

**MULTNOMAH COUNTY****LAND USE AND TRANSPORTATION PROGRAM**1600 SE 190TH Avenue Portland, OR 97233

PH: 503-988-3043 FAX: 503-988-3389

http://www.co.multnomah.or.us/dbcs/LUT/land_use

NOTICE OF DECISION

This notice concerns a Planning Director Decision on the land use case(s) cited and described below.

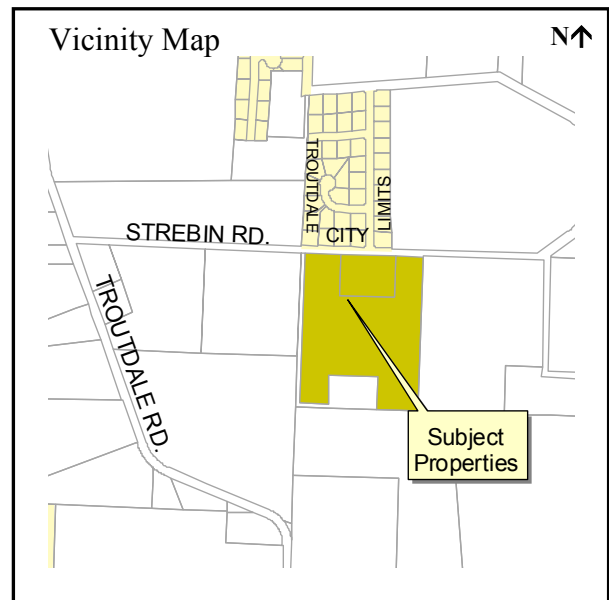
Case File: T2-04-060

Permit: Design Review Permit

Location: 27710 SE Strebin
TL 800 & 900, Sec 01D, T1S, R3E, W.M.
Tax Account # R993010580 &
R993010610

Applicant: Dan Symons
Symons Engineering Consultants
12805 SE Foster Road
Portland, OR 97236

Owner: Open Door Baptist Church
c/o C.M. Tittle
27710 SE Strebin Rd.
Troutdale, OR 97060



Summary: To convert an existing gymnasium into classrooms, fellowship hall and warming kitchen with the addition of a new parking area in the Exclusive Farm Use (EFU) Zone District. The application includes an exception request to keep an existing hedge north of the proposed parking area and not meet the requirements for three foot maximum shrub height and the planting of trees in that area.

Decision: Approved with conditions with an exception to MCC 36.7055(C)(3)(c) as described here in.

Unless appealed, this decision is effective Wednesday, November 24, 2004 at 4:30 PM.

Issued by:

By: _____
George A. Plummer, Planner

For: Karen Schilling- Planning Director

Date: Friday, November 19, 2004

Site plan

Opportunity to Review the Record: A copy of the Planning Director Decision, and all evidence submitted associated with this application, is available for inspection, at no cost, at the Land Use Planning office during normal business hours. Copies of all documents may be purchased at the rate of 30-cents per page. The Planning Director's Decision contains the findings and conclusions upon which the decision is based, along with any conditions of approval. For further information on this case, contact George A. Plummer, Staff Planner at 503-988-3043.

Opportunity to Appeal: This decision may be appealed within 14 days of the date it was rendered, pursuant to the provisions of MCC 37.0640. An appeal requires a \$250.00 fee and must state the specific legal grounds on which it is based. To obtain appeal forms or information on the procedure, contact the Land Use Planning offices at 1600 SE 190th Avenue (Phone: 503-988-3043). This decision cannot be appealed to the Land Use Board of Appeals (LUBA) until all local appeals are exhausted.

This decision is final at the close of the appeal period, unless appealed. The deadline for filing an appeal is Wednesday, November 24, 2004 at 4:30 pm.

Applicable Approval Criteria: Multnomah County Code (MCC): Chapter 37: Administration and Procedures, MCC 36.2600 et al: Exclusive Farm Use Zone District, MCC 36.4100 et. al: Off-Street Parking and Loading, MCC 36.7000 et al: Design Review, MCC 36.7400 et. al: Signs and Comprehensive Plan Policy 38: Fire Protection

Copies of the referenced Multnomah County Code sections can be obtained by contacting our office at 503-988-3043 or by visiting our website at http://www.co.multnomah.or.us/dbcs/LUT/land_use.

Scope of Approval

1. Approval of this land use permit is based on the submitted written narrative(s) and plan(s). No work shall occur under this permit other than that which is specified within these documents. It shall be the responsibility of the property owner(s) to comply with these documents and the limitations of approval described herein.
2. **Pursuant to MCC 37.0690, this land use permit expires two years from the date the decision is final if; (a) development action has not been initiated; (b) building permits have not been issued; or (c) final survey, plat, or other documents have not been recorded, as required. The property owner may request to extend the timeframe within which this permit is valid, as provided under MCC 37.0690 and 37.0700. Such a request must be made prior to the expiration date of the permit.**

Conditions of Approval

The conditions listed are necessary to ensure that approval criteria for this land use permit are satisfied. Where a condition relates to a specific approval criterion, the code citation for that criterion follows in parenthesis.

1. The property owner shall provide for and maintain off-street parking and loading facilities without charge to users (MCC 36.4115). All areas for the parking and maneuvering of vehicles shall be marked in accordance with the approved plan, and such marking shall be continually maintained (MCC 36.4180 (C)).

2. The property owner shall provide a designated, labeled loading space available for the loading and unloading of vehicles concerned with the transportation of goods or services for the use associated with the loading space (MCC36.4125 (C)). The loading area shall not be used for any purpose other than loading or unloading (MCC36.4125 (D)). The property owner shall not store or accumulate equipment, material or goods in a loading space in a manner which would render such loading space temporarily or permanently incapable of immediate use for loading operations (MCC36.4125 (E)). The loading space shall meet the dimensional requirements of MCC 36.4175 (C).
3. The property owner shall combine the two properties listed in this approval into one property (MCC36.4130 (A) and (C)).
4. No parking or loading shall be allowed in a public street (MCC 36.4170(B)).
5. All signs and sign structures shall be erected and attached totally within the site. No sign may be located within a vision clearance area as defined in subsection MCC 36.7465 (C)(2). No support structure(s) for a sign may be located in a vision clearance area unless the combined total width is 12 inches or less and the combined total depth is 12 inches or less. Unless otherwise provided by law, accessory signs shall be permitted on parking areas in accordance with the provisions specified in each district, and signs designating entrances, exits or conditions of use may be maintained on a parking or loading area. Any such sign shall not exceed four square feet in area, one side. There shall not be more than one such sign for each entrance or exit to a parking or loading area. (MCC 36.7465)
6. Directional signs shall comply with the standards in MCC 36.7490. The temporary construction sign shall comply with the standards in MCC 36.7495.

Note: Once this decision is final, application for building permits may be made with the City of Gresham, Building Department. When ready for building permit signed off, the applicant shall call the Staff Planner, George Plummer, at (503) 988-3043, for an appointment for zoning review plan check and to sign the building permit form. Please note, Multnomah County must review and sign off the building permit form and plans before the applicant submits building plans to the City of Portland. Four (4) sets the plans and site plan of the building area are needed for building permits signed off.

Notice to Mortgagee, Lien Holder, Vendor, or Seller:

ORS Chapter 215 requires that if you receive this notice it must be promptly forwarded to the purchaser.

FINDINGS AND CONCLUSIONS

This decision is based on the findings and conclusions in the following section.

Staff Report Formatting Note: To address Multnomah County Code requirements staff provides findings as necessary, referenced in the following section. Headings for each category of finding are underlined. Multnomah County Code language is referenced using a **bold** font. The Applicant's narrative, when provided, follows in *italic font*. Planning staff analysis and findings follow the **Staff** label. Staff conclusions follow the findings and are labeled **Conclusion**. At the end of the report, Exhibits are described. The applicant's submittal is included and made part of this decision as exhibits labeled 1.x.

1. DESCRIPTION OF THE PROPOSAL:

Applicant: *Application to construct a 51 space parking lot expansion, and conversion of old gymnasium (Building G-1) into a two floor classroom and fellowship hall adding 5,714 s.f. to a second floor within the existing building.*

General Description: *In accordance with Conditions of Approval #1 DR-6-98 and #3 DR-#87-01-03 "...No development is to occur under this permit other than that which is specified..." Open Door Baptist Church proposes to expand parking lot 51 spaces, including paving, curbs, landscaping, on-site storm water treatment and disposal. Open Door Baptist also proposes to expand the floor area of old gymnasium (Building G-1); converting space to classrooms and fellowship hall including warming kitchen and restrooms without increasing the existing building height. Footprint of the older gymnasium will remain unchanged except for exiting stairs area and elevator. Both of their uses are previously specified under earlier approvals.*

Parking Lot Expansion: *The overflow parking lot (area 5) is to be used for off-street parking of vehicles for activities conducted at the church and school. The design and circulation for the new parking will compliment the flow from the existing paved parking lot (area 1) and will have a natural access route into the new overflow parking area as the existing lot fills up. The proposed onsite pedestrian access enhancements will improve safety for pedestrians approaching the buildings from either the existing or proposed parking lots. The proposed improvements to the overflow parking area will provide proper aisle spacing, striped individual parking spaces, clear circulation patterns for safer access throughout, and preservation and enhancement of landscape area.*

The design and programming will promote the reduction of congestion, protect the character of the surrounding property, design per development standards, and maintain off-street parking and loading area.

