Utility Facility – is permitted in the Metro Plan designation of Light Medium Industrial (LMI). As this proposal does not include a request to change the Metro Plan designation and the proposed use is permitted within the existing designation, this criterion (SDC 5.9-120.A.1) is met.



Metro Plan Diagram Excerpt
December 2010

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2. Refinement plans;

For the Refinement Plan, the northern portion of Tax Lot 1700 is Booth-Kelly Mixed Use while the remainder of the property has no refinement plan designation. The proposed use (an expansion of the existing use) – High Impact Public Utility Facility – is permitted in the refinement plan designation of Booth-Kelly Mixed Use (BKMU). As this proposal does not include a request to change the Plan designation and the proposed use is permitted within the existing designation, this criterion (SDC 5.9-120.A.2) is met.



3. Plan District standards;

The Booth-Kelly Mixed Use Plan District applies to the northern portion of Tax Lot 1700. The majority of the project site, and the proposed improvements, are outside of the Plan District area. However, to the degree that the site and any proposed improvements are within the Plan District area, the following findings are provided.

SDC 3.4-310 Development Area Plan and Design Standards

A. The minimum development area for major redevelopment or new construction shall be 10 acres.

EXCEPTIONS:

- 1. The 10-acre minimum development area does not apply to lots/parcels fronting South "A" Street or the minor expansion of existing structures on existing lots.**
- 2. The minimum development area may be reduced when the Director determines that the development proposal is in all other respects consistent with this Section, the Downtown Refinement Plan and the approved Conceptual Development Plan.**

The subject site is below the 10 acre minimum. However, it is not major redevelopment or new construction. It is phase 1 of a long term renovation project of an existing water utility reservoir site. Therefore, this standard (SDC 3.4-310.A) does not apply.

B. Development Area Plans shall be prepared by a design team comprised of a project architect, engineer and landscape architect, one of whom shall serve as a coordinator. The design team shall certify that the Development Area Plan is in conformance with Section 5.17-100.

The proposal is also subject to the approval of Site Plan Review in accordance with its underlying base zoning. The Site Plan Review application has been submitted for concurrent processing with this Discretionary Use application. The Site Plan Review plan set has been generated to meet not only the Site Plan Review requirements but also Discretionary Use requirements. This plan set has been generated with the involvement of an engineer and a landscape architect. The project's landscape architect, Rick Satre, served as the team coordinator. This plan set shall serve as the required Development Area Plan. The Development Area Plan is in conformance with Section 5.17-100. Therefore, this standard (SDC 3.4-310.B) has been met.

C. The Development Area Plan shall comply with the following criteria:

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1. **The proposed development will create an attractive, safe, efficient, and stable environment within the Development Area.**
2. **Proposed buildings, streets and other uses will be designed and sited to ensure preservation of significant on-site vegetation, topographic features, and other unique or valuable natural features, and to prevent soil erosion or flood hazard and mitigate impacts on abutting properties.**

The Development Area is the subject site. The proposed water utility facility improvements have been designed to result in a safe, efficient and stable environment. Perimeter landscape improvements, using native trees and grasses, will result in an attractive area. There are no proposed streets or other uses. The proposed building, a water distribution pump house, will be constructed of earth-toned textured block with a dark green roof. Significant on-site vegetation will be retained. Topographic features, the hillside visible from downtown, will be retained. Disturbed slopes and other areas will be planted with native trees and grasses. The majority of abutting properties are vacant. Where there are adjacent improvements, the project site and its area of improvements are largely not visible. Where they may be visible, native trees are being planted to provide screening. Given this, this standard (SDC 3.4-310.C) is met.

- D. If the Development Area Plan complies with all Site Plan Review standards of this Code subsequent permitted uses shall not require additional Site Plan Review.**

As the Development Area Plan is comprised of the project's Site Plan Review plan set, this standard (SDC 3.4-310.D) is moot.

3.4-325 Base Zone Development Standards

- A. The minimum lot/parcel size in the BKMU Plan District shall be 6,000 square feet for residential and commercial uses and 10,000 square feet for industrial uses. No land division is permitted prior to approval of a Conceptual Development Plan for the BKMU Plan District. The Director may waive the requirement that buildable City lots/parcels have frontage on a public street as specified in Section 4.2-120A.**

The proposal is neither a residential or commercial use nor an industrial use. It is a public utility facility use. No land division is proposed. This standard (SDC 3.4-325.A) does not apply.

- B. Unless modified by solar access standards, landscaped setbacks from the exterior boundaries of the BKMU Plan District and setbacks abutting existing and future public or private rights-of-way dedicated on the approved Conceptual Development Plan shall be 10 feet for buildings and 5 feet for parking and driveways. Zero lot line structures are permitted.**

An exterior boundary of the BKMU Plan District runs through the northern portion of the subject site, through Tax Lot 1700. This boundary also runs through the middle of an existing 2 million gallon water reservoir and its surrounding water utility facility infrastructure. There is no landscaped setback today along this divisive boundary not will there be one tomorrow. It is not possible. However, where there are abutting rights-of-way, to the west and south, landscaped setbacks exceeding the minimum requirement are provided.

- C. Where an easement is larger than the required setback standard, no building or above grade structure, except a fence, shall be built upon or over that easement.**

There are no existing, proposed or required easements on the site. This standard (SDC 3.4-325.C) does not apply.

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D. There shall be no building height standards in the BKMU Plan District unless abutting a Medium Density Residential (MDR) use. In this case, one of the following building height limitations applies:

- 1. When abutting an MDR use to the north, the maximum building height shall be defined by the Maximum Shade Point Height requirement of Section 3.2-225A.1.b., or up to 50 feet south of a northern lot/parcel line a plane extending south with an angle of 23 degrees and originating from the top of a 16-foot hypothetical fence located on the northern lot/parcel line.**
- 2. When abutting an MDR use to the east, west and south, the building height limitation shall be no greater than that permitted in the MDR use for a distance of 50 feet.**

The site does not abut a Medium Density Residential (MDR) use. This standard (SDC 3.4-325.D) does not apply.

E. Incidental equipment may exceed the height standards if no additional floor space exceeding that necessary for the equipment is provided.

No additional floor space beyond that necessary for equipment is proposed which exceeds the permitted height standard. Therefore, this standard (SDC 3.4-325.E) is met.

4. Conceptual Development Plans or

There is no conceptual development plan for the subject site or a plan which contains the subject site. Therefore, this criterion (SDC 5.9-120.A.4) does not apply.

5. Specific Development Standards in this Code;

Specific development standards applicable to the proposal are found in SDC Chapter 4 Development Standards. Responses in compliance with those standards are as follows:

1. 4.2-120.C Driveway Design.

- a. Width: 12 feet minimum, 24 feet maximum.**
- b. Proximity: Minimum 30 feet from intersection.**

The project includes the removal of an existing driveway and the construction of one new driveway. It will be 20-24 feet in width and approximately 300 feet from the nearest intersection on the same side of the street and 60 feet from the nearest intersection on the opposite side of the street. Therefore, this standard is met.

2. 4.2-130 Vision Clearance.

- a. A triangle measuring a minimum of 10 feet along the front property line and 10 feet driveway depth, wherein no vegetation, fencing of other sight-obscuring elements between 2-1/2 feet and 8 feet above ground.**

Due to the nature of the facility, the new driveway includes a 30-foot radius flair where the new driveway intersects the street. The triangular area created by this flair will be treated as a vision clearance area. It greatly exceeds the 10-foot by 10-foot minimum. Therefore, this standard is met.

3. 4.2-140 Street Trees.

- a. Existing street trees are to be retained. If removed, they must have a permit to do so and be replaced with a new tree.**

The adjacent street, Central Boulevard, is unimproved and there are no existing street trees. Therefore, this standard does not apply.

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4. 4.3-100 Utilities.

- a. **All development within the city limits shall have access to all required utilities, including sanitary and stormwater. Utility placement is to be coordinated between the city, the applicant and the utility providers. All new utilities are to be placed underground. Utility easements as required.**

As noted in criteria B above, sanitary and stormwater facilities are not on site or immediately adjacent to the subject property. Sanitary facilities are not needed. Stormwater will be managed in accordance with the City of Springfield Engineering Design Standards and Procedures Manual (EDSPM). In that regard, impervious surfaces (the granular surfacing) be managed on-site, with the majority of the runoff sheet draining off the edge of the impervious surface and onto a vegetated undeveloped area of the site. To complement the sheet drainage, three catch basins will be provided (see Sheet C2) to collect runoff and daylight it to another vegetated, undeveloped area of the site.

Electrical and water infrastructure exists on the site and is available as needed for the proposal.

All new utilities will be located in coordination with utility providers and placed underground, in easements where required. Given this, this standard is met.

5. 4.4-100 Landscaping, Screening and Fencing.

- a. **The proposal shall meet the standards of Section 4.4-105 Landscaping, Section 4.4-110 Screening and Section 4.4-115 Fences.**

Section 4.4-105 Landscaping – Required setbacks include 10 feet at the street, side street and rear lot lines and 5 feet at interior side yards. These areas will be landscaped. A minimum of 65% of required planting areas will be covered with living plant material within 5 years of installation. Plant materials will consist of native trees and native meadow grasses. For every 1,000 square feet of required setback area, 2 trees not less than 6 feet in height will be provided if deciduous and not less than 4 feet in height if coniferous. In lieu of shrubbery, disturbed areas will be planted with native meadow grasses. An irrigation tube time-release watering system will be provided for the new trees. New meadow areas will be drought resistant and not need irrigation. Some trees are being removed with the new construction (see Tree Felling Permit application). Where not removed, existing street trees will remain. Where not disturbed, existing vegetated areas of the site will remain. Planting adjacent to the driveway will respect vision clearance limitations.

Section 4.4-110 Screening – Screening is required for major public facilities. Vegetative screening will be utilized. This vegetative screen will be comprised of existing dense wooded area on the site on the northwest, north, northeast, east, southeast and south boundaries of the property.

Along the southwest and western boundaries of the site,



Existing Trees
Provide Required
Screening

New Trees Provide
New Screening

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and the eastern extent of construction on the site, where site disturbance is proposed, new trees will be planted (see Sheet L1).

Section 4.4-115 Fences – The subject property is currently fenced with a chain link fence. Where the site is not disturbed, this fence will remain. Where the site is disturbed, the chain link fencing will be replaced (see Sheet C2).

Given the above, this standard is met and this criterion (SDC 5.9-120.A.5) is met.

6. 4.6-100 Vehicle Parking, Loading and Bicycle Standards.

- a. The proposal will meet the standards of Section 4.6-105 through 4.6-125 Vehicle Parking, Section 4.6-130 through 4.6-135 Loading Areas and Section 4.6-140 through 4.6-155 Bicycle Parking.

Section 4.6-105 through 4.6-125 Vehicle Parking – This is a major public utility facility. It is not open to the public. There are no customers or visitors. The only vehicles that will be accessing the site will be maintenance and repair vehicles from the utility facility owner. There is no parking needed. Thus this standard does not apply.

