



**City of Sutherlin
Planning Commission Meeting
Tuesday, April 21, 2015
7:00 p.m. – Sutherlin Civic Auditorium**

Agenda

- **Pledge of Allegiance**
- **Welcome and Introductions**
- **Introduction of Media**
- **Approval of Minutes:**
March 17, 2015
April 06, 2015
- **Public Hearings:**
 1. 2015-04-PA-ZC Habitat for Humanity
 2. 2015-01-VAR Fairway Estates
 3. 2015-03-VAR Guido
- **Monthly Activity reports**
- **Public Comment**
- **Commission Comments**
- **Adjournment**

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, MARCH 17, 2015**

COMMISSION MEMBERS PRESENT: John Lusby, Patricia Klassen, Mike Flick, Adam Sarnoski, Floyd Van Sickle, Michelle Sumner and Karlene Clark

COMMISSION MEMBERS EXCUSED: None

COMMISSION MEMBERS ABSENT: None

CITY STAFF: Vicki Luther, Community Development Director, Kristi Gilbert, Community Development Specialist, and Aaron Swan, Public Works Superintendent.

GUEST SPEAKER: Adam Heberly, Heberly Engineering

AUDIENCE: None

Meeting called to order at 7:00 pm by Chair Lusby.

FLAG SALUTE

WELCOME AND INTRODUCTIONS

INTRODUCTION OF MEDIA: None

APPROVAL OF MINUTES

A motion made by Commissioner Klassen to approve the minutes of the February 17, 2014 Planning Commission meeting and February 17, 2015 Planning Commission Workshop; second made by Commissioner Sumner.

In favor: Commissioners Klassen, Flick, Sarnoski, Van Sickle, Sumner, Clark and Chair Lusby.

Opposed: None

Motion carried unanimously.

TRANSPORTATION - Pavement Management Program – Adam Heberly gave a presentation regarding the Pavement Condition Index (PCI). He discussed different options of resurfacing roads, such as cape seal, slurry seal, chip seals, etc. and the longevity of each option. Mr. Heberly identified what constitutes maintenance versus an alteration. Resurfacing would be considered an alteration.

Swan and Heberly provided the Commission with a list of City streets that were under review for the Slurry Seal with a budget amount proposed of \$40,000 and Overlays, with a budget amount proposed of \$130,000.

Commissioner Sumner suggested that the Commission refer to Swan and Heberly for their expertise and recommendation regarding which City streets were in greatest need of the slurry seal and overlay.

Swan and Heberly suggested Jade Street, Fourth Avenue to Opal, Agate Street, Second and Third Courts for the Slurry, with the potential \$40,000 budget proposal. Then suggested Branton Street, Umatilla Street (from Central to Fourth Avenue) and Fourth Avenue (from Crown Pt to Casa De Loma) for the Overlay, with the potential \$130,000 budget proposal. These suggested streets are subject to change based on further review and recommendation from Swan and Heberly.

A motion made by Commissioner VanSickle to utilize the expertise of Public Works superintendent, Aaron Swan and Adam Heberly, Heberly Engineering to select the city streets as proposed, seconded by Commissioner Flick.

In favor: Commissioners Klassen, Flick, Sarnoski, Van Sickle, Sumner, Clark and Chair Lusby.

Opposed: None

Motion carried unanimously.

ECONOMIC DEVELOPMENT REPORT – Gilbert provided a report in an effort to inform the Planning Commission of the new and upcoming Economic Development ideas and events. (See Attached)

STAFF REPORTS - Luther provided a report in an effort to keep the Planning Commission apprised of recent land use and other relevant activities. (See Attached).

PUBLIC COMMENT – None

COMMISSION COMMENTS – None

ADJOURNMENT

With no further business the meeting was adjourned at 8:25 pm.

Respectfully submitted,

Kristi Gilbert

APPROVED BY COMMISSION ON THE _____ DAY OF _____, 2015

John Lusby, Commission Chair



City of Sutherlin

Date: March 17, 2015
To: Sutherlin Planning Commission
From: CDD, Vicki Luther
Re: Monthly Activity Report

This report is provided in an effort to keep you apprised of recent land use and other relevant activities.