Open Door Baptist Church is expanding building area in old gymnasium. The parking requirements for the current existing uses and the expanded new uses are as follows:

New Fellowship hall: 2400 s.f. = 40 parking spaces required.

Existing Auditorium: One space for four seats required (225 seats) = 56 parking spaces required.

Building G-1 Gymnasium Conversion into Classroom and Fellowship Hall Amenities & Activities

Fellowship Hall: *The expanded operation of the fellowship hall is for banquets, weddings and pot-*

lucks, there will be no “hot-lunch” services. The Hall or Dining room seating capacity is approximately 150. The intended uses of this room are for meetings, wedding receptions, banquets, and school lunches.

Warming Kitchen: The new kitchen facility proposed will include kitchen equipment. The expanded operation of the kitchen service is for banquets, weddings and pot-lucks, there will be no school “hot-lunch” service. School lunch times are between 11:00 a.m. and 1:00 p.m. The new kitchen facility, like the existing kitchen facility operations, consist of one (1) refrigerator; two (2) stoves; eight (8) microwave ovens. The existing kitchen facility will remain operational as an option for the teacher’s lounge and/or for parties.

Classrooms: The proposed expansion would affect the upper levels 7th grade through high school. It will allow room in the upper grades for more comfortable classes and additional new students.

Teacher’s Lounge: This lounge will serve the teachers instructing in the classrooms of this building for breaks, meetings and preparing for class.

Toilet Facilities: The number of fixtures, shower and restroom facilities proposed is in accordance with UBC requirements for the occupancy and ADA requirements for the building.

Student Lounge: The student lounge entrance will provide social gathering and student study opportunity.

Storage: The storage will provide storage for chairs, tables, and similar related items, janitor’s closet for sinks, cleaning, maintenance supplies, and storage for gymnasium equipment.

Elevator: Installed per UBC and ADA requirements.

Stairs: Two means of exiting for upper level, with area of rescue, installed per UBC exiting requirements.

Halls/Corridors: Provide transition and circulation between classrooms; provide storage lockers and providing student study/meeting area and designed per UBC exiting requirements.

Project Statistics:

44 net new full size spaces

3 new compact

47 net new total spaces

23,450 s.f. new driveway access

1,457 s.f. new landscape

29,590 s.f. total new site work at parking lot

29,590 s.f. Total new parking lot site work

5714 s.f. of new occupied Building space

703 s.f. increase in Building footprint (Egress Tower)

137 Spaces Required.

Proposed parking including new and existing parking

167 standard parking

3 compact spaces

6 ADA Accessable spaces

176 total spaces proposed

2. DESCRIPTION OF EXISTING USE

Applicant: Approval Summary: Approved October 19, 1976 (CS4-88-598):

40’x80’ church/school classroom, shown in drawings as Building A.

Parking Lot (area 1) containing asphalt, curbs, lighting and landscaping.

Ancillary sidewalks, approaches and utilities.

Approved approx. September 8, 1981:

60'x125' (7,500 s.f.) multi-purpose Building G-1 (C) for use as a gymnasium, auditorium and Sunday school classrooms.

Baseball field 240'x240' (area 8)

Past Cases: DR 6-98, DR 87-01-03, CS 4-88

Service Area: Troutdale's residential geographic area is the original church service area and remains unchanged.

Operating Standards: There are no requirements for membership; it is open to the community at large.

Community Benefits: The church/school provides use of their facilities for other community needs outside of church services and education, including flag football, men's basketball and a kids club.

- Septic drain field 100'x100', (area 3) south and east of multi-purpose building.
- Caretakers residence Building E (mobile home) located 180' +/- west of proposed ball field.
- Tax Lot 172 (area 4) 2.03+/- acres was acquired by the City of Troutdale as a site for and development of a water tower facility and is now owned by the Troutdale Water District.
- Approved CS 4-88 (per staff notes in #2, Existing Conditions, DR 6-98)
- 50'+/-x70'+/- playground (area 11) with structures and recreational equipment. Playground is enclosed by a 5' high chain linked fence and is located directed south of phase 1 Building G, known as G-1. (Approved April 25, 1996 per staff notes in #2, Existing Conditions, DR 6-98.)
- 24'x60' Auxiliary Classroom Building B located 30' directly west of multi-purpose facility. Courtyard and patio (area 6) with trees, lights, and benches between multi-purpose (Building G-1 (C)) and the auxiliary classroom (Building B).
- Parking Lot (area 7) located 15' east of original church/classroom (Building A) along with approach to Strebin Rd.
- Additional land approved for sanitary sewer drain field replacement (area 9)
- Additional Ancillary classroom (Building B-2) approved 5-95.
- Phase 1 Building G-1 approved as phase developed gymnasium activities structure.

Approved DR 6-98

Phase II Building G-2 75' x 96' (7500 s.f.) multi-purpose gymnasium building.

- Existing church was 312 lf. of bench seating, $312/8 = 39$ required.
- Two residential guest facilities with a total of 7 occupants; 1 space / 10 persons, 1 space for each building = 2 spaces required.
- The current parking lot has 123 spaces and 6 ADA Accessible for a total of 129 spaces. We are proposing 51 additional spaces and losing 4 to the creation of the pedestrian access path.

3. SITE AND VICINITY CHARACTERISTICS

Staff: The northeastern portion of the property is developed with the existing church, school, parking and a dwelling. The northwestern portion of the property is where the proposed new parking area is as well as the stormwater detention/infiltration pond will be located. This area is relatively flat with about a three percent slope dropping from the south of the proposed parking area to the northern end of the proposed lot. There is an additional dwelling located south of the proposed development area. The central part of the property is a sports field. The rest of the property is farmed (Exhibit 2.3).

The property is located in an area which is predominately farmed in vineyards. There are vineyards adjacent to the property to the east, west and south. On the southern boundary of the property is a small parcel with a public water tank. To the north directly across the road there is an area within the Troutdale City boundary that is developed as a residential subdivision with urban densities. The property to the northwest across the road while still in vineyard use is within the Troutdale Urban Growth Boundary. The property to the northeast across the road is not within the UGB and is in vineyard use (Exhibit 2.3).

4. OWNERSHIP

MCC 37.0550: Except as provided in MCC 37.0760, Type I - IV applications may only be initiated by written consent of the owner of record or contract purchaser.

Staff: County Assessment records show the property owners as Open Door Baptist Church (Exhibit 2.1). The applicant has submitted from C. M. Tittle, Senior Pastor, property owner representative of Open Door Baptist Church, authorizing Dan Symons of Symons Engineering to be named the applicant in making application for Design Review (Exhibit 1.?).

5. TYPE II CASE PROCEDURES

Staff: The application was submitted March 15, 2004 and was deemed incomplete April 14, 2004. Further materials were submitted April 26, 2004. The application was deemed complete as of April 26, 2004. Opportunity to Comment notice was mailed May 11, 2004. The notice was mailed to all owners of properties within 750 feet of the subject property; property owners were provided a 14-days period to submit comments on the application (MCC 37.0530). No comments were received.

6. EXCLUSIVE FARM USE ZONE DISTRICT

6.1., Allowed Uses in EFU District

6.1. MCC 36.2620 (N) Public or private schools, including all buildings essential to the operation of a school wholly within an EFU district may be maintained, enhanced or expanded:

- (1) Except that no new use may be authorized within three miles of an urban growth boundary, unless an exception is approved pursuant to ORS 197.732 and OAR 660, Division 4; and**
- (2) No new use may be authorized on high value farmland; and**
- (3) Must satisfy the requirements of MCC 36.4100 through MCC 36.4215, MCC 36.6020 (A), MCC 36.7000 through MCC 36.7060 and MCC 36.7450.**
- (4) The maintenance, enhancement or expansion shall not adversely impact the right to farm on surrounding EFU lands.**

MCC 36.2620 (O) Churches and cemeteries in conjunction with churches, consistent with ORS 441, wholly within an EFU district may be maintained, enhanced or expanded:

- (1) Except that no new use may be authorized within three miles of an urban growth boundary, unless an exception is approved pursuant to ORS 197.732 and OAR 660, Division 4; and**
- (2) No new use may be authorized on high value farmland; and**
- (3) Must satisfy the requirements of MCC 36.4100 through MCC 36.4215, MCC 36.6020 (A), MCC 36.7000 through MCC 36.7060 and MCC 36.7450.**

- (4) The maintenance, enhancement or expansion shall not adversely impact the right to farm on surrounding EFU lands.**
- (5) Activities customarily associated with the practice of religious activity include worship services, religion classes, weddings, funerals, child care and meal programs, but do not include private or parochial school education for prekindergarten through grade 12 or higher education.**

Applicant: *The church and school facilities occupy a tract of land owned by the Open Door Baptist Church, known as Tax Lot 61 and a portion of Tax Lot 58, Section 1 T1S, R3E, W.M. Multnomah County, Oregon. The specific existing church/school facilities as shown on the Master Plan are as follows:*

Per MCC Section 36.2620 (n) private schools, and MCC Section 36.2620 (o) churches are allowed to be maintained, enhanced, or expanded as an allowed use. Open Door Baptist Church is proposing the following expansion:

Existing Building G-1 square footage is approximately 5,000 s.f.