Section 4.6-130 through 4.6-135 Loading Areas – The need isn't so much for loading areas as it is for staging areas for on-site work activity. In this regard, gravel surfaced area is provided around the existing water tank and new pump house. These areas meet or exceed the minimum width of 10 feet, minimum length of 25 feet and minimum clear vertical height of 14 feet. In this regard, this standard is met.

Section 4.6-140 through 4.6-155 Bicycle Parking – This facility is not open to the public. Individuals accessing the site will be utility employees in maintenance and repair vehicles. There is no demand for bicycle parking. Thus, this standard does not apply.

Given the above, this criterion (SDC 5.9-120.A.6) is met.

B. The site under consideration is suitable for the proposed use, considering:

- 1. The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);**

Criteria B addresses "**The site under consideration is suitable for the proposed use.**" The proposed use is an existing use for the site. It is a long-standing public utility facility; one regarding water infrastructure. The proposal does not change that use, but is the first phase of a long-term plan to improve and upgrade the existing facility. The site is suitable for the proposed use because it is an existing use.

With regard to location, size and design of the use, this proposal makes improvements to the location and design by removing two long-abandoned concrete-lined open water reservoirs. Converting that area to landscaped open space and moving the site for a replacement water reservoir further into the interior of the site away from right-of-way and neighboring properties.

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With regard to operating characteristics, here too, the site has long been operating as an existing use, the same as the proposed use. Parking will occur only when utility employee vehicles are on site for routine operations and maintenance activities. Traffic is minimal and incidental. There is no noise, vibration, emissions, odor or dust caused by the use. Light is minimal, and there is no glare, with only a few down-cast, shielded light fixtures on the sides of the pump house. Safety is improved with the removal of the two abandoned open reservoirs, an attractive nuisance. Visibility and aesthetic considerations are improved with the removal of the abandoned reservoirs, replacement landscaping and addition of native trees to provide screening.

Given this, this criterion (SDC 5.9-120.B.1) is met.

2. Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;

The adjacent street is a local residential street. It is not improved to standards, but sufficient right-of-way exists should future street improvements be warranted. The proposed driveway meets intersection standards. On-site circulation has been designed to serve utility vehicles. The Springfield Fire Marshal, through the project's pre-submittal meeting completeness review comments indicated that the facility meets requirements. Sidewalk, bicycle and transit facilities do not exist in the immediate neighborhood and no demand for such will be generated by this development. Therefore, this criterion (SDC 5.9-120.B.2) is met.

3. The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and

The following features and how the proposal addresses those is as follows:

1. **Steep Slopes.** There are steep slopes, but no unstable soils or geologic conditions.
2. **Flooding.** There are no areas susceptible of flooding.
3. **Significant clusters of trees and shrubs.** There are significant clusters of trees and shrubs. As noted herein, some 25% of the site's interior and 75% of the site's perimeter will not be disturbed. Here, existing treed areas will remain. Of the perimeter which will be disturbed, native trees will be planted to provide replacement screening. Of the disturbed interiors of the site, native meadow grasses will be planted.
4. **Watercourses shown on the WQLW Map and their associates riparian areas.** There are no watercourses or associated riparian areas on the WQLW Map which are on or adjacent to the site.
5. **Other riparian areas and wetlands.** There are no other riparian areas or wetlands.
6. **Rock outcroppings.** There are not really any rock outcroppings in the sense of a prominent landscape feature. There are however, areas on the site which are very steep with shallow to no soil cover over hard bedrock. This is primarily on the northern portion of the site. It is heavily vegetated and will not be disturbed except within a narrow corridor where replacement water infrastructure is proposed.
7. **Open spaces.** As it is defined in the Springfield Development code, there are no open spaces on the site.
8. **Areas of historic and/or archeological significance.** There are no known historic or archeological areas on the site.

Thus, this criterion (SDC 5.9-120.B.3) is met.

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4. Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.

The site is an existing public utility facility. It is not inhabited with any dwelling units, offices or other buildings regularly occupied by people. There is no need for the full suite of utility facilities. Public and private facilities are provided as follows:

Sanitary: Sanitary facilities are not needed on the site. They are in the neighborhood should conditions change in the future.

Storm: Stormwater management on site will be addressed with shallow swales and detention areas. There is very little impervious area, and thus very little runoff. Piped facilities are available in the neighborhood should conditions change in the future.

Water: Water infrastructure is available on site as needed and as shown.

Electricity: Electric infrastructure is available on site as needed and as shown.

Streets: Existing public right-of-way is available to and adjacent to the site.

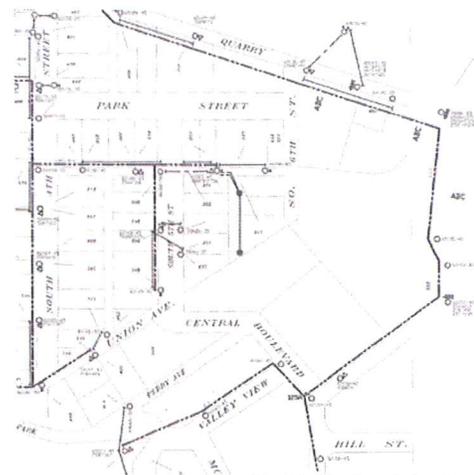
This was discussed – that there is adequate availability and capacity to serve the site at time of development – and was concurred with at the project’s Development Issues Meeting. Given this, this criterion (SDC 5.9-120.B.4) is met.



Storm and Sanitary Infrastructure
City of Springfield



Water System Infrastructure
Springfield Utility Board



Electric System Infrastructure
Springfield Utility Board

C. Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:

- 1. Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);**

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There are no adverse effects of the proposed use on adjacent properties. The proposed use is a continuation of a long-standing existing use. Nonetheless, there will be increased landscaped open space (setbacks) between properties to the northwest, west and southwest, with the removal of the two abandoned reservoirs and replacement landscape screening. With this, this criterion (SDC 5.9-120.C.1) is met.

2. *Site Plan Review approval conditions, where applicable;*

There is a concurrent Site Plan Review application in process for this proposal. Should there be any conditions of approval associated with a decision in regards to that application, they would no doubt be beneficial to the compliance of Discretionary Use criteria.

3. *Other approval conditions that may be required by the Approval Authority; and/or*

As of the writing of this application narrative, it cannot be known if other conditions may be required.

4. *A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.*

The proposal meets or exceeds applicable criteria.

D. *Applicable Discretionary Use criteria in other Sections of this Code:*

1. *Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.3-145.*

This is not a wireless telecommunications facility. This criterion (SDC 5.9-120.D.1) does not apply.

2. *Alternative design standards for multifamily development are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 3.2-245.*

This is not a multifamily development. Thus, this criterion (SDC 5.9-120.D.2) does not apply.

3. *Fences requiring Discretionary Use approval are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.4-115C.*

There are no fences associated with this proposal needing Discretionary use approval. Thus, this criterion (SDC 5.9-120.D.3) does not apply.

4. *The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.7-195.*

This is not a proposal to site a public school. Thus, this criterion (SDC 5.9-120.D.4) does not apply.

IV. CONCLUSION AND RECOMMENDATION

The above information represents known applicable planning, zoning and site development requirements for the contemplated project. It presents known physical conditions and contexts. It captures the project's primary development objective. Based on the information and findings contained in this written statement, associated exhibits and plan set the proposed Willamette Heights Pump Station Project meets the criteria of approval contained in the Springfield Development Code.

Therefore, the applicant requests that the City of Springfield approve the proposal. Both the applicant and the applicant's representative are available for questions. We look forward to working with staff to ensure this project meets the goals and objectives of the applicant and the city.

If you have any questions about the above application, please do not hesitate to contact Rick Satre, AICP, ASLA, CSI, at Schirmer Satre Group, 541-686-4540, or rick@schirmersatre.com.

Date Received:

MAY - 9 2014

AGENDA ITEM SUMMARY

Meeting Date: June 3, 2014
Meeting Type: Regular Meeting
Staff Contact/Dept.: Andy Limbird/DPW
Staff Phone No: 726-3784
Estimated Time: 20 Minutes

**SPRINGFIELD
PLANNING COMMISSION**

ITEM TITLE: REQUEST FOR DISCRETIONARY USE APPROVAL – MCKENZIE LIVING LAND LLC, APPLICANT

ACTION REQUESTED: Planning Commission approval of a Discretionary Use request (TYP314-00004).

ISSUE STATEMENT: The Planning Commission is requested to conduct a public hearing and decide whether or not to approve a Discretionary Use request for a 25-bed residential care facility at 6452 A Street in the Thurston neighborhood. The site has an existing 15-bed residential care facility that is currently configured for 11 residents. A second 10-bed facility is proposed on the adjoining vacant parcel. At build-out, the proposed facility could accommodate up to 25 residents and both buildings will share staffing and amenities. In accordance with SDC 3.2-210, residential care facilities with more than 15 residents require Discretionary Use approval.

ATTACHMENTS: Attachment 1: Staff Report and Findings for Discretionary Use
Attachment 2: Site Parking Analysis
Attachment 3: Applicant's Discretionary Use Request

DISCUSSION: The applicant is requesting the Discretionary Use for an existing building at 6452 A Street and an adjoining parcel that is vacant and not assigned a municipal address (Map 17-02-34-42, Tax Lots 3900 & 4000). The site is zoned Low Density Residential (LDR) in accordance with the Springfield Zoning Map and is designated LDR in accordance with the adopted *Metro Plan* diagram. In conjunction with the Discretionary Use request the applicant is proposing to construct a 10-bed residential care facility to “mirror” the existing 11-bed facility. The proposed residential care facility is detailed in a Site Plan Review application submitted for review under separate cover (Case TYP214-00010), contingent upon approval of the subject Discretionary Use request.

Staff concludes that this request, as determined in the findings of fact in the attached staff report, complies with the Discretionary Use criteria of approval listed in SDC 5.9-120. Such findings, determinations and recommendations are provided to the Planning Commission in support of a decision to approve this Discretionary Use application.

**Staff Report and Findings
Springfield Planning Commission
Discretionary Use Request (McKenzie Living Land, LLC)**

Hearing Date: June 3, 2014

Case Number: TYP314-00004

Applicant: Mark Kinkade, McKenzie Living Land, LLC

Site: 6452 A Street and adjoining vacant parcel (Map 17-02-34-42, Tax Lots 3900 & 4000)

Request

The application was submitted on May 13, 2014 and the public hearing on the matter of the Discretionary Use request is scheduled for June 3, 2014. The City conducted a Development Review Committee meeting on the Discretionary Use request on May 27, 2014.