TRANSPORTATION

Red Rock Trail, Phase 2 (Waite Street to Nicholas Court) – Engineering plans completed; All right of way acquisitions have been completed. Bid opening took place March 12th. Eleven bids were received; low bidder documents are being reviewed by ODOT for possible award. Official award of contract is expected 4-8 weeks from now.

Pavement Management Program (Overlay and Slurry Seal projects) – Public Works Superintendent, Aaron Swan, to provide list of eligible streets and discuss with you priorities for 2015-16.

Striping/Crosswalks - Continental style/thermo plastic determined to be too costly since we are considering reconstruction of Central. Painting of “old style” crosswalks being scheduled for Central Avenue at Umatilla, Willamette, Abby’s, Post Office, and Grove. The railroad crossing (warning) at W. Sixth will also be repainted. These striping jobs were postponed a few weeks but should be completed by C & B Striping as soon as their schedule allows. W. Sixth is also being considered for a center stripe which will be scheduled later this spring.

UTILITIES

Wastewater Treatment Plant Improvements – We received three proposals for the pre-design. The selection team will be interviewing the top two firms this Thursday. Council is scheduled to receive a recommendation from the selection team and consider awarding contract April 13th. The actual pre-design is scheduled to be completed by the end of this year.

LAND USE ACTIVITY

Building Worksheets approved –

- **309 Ridgeway** – Storage Shed
- **1230 W. Central** – New sign (Central Market)
- **115 W. Central** – Interior remodel – upholstery shop

Right of Way permits issued –

- None

Commercial changes

1. New construction - Dakota Street NW corner of intersection at Clover Leaf. Palm Family Eye Care – construction in process
2. Dollar General – pre application meetings; waiting on construction worksheet
3. Goodwill – relocating from 1016 W. Central to 145 Myrtle. There is some remodel taking

place at 145 Myrtle to provide office areas before the move takes place. Final occupancy not yet received.

4. Kim's Court – Changed their plans; will be removing 15 old mobile homes and replacing with new Park Models. These homes are to be 14' wide and either 28' or 32' long. Each unit will have a minimum ten-foot wide landscaped side yard, a front sidewalk with one parallel parking space. Palm Harbor Homes in Albany will build the first 9 units this spring with the remaining 6 units to come 8-10 months later. New sidewalks will be installed along N. State Street between First and Second Avenue.
5. Kokua Towing locating at 1600 S. Comstock – has been issued temporary approval allowing him ninety days to meet a list of conditions. (on or before June 1, 2015) (application in process)

Land use application status

SUB 13-01: Brooks Village (Avery) subdivision: 151 Pear Lane (pending)

SUB 13-02: Fairway Ridge (Galpin) subdivision: Scardi Blvd. Plan is to begin infrastructure construction spring of 2015.

VAR 14-01: 716 Sandpiper Court – (Wilson) variance to setbacks. (in progress)

ANNEX-ZC 14-01: W. Duke area – Annexation/zone change application submitted by Sam Robinson and neighbors. Public hearing was held before the Planning Commission January 20, 2015 resulting in unanimous vote to recommend Council approval. Public Hearing before City Council held February 23, 2015 receiving a unanimous vote of approval followed by a second reading of ordinance and adoption at the March 9, 2015 Council meeting. Annexation will be deemed effective April 9, 2015.

VAR 15.01: Fairway Estates (Golfview Homes) 14 lots along Wildcat Canyon Road. Requesting a reduction in rear setback from 10' – 5' and front garage setback from 20' to 15'.



Community Development
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856
Fax (541) 459-9363
www.ci.sutherlin.or.us

City of Sutherlin

TO: Sutherlin Planning Commission
FROM: Kristi Gilbert, Community Development Specialist
DATE: March 17, 2015
RE: Economic Development Report

Economic Opportunity Analysis (EOA)

As previously reported at the Planning Commission Workshop on February 17, 2015, we were seeking funds from the Douglas County Industrial Development Board (DCIDB) to help pay for additional market data and recruiting tools/materials that we could use to go after new development interest on the Exit 136 lands (Site #19 in EOA). GREAT NEWS!!! We have received funds and are now moving forward. We will be hosting a meeting, next week, with the property owners and Todd Chase to create the products we need to recruit investment opportunities.

