



### NOTICE OF DECISION

DATE OF MAILING OF NOTICE OF DECISION: November 6, 2017

**FILE NUMBER:** PZ 17-01: Comprehensive Plan Amendment  
ZC-17-04: Zone Change  
SP 17-114: Minor Site Plan and Design Review

**APPLICANT:** ZCS Engineering  
Zach Stokes, PE  
524 Main Street, Suite 2  
Oregon City, OR 97045

**OWNER:** City of Oregon City  
PO Box 3040  
221 Molalla Avenue, Suite 200  
Oregon City, OR 97045

**REQUEST:** 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.

**LOCATION:** 1232 Linn Avenue/698 Warner Parrott Road/No Address, Oregon City, Oregon 97045  
Clackamas County Map 3-2E-06DB, Tax Lots 100, 2000, 2003 & 2008

**REVIEWERS:** Christina Robertson-Gardiner, AICP, Senior Planner  
Wendy Marshall, Development Services Manager  
Sang Pau, Development Projects Engineer

**DECISION:** On September 25, 2017 and again on October 9, 2017 the Planning Commission considered an application for the aforementioned Comprehensive Plan Amendment, Zone Change, and Minor Site Plan and Design Review 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 and on November 1, 2017 approved the second reading. The complete record for the Planning Commission decision is on-file at the Planning Division.

**PROCESS:** This application is subject to the Administration and Procedures section of the Oregon City Code set forth in Chapter 17.50. The application and all supporting documents submitted by or on behalf of the applicant are available for inspection at no cost at the Oregon City Planning Division, 221 Molalla Ave., Ste. 200, during regular business days (8:30 am- 3:30 pm). Copies of these materials may be obtained for a reasonable cost. The staff report, with all the applicable approval criteria, will also be available for inspection seven days prior to the hearing. Copies of these materials may be obtained for a reasonable cost in advance. Any interested party may testify at the public hearing and/or submit written testimony at or prior to the close of the record by the Planning Commission. Notice of the Planning Commission decision shall be sent to the applicant and to those persons

submitting comments and providing a return address. If the application is denied, any party who participated in the Planning Commission proceedings may appeal the Planning Commission's denial by filing a notice of appeal as required by OCMC 17.50.190. If the Planning Commission approves the request, the approval will be forwarded to the City Commission as a recommendation. Please be advised that the City Commission's review is on the record. Any issue that is intended to provide a basis for appeal must be raised before the close of the Planning Commission proceeding, in person or by letter, with sufficient specificity to afford the City Commission and the parties an opportunity to respond to the issue. Failure to raise an issue with sufficient specificity will preclude any review of that issue. Parties with standing may appeal the decision of the City Commission to the Land Use Board of Appeals. The procedures that govern the hearing will be posted at the hearing and are found in OCMC Chapter 17.50 and ORS 197.763.

### **CONDITIONS OF APPROVAL**

Files PZ 17-01: Comprehensive Plan Amendment, ZC-17-04: Zone Change, and SP 17-114: Minor Site Plan and Design Review

*(P) = Verify that condition of approval has been met with the Planning Division.*

1. Future development on the site shall be limited to uses that in aggregate produce no more than 238 AM and 143 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: (1) as part of the land use review required for the development, in cases where no business license is required; (2) as part of reviewing an application for a business license, in cases where no land use review is required; or (3) both, where a land use approval and a business license are required. (P)
2. Prior to issuance of a certificate of occupancy, the applicant shall provide documentation from a lighting specialist demonstrating compliance with the lighting requirements in OCMC 17.62.065. (P)
3. Prior to issuance of a Certificate of Occupancy, the applicant shall ensure that any new mechanical equipment can meet the screening standards set forth in OCMC 17.62.050 (a) 20. (P)