Additions to Building G-1 square footage is approximately 5,714 s.f.

Total Building G-1 size is approximately 10,714 s.f.; plus an additional 51 parking spaces.

(1) No new uses are proposed, only the expansion of existing and previously approved uses is being applied for.

(2) No new uses are proposed, only the expansion of existing and previously approved uses is being applied for.

(3) Demonstration of compliance with these sections is given further on in this narrative.

(4) This County ordinance addresses the Oregon's Statewide Planning Goals and Guideline for Agricultural Lands through the setback to the edge of adjacent EFU farm. The surrounding property is farm land in the EFU zone, and the residential neighborhood across the street is zoned R10. In the planning process of Open Door Baptist Church's expansion, the existing setbacks were respected which will allow the proposed expansion to occur without adversely impacting adjacent farm uses.

The street fronting the subject property is Strebin Rd. This street abuts the urban growth boundary with the Briarwood East subdivision to the north and shares it with other EFU farm land owners. The conclusion drawn by Multnomah County Transportation Department, from traffic counts given to the Department and included in the Reports Section, finds the traffic impact to this street from this expansion will be minimal to adjacent owners and emergency uses; they will not be adversely affected. The vehicular traffic from this property should not have any significant impact on the use of farm equipment on this rural road; the time and duration of access to and egress from the site should be relatively unchanged. The paved lot will help prevent oil and other containments from entering into the soils. Whereas if not improved, patrons may tend to park in on street shoulder areas, and unimproved areas, by which safety and soils quality are adversely affected.

Staff: The proposal includes modifying an existing gymnasium building space into to classrooms and fellowship hall including warming kitchen and restrooms for an existing private school and for the existing Open Door Baptist Church (Exhibit 1.1, 1.3 and 1.4). MCC 36.2620 (N) allows existing private schools within an EFU district, including all buildings essential to the operation of

a school, to be maintained, enhanced or expanded. MCC 36.2620 (O) allows existing churches within an EFU district, consistent with ORS 441 to be maintained, enhanced or expanded. However, the request for the building conversion and the additional parking must be reviewed to determine if they meet the requirements of MCC 36.2620 (N) (1) through (4) and MCC 36.2620 (O) (1) through (5). Where MCC 36.2620 (O) refers to ORS 411 is a typo in which the 215 was left off; it should read ORS 215.411.

The proposed uses are not new uses, they expansions of existing school and church uses, thus meet the standards for allowed uses. The proposed uses must be reviewed to determine whether they meet the requirements of MCC 36.4100 through MCC 36.4215: Off-Street Parking and Loading (addressed in Section 9 of this decision), MCC 36.6020 (A): Restrictions (addressed in Section 7 of this decision), MCC 36.7000 through MCC 36.7060: Design Review (addressed in Section 8 of this decision) and MCC 36.7450: Signs Generally in the EFU Zone (addressed in Section 10 of this decision).

MCC 36.2620 (N)(4) and MCC 36.2620 (O)(4) requires the proposal not adversely impact the right to farm on surrounding EFU lands. The additional classrooms and fellowship will be within an existing building. The back of the building to be converted is located about 30 feet from the property and is currently used for school and church purposes. The proposed conversion should not result in any impacts since the building is currently used by students and there has been no indication of any impacts resulting from its current use.

MCC 36.2620 (O)(4) defines Activities customarily associated with the practice of religious activity as they are defined in ORS 215.411. The proposed church use and school use are provided for under this definition. The applicant states that the converted building will be school classrooms, a fellowship hall for banquets, weddings and pot-lucks, there will be no “hot-lunch” services. The Hall or Dining room seating capacity is approximately 150. The intended uses of this room are for meetings, wedding receptions, banquets, and school lunches. These uses are related to the church and the school uses. The proposed use meets the definition of use of real property for religious activity.

6.2. EFU District Dimensional Requirements

6.2.1. MCC36.2660 (C) Minimum Yard Dimensions - Feet

Front	Side	Street Side	Rear
30	10	30	30

Maximum Structure Height - 35 feet

Applicant: *All dimensional requirements are met.*

Staff: The setback from the property lines will remain the same with the closest property line being the east sideyard at 30 feet. The building to be converted meets the 35 foot maximum height limitation.

6.2.2 MCC36.2660 (D) The minimum yard requirement shall be increased where the yard abuts a street having insufficient right-of-way width to serve the area. The Planning Commission shall

determine the necessary right-of-way widths and additional yard requirements not otherwise established by Ordinance.

Staff: In a memo dated November 8, 2004 Alison Winter, County Transportation Planning Specialist state that, “No right of way dedication are required.”

* * *

6.2.3 MCC36.2660 (F) On-site sewage disposal, storm water/drainage control, water systems unless these services are provided by public or community source, shall be provided on the lot.

- (1) Sewage and stormwater disposal systems for existing development may be off-site in easement areas reserved for that purpose.**
- (2) Stormwater/drainage control systems are required for new impervious surfaces. The system shall be adequate to ensure that the rate of runoff from the lot for the 10 year 24-hour storm event is no greater than that before the development.**

Staff: The applicant has submitted a Certification of On-Site Sewage Disposal dated 2/5/04 signed by Michael Ebeling City of Portland Sanitarian demonstrating the proposal meets the requirements for a septic system (Exhibit 1.5). The City contracts with Department of Environmental Quality to review septic systems for the entire County.

6.2.4 MCC36.2660 (G) Grading and erosion control measures sufficient to ensure that visible or measurable erosion does not leave the site shall be maintained during development. A grading and erosion control permit shall be obtained for development that is subject to MCC Chapter 29.

Staff: The applicant has applied for a Grading and Erosion Control Permit.

7. RESTRICTIONS

MCC 36.6020 A building or use approved under MCC 36.6015 through 36.6050 shall meet the following requirements:

- (A) Minimum yards in EFU, CFU, MUA-20, RR, OCI, OR and PH-RC, Districts:**
- (1) Front yards shall be 30 feet.**
 - (2) Side yards for one-story buildings shall be 20 feet; for two-story buildings, 25 feet.**
 - (3) Rear yards shall be as required in the district.**

Staff: While the proposed uses are not approved under MCC 36.6015 through 36.6050, the requirements of the EFU District under MCC 36.2620(N)(3) and (O)(3) requires uses to meet these requirements. The front-yard meets the 30 foot front yard requirement, the sideyard meets the 25 foot requirement, and the rear-yard exceeds the required yard (Exhibit 1.??). The proposed uses meet these requirements.

8. DESIGN REVIEW

8.1. Design Review Plan Contents

- 8.1.1. MCC 36.7030 (A) Any preliminary or final design review plan shall be filed on forms provided by the Planning Director and shall be accompanied by such drawings, sketches and descriptions as are necessary to describe the proposed development.**

MCC 36.7030 (B) Contents:

- (1) Preliminary Site Development Plan;**
- (2) Preliminary Site Analysis Diagram;**
- (3) Preliminary Architectural Drawings, indicating floor plans and elevations;**
- (4) Preliminary Landscape Plan;**
- (5) Proposed minor exceptions from yard, parking, and sign requirements; and**
- (6) Design Review Application Fee, as required under the applicable fee schedule in effect at time of application;**

MCC 36.7030 (C) A preliminary site analysis diagram may be in freehand form and shall generally indicate the following characteristics:

- (1) Relation to adjacent lands;**
- (2) Location and species of trees greater than six inches in diameter at five feet;**
- (3) Topography;**
- (4) Natural drainage;**
- (5) Significant wildlife habitat;**
- (6) Information about significant climatic variables, including but not limited to, solar potential, wind direction and velocity; and**
- (7) Natural features and structures having a visual or other significant relationship with the site.**

MCC 36.7030 (D) A preliminary site development plan may be in freehand form and shall generally indicate the following as appropriate to the nature of the use:

- (1) Access to site from adjacent rights-of-way, streets, and arterials;**
- (2) Parking and circulation areas;**
- (3) Location and design of buildings and signs;**
- (4) Orientation of windows and doors;**
- (5) Entrances and exits;**
- (6) Private and shared outdoor recreation spaces;**
- (7) Pedestrian circulation;**
- (8) Outdoor play areas;**
- (9) Service areas for uses such as mail delivery, trash disposal, above-ground utilities, loading and delivery;**
- (10) Areas to be landscaped;**
- (11) Exterior lighting;**
- (12) Special provisions for handicapped persons;**
- (13) Surface and storm water drainage and on-site waste disposal systems; and**
- (14) Other site elements and spaces which will assist in the evaluation of site development.**

MCC 36.7030 (E) The preliminary landscape plan shall indicate:

- (1) The size, species, and approximate locations of plant materials to be retained or placed on the site; and**

Applicant: *This proposal contains information listed ... Construction drawings and final calculations necessary to permit the parking lot expansion and gymnasium conversion shall be prepared by an engineer registered in the State of Oregon.*

Staff: The applicant has submitted the required materials (Exhibit 1.??).

8.2. Design Review Criteria.

MCC 36.7050(A) Approval of a final design review plan shall be based on the following criteria:

8.2.1. MCC 36.7050(A)(1): Relation of Design Review Plan Elements to Environment.

8.2.1.1. MCC 36.7050(A)(1)(a) The elements of the design review plan shall relate harmoniously to the natural environment and existing buildings and structures having a visual relationship with the site.