Site Information/Background

The property that is the subject of the Discretionary Use request is located at 6452 A Street and includes an adjoining vacant parcel that is not municipally addressed. In combination, the two parcels are approximately 0.40 acre in size. The west half of the site contains an existing 15-bed residential care facility that is currently configured for 11 residents (see Photos 1-3). The existing building was approved in 1996 as a 15-unit residential care facility on a 0.2 acre site (Permit #960669). Staff advises that the existing building exceeds the 45% lot coverage provisions of the Springfield Development Code (SDC) Section 3.2-215. To accommodate the excess building coverage, the east half of the site was maintained as vacant, undeveloped space and a deed restriction was recorded against the properties. The applicant is now proposing to adjust the property line between the two adjoining parcels, such that the west half of the site containing the existing building will be enlarged to ensure the 45% lot coverage maximum is not exceeded. Consequently, a smaller building is proposed for the east half of the site – again, to ensure the lot coverage maximum is not exceeded. The proposed Property Line Adjustment has been submitted under separate cover (Case TYP114-00008).

The facility has frontage on A Street generally between 64th Place and 65th Street. The applicant has submitted a Site Plan Review application under separate cover (Case TYP214-00010) for a 10-bed residential care facility on the east half of the site. The proposed building would essentially mirror the existing facility and allow for shared staffing and amenities. In accordance with SDC Section 3.2-210, Discretionary Use approval is required for residential care facilities with more than 15 residents. The proposed development would accommodate up to 25 residents at build-out.

Notification and Written Comments

Notification of the June 3, 2014 public hearing was sent to all property owners and residents within 300 feet of the site on May 16, 2014. Notification was also published in the legal notices section of *The Register Guard* on May 21, 2014.

Public notification was also sent to all property owners and residents within 300 feet of the site on May, 2014 for the companion Site Plan Review application submitted under separate cover (Case TYP214-00010).

Photo 1 – Site Air Photo



Photo 2 – Magnified Aerial View



Photo 3 – Street View



Figure 1 – Zoning Map Extract



Zoning Map Legend

- Low Density Residential (LDR)
- Medium Density Residential (MDR)
- Public Land and Open Space (PLO)

Criteria of Approval

Section 5.9-100 of the SDC contains the criteria of approval for the decision maker to utilize during review of Discretionary Use requests. The Criteria of Discretionary Use approval are:

SDC 5.9-120 CRITERIA

- A. *The proposed use conforms with applicable:*
- 1. Provisions of the Metro Plan;*
 - 2. Refinement plans;*
 - 3. Plan District standards;*
 - 4. Conceptual Development Plans or*
 - 5. Specific Development Standards in this Code;*
- B. *The site under consideration is suitable for the proposed use, considering:*
- 1. The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);*
 - 2. Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;*
 - 3. The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and*
 - 4. Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.*
- C. *Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:*
- 1. Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);*
 - 2. Site Plan Review approval conditions, where applicable;*
 - 3. Other approval conditions that may be required by the Approval Authority; and/or*
 - 4. A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.*

D. Applicable Discretionary Use criteria in other Sections of this Code:

- 1. Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A-C above, but shall comply with the approval criteria specified in Section 4.3-145.*
- 2. Alternative design standards for multifamily development are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 3.2-245*
- 3. Fences requiring Discretionary Use approval are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.4-115.C.*
- 4. The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.7-195.*

Proposed Findings In Support of Discretionary Use Approval

Criterion: Discretionary Use criteria of approval:

A. The proposed use conforms with applicable;

1. Provisions of the *Metro Plan*;

Finding: The property is currently zoned and designated Low Density Residential (LDR) in accordance with the Springfield Zoning Map and the adopted *Metro Plan* diagram. The applicant is not proposing to change the current zoning or designation for the subject site.

Conclusion: The request meets this criterion.

2. Refinement plans;

Finding: There is no adopted Refinement Plan for this area of Springfield. Therefore, the *Metro Plan* diagram remains the prevailing land use plan diagram for this site.

Conclusion: This criterion is not applicable.

3. Plan District standards;

Finding: Residential care facilities for more than 15 residents are listed uses in the Low-, Medium- and High-Density Residential districts, subject to additional land use approvals. For the LDR District, this type of facility requires a Discretionary Use permit in addition to Site Plan Review approval.

Finding: To address the land use approval requirements for a residential care facility in the LDR District, the applicant has submitted for Discretionary Use approval (TYP314-00004). A Type II Site Plan Review application also has been submitted under separate cover (TYP214-00010), and is subject to review and approval as a Director's Decision pending the determination of a Discretionary Use permit.

Conclusion: The request meets this criterion.

4. Conceptual Development Plans or

Finding: There is no specific Conceptual Development Plan for this area of Springfield. Therefore, the *Metro Plan* diagram remains the prevailing land use plan diagram for this site.

Conclusion: This criterion is not applicable.

5. Specific Development Standards in this Code;

Finding: Should the Planning Commission approve this Discretionary Use request, the applicant will need to obtain approval for the Site Plan Review submitted under separate cover (Case TYP214-00010). Staff advises that the specific development standards of the Low Density Residential District (SDC Section 3.2-215), Multi-Unit Design Standards (SDC Section 3.2-240) and Group Care Facilities (SDC Section 4.7-155) need to be addressed through the Site Plan Review approval.

Conclusion: The proposal meets this criterion.

B. The site under consideration is suitable for the proposed use, considering:

1. The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);

Finding: The property requested for Discretionary Use approval is two adjoining residential lots that comprise approximately 0.4 acre in total site area. The size of the property, available area for creating off-street parking and site landscaping, and its location adjacent to a developed urban transportation network should adequately accommodate the proposed use.

Finding: The property requested for Discretionary Use approval is zoned and designated LDR and is across the street from more intensive MDR residential development between Main Street and the south side of A Street. Staff observes that the proposed facility is within a transitional area from multi-family housing development to the south and single-family residential development to the north.

Finding: Staff conducted a site visit to the existing facility on March 21, 2014. Staff observed that the existing residential care facility is inconspicuous and appears to blend in with the surrounding neighborhood. As depicted in the site photo above (Photo 3) the care facility is a single-story residential-style building not unlike a large single family home.

Finding: Constructing and operating a 25-bed residential care facility on the combined properties is not expected to generate any type of prolonged, significant adverse impact to the neighborhood, such as glare, dust, noise, emissions or vibrations. It is expected there could be occasional daytime noise and activity during construction of the facility.

However, this should be of relatively short duration and is not unlike ordinary house construction.

Finding: The proposed residential care facility is to be developed with off-street parking spaces to prevent congestion on the fronting public street (A Street).

Conclusion: As described herein and in the Site Plan Review submitted for approval under separate cover (Case TYP214-00010) the proposal meets this criterion.

2. Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;

Finding: The site has frontage on A Street, which is classified as a local street in the City's transportation network. Safe and efficient access to and from the site can be provided via the public street system and a proposed driveway on the east half of the site.

Finding: Regular and frequent Lane Transit District bus service (#11 Thurston route) is available to serve the proposed development site. The nearest transit stop is on the north side of Main Street just west of 64th Place. A pedestrian walkway at the south end of 64th Place allows for a direct connection from Main Street to the subject property on A Street. Staff estimates the total walking distance is approximately 800 feet.

Conclusion: The proposal meets this criterion.

3. The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and

Finding: There are no wetlands, riparian areas or other natural features on the site that warrant protection. Staff observes that at least five mature trees are located on the vacant east half of the property, and these will require removal prior to site development. In accordance with provisions of the City's Development Code (Section 5.19-100), up to five trees at least 5-inches in diameter or larger can be removed from a property in any 12-month period. Removal of more than five qualifying trees would require the applicant to obtain a Tree Felling Permit.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

4. Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.

Finding: The site is inside the Springfield City limits so urban sanitary sewer, water, and stormwater services are available to serve the property along the street frontage. The applicant is proposing to manage a portion of the stormwater runoff on the site and to direct excess drainage to the public stormwater system in A Street.

Finding: The property has frontage on a developed public street and no additional street improvements are warranted or required to serve the proposed residential care facility.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

C. Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:

1. Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);

Finding: The site has an existing perimeter screening fence and the applicant is proposing to set back the new building approximately 22 feet from the front property line, 7 feet from the side (east) property line, and 19 feet from the rear property line. The building setbacks exceed the minimum requirements of the City's Development Code for residential dwellings (ref. SDC 3.2-215).

Finding: The building is proposed to be a single story design with provision for a small second-story unit to be used by administrative staff. The proposed design essentially mirrors the existing facility on the west half of the site. Staff observes that the proposed building height, design and overall size should not be obtrusive or cause an imposition to the neighborhood or adjacent properties.

Finding: The proposed building will need to meet the solar setback requirements of SDC 3.2-225. Compliance with solar setback requirements will be determined through the Site Plan Review and Building Permit process.

Finding: The applicant is proposing to construct a new facility designed for 10 residents, bringing the total number of potential residents to 25. Additionally, the facility operates with administrative staff on-site 24 hours a day. Therefore, the total parking requirement in accordance with SDC Table 4.6-2 is about 17 spaces (one for every four residents, and one per employee on the busiest shift). Because the residents do not drive or own personal cars, the applicant is requesting a modified parking requirement for the facility. A parking analysis has been provided by Dan Haga, PE of Branch Engineering in support of reducing the on-site parking requirement (see attached). To meet the expected parking demand, the applicant is proposing to construct eight on-site parking spaces, utilize on-street parking along the street frontage, and to promote employee use of transit, carpooling and walking/bicycling. Staff advises that modification to the parking requirements will be recorded against the property title and monitored as a condition of the Site Plan Review approval (Case TYP214-00010).

Finding: In accordance with provisions of the adopted *Metro Plan*, residential care facilities provide an important service to the community, and are designed and intended to be highly compatible with other residential land uses. Therefore, no specific buffering or separation requirements are made a part of this decision.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

2. Site Plan Review approval conditions, where applicable;

Finding: The applicant will be required to satisfy the conditions of approval for this Discretionary Use Request, if any, and the Site Plan Review submitted under separate cover (Case TYP214-00010) prior to obtaining Final Site Plan approval and building permits for this project.

Finding: The Site Plan Review application and decision (Case TYP214-00010) is hereby made a part of the record for this decision by reference.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

3. Other approval conditions that may be required by the Approval Authority; and/or

Finding: Staff is not recommending any conditions of Discretionary Use approval. Recommended conditions as may be required to address specific site development issues, including provision of adequate on-site vehicle parking, will be described in the Site Plan Review approval (Case TYP214-00010).

Finding: Based on the testimony submitted at the public hearing, the Planning Commission may decide to approve, approve with conditions, or deny the Discretionary Use request.

Conclusion: As described herein and in the Site Plan Review submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

4. A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.

Finding: The applicant is not requesting concurrent approval of the Site Plan submitted for the proposed residential care facility (Case TYP214-00010). Additionally, the applicant is not requesting alternate design criteria or proposing to exceed cited Code standards for this facility.

Conclusion: As described herein and in the Site Plan Review approval submitted under separate cover (Case TYP214-00010) the proposal meets this criterion.