Sutherlin Economic Development Plan

I want to say thank you to Commissioners Klassen, Sarnoski and Clark who met with Jerry and myself to get started on the brainstorming process of the Sutherlin Economic Development Plan. We will work through the process by utilizing a “functional” to do list. A few brainstorming ideas that derived from the team were; 1) to create our own business recruitment initiative (as opposed to relying on the County); 2) create (recruit) business expansion to assist in serving local businesses in the area; and, 3) determine what kind of industries would be interested for the area. We will begin by determining what the competing industries are with our local businesses as well as developing a relationship with our local businesses and see how we can help and what their needs may be. To begin this process, we will focus on the larger industrial scale businesses and continue to expand our wings to our other fabulous businesses. It’s going to be exciting, STAY TUNED!! ☺

Douglas County Industrial Development Board (DCIDB)

The DCIDB reviewed a Sutherlin Industrial “Spec” Building proposal at their meeting today. The proposal involves building a “cold shell” spec building, approximately 25,000 square feet, on the county-owned Sutherlin Industrial Park property, located on Taylor Street. This building could potentially improve the local inventory of existing buildings and would strengthen the County’s ability to compete for business recruitment leads. Most leads or site searches prefer an existing building. This site is well-situated relative to the central Douglas County labor market. The DCIDB recommended to the Board of Commissioners to begin the necessary permitting processes to prepare the site to “shovel ready”. The IDB will make further recommendations to the Board of Commissioners if/when they are ready to move forward with the project.

**CITY OF SUTHERLIN
SPECIAL PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 6 PM
TUESDAY, APRIL 6, 2015**

COMMISSION MEMBERS PRESENT: John Lusby, Patricia Klassen, Mike Flick, Adam Sarnoski, Floyd Van Sickle, Michelle Sumner and Karlene Clark

COMMISSION MEMBERS EXCUSED: None

COMMISSION MEMBERS ABSENT: None

CITY STAFF: Vicki Luther, Community Development Director, Kristi Gilbert, Community Development Specialist and Chad Jacobs, City Attorney

AUDIENCE: Sally Folic, Donna Pagel, Joe Groussman and Mike Hennevs

Meeting called to order at 6:00 pm by Chair Lusby.

FLAG SALUTE

WELCOME AND INTRODUCTIONS

INTRODUCTION OF MEDIA: None

PUBLIC HEARING – LAND USE CODE AMENDMENT – Chair Lusby opened the legislative hearing at 6:01. Vicki Luther, Community Development Director gave the Staff Report, indicating the proposed Code Amendment to the Land Use Development Code.

TESTIMONY IN FAVOR – None

TESTIMONY IN OPPOSITION – None

NEUTRAL COMMENT – Donna Pagel, 2277 Eagle Loop, Chair Lusby, stepped forward and asked for clarification. She inquired whether the process included a rezoning. Luther clarified that the proposed amendment was not rezoning any property.

With no further testimony, Chair Lusby closed the public hearing at 6:17.

The Commission deliberated, asking Chad Jacobs, City Attorney, about the Cave Junction and Sandy court cases. Jacobs briefed the Commission on those lawsuits.

Discussion ensued regarding the hours of operation for a dispensary. The Commission asked for comparisons to other cities. Luther indicated that City of Roseburg allows hours from 9:00 a.m. to 9:00 p.m. Monday through Saturday and 9:00 a.m. to 6:00 p.m. on Sundays.

Commissioner Flick indicated that he concurred with Staff's proposal of 1000 foot restrictions.

Commission Van Sickle raised concerns regarding the Windmill Inn fighting the City of Roseburg after they allowed a dispensary to go in across the street, when they have kids and families who stay at their hotel and restaurant.

Commissioner Klassen raised concerns regarding signage and what the criteria would allow for.

A motion made by Commissioner Sarnoski to recommend the proposed Code Amendment to the City Council as presented by Staff, with the amended hours to be from 9:00 a.m. to 9:00 p.m. Monday through Saturday and 9:00 a.m. to 6:00 p.m. on Sundays, seconded by Commissioner Sumner.

In favor: Commissioners Sarnoski, Van Sickle, Sumner, Clark and Chair Lusby.

Opposed: Commissioners Klassen and Flick

Motion carried.

ADJOURNMENT

With no further business the meeting was adjourned at 6:32 pm.