Applicant: *The parking lot design preserves a row of trees near the west edge of the expansion area and is appropriate distance from the buildings. An existing mature hedge along S.E. Strebin will also be preserved and will naturally screen the parking lot expansion area from the street and the neighbors to the north. A mature row of shrubbery will also be preserved and serve as a delineation between the existing parking lot and the new parking lot. This new lot design relates to the site conditions as much as possible while still meeting the needs for the additional parking. The proposed hard surface material at vehicular travel areas and drainage control inherently provides better environmental control over unregulated overflow parking in unimproved areas. The gymnasium conversion is mostly accomplished within the volume of the existing building. The only addition is for the egress tower located on the south side of the building to house exit stairs and elevator. The elements of the additional overflow parking lot and gymnasium conversion are in scale with and relate harmoniously to the natural environment, existing buildings and structures.*

The school's impact to natural resources may amount to an upgraded larger and possibly more environmentally friendly a/c unit than the existing units in place. Additional toilet facilities will be added to the building which will be managed by an on-site septic system. See Service Provider Forms in Service Provider Forms Section of this application.

Staff: The building conversion will be predominately within the existing frame of the gymnasium with the exception of a tower added onto the south side of the building to house stairs and elevator. The plans show the addition will match the design of the existing building. The stair and elevator tower will be added on the south end of the building in an area that is currently landscaped lawn that surrounds the existing structure thus it will not impact the natural environment. The proposed additional parking area will be built in a relatively flat area.

The stormwater will flow to a vegetated detention pond where it will infiltrate into the groundwater. The parking area will be surrounded with landscaped areas including existing trees and shrubs and newly planted shrubs and lawn. The remaining landscaping and new landscaping will provide a harmonious transition from the built environment into the natural environment. The proposed development meets this standard.

8.2.1.2. MCC 36.7050(A)(l)(b) The elements of the design review plan should promote energy conservation and provide protection from adverse climatic conditions, noise, and air pollution.

Applicant: *The design of overflow parking lot attempts to preserve as much significant existing mature landscape as possible promoting as much energy conservation and protection from adverse conditions as a parking lot can. Shade, wind break, sound attenuation, and absorption of air pollutants will be provided by existing and new landscape in quantities that exceed minimum design standards. Contaminants contained in parking lot runoff will be treated with accepted natural filtration processes.*

The noise level change for the gymnasium conversion is believed to be minimal. The existing use of exercising activities will be accommodated in the newer gymnasium with a revised time schedule. The change of use in the original gymnasium building (G-1) from a gymnasium to fellowship hall and classrooms is described below. With the increase of a projected 40 students, 15% in the total student population is not expected to cause any significant additional noise in open areas and surrounding buildings from the campus. Utilization and remodel of the existing structure to improve classroom conditions is, by itself, an energy conserving approach over total demolition and/or erection of a new building structure.

The traffic patterns during the day should not change in time frame or significant duration, but the number of vehicles may increase over time for the church parking and may have an increase trip loads. Some parents may individually drive or carpool groups of children to the school. This increase in the community service use is projected to be minimal compared to the general traffic increase to the area. Upon further discussion with Multnomah County Transportation Department and documentation of Open Door Baptist traffic counts samples, the County concluded no significant impact would occur to warrant a modification to existing driving patterns, right-of-way improvements or driveway construction. Per Multnomah County Transportation Department's request, the existing deteriorated fence at bus parking area will be repaired or replaced as required to deter pedestrian and vehicle travel through landscape opening.

Staff: The proposed additional parking will reduce the vehicle circulation of drivers searching for available parking thus providing some energy conservation and reduce air pollution. The applicant is proposing using existing nearby lighting for the additional parking area. This area will be predominately used for daytime uses thus minimal lighting is all that is needed. The proposed changes in the building will need to meet building code energy conservation measures and wind requirements. The proposed use should not change the minor noise level of the existing development. The stormwater system for the runoff from the new parking area is designed for the 10 year storm event (Exhibit 1.7). This standard is met.

8.2.1.3. MCC 36.7050(A)(l)(c) Each element of the design review plan shall effectively, efficiently, and attractively serve its function. The elements shall be on a human scale, inter-related, and shall provide spatial variety and order.

Each element of the additional overflow parking lot effectively, efficiently, and attractively serves its function. The new overflow parking meets circulation; proper width of the roadway and parking spaces per code requirements, and its circular driving pattern allows for maximum parking while giving a variety of parking patterns.

Each element of the gymnasium conversion shall be in accordance to the fire/life/safety requirement per Uniform Building C for the occupancy group it serves.

Staff: The design for the proposed parking area is interrelated with the existing parking lots. Traffic will flow through the existing lot to get to the proposed lot. The pedestrian walkway connects to a pedestrian walkway through the existing lot. The existing landscaping will blend with the new lot and the new landscaping proposed. The lot is design for a looped traffic flow to provide for efficient movement of vehicles. The proposed new lot is located about 150 feet from the area were the buildings are located and provide a short walking distance to the destination. The conversion of the existing building will provide classrooms and a meeting hall to meet the functions of the school and church. The addition for the stairs and elevator will match the architecture of the existing building. The proposed uses meet this standard.

8.2.2. MCC 36.7050 (A) (2) Safety and Privacy - The design review plan shall be designed to provide a safe environment, while offering appropriate opportunities for privacy and transitions from public to private spaces.

Applicant: *The additional overflow parking lot is designed to provide a safe parking environment for members and attendees of the church and school. Transitions from public to private spaces remain largely unchanged although onsite pedestrian circulation from the parking lot to the building has been improved. The vegetative screening around the overflow parking gives natural separation between onsite activities and the EFU and residential uses surrounding the site affording opportunity for privacy and transition from public to private spaces.*

The gymnasium conversion to classrooms will meet all UBC Fire/Life/Safety codes. The classroom expansion will provide better separation between the younger and older children; although this is not a site planning issue, it will promote a better educational environment.

Staff: The proposed parking area will provide for a looped flow limiting vehicle conflict. A pedestrian walkway will be provided with crossing area marked with stripping (Exhibit 1.??). Additionally the applicant is proposing a pedestrian walkway access to the property just adjacent to the east of the Strebin Road and Viewpoint Drive intersection. The applicant is proposing a crosswalk across Strebin Road at this location (Exhibit 1.11). In a memo dated November 8, 2004 Alison Winter, County Transportation Planning Specialist discusses the proposed crosswalk and requirements for its establishment (Exhibit 2.5). Existing landscaping including trees, hedges, and shrubs a buffering transition between public right of way and the private church/school development area. The applicant states proposed building conversion to classrooms will meet all UBC Fire/Life/Safety codes. The proposal includes two stairways in the converted building to provide for better emergency access (Exhibit 1.4). The proposed uses meet this standard.

8.2.3. MCC 36.7050 (A) (3) Special Needs of Handicapped - Where appropriate, the design review plan shall provide for the special needs of handicapped persons, such as ramps for wheelchairs and braille signs.

Applicant: *In regards to the parking lot expansion, handicapped parking stalls will be provided near the building, not in the outlaying areas of the overflow parking lot. An ADA compliant pedestrian connection will be from the parking lot to the existing onsite sidewalk system. The gymnasium conversion will provide the following ADA enhancements in accordance with UBC Chapter 13:*

*At the gymnasium conversion, Open Door Baptist Church will provide:
A second floor "Area of Rescue",
ADA elevator,
ADA accessible thresholds, door size and levers, clearance access to door approaches,
ADA counters and sinks access in warming kitchen,
ADA restroom access at each level including sinks, stalls, urinals and showers, as required per UBC code.
Egress complying with UBC requirements for corridors and stairs.*

Staff: The proposed development provides for handicap access with marked parking spaces located nearest the building, elevator access to the proposed second floor classrooms, handicap restrooms, and other ADA and building code handicap requirements (Exhibit 1.??). This standard is met.

8.2.4. MCC 36.7050 (A) (4) Preservation of Natural Landscape - The landscape and existing grade shall be preserved to the maximum practical degree, considering development constraints and suitability of the landscape or grade to serve their functions. Preserved trees and shrubs shall be protected during construction.

Applicant: *The mature landscape and existing grade will be modified as little as possible by design in the execution of this project. Preserved trees and shrubs will be protected during construction according to nursery standard. The design preserves existing landscape on three sides of the expanded parking lot while accommodating additional parking needs. The required minimum landscaping is proposed to be exceeded. See Drawings Section C1 for plant schedule.*

Staff: The proposed parking area expansion is located in a relatively flat area requiring minimal grading. Existing vegetation at the edge of the existing parking lot will be preserved as well as several trees skirting the proposed lot. The design incorporated some existing trees into divider areas to prevent their removal (Exhibit 1.10). The construction plans show that existing trees that will remain will be fenced at the drip line to protect their roots from damage. The proposed uses meet this standard.

8.2.5. MCC 36.7050 (A) (5) Pedestrian and Vehicular circulation and Parking - The location and number of points of access to the site, the interior circulation patterns, the separations between pedestrians and moving and parked vehicles, and the arrangement of parking areas in relation to buildings and structures, shall be designed to maximize safety and convenience and shall be harmonious with proposed and neighboring buildings and structures.