D. Applicable Discretionary Use criteria in other Sections of this Code:

- 1. Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A-C above, but shall comply with the approval criteria specified in Section 4.3-145.**
- 2. Alternative design standards for multifamily development are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 3.2-245.**
- 3. Fences requiring Discretionary Use approval are exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.4-115.C.**

4. The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A – C above, but shall comply with the approval criteria specified in Section 4.7-195.

Finding: The proposed residential care facility is not a wireless telecommunications facility. Therefore, Criterion D.1 is not applicable.

Finding: The applicant is not proposing alternative design standards for the residential care facility. Therefore, Criterion D.2 is not applicable.

Finding: The applicant is not proposing a new or modified fence that exceeds the standard provisions of SDC 4.4-115. Therefore, Criterion D.3 is not applicable.

Finding: The proposed facility is not a school and does not require siting approval. Therefore, Criterion D.4 is not applicable.

Conclusion: The proposal meets this criterion.

Conclusion: Staff has reviewed the application and supporting evidence submitted by the applicant for the Discretionary Use request. Based on the above-listed criteria, staff recommends support for the request as the proposal meets the stated criteria for Discretionary Use approval. Additionally, approval of the Discretionary Use would facilitate the approval of the Site Plan Review application for a residential care facility submitted under separate cover (Case TYP214-00007).

Conditions of Approval

SDC Section 5.9-125 allows for the Approval Authority to attach conditions of approval to a Discretionary Use request to ensure the application fully meets the criteria of approval. The specific language from the code section is cited below:

5.9-125 CONDITIONS

The Approval Authority may attach conditions as may be reasonably necessary in order to allow the Discretionary Use approval to be granted.

Staff has reviewed the Discretionary Use request and supporting information provided by the applicant, and it is the opinion of staff that conditions of approval are not warranted. The proposed residential care facility has been reviewed and recommended conditions of approval are to be described in the Site Plan Review application for this development submitted under separate cover (Case TYP214-00007).

The Planning Commission may choose to apply conditions of approval as necessary to comply with the Discretionary Use criteria.

Additional Approvals

The subject Discretionary Use request is the necessary first step for the applicant to proceed with development plans for the site. The companion Site Plan Review application (Case TYP214-00007) is intended to address the specific Development Code and detailed site planning requirements for the proposed residential care facility.

May 15, 2014

City of Springfield
Development & Public Works Department
Urban Planning Division
225 Fifth Street
Springfield, OR 97477

Attn: Andy Limbird, Senior Planner

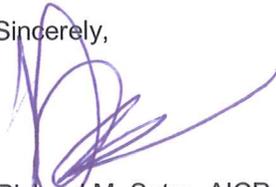
Re: McKenzie Living
Discretionary Use Application (City File No. TYP314-00004)
Supplemental Information

Dear Andy,

On behalf of the applicant, Gateway Assisted Living, on May 13, 2014, we submitted a Discretionary Use application seeking approval to construct a 10-bed assisted living facility on a vacant site in east Springfield. One of the components of that proposal includes a request to provide less than the code-required minimum number of on-site parking spaces. At a previous meeting with City of Springfield staff, a Site Plan Review Pre-Submittal meeting (City File No. PRE14-00022), held on May 6, 2014, staff indicated that a request in this regard needed to be accompanied by an analysis from a registered professional. In this regard, we hereby submit the attached Technical Memorandum from Branch Engineering, providing an analysis of the proposal's parking demand management proposal.

We request that you add this supplemental information to the project's Discretionary Use application file and include it in your analysis of the proposal. Please contact us should you have any questions or need additional information. Thank you.

Sincerely,



Richard M. Satre, AICP, ASLA, CSI
Principal
Schirmer Satre Group



TECHNICAL MEMORANDUM



DATE: May 14, 2014

PROJECT: McKenzie Living
6452 A Street
Springfield, OR 97478
Branch Project No. 14-094

TO: Michael Liebler, P.E.
City of Springfield

FROM: Dan Haga, P.E.

RE: Assisted Living Parking Assumptions



In an effort to assist the City of Springfield in the process to approve a reduction to the number of provided parking spaces required with additional development on the subject site and confirm the applicant supplied parking assumptions and transportation demand management (TDM) strategy, I am supplying this memorandum summarizing our observations of the parking utilization and comparable parking characteristics observed at an equivalent local representative site in Springfield. The relevant approval criteria of City of Springfield Development Code Chapter 4.6-110(A)(3) includes discretionary authorization to allow a reduced number of parking spaces by the planning director if the request is based on an approved Parking Study prepared by a Transportation Engineer and/or the exception will have no impacts on neighboring properties.

Existing Conditions

The subject site is located on the north side of "A" Street west of the intersection at 65th Street. The existing site features a 4,163 square foot building with approximately and 11 beds that have until recently provided assisted adult residential care services to the elderly. The existing site currently has four striped parking stalls, two of which are designated for disabled parking. There are currently three curb cuta along the property frontage on "A" Street, two of which are paved with concrete and one of which is not. "A" Street is an east-west local residential street with curbside on street parking available on both sides of the street.

The Springfield development code requires 1.0 space per full time employee during the busiest shift and 0.25 spaces for each bed at group care facilities. Residents of the assisted living facility have not historically owned vehicles for transportation. The number of employees on the busiest shift was approximately 10 for the existing use. Based on the development code, the site would create a demand for 13 parking spaces. At this time, utilization and demand of the existing provided parking is unknown, as the facility is temporarily vacant and undergoing site improvements. Existing

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available on street parking on A Street from the property's west boundary to the curb return at 65th Street could accommodate 10 to 15 vehicles if needed for temporary parking during visiting hours with negligible impact to neighboring residences.

Proposed Conditions

The applicant seeks to continue and expand the existing assisted living use of the site by construction of an additional 3,400 square foot onsite building that will allow them to provide 10 additional beds. The total number of beds after build-out would be 21. The number of employees would not be increased from the existing 10 during the busiest shift. According to the Springfield Development Code, group care facilities are required to provide 1.0 parking spaces per full time employee during the site's busiest shift and 0.25 spaces per bed. With an estimated 10 employees during the busiest shift and 21 residents of the site, the development code requires 16 total onsite parking spaces. The applicant is requesting to have the required number of onsite parking stalls reduced to eight (8) and to utilize existing on street parking that is available on "A" Street. The applicant has also proposed to supply an employee incentive program that may include a share car (carpooling) and alternative modes of transportation, such as transit and bicycles. The site is located one (1) block from Main Street, which is served by Lane Transit District's 11-Thurston transit Route. The application has also included secured bicycle parking for three (3) spaces (one (1) space is required per 10 employees, with a minimum of 3 spaces).

The applicant has provided a proposed covenant that guarantees residents will not require parking of resident owned vehicles; that the employer will offer at least one dedicated parking space for employees that choose to carpool to work, and; employees will be offered bus passes by the employer. These guarantees are consistent with typical measures in a transportation demand management program (TDM) that are known to be effective in reducing onsite parking demand.

Comparison of Representative Existing Site Parking

Since the existing site is currently vacant, a separate site with a similar number of beds was selected to observe parking demand and capacity. The site chosen for observation is located at 2669 South Cloverleaf Loop in Springfield. The comparable site operates as an assisted living facility with 28 beds and 26 current occupants. Currently, the representative site has seven (7) striped parking spaces.

Parking demand at the representative site was observed during three visits. A May 13, 2014 visit at 11:50 AM indicated utilization of two of the existing parking stalls. A May 13, 2014 visit at 4:30 PM indicated utilization of four (4) of the existing parking stalls. A May 13, 2014 visit at 5:30 PM indicated utilization of three (3) of the existing parking stalls. A May 14, 2014 visit at 8:00 AM indicated utilization of two of the existing parking stalls. During all of the site visits, one (1) of the existing vehicles parked onsite appeared to be a site owned vehicle, which featured the site's name on a decal on the doors.

Conclusion

In summary, based on the applicants proposal to provide incentives to employees that are consistent with industry standard transportation demand management strategies to reduce parking demand, the availability of ample on street parking, and the observed parking conditions at a representative site with a similar use and size, the proposal to provide a reduced number of parking spaces should be approved, as it will likely have negligible impact on neighboring properties.

Please do not hesitate to contact me if I can provide any additional information.

City of Springfield
 Development Services Department
 225 Fifth Street
 Springfield, OR 97477



Discretionary Use

Required Project Information		(Applicant: complete this section)	
Applicant Name: Mark Kinkade		Phone: 541-744-9817	
Company: McKenzie Living Land, LLC		Fax: 541-744-0220	
Address: 611 North Cloverleaf Loop, Springfield, OR 97477			
Applicant's Rep.: Richard M. Satre, AICP, ASLA, CSI		Phone: 541-686-4540	
Company: Schirmer Satre Group		Fax: 541-686-4577	
Address: 375 West 4th Avenue, Suite 201, Eugene, OR 97401			
Property Owner: Mark Kinkade		Phone: 541-744-9817	
Company: McKenzie Living Land, LLC		Fax: 541-744-0220	
Address: 611 North Cloverleaf Loop, Springfield, OR 97477			
ASSESSOR'S MAP NO: 17-02-34-42		TAX LOT NO(S): 03900 and 04000	
Property Address: 6452 A Street, Springfield, OR 97478			
Size of Property: 0.40		Acres <input checked="" type="checkbox"/> Square Feet <input type="checkbox"/>	
Description of Proposal: Development of a 10-bed residential care facility to compliment an existing 11-bed facility			
Existing Use: Tax Lot 4000: existing 11-bed residential care facility; Tax Lot 3900: new 10-bed facility			
Signatures: Please sign and print your name and date in the appropriate box on the next page.			
Required Project Information		(City Intake Staff: complete this section)	
Associated Applications:		Signs: YLS	
Case No.: TP 314-00004	Date: 5/13/14	Reviewed by: L. Miller	
Application Fee: \$ 3828.00	Technical Fee: \$ 191.40	Postage Fee: \$ 385.00	
TOTAL FEES: \$ 4404.40		PROJECT NUMBER: PRJ 314-00012	

PRJ 14-00012

May 13, 2014

MCKENZIE LIVING
6452 A Street, Springfield
Discretionary Use
Map 17-02-34-42, Lots 03900 and 04000

WRITTEN STATEMENT

In accordance with Discretionary Use submittal requirements, this written statement describes the proposed development and demonstrates that the proposal complies with the criteria contained in SDC 5.9-100 through 5.9-120. The proposal is submitted concurrently with a Site Plan Review and Property Line Adjustment application. We request that these three applications be processed concurrently.

I. LAND USE REQUEST

A. Introduction

This land use request is for approval of a 10-bed residential care facility on a currently vacant tax lot adjacent to an existing 11-bed residential care facility. Although these are two separate residential facilities on two separate tax lots, because of common ownership, shared staffing and administrative functions and a deed restriction binding the two lots to one another¹, the City of Springfield has previously determined that the two lots comprise a single development site and that, as the number of individuals served is more than 15, the proposed new facility must be viewed in context with the existing facility, be considered a group care home and is subject to the requirements of Discretionary Use as well as Site Plan Review (See City of Springfield Jo. No. PRE14-00014).

