



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 17-576

**Agenda Date:** 11/1/2017

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 7a.

**From:** Community Development Director Laura Terway

**File Type:** Ordinance

### **SUBJECT:**

Second Reading of Ordinance No. 17-1012, Amending the Comprehensive Plan (Planning files PZ 17-01), Zone Change (ZC-17-04), Minor Site Plan and Design Review (SP 17-114) Allowing the Relocation of the Oregon City Community Development Offices

### **RECOMMENDED ACTION (Motion):**

Staff recommends the City Commission approve the second reading of Ordinance No. 17-1012, allowing for the Oregon City Community Development offices to relocate to an annex building at the former Mt. Pleasant School located at 698 Warner Parrott Road at the intersection of Linn Avenue and Warner Parrot Road.

### **BACKGROUND:**

The applicant is seeking approval for a Zone Change from "R-10" Single-Family Dwelling District and "R-3.5" Dwelling District to "I" Institutional District and from "MR" Medium Density Residential Comprehensive Plan Designation to "QP" Public/Quasi-Public as well as minor exterior alterations with a Minor Site Plan and Design Review to allow for Oregon City Community Development offices to relocate to the Mt. Pleasant Annex. The City Commission approved the first reading of this Ordinance on October 18, 2017. The record is closed and no new testimony is allowed.

The purpose of this application is to relocate the Oregon City Community Development Department to the Mt. Pleasant Annex. In order for the Planning and Building Divisions, which comprise the Community Development Department, to utilize the site approval is sought for the following:

- ☐ An amendment to the Comprehensive Plan Map from MR (Medium Density) to QP (Public/Quasi-Public) for tax lots 2000, 2003, 2008 (0.42 acres);
- ☐ A Zone Change from R-3.5 (Dwelling District) for tax lots 2000, 2003, 2008 (0.42 acres) and from R-10 (Single Family Dwelling District) for tax lot 100 (8.07 acres) to I (Institutional); and
- ☐ Minor Site Plan and Design Review for exterior building alterations for the 6,850 square foot Annex on the south-east of the site including a new roof with an enhanced entryway, additional windows on the east and south façade (including replacement of a door) as well as minor site changes including additional landscaping, bicycle parking, benches, and interior sidewalks No new buildings or additions are proposed. Any future development will be analyzed for compliance with the applicable criteria with the associated public review process. This proposal will not affect the ability of the elementary school to remain onsite.

The transportation impact of the Comprehensive Plan Amendment and Zone Change is proposed to be mitigated by placing a limit on the number of automobile trips created by the uses on the 8.49 acres site. Known as a trip cap, the limit would restrict the transportation impact of the uses onsite at any given time to be no more than the transportation impact of the site when all the structures were used as an elementary school. In order to determine the transportation impact of the site, a study was conducted by Kittelson and Associates to determine the number of previous and future cars entering and exiting the site over the course of a day, as well as in the am and pm peak by utilizing the ITE Manual.

Future development on the site shall be limited to uses that in aggregate produce no more than the AM and PM peak hour trips. All new or alterations to the existing uses on the property shall submit an accounting of the trips generated through previously approved land use actions and business licenses for the entire subject site associated with the proposal and demonstrate that the proposal complies with both the maximum AM and PM peak hour trip caps. In order to keep an accurate tally of trips over time, the City will review this accounting either:

- ☐ As part of the land use review required for the development, in cases where no business license is required;
- ☐ As part of reviewing an application for a business license, in cases where no land use review is required; or
- ☐ Both, where a land use approval and a business license are required.

On September 25, 2017 and again on October 9, 2017 the Planning Commission considered an application for the Mt. Pleasant site before voting 6-0-1 to recommend approval of the application to the City Commission. On October 18, 2017 the City Commission approved the first reading of the Ordinance. The record is closed and no new testimony is expected.