Applicant: *The location and number of points of access to the site will remain unchanged. The location and number of points of access to the expanded parking lot will be located from the existing parking lot will be as follows:*

The new overflow parking has a natural access point coinciding the existing parking lot roadway design, away from main entry and exiting of the site, and promoting safe travel within the circulation of the parking lot. The entrance into the overflow parking area is 35', exceeding the 20' minimum requirement, and the interior circulation patterns will be consistent with the existing patterns of travel so not to confuse the drivers. Given the constraints of the existing site layout, the separation between pedestrians and moving vehicles will be accomplished with dedicated and delineated pedestrian walkways providing a direct route from the expanded parking area to the existing onsite sidewalk system as well as a link for the existing west parking lot.

Per Multnomah County Transportation Department's request, the existing deteriorated fence at bus parking area will be repaired or replaced as required to deter all pedestrian or vehicular travel through the landscape opening.

Staff: The access to the site will not be changed by the proposal. The proposed parking area has one access point with a looped circulation plan reducing opportunities for vehicular conflict. The proposed lot is reasonably close to the building at a distance of about 150 feet it is the most practical location for additional parking and provides a harmonious transition between the existing development and the new lot. The proposed plans provide a convent and marked pedestrian walkways for safe access between parking and the building as well as access to the property (Exhibits 1.?? and 1.??). This standard is met by the proposal.

8.2.6. MCC 36.7050 (A) (6) Drainage - Surface drainage and stormwater systems shall be designed so as not to adversely affect neighboring properties or streets. Systems that insure that surface runoff volume after development is no greater than before development shall be provided on the lot.

***Applicant:** The 25-year storm event from the expanded parking lot is collected, treated, detained, and disposed of onsite through a detention/infiltration pond to be located adjacent to the new parking lot. Existing surface drainage patterns will not be altered in a way that adversely affects neighboring properties. This project meets the requirements of the County, See Report Section of this application for the Preliminary Storm Water report.*

A portion of the existing site improvements drains to a small infiltration pond, which has performed adequately. Therefore, stormwater runoff from the proposed parking improvements, will be collected and discharged into a new infiltration pond. The runoff will be routed through a forebay pond, to trap sediment and other debris, prior to discharge into the infiltration pond. Runoff from the adjacent property to the south, will continue in its present direction, through the existing parking area, which is located east of this proposed new parking area.

Infiltration will be provided for the 25 year design storm and lesser events. The pond will allow the excess runoff from larger events to pass through the pond, into the existing roadside ditch along SE Strebin Road. Water Quality requirements will be met by using appropriate landscaping material in the infiltration and forebay ponds.

Staff: The applicant, Dan Symons, Registered Engineer prepared the stormwater report and designed a stormwater infiltration pond to the 25 year storm event standard (Exhibit 1.??). This standard has been met by the proposal.

8.2.7. MCC 36.7050 (A) (7) Buffering and Screening - Areas, structures and facilities for storage, machinery and equipment, services (mail, refuse, utility wires, and the like), loading and parking, and similar accessory areas and structures shall be designed, located, buffered or screened to minimize adverse impacts on the site and neighboring properties.

***Applicant:** Existing vegetative screening at the expanded parking lot will be enhanced to buffer or screen adverse impacts on the site and neighboring properties. Future trash enclosure shall be designed to meet the same intent.*

Staff: The proposed parking is screened with existing vegetation. That vegetation will be enhanced with additional landscape plantings as shown on the plans (Exhibit 1.??). The proposal meets this standard.

8.2.8. MCC 36.7050 (A) (8) Utilities - All utility installations above ground shall be located so as to minimize adverse impacts on the site and neighboring properties.

Applicant: *An existing electrical service box located near the center of the new proposed overflow parking area will be relocated. No other above ground utilities are proposed.*

Staff: No above ground utilities are proposed. The proposal meets this standard.

8.2.9 MCC 36.7050 (A) (9) Signs and Graphics - The location, texture, lighting, movement, and materials of all exterior signs, graphics or other informational or directional features shall be compatible with the other elements of the design review plan and surrounding properties.

Applicant: *Parking Lot (area 3): One directional sign will be provided.
Old Gymnasium (G-1): Existing building Identification Signage is in compliance with requirement of Section 36.7450. No new identification signage proposed, existing to remain.*

Staff: The proposed directional sign and building identification signs will be compatible with the existing development signage on site. The proposal meets this standard.

8.3. Required Minimum Design Review Standards.

* * *

8.3.1. MCC 36.7055 (C) Required Landscape Areas: The following landscape requirements are established for developments subject to design review plan approval:

8.3.1.1. MCC 36.7055 (C) (1) A minimum of 15% of the lot area shall be landscaped; provided, however, that computation of this minimum may include areas landscaped under subpart 3 of this subsection.

Applicant: *In the area of expanded development, 21% is landscaped; exceeding 15% requirement.*

Staff: The proposed development exceeds the 15 percent required landscape area standard. This standard is met by the proposal.

8.3.1.2. MCC 36.7055 (C) (2) All areas subject to the final design review plan and not otherwise improved shall be landscaped.

Applicant: *All area of new work disturbed but not slated for surface improvements will be landscaped with similar materials. Portions of property not being developed that are currently being farmed will remain in farm use.*

Staff: The proposal includes landscaping for all disturbed areas. The remainder of the property is either landscaped or is employed as farmland. The proposal meets this standard.

- 8.3.1.3. MCC 36.7055 (C) (3)** The following landscape requirements shall apply to parking and loading areas:
- (a)** A parking or loading area providing ten or more spaces shall be improved with defined landscaped areas totaling no less than 25 square feet per parking space.
 - (b)** A parking or loading area shall be separated from any lot line adjacent to a street by a landscaped strip at least 10 feet in width, and any other lot line by a landscaped strip at least 5 feet in width.
 - (c)** A landscaped strip separating a parking or loading area from a street shall contain:
 - 1.** Street trees spaces as appropriate to the species, not to exceed 50 feet apart, on the average;
 - 2.** Low shrubs, not to reach a height greater than 3'0", spaced no more than 5 feet apart, on the average; and
 - 3.** Vegetative ground cover.
 - (d)** Landscaping in a parking or loading area shall be located in defined landscaped areas which are uniformly distributed throughout the parking or loading area.
 - (e)** A parking landscape area shall have a width of not less than 5 feet.

Applicant: (a) Landscaping regulations requires 25 s.f./parking spaces with 51 spaces, 1275 s.f. of landscaping is required. This project proposes 1,457 s.f. new interior landscaping in the expanded parking lot.

(b) Landscaping strip at parking lot is approximately 30' on the North, 5' on the West and 5' at the South of paved lot, with the existing 9' planter to remain between the new and the existing lots.

(c)(i) Parking lot expansion area has existing mature landscaping with large hedge and a tree on the north side of property adjacent to S.E. Strebin Road. We are requesting that the mature landscaping as it exists remain unchanged to meet the intent of this section. See MCC 36.7060 (5) for minor exceptions.

(c)(ii) Parking lot expansion area has existing mature landscaping with large hedge and a tree on the north side of property adjacent to S.E. Strebin Road. We are requesting that the mature landscaping as it exists remain unchanged to meet the intent of this section. See MCC 36.7060 (5) for minor exceptions. Any new shrubs planted will meet the above requirements

(c)(iii) Ground cover proposed at landscaped areas and where soil is disturbed at school and parking lot construction area will be planted with like materials, or drought resistant native plants. See Drawings Section C1 for the plant schedule.

(d) New landscaping occurs in curbed peninsulas at the new parking area and are evenly distributed.

(e) All parking landscape strips meet or exceed the 5 foot requirement.

Staff: The proposed addition of 51 parking spaces requires 1,275 sq. ft of landscaping at 25 sq. ft. per additional parking space. The proposed development includes 1,457 sq. ft. of new landscaping meeting the 25 sq. ft. The proposal meets the yard setbacks required by with 30 foot front yard and substantial sideyard setbacks (Exhibit 1.??). The applicant is requesting an exception to MCC 36.7055 (C)(3)(c) to maintain existing mature landscaping (Exhibit 1.??). The proposed landscaping is distributed throughout the parking area and all landscaped areas are at least five feet in width. This standard is met except for the standard under MCC 36.7055 (C)(3)(c) for which the applicant is requesting an exception. The exception request will be addressed under Section 8.4 of this report.

8.3.2. MCC 36.7055 (C) (4) Provision shall be made for watering planting areas where such care is required.

Applicant: *No irrigation system is proposed, draught tolerant native species will be utilized and watered manually during the establishment period. Hose bibs in vicinity shall be relocated to central planter island.*

Staff: Drought tolerant native species will be used. A water outlet will be located in the central island should it be needed. This standard has been met.

8.3.3. MCC 36.7055 (C) (5) Required landscaping shall be continuously maintained.

Applicant: *Existing landscaping will remain under current maintenance plan; new landscaping will be integrated into existing maintenance schedules.*

Staff: The proposal meets this requirement.

8.3.4. MCC 36.7055 (C) (6) Maximum height of tree species shall be considered when planting under overhead utility lines.

Applicant: *Existing trees will remain and do not conflict with utility lines.*

Staff: No trees are proposed under utility lines. This requirement has been met.

8.3.5. MCC 36.7055 (C) (7) Landscaped means the improvement of land by means such as contouring, planting, and the location of outdoor structures, furniture, walkways and similar features.

Applicant: *Parking lot will establish new landscaping where disturbed.*

Staff: The definition has been used for standards addressing landscaping.