Thus, accomplishing the development objective will require City of Springfield approval of two land use applications, Site Plan Review and Discretionary Use, as well as a third application, Property Line Adjustment, which will be utilized to address the deed restriction¹. Although relating to the same project, each of these have been generated as a complete, stand-alone application including application form, city fee, written statement with findings demonstrating compliance with applicable criteria, exhibits and plans. While each of these is to receive its own decision, to ease the overall process, these three applications are being submitted for concurrent processing. It is intended that this will provide an opportunity for cross-referencing and parallel review and assist the city in rendering a decision.

B. Development Proposal

As noted above, the project is comprised of constructing a new 10-bed residential care facility on a vacant tax lot adjacent to an existing 11-bed residential care facility on its own tax lot. Consistent with the original 1996 master plan for the two-lot site, the new facility and its associated site improvements will be somewhat of a mirror image of the existing facility, the primary difference being that the new facility will have a smaller footprint (the existing facility has a footprint of 4,227 sf and the new facility will have a footprint of 3,448 sf). Site improvements will include a paved walkway around the site and back of the new facility, connections to the existing entry courtyard and a new parking driveway in front.

Additional details regarding this proposal are provided on the plans and elevations, the remainder of this written statement, and other materials enclosed and attached herewith.



C. Project Directory

1. Applicant / Property Owner
Mark Kinkade
McKenzie Living Land, LLC
611 North Cloverleaf Loop
Springfield, OR 97477
Voice: 541-744-9817
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Email: mkinkade@gatewayliving.com

2. Applicant's Representative / Project Coordinator
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375 West 4th Avenue, Suite 201
Eugene, OR 97401
Voice: 541-686-4540
Fax: 541-686-4577
Email: rick@schirmersatre.com

3. Professional Design Team
 - a. Planner
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Email: rick@schirmersatre.com

 - b. Landscape Architect
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 - c. Architect
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Fax: 541-485-1483
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 - d. Civil Engineer
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Voice: 541-746-0637
Fax: 541-746-0389
Email: renee@branchengineering.com

 - e. Surveyor
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Branch Engineering, Inc.
310 5th Street
Springfield, OR 97477
Voice: 541-746-0637
Fax: 541-746-0389
Email: renee@branchengineering.com

II. THE SITE AND EXISTING CONDITIONS

A. Development Site

The property is located in the eastern portion of Springfield, in what is known as the Thurston neighborhood. The site itself is comprised of 2 tax lots and is approximately 0.40 acres in size. The western-most of the two tax lots (Tax Lot 4000) is developed with a 1-story 4,227 square foot 11 bedroom residential care facility. The remaining tax lot (Tax Lot 3900) is vacant. The property is located on the north side of the 6400-block of A Street. To the north, east and west is existing Low Density Residential use. To the south is a mix of Low Density and Medium Density Residential use. Nearby are schools (Ridgeview Elementary School is about 3 blocks to the northeast and Thurston High School is approximately 3 blocks to the west) and shopping and employment areas (McKenzie Crossing Shopping Center is 6 blocks to the west).



Subject Property
Google Earth 2012



Subject Property
Bing Maps 2012

B. Planning Context

1. Planning and Zoning

- a. Jurisdiction: City of Springfield
- b. RLID: The subject site is comprised of two (2) tax lots.

Map	Lot	Acreeage	Owner
17-02-34-42	3900	0.20	McKenzie Living
	4000	0.20	Land LLC
		0.40	

- c. Metro Plan: Low Density Residential (LDR)
- d. Refinement Plan: None
- e. Zoning: Low Density Residential (LDR)



2. Transportation

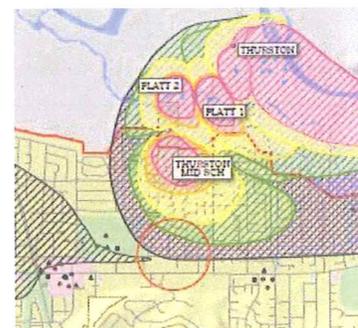
- a. TransPlan.
 - The metro area's long range transportation system plan, TransPlan, does not include any street or bikeway facility projects adjacent to or near the subject site.
- b. City of Springfield.
 - North A Street is a fully improved local street.
 - There are no city street or bikeway projects adjacent to the subject site.
- c. Public Transit.
 - The metro area's public transit system, Lane Transit District (LTD), provides service via Route 11 to the subject property's neighborhood. Bus stops are one block away on Main Street.



LTD Bus Route Map

3. Utilities

- a. Stormwater and Sanitary.
 - The site is in the South Cedar Creek Basin of the City's Stormwater Management Plan. There are no identified stormwater system deficiencies or improvement projects in the vicinity of the property.
 - Storm and sanitary facilities are available to the site.
- b. Groundwater Protection.
 - The subject property is within the 20-99 Combined Zone of Concentration (ZOC) for the Thurston, Platt 1, Platt 2 and Thurston Middle School well fields.
 - It is outside of the Time of Travel Zones (TOTZ) which are regulated by Springfield's Drinking Water Protection Overlay Zone.



Wellhead Protection Areas Map Excerpt
 September 2011

C. Additional Existing Conditions Information

1. Deed Restriction

With the issuance of a building permit in 1996 for the existing facility a Declaration of Restriction (aka deed restriction) was generated and recorded against the two tax lots (Reception No. 963908, recorded June 13, 1996). This was determined necessary at the time because the foot print for the then-to-be-built facility exceeded the Springfield Development Code (SDC) 45% maximum lot coverage standard. The deed restriction (Attachment 4 herein) bound the two tax lots together and required that the then-to-remain-vacant tax lot (TL 3900) remain in common ownership with the then-to-be-developed tax lot (TL 4000) to provide the development on TL 4000 with sufficient pervious surface area to meet SDC requirements. The deed restriction also required that future development of TL 3900 not exceed lot coverage standards when calculated for all existing and proposed buildings on both tax lots¹.

2. City of Springfield Development Issues Meeting (Jo. No. PRE14-00014), March 27, 2014
Highlights from a Development Issues Meeting held on March 27 include:

- a. The proposed use, residential care facility, is permitted in the property's zoning district.
- b. Because the two tax lots are in common ownership and there will be shared staffing, administration and parking, and that the deed restriction binds the two lots together, the two tax lots will be viewed as one development site.
- c. Given this, both Site Plan Review and Discretionary Use approval will be required. These can be processed concurrently if the applicant prefers.
- d. A variance application is not required, if lot coverage standards are met overall.
- e. The requirements of the deed restriction will need to be met. The restriction may then be modified or replaced.
 - One solution may be to submit a Property Line Adjustment application which, when approved, would increase the size of TL 4000 so that the existing facility footprint would not exceed the 45% maximum lot coverage limit. With that, and if the new facility on TL 3900 does not exceed the 45% lot coverage standard on that lot, the deed restriction could be extinguished¹.
- f. Parking demand will need to be addressed. Demand management strategies may need to be utilized. Possible strategies could consider bus passes, off-peak shift changes, provision for bicycle parking, carpool incentives, a resident contract statement that residents do not have cars at the facility
- g. Storm drainage from impervious surfaces exceeding 45% of the site will need to be treated on-site, 50% of that vegetatively. Impervious surfacing for the purpose of stormwater management includes building roof area and all hard surface paving.
- h. Trash and recycling areas will need to be enclosed and covered.
- i. A larger electrical transformer and vault may be needed. This will need to be coordinated with Springfield Utility Board.

III. DISCRETIONARY USE – APPROVAL CRITERIA AND FINDINGS

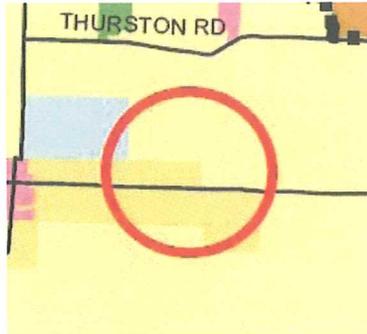
This section is presented in the same order of applicable requirements found in Section 5.9-120, Discretionary Use criteria of the Springfield Development Code. Applicable sections of the Code are in ***bold italics***, followed by proposed findings of facts in normal text.

A. The proposed use conforms with applicable:

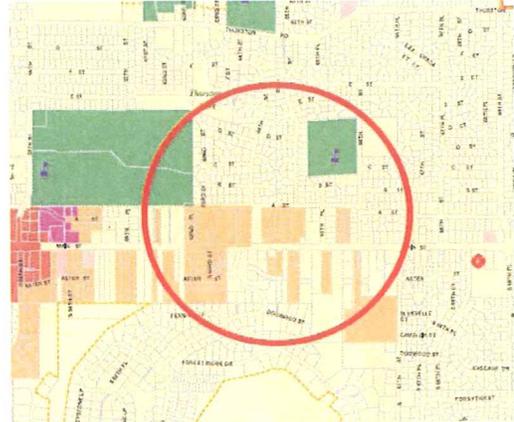
- 1. Provisions of the Metro Plan;***
- 2. Refinement plans;***
- 3. Plan District standards;***
- 4. Conceptual Development Plans or***

There is no applicable Refinement Plan, Plan District or Conceptual Development Plan for or that includes the subject property. The Metro Plan designation is Low Density Residential (LDR). (Zoning for the subject property is also Low Density Residential.) The proposed use

(an expansion of an existing use) – a residential care facility – is permitted (subject to approval of certain zoning district and development code criteria) in the Metro Plan designation of Low Density Residential.



Metro Plan Diagram Excerpt
December 2010



Zoning Map Excerpt
December 2012

5. Specific Development Standards in this Code;

SDC Chapter 4 Development Standards

SDC Chapter 4 Development Standards addresses general development standards that are applicable to the project. These include the following:

1. 4.2-120.C Driveway Design.

- a. Width: 12 feet minimum, 24 feet maximum.**
- b. Proximity: Minimum 30 feet from intersection.**

The project includes the construction of one new driveway. It will be 16 feet in width and approximately 75 feet from the nearest intersection. Therefore, this standard is met.

2. 4.2-130 Vision Clearance.

- a. A triangle measuring a minimum of 10 feet along the front property line and 10 feet driveway depth, wherein no vegetation, fencing or other sight-obscuring elements between 2-1/2 feet and 8 feet above ground.**

A 10-foot by 10-foot vision clearance triangle will be provided at both sides of the new driveway where it intersects the property line. Any landscape revisions included with this proposal adjacent to either of the existing driveways will also include a vision clearance triangle. Therefore, this standard is met.

3. 4.2-140 Street Trees.

- a. Existing street trees are to be retained. If removed, they must have a permit to do so and be replaced with a new tree.**

There are two existing street trees in front of the subject property. Both of these will remain. Therefore, this standard is met.