Respectfully submitted,

Kristi Gilbert

APPROVED BY COMMISSION ON THE _____ DAY OF _____, 2015

John Lusby, Commission Chair

CITY STAFF REPORT
Habitat for Humanity Plan Amendment/Zone Change
CITY FILE # 2015-04-PA-ZC

April 14, 2015

APPLICATION: Request for Planning Commission consideration and City Council approval to amend the Comprehensive Plan and Zone District designations on three parcels from Industrial M-1 to Residential R-2

The purpose of the zone change is to commit the existing and future use of the property to residential use, with a plan to demolish an existing dwelling and build a duplex on Tax Lot 600

OWNER: Habitat for Humanity
Brian and Stacey Martineau
PO Box 1391
Roseburg, OR 97470

APPLICANT: Mark Garrett Land Use Planning Services
PO Box 2191
Roseburg, OR 97470

LOCATION: 482 Oak Street & 350 W. 6th Avenue; Map Township 25, Range 5, Section 17CD, Tax Lots 400 (R52208), 500 (R52215) & 600 (R52201).

PROJECT PLANNER: Carole Connell, City Planner (541) 459-2856
connellpc@comcast.net

I. APPLICABLE CRITERIA

1. City of Sutherlin Development Code
 - (a) 2.2.100 Residential Districts
 - (b) 2.5.100 Industrial Districts
 - (c) 4.2.150 Type IV Procedure
 - (d) 4.8.100 Zoning District Map Amendments
 - (e) 4.11.100 Plan Amendments
- Sutherlin Comprehensive Plan
Statewide Planning Goals

II. FINDINGS OF FACT

1. **LOCATION:** The subject properties are located at the corner of West 6th Avenue and Oak Street. The property is further identified by the Douglas County Assessor's Map as 25-05-17CD Tax Lots 400 (R52208), 500 (R52215) & 600 (R52201).

Site Features: There are no wetlands, floodplain or natural features on the site. The subject site is in a mixed use area of the city occupied by residential, industrial and commercial uses. Land abutting the parcels is either Fourth Avenue right-of-way which is a dead end, Oak Street right-of way, or open area zoned industrial. Land north and west across Oak Street and Sixth Avenue is zoned and developed for residential use. Land south and east of the parcels is underdeveloped industrial.

The small platted parcels total 0.38 acres as follows: TL 400 = 0.15 acres; TL 500 = 0.08 acres; TL 600 = 0.15 acres.

2. **ZONING:** The subject property is designated Light Industrial M-1 by the Sutherlin Comprehensive Plan and Zone Map.
3. **ACCESS:** Access to the three parcels is provided by either W. Fourth/Sixth Avenues or Oak Street.
4. **Services and Structures:** The subject site is in the city limits and is served by city sewer and water service.
5. **Public Notice and Comments:** On March 31, 2015, the City of Sutherlin Community Development Department sent public notice of a request for comments to property owners as shown on the most recent property tax assessment roll within 100 feet of the subject property. The DLCD, Douglas County, City Public Works Operations, Public Utilities, Police Department and Fire Departments were also notified of the request. No comments regarding the proposal had been received when this report was published.
6. **Application:** The application was submitted to the City on March 17, 2015. The City deemed the application complete on March 18, 2015 after receiving additional information from the applicant requested by the City.

The executive summary and general information portions of the application is accepted by the city and not repeated in this report. See Applicant's report and maps.

7. **Procedure:** The application is processed as a Type IV procedure including public notice, consideration by the Planning Commission and a decision by City Council.

CONCLUSIONARY FINDINGS:

III. Conformance with the City of Sutherlin Development Code

1. Sutherlin Development Code Section 2.2.100 Residential Zone District – Medium Density Residential R-2 Zone

Sutherlin Development Code Sections 2.2.100 through 2.5.120 (Residential Districts) provide the development criteria for residential uses and structures within the City of Sutherlin.

In general, the subject industrially zoned area is a triangular shape historically platted with small lots, alleyways and streets. Adjoining streets and alleyways were later vacated. The subject parcels in the southern portion of the triangle have been occupied by residences for many years and are considered a pre-existing use. The residences are also considered a nonconforming use subject to legal limitations if the homes were to be expanded or destroyed, or the parcels were to be redeveloped for residential use. Therefore, the purpose of the proposed amendments is to provide certainty that the homes and parcels can be improved for residential use now and in the future. The change of zoning to R-2 will move the use category of the existing single-family residential uses from a pre-existing use under the M-1 zone to a permitted use under the new R-2 zoning. The existing use and physical development appears to comply with the development standards of the requested R-2 zone.