8.4. Minor Exception to Landscape Requirements

8.4.1. MCC 36.7060 (A) In conjunction with final design review plan approval, the Planning Director may grant minor exceptions from the following requirements:

* * *

(5) In the case of a proposed alteration, standards for landscaped areas under MCC 36.7055 (C).

Applicant: *We are proposing that the existing mature landscaping consisting of tall hedge and tree at street (north) property line remain unchanged. We feel this alternative is consistent with the intent of Multnomah County's regulations to provide buffering and screening. The existing mature hedge and tree areas located along the street frontage already blocks vehicular headlights and buffers sounds from street and from neighbors in both directions. The existing frontage is in aesthetically pleasing proportion as is requested to be acceptable in lieu of a street tree every 50'. This request is allowed minor exception per MCC 36.7060 Minor Exceptions: Yard, Parking, Sign, and Landscape Requirements.*

Staff: The applicant is requesting an exception to the requirements of MCC 36.7055(C)(3)(c). This code requires:

- “A landscaped strip separating a parking or loading area from a street shall contain:
1. Street trees spaces as appropriate to the species, not to exceed 50 feet apart, on the average;
 2. Low shrubs, not to reach a height greater than 3'0", spaced no more than 5 feet apart, on the average;”

The applicant proposed to keep the existing hedges that are nine feet tall to meet this requirement instead of replacing it with shrub not more than three feet tall and trees. The applicant has requested an exception to allow them to keep the existing hedge.

* * *

8.4.2. MCC 36.7060 (C) Approval of a minor exception shall be based on written findings, as required in this subpart.

* * *

(4) In the case of a minor exception to the standards for landscaped areas, the Planning Director shall find that approval is consistent with MCC 36.7000, considering the extent and type of proposed alteration and the degree of its impact on the site and surrounding areas.

Applicant: *Open Door Baptist Church proposes that the existing landscaping meets the intent of the code. See response to 36.7060.A.5.*

Staff: The purpose of the required landscaping is to provide buffering of the proposed uses and to provide a transition from public to private space. The proposed exception will meet that purpose. The proposed alteration is to provide an additional parking area for the church and school. The proposed parking area is located across the street from a residential subdivision within the City of Troutdale. The existing hedges will provide screening of the proposed parking lot, screen headlamp light of arriving and departing vehicles. The vegetation will buffer noise associated with arrival and departure of vehicles from the lot. Replace the existing vegetation with three foot shrubs and trees would result in more off-site impact to the adjacent properties across the street. The shorter shrubs would allow visual impacts including the view of the –parking lot and headlamp glare. The shorter shrubs would result in less buffering of parking associated noise. Allowing the existing vegetation to remain will reduce the minor off-site disturbances involved with the development. We can not foresee a negative impact and the benefits of allowing the vegetation to remain outweigh any benefits of removing the vegetation to plant shorter shrubs and trees. The exception request meets the standards for granting an exception. The exception is approved.

9. OFF-STREET PARKING

9.1 General Provisions

MCC36.4105 In the event of the erection of a new building or an addition to an existing building, or any change in the use of an existing building, structure or land which results in an intensified use by customers, occupants, employees or other persons, off-street parking and loading shall be provided according to the requirements of this Section.

Staff: The proposal includes a conversion of an existing gymnasium into classrooms, a fellowship hall and a warming kitchen. The application includes an additional parking lot area reviewed for compliance in the following sections of this decision.

9.2. Continuing Obligation

MCC 36.4115: The provision for and maintenance of off-street parking and loading facilities without charge to users shall be a continuing obligation of the property owner. No building or any other required permit for a structure or use under this or any other applicable rule, ordinance or regulation shall be issued until satisfactory evidence in the form of a site development plan, plans of existing parking and loading improvements, a deed, lease, contract or similar document is presented demonstrating that the property is and will remain available for the designated use as a parking or loading facility.

Staff: A condition of approval will include these requirements.

9.3. Plan Required

MCC36.4120A plot plan showing the dimensions, legal description, access and circulation layout for vehicles and pedestrians, space markings, the grades, drainage, setbacks, landscaping and abutting land uses in respect to the off-street parking area and such other information as shall be required, shall be submitted in duplicate to the Planning Director with each application for approval of a building or other required permit, or for a change of classification to O-P.

Applicant: *See Drawing Section of this application for Master Plan, Site/Landscape, Grading/Erosion Control and Utility Plans intended to fulfill plan requirements.*

Staff: The applicant has submitted a set of plot plan maps showing the required features.

9.4. Use of Space

9.4.1. MCC36.4125 (A) Required parking spaces shall be available for the parking of vehicles of customers, occupants, and employees without charge or other consideration.

Applicant: *The parking lot is to be used for parking vehicles for activities for the church and school and will not charge any fees for parking.*

Staff: The existing and proposed parking lots will be used for church and school patrons. This standard is met.

9.4.2. MCC36.4125 (B) No parking of trucks, equipment, materials, structures or signs or the conducting of any business activity shall be permitted on any required parking space.

Applicant: *This parking is for the sole use of the occupants of the facilities.*

Staff: The applicant states the parking area will be solely used by the patron of the church and school. This standard is met.

- 9.4.3. MCC36.4125 (C) A required loading space shall be available for the loading and unloading of vehicles concerned with the transportation of goods or services for the use associated with the loading space.**

Applicant: *No loading spaces are required. The existing parking lot is not to change beyond pedestrian improvements.*

Staff: The plans do not include a designated loading and unloading space, however there is enough area for a loading space to be designated. A condition of approval will require that a loading space be designated to meet this standard.

- 9.4.4. MCC36.4125 (D) Except for residential and local commercial districts, loading areas shall not be used for any purpose other than loading or unloading.**

Applicant: *Not Applicable.*

Staff: This requirement will be included in the condition discussed in the previous finding (Section 9.4.3. of this decision).

- 9.4.5. MCC36.4125 (E) In any district, it shall be unlawful to store or accumulate equipment, material or goods in a loading space in a manner which would render such loading space temporarily or permanently incapable of immediate use for loading operations.**

Applicant: *Not Applicable.*

Staff: This requirement will be included in the condition discussed in the finding under Section 9.4.3. of this decision.

9.5. Location of Parking and Loading Spaces.

- 9.5.1. MCC36.4130 (A) Parking spaces required by this Section shall be provided on the lot of the use served by such spaces.**

Applicant: *Parking lot expansion will serve as overflow parking. It's location is on the property and adjacent to the existing parking lot which serves the property.*

Staff: The church owns two parcels with the uses crossing the parcel lines. The proposed parking lot also crosses the property lines with some of the parking on a different lot than some of the buildings. This standard can be met by the properties being combined into one lot. A condition of approval will require these properties be combined to meet this standard.

* * *

- 9.5.2. MCC36.4130 (C) Loading spaces and vehicle maneuvering area shall be located only on or abutting the property served.**

Applicant: *All loading and vehicle maneuvering is on the property.*

Staff: The EFU District would not allow this type of loading space and maneuvering uses on a lot that does contain the church or school. Therefore the uses must be on the same lot as the church

and school. Loading spaces and vehicle maneuvering area will be entirely on the subject property once the properties are combined. A condition of approval will require these properties to be combined to meet this standard.

9.6 Improvements Required

MCC 36.4135 (A) Required parking and loading areas shall be improved and placed in condition for use before the grant of a Certificate of Occupancy under MCC 36.0525, or a Performance Bond in favor of Multnomah County equivalent to the cost of completing such improvements shall be filed with the Planning Director.

MCC 36.4135 (B) Any such bond shall include the condition that if the improvement has not been completed within one year after issuance of the Certificate of Occupancy, the bond shall be forfeited.

Any bond filed hereunder shall be subject to the approval of the Planning Director and the County Attorney.

Applicant: *A bond issuance is not expected.*

Staff: The applicant does not anticipate the need for a bond. If one becomes necessary we will follow the procedures required.

9.7. Change of Use

MCC 36.4140 (A) Any alteration of the use of any land or structure under which an increase in the number of parking or loading spaces is required by this Section shall be unlawful unless the additional spaces are provided.

MCC 36.4140 (B) In case of enlargement or change of use, the number of parking or loading spaces required shall be based on the total area involved in the enlargement or change in use.

Applicant: *Open Door Baptist Church will not change use of land or buildings which would surpass parking requirements without providing needed parking under a future permit. Open Door Baptist Church shall conform with all requirements in regards to a change of use. See proposed parking in Section MCC 36.4120.*

Staff: The proposed conversion of the gymnasium while it continues to be used by the church and school is a change in use. The submitted plans show 171 spaces the number of spaces required by the existing and proposed changed uses is 165 spaces. The number of parking spaces required for the kindergarten program is unknown but can not be more than a couple of additional spaces. The proposed 171 spaces will exceed the number of parking spaces required.

* * *

9.8. Standards of Measurement

MCC 36.4160 (A) Square feet means square feet of floor or land area devoted to the functioning of the particular use and excluding space devoted to off-street parking and loading.

MCC 36.4160 (B) When a unit or measurement determining the number of required off-street parking or off-street loading spaces results in a requirement of a fractional space, any fraction up to and including one-half shall be disregarded, and any fraction over one-half shall require one off-street parking or off-street loading space.

Applicant: *This application complies with standards of measurement per Section MCC 36.4160.*

Staff: This standard is met by the submitted application.