4. 4.3-100 Utilities.

- a. All development within the city limits shall have access to all required utilities, including sanitary and stormwater. Utility placement is to be coordinated**

between the city, the applicant and the utility providers. All new utilities are to be placed underground. Utility easements as required.

Sanitary Sewer and Stormwater facilities are in place on and adjacent to the subject property. Sanitary connection to the new facility will be to the north to the existing service line. Stormwater will be managed in accordance with the City of Springfield Engineering Design Standards and Procedures Manual (EDSPM). In that regard, in compliance with the requirement that all impervious surfaces exceeding 45% lot coverage be managed on-site, 50% of which shall be vegetatively, runoff from new impervious area (the new residential care facility and new parking area) shall drain into one or more vegetated stormwater detention facilities. An overflow area drain will connect these to the street through weep holes in the curb. All new utilities will be located in coordination with utility providers and placed underground, in easements where required. Given this, this standard is met.

- 5. 4.4-100 Landscaping, Screening and Fencing.**
a. *The proposal shall meet the standards of Section 4.4-105 Landscaping, Section 4.4-110 Screening and Section 4.4-115 Fences.*

Section 4.4-105 Landscaping – Required setbacks shall be landscaped. Planting quantities per 1,000 square feet shall be as follows: A minimum of two trees, not less than 2 inches caliper and 6 feet in height, ten 5-gallon shrubs and lawn, ground cover or organic mulch as appropriate. A minimum of 65% of required planting areas shall be covered with living plant material within 5 years of installation. A permanent underground irrigation system shall be provided. Existing street trees shall remain. The existing curbside planter strip shall be finished with either lawn or ground cover. Planting adjacent to a driveway shall respect vision clearance limitations.

Section 4.4-110 Screening – The project contains two outdoor mechanical devices and one trash receptacle area on the street side of the existing facility. The trash area has an existing 6 foot high solid wood enclosure. It will be relocated out of the front yard as shown on the site plan. It will have a new enclosure and roof. The two existing mechanical devices are not currently screened. They will be screened from the street with evergreen plant material. Trash receptacles and outdoor mechanical devices for the new facility shall either be placed in a side or rear yard, away from public view or screened with either a six foot high structure enclosure or evergreen plant material. These screens should not intrude into the front yard setback. If they do, it may be the mechanical device evergreen plant material. In this instance, plant material not exceeding 4 feet in expected height shall be specified.

Section 4.4-115 Fences – The subject property is currently fenced with a 6-foot high solid wood fence on the perimeter of the two-lot development site. On the west side of the site, the fence terminates behind the front yard setback. On the east side of the site, the fence extends to the front property line as in is a rear yard fence for the adjacent property.

Given the above, this standard is met.

- 6. 4.6-100 Vehicle Parking, Loading and Bicycle Standards.**
a. *The proposal shall meet the standards of Section 4.6-105 through 4.6-125 Vehicle Parking, Section 4.6-130 through 4.6-135 Loading Areas and Section 4.6-140 through 4.6-155 Bicycle Parking.*

Section 4.6-105 through 4.6-125 Vehicle Parking – Vehicle parking for the existing facility is comprised of four concrete-paved spaces; one standard size at 9 feet by 18

feet and three compact size at 8 feet by 16 feet. These existing spaces are located as shown on the plan set included with the application. Vehicle parking for the new facility shall also be comprised of four concrete-paved spaces, also one standard size at 9 feet by 18 feet and three compact size at 8 feet by 16 feet and also located as shown on the plan set. A secure pre-cast concrete wheel bumper exists with the existing spaces; one will be provided for each new space. There will be one striped and signed accessible parking space for each of the facilities. Storm run off for the new areas shall be directed onto the site as described elsewhere herein.

Required parking quantity is satisfied as follows:

- Required: 0.25 spaces for each bedroom plus one for each full time employee on the busiest shift results in: 21 bedrooms at 0.25 spaces per bedroom (rounded up) = 6 spaces. 10 employees on the busiest shift = 10 spaces. 16 spaces total.
- Provided: 8 on-site spaces and 2 on-street spaces. 10 Spaces total. Shortage = 6 spaces.
- Exception can be granted: An exception can be granted for the following reasons:
 - All 21 of the residents will not drive cars. Nor will they have a car at the facility. This will reduce demand by 6 spaces.
 - Employee carpooling incentives and bus passes will reduce employee parking demand. Based on observations at the applicant's other two facilities, this should reduce demand by 2 spaces.
 - Visitation is infrequent. There is very little demand for visitor parking.
- With the above, the shortage of 6 spaces can, with certainty, be reduced to a shortage of 0 spaces. With employee incentives, there may well be a surplus of 2 spaces. Given this, this standard can be found to be met.

Section 4.6-130 through 4.6-135 Loading Areas – There are no loading areas associated with this proposal. Thus, this standard does not apply.

Section 4.6-140 through 4.6-155 Bicycle Parking – The bicycle standard for a residential care facility is 1 space per 10 employees, with a 3-space minimum. As there are 10 employees on the busiest shift, a minimum of 3 spaces are required. As shown on the application's plan set, these will meet the locational standard as the three spaces will be located near the main entrance to the facility. They will meet the dimensional standard as they will be 2 feet by 6 feet, with an overhead clearance of at least 7 feet, and have a 5-foot access aisle. Each space will be provided a secure fixed structure (bike rack) to which a bicycle can be locked. They will be clearly visible and not conflict with vehicular or pedestrian circulation. Thus this standard is met.

As this proposed use is permitted in the existing Metro Plan designation, as there are no applicable refinement plans, plan districts or conceptual development plans, and as the proposal can be found to be in compliance with applicable development standards, this criterion (SDC 5.9-120.A) is satisfied.

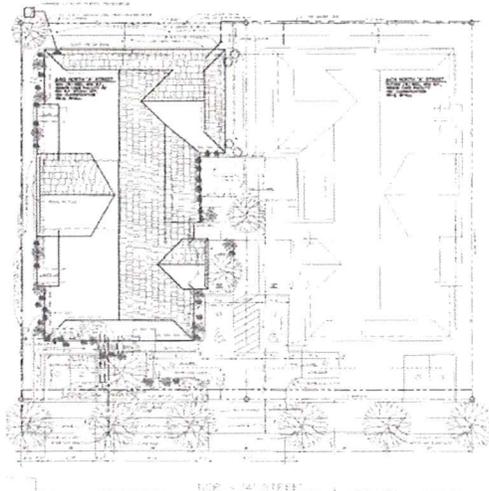
B. The site under consideration is suitable for the proposed use, considering:

- 1. The location, size, design and operating characteristics of the use (operating characteristics include but are not limited to parking, traffic, noise, vibration, emissions, light, glare, odor, dust, visibility, safety, and aesthetic considerations, where applicable);**

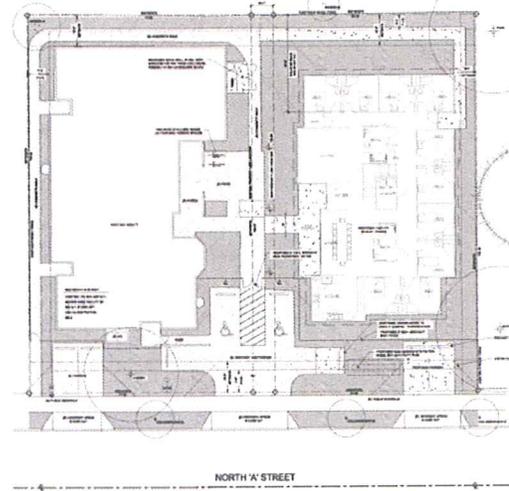
The proposed use is an expansion of an existing use for the site – a residential care facility. The proposal does not change that use, but increases the capacity of the existing use by

constructing a second residential care facility on the development site. The site is suitable for the proposed use because it is an existing use.

With regard to location, size and design of the use, this proposal implements the second phase of the original proposal. Issued a building permit in 1996, the site plan associated with the existing use showed a two-building mirror image residential care facility. The first building was constructed at that time. The second building is the subject of this proposal.



1996 Site Plan



2014 Site Plan

With regard to operating characteristics, here too, the site has long been operating as an existing use, the same as the proposed use.

- In many respects, the facility is not much different than a large house.
 - The facility is occupied 24/7, just like a typical residence. The facility is essentially a large house, with a kitchen, living room and a pair of bathrooms. Normal residential activities such as cooking and cleaning is carried out by individuals as with a home.
 - Parking will occur as described above, in three small areas, two of which are existing. Two of these parking areas (the existing one to the west and the new one to the east) are designed just like a 2-car residential driveway. The third driveway (the existing one in the middle) is a 4-car driveway but it is divided in the middle with a pedestrian walkway. These driveways are sized, shaped and paved precisely as a residential driveway is. They are used just like a typical residence.
 - Average daily traffic is not much more than what can occur with a single family residence.
- Where the facility does differ is in the number of bedrooms, the number of residents and that there is a professional staff.
 - Where a typical home might have 3, 4 or 5 bedrooms, either singly- or doubly-occupied, here there are 10 bedrooms, but each singly-occupied.
 - Whereas a typical home might have resident-adults providing care and support, here there are trained staff providing care and support. On the largest shift, the day shift, there can be up to 10 staff. On the quietest shift, the late night – or graveyard – shift, there can be up to six staff.
 - Whereas the typical residence may have any number of occupants who are fully-abled and out and about, here the residents are infirmed, remain indoors and are not out and about.

With regard to noise, vibration, emissions, light, glare, odor or dust caused by the use. Noise will be next to non-existent. Vibrations and emissions will be non-existent. Light is minimal,

with no more outdoor lighting, especially that towards the street or between the facility and neighboring residences, and different than a typical home. Light from windows, front porch and patio lights is all there will be. There should be no glare. Odor or dust will not occur due to the proposed use.

Given this, this criterion (SDC 5.9-120.B.1) is met.

2. Adequate and safe circulation exists for vehicular access to and from the proposed site, and on-site circulation and emergency response as well as pedestrian, bicycle and transit circulation;

The adjacent street is a local residential street, fully developed to standards. Two of the three driveways are existing and the third driveway meets width and intersection spacing standards. Standard connectivity exists for pedestrians with a continuous sidewalk through the middle of the site, connecting both facilities to a street-side sidewalk. Bicycle parking facilities are provided on site in compliance with code. Transit stops are nearby as are neighborhood commercial districts – all accessible via the existing developed street and sidewalk network. Therefore, this criterion (SDC 5.9-120.B.2) is met.

3. The natural and physical features of the site, including but not limited to, riparian areas, regulated wetlands, natural stormwater management/drainage areas and wooded areas shall be adequately considered in the project design; and

There are no physical features on the subject property meeting this definition. Thus, this criterion (SDC 5.9-120.B.3) does not apply

4. Adequate public facilities and services are available, including but not limited to, utilities, streets, storm drainage facilities, sanitary sewer and other public infrastructure.