Finding: The City finds that the proposed amendment will not change the existing use on the subject property, although it is anticipated that an existing residential structure on Tax Lot 600 will be demolished and replaced.

The Plan Amendment and Zone Change are in satisfactory compliance with the intent of Sutherlin Development Code Section 2.2.100 R-2 Residential Zone. Tax Lots 400 and 600 are 6,534 square feet and could accommodate a new dwelling subject to setback requirements. Tax Lot 500 is 3,489 square feet and does not comply with the minimum 6,000 square feet for a dwelling. New construction is required to comply with R-2 Development Standards.

2. SECTION 2.5.100 Industrial Zone Districts

FINDINGS: The City finds there are four small parcels in this industrially zoned tract that adjoin Fourth Avenue that were divided off the otherwise larger tract and developed for residential use. The subject parcels are not large enough or suitable for industrial use and they are located at an intersection occupied by existing residences to the west and north.

3. SECTION 4.2.150 Type IV Procedures

Applicant has requested a Plan Amendment and Zone Change from Industrial to Medium Density Residential plan designation with a concurrent Zone Change from M-1 to R-2 for two parcels comprising 0.38 acres to allow continued use of the property for residential purposes. This change requires an amendment to the City's official Comprehensive Plan and Zoning Maps

because it ties specific parcels and lots to the particular intent of the plan and zoning designations and subsequent development restrictions.

The requested changes are specific to the identified properties only. Because a decision must be reached by applying existing criteria in the City's Plan and Zoning ordinances, approval of the Plan Amendment and Zone Change request requires quasi-judicial map amendments. Before the Sutherlin Planning Commission can make a formal recommendation to the City Council concerning this request, a quasi-judicial public hearing must be held in which the Planning Commission reviews a staff report, takes written and oral testimony, considers the facts, applies the appropriate criteria and adopts findings which justify its decision and recommendation.

The findings must demonstrate compliance with Oregon's Statewide Planning Goals and address pertinent criteria from Sutherlin's Comprehensive Plan and implementing ordinances. After relating the facts to the criteria, the Planning Commission must recommend approval, denial, or approval with conditions concerning the request to change the designation of the subject property on the Plan map from Industrial to Medium Density Residential and the designation on the Zoning map from M-1 to R-2.

After the public hearing, the Planning Commission must make a written recommendation to the City Council in the form of a *Findings of Fact and Decision* document. The Council will consider the Commission's recommendation, hold a public hearing, and make a decision to grant, amend or deny the request.

A Notice of Proposed Amendment was sent to the Department of Land of Conservation and Development (DLCD) as required. DLCD has the right to comment on the proposal prior to city council approval at a final hearing. In addition, the City's decision can be appealed to the Land Use Board of Appeal (LUBA).

4. SECTION 4.8.100 Zoning District Map Amendments

Sutherlin Development Code Section 4.8.110 C. provides the following criteria for approving a Zone Change:

The Planning Commission shall approve, approve with conditions or deny an application for a quasi-judicial zoning map amendment based on all of the following criteria:

Zone Change Criteria #1: *The proposed amendment is consistent with the remainder of the comprehensive plan, including inventory documents and facility plans incorporated therein.*

Population and Economy Element Conformance

Policy A19: *The City shall take an active role in promoting the area as a desirable retirement community through advertisement and enhancement of housing, recreation, health, and transportation opportunities for senior citizens.*

The proposed Zone Change will convert 0.38 acres to R-2 zoning in accordance with the requested residential plan designation which essentially imposes the anticipated medium density residential zoning. As previously mentioned, the land involved in this request is already occupied by existing single-family-residential development. Applicant's proposal is therefore neutral with regard to this policy and the Population and Economy Element of the Comprehensive Plan.