9.9. Design Standards: Scope

MCC 36.4165 (A) The design standards of this section shall apply to all parking, loading, and maneuvering areas except those serving a single or two-family residential dwelling or mobile home on an individual lot.

MCC 36.4165 (B) All parking and loading areas shall provide for the turning, maneuvering and parking of all vehicles on the lot. After July 26, 1979 it shall be unlawful to locate or construct any parking or loading space so that use of the space requires a vehicle to back into the right-of-way of a public street.

Applicant: *This applicant meets the design standards listed below. Parking and loading design will not cause any backing of vehicles into the public right-of-way. Access into this overflow parking will have a safe distance separating it from the street access to the property. This will allow entrance in and exit out of the property in a forward motion.*

Staff: The design standards apply to the proposed parking, loading and maneuvering areas. The proposed parking includes areas provides for turning, maneuvering, and parking of all vehicles. With the proposed design there will be no need to back into the right of way. This standard is met by the proposal.

9.10. Access

MCC 36.4170 (A) Where a parking or loading area does not abut directly on a public street or private street approved under MCC 36.7700 et seq., the Land Division Chapter, there shall be provided an unobstructed paved drive not less than 20 feet in width for two-way traffic, leading to a public street or approved private street. Traffic directions therefore shall be plainly marked.

MCC 36.4170 (B) Parking or loading space in a public street shall not be counted in fulfilling the parking and loading requirements of this section. Required spaces may be located in a private street when authorized in the approval of such private street.

Applicant: *The entrance into the overflow parking area is 35', exceeding the 20' minimum requirement with a clear direction of travel. This application shall meet the parking requirement with all off-street parking. The expanded parking lot plans to avoid or alleviate any on-street parking that could occur.*

Staff: The entrances are not proposed to change as part of this proposal. The existing accesses exceed the minimum width requirements. The plans do not show the directional markings for the accesses. This requirement will be included as a condition of approval.

9.11. Dimensional Standards.

9.11.1. MCC 36.4175 (A) Parking spaces shall meet the following requirements:

- (1) At least 70% of the required off-street parking spaces shall have a minimum width of nine feet, a minimum length of 18 feet, and a minimum vertical clearance of six feet, six inches.**
- (2) Up to 30% of the required off-street parking spaces may have a minimum width of eight-and-one-half feet, a minimum length of 16 feet, and a vertical clearance of six feet if such spaces are clearly marked for compact car use.**
- (3) For parallel parking, the length of the parking space shall be 23 feet.**
- (4) Space dimensions shall be exclusive of access drives, aisles, ramps or columns.**

Applicant: 48 of 51 spaces, (94%), of the parking are full size parking stalls.

3 of 51, (6%) of the parking is compact parking.

No new parallel parking is proposed.

Parking spaces are proposed to be clear open spaces not to interfere with vehicle maneuvering or other solid elements. Existing electrical service meter will be relocated outside of vehicle maneuvering area.

Staff: The proposed plan meets this standard.

9.11.2. MCC 36.4175 (B) Aisle width shall be not less than:

- (1) 25 feet for 90 degree parking,**
- (2) 20 feet for less than 90 degree parking, and**
- (3) 12 feet for parallel parking.**
- (4) Angle measurements shall be between the center line of the parking space and the center line of the aisle.**

Applicant: (1) No 90 degree parking is proposed.

(2) One way travel is provided through the parking lot expansion area with a minimum 20' aisle width.

(3) No new parallel parking is proposed.

(4) This application complies with standards of measurement per Section MCC 36.4175

Staff: The proposed plan meets this standard.

9.11.3. MCC 36.4175 (C) Loading spaces shall meet the following requirements:

- (1)**

District	Minimum Width	Minimum Depth
All	12 Feet	25 Feet

(2) Minimum vertical clearance shall be 13 feet.

Applicant: *Not Applicable.*

Staff: A condition of approval will require a designated loading space of these dimensions. This standard is met through the condition of approval.

9.12. Improvements

9.12.1. MCC 36.4180 (A) Surfacing

- (1) All areas used for parking, loading or maneuvering of vehicles shall be surfaced with two inches of blacktop on a four inch crushed rock base or six inches of portland cement or other material providing a durable and dustless surface capable of carrying a wheel load of 4,000 pounds.**

Applicant: *Hard surface area is proposed for new parking spaces for Open Door Baptist Church. This will provide adequate off-street parking for the church events. Surface of lot will be a min. of two inches of asphalt on a four inch crushed rock base. This improvement will eliminate the need for vehicles parking in a non-paved overflow area and prevent soil tracking to paved area. This proposal shall promote erosion control. See Report Section in this narrative for Preliminary Storm Water Report.*

Staff: The applicant proposes to pave the parking, loading and maneuvering areas with two inches of black top on four inches of crushed rock. This standard is met.

9.12.2. MCC 36.4180 (B) Curbs and Bumper Rails

- (1) All areas used for parking, loading, and maneuvering of vehicles shall be physically separated from public streets or adjoining property by required landscaped strips or yards or in those cases where no landscaped area is required, by curbs, bumper rails or other permanent barrier against unchanneled motor vehicle access or egress.**
- (2) The outer boundary of a parking or loading area shall be provided with a bumper rail or curbing at least four inches in height and at least three feet from the lot line or any required fence.**

Applicant: *(1) The perimeter of a parking will have a 6" high curb with required setback from the lot line protecting landscaping and preventing unrestricted access and egress. (2) The perimeter of a parking will have a 6" high curb with setback from the lot line which exceeds the requirement.*

Staff: The submitted plans show parking, loading, and maneuvering of vehicles will be physically separated from public streets or adjoining property by landscaped strips. The perimeter of the parking area will have six inch high curb which will be more than three feet from the property lines. This standard is met.

9.12.3. MCC 36.4180 (C) Marking - All areas for the parking and maneuvering of vehicles shall be marked in accordance with the approved plan required under MCC 36.4120, and such marking shall be continually maintained.

Applicant: *Open Door Baptist Church will provide and maintain striping of individual parking spaces for proper aisle and stall spacing, and directional markings for a clear direction of travel.*

Staff: The applicant states the proposed parking area will be marked according to this standard. A condition of approval will require that the lot's marking will be continually maintained. This standard will be met through a condition of approval.

9.12.4. MCC 36.4180 (D) Drainage - All areas for the parking and maneuvering of vehicles shall be graded and drained to provide for the disposal of all surface water on the lot.

Applicant: *Hard surfacing will be provided at new vehicular travel areas to prevent soil erosion and to control surface runoff. All new areas for the parking and maneuvering of vehicles will be graded to provide for the drainage, collection, and disposal of all surface water on the lot. This will allow any vehicle generated pollutants to be collected and treated before stormwater disposal.*

Construction drawings and final calculations necessary to permit the parking lot expansion shall be prepared by a civil engineer registered in the State of Oregon. See Report Section in this narrative for preliminary drainage report.

Staff: The proposed parking lot will be designed to drain to a detention/infiltration pond. This standard is met.

9.13. Lighting

MCC 36.4185 Any artificial lighting which may be provided shall be shielded or deflected so as to not shine into adjoining dwellings or other types of living units, and so as not to create a hazard to the traveling public on any street.

Applicant: *As not to disrupt the natural environment, and maintaining the spirit of a rural environment, additional exterior lighting is not proposed to be added to the site. With the low crime of the area, and considering the primary use for the overflow parking area occurring in daytime hours, the church feels this choice an appropriate approach for this project. All existing artificial lighting is shielded or deflected so as to not shine into adjoining dwellings or other types of living units, and will not to create a hazard to the traveling public on any street.*

Staff: No additional lighting is proposed for the development. This standard is met.

9.14. Signs

MCC 36.4190 Signs, pursuant to the provisions of MCC 36.7465.

Staff: The only signs proposed will be directional and building identification signs. These signs will be required to meet MCC 36.7465. See section 10 of this decision.

9.15. Design Standards: Setbacks

- 9.15.1. MCC 36.4195 (A) Any required yard which abuts upon a street lot line shall not be used for a parking or loading space, vehicle maneuvering area or access drive other than a drive connecting directly to a street.**

Applicant: Existing drives are to remain unchanged. No new parking is proposed in the required 30' yard setback from property line at the street.

Staff: The proposed parking lot will be setback 30 feet from the front property line. This standard is met.

- 9.15.2. MCC 36.4195 (B) A required yard which abuts a street lot line shall not be paved, except for walkways which do not exceed 12 feet in total width and not more than two driveways which do not exceed the width of their curb cuts for each 150 feet of street frontage of the lot.**

Applicant: *Of the 735' of road frontage, Open Door Baptist Church has only two existing curb cuts. They are to remain unchanged with no new curb cuts requested. The yard between the street and the parking area is fully landscaped with existing mature vegetation. The distance between the existing driveways exceed 150'.*

Staff: The required yard is and will continue to be landscaped with vegetation. This standard is met.

9.16. Landscape and Screening Requirements

MCC 36.4200 (A) The landscaped areas requirements of MCC 36.7055 (C) (3) to (7) shall apply to all parking, loading or maneuvering areas which are within the scope of design standards stated in MCC 36.4165 (A).