The subject site is in a fully developed and serviced residential neighborhood. Sanitary Sewer and Stormwater facilities are in place on and adjacent to the subject site. Springfield Utility Board indicates that water and electric services are available. Streets are fully improved. The proposed facility will not add any demand to utilities or transportation systems which exceeds capacity. Given this, this criterion (SDC 5.9-120.B.4) is met.



C. Any adverse effects of the proposed use on adjacent properties and on the public can be mitigated through the:

1. Application of other Code standards (including, but not limited to: buffering from less intensive uses and increased setbacks);

There are no adverse effects of the proposed use on adjacent properties. The proposed use is a continuation of a long-standing existing use. Nonetheless, required setbacks will be provided. They will be landscaped in compliance with code standards as described above. Given this, this criterion (SDC 5.9-120.C.1) is met.

2. Site Plan Review approval conditions, where applicable;

There is a concurrent Site Plan Review application in process for this proposal. Should there be any conditions of approval associated with a decision in regards to that application, they would no doubt be beneficial to the project. Given this, this criterion (SDC 5.9-120.C.2) would be satisfied.

3. Other approval conditions that may be required by the Approval Authority; and/or

As of the writing of this application narrative, it cannot be known if other conditions may be required.

4. A proposal by the applicant that meets or exceeds the cited Code standards and/or approval conditions.

The proposal meets or exceeds applicable criteria. This criterion (SDC 5.9-120.C.4) is met.

D. Applicable Discretionary Use criteria in other Sections of this Code:

1. Wireless telecommunications systems facilities requiring Discretionary Use approval are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.3-145.

This is not a wireless telecommunications facility. This criterion (SDC 5.9-120.D.1) does not apply.

2. Alternative design standards for multifamily development are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 3.2-245.

Springfield staff have determined that the proposed residential care facility meets the applicability definition for Multi-Unit Design Standards (SDC 3.2-245). Staff indicated, given the nature of the proposal – a residential care facility – that Multi-Unit Design Standards – Alternative Design Discretionary Criteria could be utilized. In that regard, here is criteria from SDC 3.2-245 and the proposals compliance with said design standards.

B. Building Orientation. The Planning Commission shall find that the proposed design contributes positively to the neighborhood and overall streetscape by carefully relating building mass, frontages, entries, and yards to streets and to adjacent properties. This criterion may be met by complying with the Section 3.2-240D.1., Section 3.2-250 or by considering the following guidelines:

- 1. Orient buildings to an internal circulation system that mimics a public street in appearance (including, but not limited to sidewalks, landscaping, cross-walks, lighting, parallel parking), and does not diminish the appearance and safety of abutting primary public streets. Examples of “diminished appearance” include a fence along the sidewalk that isolates pedestrians between it and the street; the location of trash receptacles, utility vaults, etc. in the “rear” yard (abutting a public street); and similar impacts on the streetscape.**
- 2. Other design elements that provide exceptional design, and on balance, justify approval of the development with less than full compliance with the building orientation standard. Examples of such design elements include protection of natural and cultural resources; minimization of slope and tree cutting impacts; provision of pedestrian amenities along the public street; and similar public benefits that effectively accomplish the intent of the standard.**

The two-building complex includes front entrances facing an internal pedestrian walkway. This walkway connects directly to the street-side sidewalk in one direction and to a small

shared patio area in the other direction. The only active outdoor space, this patio is internal to the site and is buffered from neighboring uses by the care facilities.

The front yard – that portion of the facility facing the public street – is designed as a typical residential front yard, with sidewalk connecting the facility to the street sidewalk and landscaping between the street sidewalk and the buildings.

Given this, this standard (SDC 3.2-245.B) is met.

C. Building Form. The Planning Commission shall find that the proposed design promotes building forms that contribute positively to a sense of neighborhood and to the overall streetscape. This criterion may be met by complying with the Section 3.2-240D.2., Section 3.2-250 or by considering the following guidelines:

- 1. Design exterior building elevations to avoid large expanses of uninterrupted building surfaces.**
- 2. Depict building scale consistent with nearby buildings; “scale” relates to the size of various features (including, but not limited to entries, roof surfaces, façades, windows and materials) as compared to those features on nearby buildings.**
- 3. Provide transitions to nearby buildings by massing; “mass” relates to the overall size or bulk of a building or its principal parts.**
- 4. Provide porches, bays, and balconies that compliment nearby buildings.**
- 5. Provide roof variations through offsets, breaks and/or extensions.**
- 6. Provide transition between the multi-unit site and LDR areas.**
- 7. Enhance solar access protection and/or energy conservation.**
- 8. Protect on-site and off-site natural and designated historic features.**
- 9. Provide human-scaled architectural detail.**
- 10. Provide visual variety in elevations, architectural details, colors, and materials, compatible with existing development.**

The facility design is very much a residential design, plain and simple. Where the adjacent and nearby residential buildings as a mix of one- and two-story buildings, both the existing and the proposed facilities are of a similar scale and mass. From the street – the south side – as well as from the courtyard - the west side on the new building – and the back – the north side – they are a one-story building. For a short section of the back side – the east side of the new building and west side of the existing building, there is a middle section which is two stories. This mimics building height and mass of the adjacent structures as both existing residences to the east and west – are two story structures.

The design of the structures avoids large uninterrupted building facades. The roof plain consists of gable and hip ends, breaking down then mass of the building with offsets and breaks. The front entrance to each building includes a covered front porch. The solar setback requirement to the buildings to the north is protected. Colors, materials and scale of the facility is very personable, very human-scale.

Given this, this standard (SDC 3.2-245.C) is met.

D. Storage. The Planning Commission shall find that unsightliness, noise and odor of exterior utilities, trash receptacle storage, and roof-mounted mechanical equipment is minimized by providing site facilities that are adequate and convenient for residents’ needs and ensuring that site facilities are practical, attractive, and easily maintained. This criterion may be met by complying with the Section 3.2-240D.4., Section 3.2-250 or by considering the following guidelines:

1. **Provide trash receptacle areas that are adequately signed, accessible to residents and collection service, separated or buffered from living areas in order to avoid noise and odor problems.**
2. **Provide mailboxes large enough to accommodate large envelopes, packages, and newspapers.**
3. **Keep the number and size of television and other receiving structures to a minimum. Screen or locate these structures to minimize visibility to on-site residents, residents of adjacent properties and the public, to the extent practicable.**
4. **Provide adequate, accessible and secure storage space for each dwelling.**
5. **Provide ground or interior mounted mechanical equipment with screening as an alternative to roof-mounted equipment.**
6. **Group together roof penetrations such as plumbing and exhaust vents, air conditioner units and transformer boxes whenever practicable. Use ridge vents on pitched roofs that are in public view.**

There will be a single enclosed and roofed trash/recycling enclosure for the facility. It will be set to the back of the building, away from the facility entrances, porches and windows. It will be built of the same materials, colors and details as the buildings themselves. It will have an accessible, paved connection for staff as well as collection service access. Mail is delivered to the facility directly, not to a remote or common mailbox site. There will not be any TV or other antennas on the site. The facility uses cable for television and communications service. Each building and each dwelling (each bedroom) has individual, interior secure storage. Existing ground mounted mechanical equipment will be screened. New exterior mechanical equipment will be to the side or rear of the facility. Air conditioning is internal central air. Electrical transformers are existing and to the back of the property.

Given this, this standard (SDC 3.2-245.D) is met.

- E. Transition and Compatibility between Multi-unit and Low Density Residential Development. The Planning Commission shall find that the development is located and designed in a manner compatible with surrounding development by creating reasonable transitions between multi-unit dwellings and sites and adjacent LDR areas and uses. This criterion may be met by complying with the Section 3.2-240D.3., Section 3.2-250 or by considering the following guidelines:**
1. **Setbacks, building heights and massing are similar to, and/or promote a visual gradient between the multi-unit site and adjacent LDR area.**
 2. **Screen with landscaping or place balconies and windows to maintain the privacy of abutting LDR areas and uses and multifamily unit residents on-site and in abutting developments.**
 3. **Window treatments and other building components are similar in size, scale, and placement to those in the adjacent LDR areas, unless variation aids in transition.**
 4. **On site vehicular circulation and parking guides traffic away from abutting LDR areas and uses.**
 5. **Orient buildings along street frontages shared by LDR development, particularly when such orientation aids in transition.**
 6. **Use site obscuring landscaping, shade trees planted a minimum of 6 feet from property lines, or a minimum 6-foot high fence, when such screening aids in transition.**
 7. **Locate components of the multi-unit development, which generate noise (such as recreation areas, parking lots, trash receptacles, heating and cooling equipment, etc.) where they will least disturb abutting LDR areas and uses.**

8. **Locate and screen lights and mechanical equipment to minimize glare and noise to adjoining LDR properties.**
9. **Allow enclosed garage structures (not carports) between multi-unit buildings and abutting LDR properties as a transition device when the width and height of proposed garage structures are similar to (or subordinate to) the width and height of adjacent LDR garage structures.**

As noted in C above, the building massing and form is very much of a residential character, blending in rather similarly to the surrounding neighborhood. Setbacks will be landscaped and abutting residential uses will be screened. Windows, eaves, entrances and other building details are of a residential scale. On-site vehicular circulation is comprised of three driveways, very much of a similar design to a typical residential driveway. Traffic is not directed towards adjacent residential uses but directly to the street. The project includes an existing 6-foot high fence. Trash/recycling facilities and outdoor mechanical equipment are located internal to the site, away from adjacent residences. These will be screened with landscaping.

Given this, this standard (SDC 3.2-245.E) is met.

F. Open Space.

1. **The Planning Commission shall find that the open space component is located and designed in a manner compatible with surrounding development when:**
 - a. **On-site and abutting natural features are integrated into the open space system of the multifamily development.**
 - b. **Amenities such as seating, children's play areas, and lighting and recreation facilities are provided within common open space areas and proportional to the needs of the development.**
 - c. **A range of usable open space types (general, common, and private) is provided and they are integrated with abutting public open space, if it exists.**
 - d. **Negative impacts to on-site or abutting wetlands, waterways, and natural areas are negligible.**
2. **This criterion may be met by complying with the Section 3.2-240D.5., Section 3.2-250 or by considering the following guidelines:**
 - a. **Locate buildings, parking and circulation to minimize adverse impacts on natural features.**
 - b. **The amount of common recreation area is equal to the Section 3.2-240D.5.b. standard unless adjacent public recreation facilities, unique onsite facilities, or other similar open space/recreation facilities will be available to all residents of the site.**
 - c. **Provide linkages between on-site common open space and abutting public open spaces, when open space uses are compatible.**
 - d. **The amount of private open space is equal to the Section 3.2-240D.5.c. standard unless equivalent opportunities for common open space are demonstrated (e.g., individual units enjoy common open space).**

There are no natural features on the subject site. There are no children at this facility. Residents are infirmed. Thus there are no children's play areas or recreation facilities. There is a centrally located outdoor patio with seating for the occasional event that a resident is taken outdoors by staff. This outdoor area is proportional to the need. This standard (SDC 3.2-245.F) is satisfied.