Public Facilities Plan Conformance

Policy A1: *The City shall ensure that appropriate support systems are installed prior to or concurrent with the development of a particular area. Costs of constructing water and sewer ties to new developments shall be borne by the developer.*

Policy A14: *Ensure that as new development occurs, public facilities and services to support the development are available or will be available within a reasonable time.*

Policy A20: *New development, including but not limited to subdivisions, residential or commercial, or industrial construction, should be responsible for constructing, paying for, or depositing funds for an improved street with curbs, gutters, sidewalks, as well as sewer, water, storm drainage facilities, fire hydrants, and street lights, in addition to all utilities.*

Finding: The purpose of the Zone Change is to facilitate existing residential uses of the subject properties according to the standards prescribed in the R-2 zone. The subject properties are within the City of Sutherlin. There is existing water and sewer lines located near the subject properties along Sixth Avenue and Oak Street as set out in the applicant's utility exhibit. The property owners will be responsible for installing any future infrastructure dictated by future development on the properties as appropriate in accordance with the Public Facilities Plan and the Sutherlin Development Code.

While the Plan Amendment and Zone Change will not create any additional need for public facilities, subsequent development on Applicant's ownership will require a single new connection to existing sewer and water lines in conjunction with a single family dwelling. Any improvements to those public facilities necessary as a result of future residential development at the site will require the owners to participate in funding those improvements. The extent to which public facilities and services are required to serve the properties will be determined at the time a specific development proposal is reviewed. The requested amendments are consistent with the Public Facility Plans.

Housing Element Conformance

Policy 1: *Encourage the quick replacement of dilapidated or inadequate housing.*

Policy 5: *As funds become available, the City shall actively pursue methods of undertaking a rehabilitation program for houses which need work in order to remain safe dwelling units.*

Finding: The proposed Zone Change will convert the subject property from M-1 zoning to R-2 zoning. The subject properties are developed with pre-existing residential uses. The City has previously identified the land as being suitable residential land. Applicant contemplates the construction of two low-cost residential units on its ownership to replace the existing residential unit which will enhance a wider range of dwelling opportunities in the city. The proposal satisfies policies to replace a deteriorating home with safe dwelling unit.

Land Use Element Conformance

Policy A1: *Conversion of urbanizable land to urban uses shall be based on consideration of:*

- A. *Orderly, economic provision for public facilities and services;*
- B. *Availability of sufficient land of various use designations to ensure choices in the marketplace;*
- C. *Conformance with statewide planning goals; and*
- D. *Encouragement of development within urban areas before conversion of non-urban areas.*

Policy A2: *Work toward development of “open” lands identified as suitable for development within the existing city limits before annexing additional lands.*

Findings: The subject property is inside Sutherlin’s city limits. The property is surrounded on all sides by developed, or partially developed, residential and industrial lands. As discussed in this report, public facilities and services are generally available to the site. The proposed R-2 zoning supports the existing residential uses on the sites. The property is located adjacent to an existing residential area of the City.

The proposal will not significantly reduce the city’s industrial land supply needed for projected industrial jobs because of the small size of the parcels and the existing residential use in the vicinity.

Zone Change Criteria # 2: *Demonstration that the most intense uses and density that would be allowed, outright in the proposed zone, considering the sites characteristics, can be served through the orderly extension of urban facilities and services, including demonstration with OAR 660-012-0060 Transportation; and*

Findings: The City finds that the intensity of the proposed residential uses and their effect on urban services and streets will remain unchanged because the request simply applies a plan and zone designation to the site reflecting existing and desired residential use.

Zone Change Criteria # 3: *Evidence of change in the neighborhood or community, or a mistake or inconsistency between the comprehensive plan and the zoning district map regarding the subject property which warrants the amendment.*

Findings: The City finds this request is not the result of a prior mistake or inconsistency between the comprehensive plan and zoning map. The City finds there has been a change since the area was designated industrial in 1990, specifically that industrial development has not occurred on the subject parcels as planned and that the residential uses are still there and there with a desire to upgrade them.

5. SECTION 4.11 Plan Amendments

a) Consistency with the Sutherlin Comprehensive Plan

The Comprehensive Plan evaluation is provided in the applicant's submittal and Section 4 of this report.

b) Consistency with Statewide Planning Goals

Goal 1: Citizen Involvement. To provide for widespread citizen involvement in the planning process, and to allow citizens the opportunity to review and comment on proposed changes to comprehensive land use plans prior to any formal public hearing to consider the proposed changes.