Applicant: *Within the scope, a large stand of existing trees and a substantial hedge is maintained in the lot while accommodating additional parking adjacent to the existing parking lot. The required minimum landscaping has been exceeded. The church and school grounds have ample mature landscaping. Any disruptions to soil will be replaced with similar material. See civil plans for plant schedule. Per Multnomah County Transportation Department's request, the existing deteriorated fence at bus parking area will be repaired or replaced as required to deter pedestrian or vehicle travel through landscape opening.*

Staff: The findings for landscaped areas requirements of MCC 36.7055 (C) (3) to (7) are in Section 8.3.1.3 of this decision. The proposed plans meet this standard.

9.17. Minimum Required Off-Street Parking Spaces

MCC 36.4205 (B) Public and Semi-Public Buildings and Uses

- (1) Auditorium or Meeting Room (except schools) - One space for each 60 square feet of floor area in the auditorium or, where seating is fixed to the floor, one space for each four seats or eight feet of bench length.**

Applicant: *Fellowship hall: 2400 s.f. = 40 parking spaces required.*

Auditorium: one space for four seats (225 seats) = 56 parking spaces required.

* * *

- (2) **Church** - One space for each 80 square feet of floor area in the main auditorium or, where seating is fixed to the floor, one space for each four seats or eight feet of bench length.

Applicant: *Per DS 6-98, 39 spaces required.*

- (3) **Church Accessory Use** - In addition to spaces required for the church, one space for each ten persons residing in such building.

Applicant: *Per DS 6-98, 1 space required.*

* * *

- (7) **Primary, Elementary, or Junior High and Equivalent Private or Parochial School** - One space for 84 square feet of floor area in the auditorium, or one space for each 12 seats or 24 feet of bench length, whichever is greater.

Applicant: *Auditorium: one space for 12 seats (225 seats) = 19 parking spaces required (dual uses, see auditorium above for controlling number of required parking).*

- (8) **Kindergarten, Day Nursery, or Equivalent Private or Parochial School** - One driveway, designed for continuous flow of passenger vehicles for the purpose of loading and unloading children plus one parking space for each two employees.

Applicant; *There will be no changes to the existing kindergarten program. The parochial school driveway provides existing continuous flow of traffic through passenger drop offs in two separate areas, east and west passenger drop offs. There are 19 employees, and 10 parking spaces required (dual uses, see auditorium above for controlling number of required parking).*

Staff: The applicant has calculated the number of parking spaces required according this section of the Code. The number of parking spaces required is 165 plus a couple for the kindergarten teachers. The applicant proposes a total of 171 spaces.

10. SIGNS GENERALLY IN THE EFU ZONE

MCC 36.7450: For all uses and sites in the above listed zones, the following types, numbers, sizes and features of signs are allowed. All allowed signs must also be in conformance with the sign development regulations of MCC 36.7460 through 36.7500.

- 10.1. MCC 36.7450 (D) Additional Signs Allowed** - In addition to the sign amounts allowed based on the site and building frontages, the following signs are allowed in all zoning districts for all usages:

- (1) **Directional signs** pursuant to MCC 36.7490.

Applicant: *One directional sign is planned in the new parking lot for this phase of work and will be in accordance with 36.7490 standards.*

Staff: Applicant is proposing one sign for direction purposes.

10.2. MCC 36.7465 Sign Placement.

(A) Placement

All signs and sign structures shall be erected and attached totally within the site except when allowed to extend into the right-of-way.

*** * ***

(C) Vision Clearance Areas

(1) No sign may be located within a vision clearance area as defined in subsection (C)(2) below. No support structure(s) for a sign may be located in a vision clearance area unless the combined total width is 12 inches or less and the combined total depth is 12 inches or less.

(2) Location of vision clearance Areas - Vision clearance areas are triangular shaped areas located at the intersection of any combination of rights-of-way, private roads, alleys or driveways. The sides of the triangle extend 45 feet from the intersection of the vehicle travel area (See MCC 36.7505 Figure 2). The height of the vision clearance area is from three feet above grade to ten feet above grade.

*** * ***

(F) Required Yards and Setbacks

Signs may be erected in required yards and setbacks.

(G) Parking Areas

(1) Unless otherwise provided by law, accessory signs shall be permitted on parking areas in accordance with the provisions specified in each district, and signs designating entrances, exits or conditions of use may be maintained on a parking or loading area.

(2) Any such sign shall not exceed four square feet in area, one side. There shall not be more than one such sign for each entrance or exit to a parking or loading area.

Applicant: *One directional sign is planned in the new parking lot for this phase of work and will be in accordance with 36.7490 standards.*

Staff: A condition of approval will require that these standards be met.

10.3. MCC 36.7490: Directional Signs.

Directional signs shall comply with the following provisions:

Maximum Sign Face Area:	Six Square Feet
Types of Signs Allowed:	Free Standing, Fascia, Projecting, Painted Wall
Maximum Height:	Free Standing 42 Inches Fascia and Projecting 8 Feet
Extensions into R/W:	Not Allowed
Lighting:	Indirect or Internal

Flashing Lights:	Not Allowed
Electronic Message Centers:	Not Allowed
Moving or Rotating Parts:	Not Allowed

Applicant: *One directional sign is planned for this phase of work and will be in accordance with 36.7490 standards.*

Staff: A condition of approval will require this standard be met.

10.4. MCC36.7495 Temporary Signs.

(A) Time Limit

Temporary signs and support structures, if any, must be removed within six months of the date of erection.

(B) Attachment

Temporary signs may not be permanently attached to the ground, buildings, or other structures.

* * *

(E) Temporary Rigid Signs

(1) Type - Rigid signs may be free-standing or placed on building sides.

(2) Size - The maximum size of a rigid sign is 32 square feet.

(3) Number - One rigid sign is allowed per site frontage.

(4) Height - Rigid signs on buildings may not be placed above roof lines. The maximum height free standing is eight feet.

(5) Extensions into the Right-of-Way - Rigid signs may not extend into the right-of-way.

(6) Lighting and Movement - Rigid signs may not be illuminated or have moving or rotating parts.

Applicant: *One construction sign is planned for this of work and will be in accordance with 36.7495 standards.*

Staff: The applicant proposes a temporary construction sign. A condition of approval will require the sign met these standards.

11. COMPREHENSIVE PLAN, POLICY 38

Facilities: Fire Protection

(B) There is adequate water pressure and flow for fire fighting purposes; and

(C) The appropriate fire district has had as opportunity to review and comment on the proposal.

Applicant: *See Service Provider Section of this application for the letter from the Fire Department.*

Staff: The applicant has provided a Fire district Review Form signed by Mike Kelly, Deputy Fire Marshall, Gresham Fire and Emergency Services. Mr. Kelly has marked the line indicating that the existing access to the proposed development is adequate and that there is adequate water pressure and flow for fire fighting purposes. This policy requirement has been met.

12. CONCLUSION

Staff: The applicant has demonstrated that the proposed development meets requirements of MCC 36.2600 et al: Exclusive Farm Use Zone District and meets the standards required by the MCC 36.7000 et al: Design Review, MCC 36.4100 et. al: Off-Street Parking and Loading MCC 36.7400 et. al: Signs and Comprehensive Plan Policy 38: Fire Protection. Additionally the application demonstrated the request met the requirement of MCC 36.7060 (C) for an exception to the landscape rules in MCC 36.7055(C)(3)(c). This review followed the requirements of MCC Chapter 37: Administration and Procedures.

Considering the findings of this decision staff concludes this request meets the requirements to gain an approval for the conversion of the gymnasium into classrooms, fellowship hall and warming kitchen and the addition of a new parking area with an exception to keep the existing hedge north of the proposed parking area and not meet the requirements of MCC 36.7055(C)(3)(c) for three foot maximum shrub height and the planting of trees in that area, subject to compliance with conditions of approval.

13. EXHIBITS

13.1 Exhibits Submitted by the Applicant:

- Exhibit 1.1: Application form submitted 6/30/04 (1 page);
- Exhibit 1.2: Property owner authorization for application submitted 6/30/04 (1 page);
- Exhibit 1.3: Narrative submitted 6/30/04 (30 page);
- Exhibit 1.4: Preliminary drawings and site plan map, submitted 6/30/04 (11 page);
- Exhibit 1.5: Service provider forms submitted 6/30/04 (14 pages);
- Exhibit 1.6: Maps of the subject property and vicinity submitted 6/30/04 (7 pages);
- Exhibit 1.7: Storm Water Report dated March 2004 by Dan Symons PE submitted 6/30/04 (21 pages)
- Exhibit 1.8: Symons Engineering Consultants, Inc traffic study submitted 6/30/04 (6 pages);
- Exhibit 1.9: Fax memo containing addendum to the narrative (1 page);
- Exhibit 1.10: Parking Lot Site/Landscaping Plan submitted 8/11/04 (1 page);
- Exhibit 1.11: Fax memo showing plan revision to add an pedestrian walkway and applicant requested crosswalk crossing Strebin Road submitted 11/4/04 (2 pages).

13.2 Exhibits Provided by the County

- Exhibit 2.1: County Assessment Record for the subject property (1page);
- Exhibit 2.2: Current County Zoning Map with subject property labeled (1 page);
- Exhibit 2.3: County 2002 Aerial (1 page);
- Exhibit 2.4: Memo dated February 19, 2004 from Alison Winter, County Transportation Planning Specialist (2 page).
- Exhibit 2.5: Memo dated November 9, 2004 from Alison Winter, County Transportation Planning Specialist (2 page).