G. Landscaping. The Planning Commission shall find that landscaping, fences, and walls contribute to a quality living environment for all residents, improve the

appearance of multiunit developments, and promote transition between multi-unit development and surrounding land uses.

1. *This criterion may be met by complying with the Section 3.2-240D.6, Section 3.2-250 or by considering the following guidelines:*
 - a. *Plant outdoor spaces around multi-unit developments with a mix of ground cover, shrubbery and trees. Also incorporate hard landscaping elements (e.g., paved sidewalks, courtyards) into the development.*
 - b. *Use plants to provide visual relief along blank exterior walls, reduce building mass and bulk, define and shelter open space, provide privacy, break up and shade parking areas and help define building entries and sidewalks.*
 - c. *Include enhancements, such as plazas, galleries, courtyards, widened sidewalks, benches, shelters, street furniture, artwork or kiosks for pedestrian amenities.*
 - d. *Use vegetation, grade changes and low fences to define open space areas. Plant transition areas between multi-unit dwellings and surrounding LDR and less intensive uses to minimize the visual impact of the development.*
 - e. *Incorporate a planting design that emphasizes:*
 - i. *Visual surveillance by residents of common open space, parking areas, internal sidewalks, dwelling unit entries, abutting streets and public open spaces (i.e., mature plants do not block views of these areas);*
 - ii. *Climate controls for summer shading and solar access during winter, and/or shielding from winter winds. Balance this guideline with visual surveillance objectives, above.*
 - f. *Preserve significant trees and shrubbery on the site as reasonable. Significant trees mean trees which measure 5 inches DBE or greater. Significant shrubbery means shrubbery that is greater than 40 inches in height and is a native, noninvasive species. Trees and shrubs preserved to meet this standard shall be identified on a Tree Protection Plan, in conformance with 5.19-100.*
 - g. *Provide small ornamental plants or other landscape features in coordination with the building's architecture to define the primary entry of a dwelling unit.*
 - h. *Avoid high solid fences and walls along streets (e.g., fences greater than 3 feet in height), unless required for noise abatement or retaining walls.*
 - i. *Incorporate landscaping, fences and walls that clearly delineate the public, communal and private areas of a development.*
 - j. *Provide street tree planting, as required by Section 3.2-240D.6 standards.*
 - k. *Incorporate landscaping, fences and walls that do not conflict with sight lines for vehicles and pedestrians, and comply with the vision clearance standards specified in Section 4.2-130.*
 - l. *Choose landscape species for efficient maintenance. Incorporate native, drought-resistant species.*
 - m. *Use noise-reducing, ornamental walls (e.g., masonry), as necessary, to minimize the transmission of noise.*
 - n. *Incorporate landscaping, fencing and/or walls with dwellings that are close to high noise sources such as active recreation, busy streets, railway lines, or industry.*
 - o. *Obscure or screen outlooks from windows, balconies, stairs, landings, terraces and decks or other private, communal or public areas within a multi-unit development. This can be accomplished with landscaping, fences or walls, where a direct view is available into the private open space of an existing adjacent single-family or multifamily dwelling unit.*
 - p. *Screen private open space and balconies by solid translucent screens or perforated panels or trellises which have a maximum of 25 percent*

openings and are permanent, of durable materials and designed, painted or colored to blend with the development.

The project includes a comprehensive, professionally-designed landscape. All setback areas are landscaped. The front yard is landscaped. Street trees are preserved, with new lawn provided in the street-side plant beds. Mechanical equipment, trash/recycling and parking areas are screened. A mix of trees, shrubs and ground cover and lawn is used. The plantings compliment the buildings, highlight the entrances and enhance outdoor spaces. While screening and buffering is provided, critical sight lines are preserved. Overall, the site will have a very attractive exterior, one which compliments and blends with the surrounding neighborhood. Given this, this standard (SDC 3.2-245.G) is met.

H. Pedestrian Circulation. The Planning Commission shall find that pedestrian circulation systems are designed to provide separation between vehicles and pedestrians and provide clear, direct, safe and identifiable connections within the multi-unit development and to other neighborhood uses. This criterion may be met by complying with the Section 3.2-240D.7., Section 3.2-250 or by considering the following guidelines:

- 1. Design each multi-unit development to contain an internal pedestrian circulation system that makes clear, easily identifiable and safe connections between individual units, parking, storage, common open spaces areas, and public sidewalks. Design of internal sidewalks to comply with the Americans with Disabilities Act (ADA) requirements.***
- 2. Design the pedestrian circulation system to provide safe crossings of streets, driveways, and parking areas, where crossings are necessary. Consider design elements such as textured pavers, patterned concrete and raised surfaces to emphasize crossings.***
- 3. Design internal walkways and other pedestrian links to provide privacy for ground floor residents.***
- 4. Link the multi-unit development internal sidewalks to neighborhood uses that may be used by residents.***
- 5. Minimize vehicle and pedestrian conflicts.***
- 6. Integrate the design of the internal sidewalks with natural contours, topography, trees, other vegetation, waterways, wetlands, and other natural resources and features.***
- 7. Provide a convenient, accessible, direct, barrier-free route design.***

This is a small site. There are only two buildings. There is a paved, clearly marked pedestrian connection from the street-side sidewalk to the common walkway into the middle of the site leading directly to each building's covered front porch and main entrance. Continuing past the main entrances, the common walkway connects to the outdoor patio area. Beyond the patio, there is a walkway which connects each building's back door to the common walkway and thus to the street. Although not used on a regular basis by residents, these paved connections from the back doors provide safe emergency egress. The entire exterior circulation system is barrier free and meets ADA standards. Given this, this standards (SDC 3.2-245.H) is met.

I. Parking. The Planning Commission shall find that the placement of parking contributes to attractive street frontages and visual compatibility with surrounding areas and is located with consideration for the safety of residents. This criterion shall be met by complying with Section 3.2-240D.8., Section 3.2-250 or by considering the following guidelines:

1. *Avoid placing parking lots, carports, garages, and driveways between the buildings and the street. To minimize the visual impacts, locate parking to a portion of the site least visible from the street.*
2. *Provide rear and below grade parking where practicable.*
3. *Use alley access for parking areas where practicable.*
4. *Use low, dense hedges or landscape berms at the edges of parking lots to screen autos and direct pedestrians to entry and exit points.*
5. *Provide no more parking than the "minimum" parking requirement, where practicable.*
6. *Avoid placing parking lots, garages, and carports that abut and/or are visible from LDR areas. As an alternative, locate parking next to arterial and collector streets with landscape buffering, when possible.*
7. *Design garages and free standing carports to be visually compatible with, or screened from, adjacent LDR uses and dwellings on-site (e.g., similar siding, trim, roof line and materials, detailing, and color, as applicable).*

There are no alleys. There are no garages or carports. There are no parking lots. The minimum parking quantity has been provided. As described elsewhere herein, this is comprised of three small parking areas, two of which are existing. Of these, three areas, the existing westernmost and new easternmost are minimum size 2-car driveways. The third is an existing 4-car driveway separated into two 2-car areas by a pedestrian walkway in the middle. This basic 2-car driveway is a common pattern in a residential neighborhood and blends into the surrounding residential area. With this, this standard (SDC 3.2-245.I) is met.

J. Vehicular Circulation.

1. *The Planning Commission shall find that on-site vehicular circulation systems are:*
 - a. *Designed to be clearly identifiable, safe, pedestrian-friendly, and interconnected.*
 - b. *Designed to provide connectivity to the surrounding neighborhood streets while minimizing impacts on the arterial street system.*
2. *This criterion may be met by complying with the Section 3.2-240D.9., Section 3.2-250 or by considering the following guidelines:*
 - a. *Design driveways and private streets to enhance connectivity to abutting streets.*
 - b. *Design internal site circulation to provide accessibility to and from the site.*
 - c. *Design the vehicular circulation system, together with other design elements, to reduce the apparent scale of large developments by organizing the site into smaller land units.*
 - d. *Where practicable, consolidate or share driveways and internal streets with driveways or internal streets serving abutting sites.*
 - e. *Incorporate aesthetic and functional site design as it relates to vehicular circulation.*
 - f. *Provide vehicular circulation linkages that will integrate multiple family development with the surrounding area.*
 - g. *Provide the separation of pedestrian, bicycle and vehicular traffic.*
 - h. *Avoid out-of-direction travel between buildings and other facilities on the site (e.g., for delivery, service, etc.).*
 - i. *Locate service areas for ease of use and minimal conflict with circulation systems.*
 - j. *Provide circulation systems that respond to site topography, natural contours and natural resources, to minimize grading and resource impacts.*
 - k. *Provide shared parking with abutting sites where practicable.*
 - l. *Provide the use of alleys for vehicular access.*

m. Provide lighting for the safety of pedestrians and drivers.

There is not on-site vehicular circulation system. Thus, this standard (SDC 3.2-245.J) does not apply.

Given the above, the criteria SDC 3.2-245 Multi-Unit Design Standards – Alternative Design Discretionary Criteria, can be found to have been met.

3. Fences requiring Discretionary Use approval are exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.4-115C.

There are no fences associated with this proposal needing Discretionary Use approval. Thus, this criterion (SDC 5.9-120.D.3) does not apply.

4. The siting of public elementary, middle and high schools requiring Discretionary Use approval is exempt from Subsections A. - C., above but shall comply with the approval criteria specified in Section 4.7-195.

This is not a proposal to site a public school. Thus, this criterion (SDC 5.9-120.D.4) does not apply.

IV. CONCLUSION AND RECOMMENDATION

The above information represents a brief outline of known applicable planning, zoning and site development requirements for the contemplated project. It presents known physical conditions and contexts. It captures the project's primary development objective. Based on the information and findings contained in this written statement, associated exhibits and plan set the proposed McKenzie Living project the criteria of approval contained in the Springfield Development Code. Therefore, the applicant requests that the City of Springfield approve the proposal. Both the applicant and the applicant's representative are available for questions. We look forward to working with staff to ensure this project meets the goals and objectives of the applicant and the city.

If you have any questions about the above application, please do not hesitate to contact Rick Satre, AICP, ASLA, CSI, at Schirmer Satre Group, 541-686-4540, rick@schirmersatre.com.

¹ The existing facility was granted a building permit allowing the building footprint to exceed the maximum lot coverage of 45 percent (it is not known why or how). To address this issue, a deed restriction was recorded against both tax lots which held the vacant tax lot (TL 3900) as open space to compensate for the lot coverage excess on the developed tax lot (TL 4000). In this current proposal, a Property Line Adjustment will be requested which will increase the size of the developed tax lot (TL 4000) such that the existing facility footprint does not exceed the 45 percent maximum. Upon approval of the Property Line Adjustment, the deed restriction will no longer be needed and will be extinguished.