Findings: Statewide Planning Goal 1 requires cities and counties to create and use a citizen involvement process designed to include affected area residents in planning activities and decision-making. Since acknowledgement of the City's Comprehensive Plan, the Sutherlin Planning Commission has been responsible for ensuring continued citizen involvement in planning matters and land use decisions. On March 31, 2015, City staff mailed copies of a Notice of Public Hearing to all owners of property within 100 feet of the subject property. The same notice was published in the News-Review, a local newspaper of general circulation, on April 6, 2015. Written evidence relied on by the land use decision-making bodies (i.e. the applications and supporting material) was available for public review at Sutherlin City Hall seven days prior to the first public hearing. Sutherlin has fulfilled its citizen involvement process through early direct notification of nearby property owners, publication of a public hearing notice and contact information in the newspaper, and by facilitating informed public participation during the public hearing itself.

Goal 2: Land Use Planning. To establish a land use planning process and policy framework as a basis for all decisions and actions related to land use and to ensure a factual base for such decisions and actions.

Findings: Sutherlin's acknowledged Comprehensive Plan and implementing ordinances provide a State-approved process for land use decision making, and a policy framework derived from a proper factual base. The City's Comprehensive Plan and implementing ordinances provide the local criteria by which Applicant's request was judged. The subject property is within the Sutherlin City Limits Boundary, and no exception to statewide planning goals is necessary.

Goal 3: Agricultural Lands. To preserve and maintain agricultural lands.

Goal 4: Forest Lands. To conserve forest lands by maintaining the forest land base and to protect the state's forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land....

Findings: The subject properties proposed for amendment are currently designated Industrial by the City of Sutherlin Comprehensive Plan and are zoned M-1. The subject property is not agricultural or forest land as defined by Statewide Goals 3 and 4. The property is situated within the urban area and has been designated for urban use by the Sutherlin Comprehensive Plan. The proposed amendment does not involve the conversion of designated farm or forest land to urban use. Statewide Goals Nos. 3 and 4 are not applicable to this requested amendment.

Goal 5: Open Spaces, Scenic and Historic Areas, and Natural Resources. To protect natural resources and conserve scenic and historic areas and open spaces.

Findings: Statewide Planning Goal 5 requires local governments to adopt programs that will protect natural resources and conserve scenic, historic, and open space resources for present and future generations. Goal 5 requires local governments to inventory natural resources such as wetlands, riparian corridors, and wildlife habitat. In addition, Goal 5 encourages local governments to maintain current inventories of open spaces, scenic views and sites, and historic resources. Significant sites must be identified and protected according to Goal 5 rules contained in the Oregon Administrative Rules, Chapter 660, Division 23.

Goal 5 resources within Douglas County and the City of Sutherlin have previously been inventoried and evaluated, and the City has completed a Local Wetlands Inventory. The properties contain no wetlands, riparian corridor or significant wildlife habitat. No known historic or cultural resources exist on the site, and the property contains no open spaces or scenic areas as identified by the City of Sutherlin. The elevation of the properties puts them well outside the flood plain of any area streams.

Goal 6: Air, Water, and Land Resource Quality. To maintain and improve the quality of air, water, and land resources of the State.

Findings: Statewide Planning Goal 6 requires that waste and process discharges from future development combined with that of existing development do not violate State or

Federal environmental quality regulations. Rezoning the subject parcel to R-2 is not expected to result in any additional development with the typical associated waste stream characteristics. The proposed R-2 zoning is an acknowledgement of the existing development on the subject property. Any further development of the property will undergo the required City of Sutherlin site development review process which will help assure that future waste streams that occur will be no more adverse to the environment and the City's treatment capacity than would be the case under the current zoning.

The City has regulations in place to control the generation and disposal of residential wastes, and the site is currently served by City water and sewer services. Therefore, the proposed rezoning is not expected to have any deleterious effects on the quality of the air, water, or land resources of the State. Existing state, federal, and local land use and environmental standards will be sufficient to ensure that subsequent land use activities at the subject site will be conducted in a manner that is consistent with, and will achieve the purpose of Goal 6.

Goal 7: Areas Subject to Natural Disasters and Hazards. To protect life and property from natural disasters and hazards.

Findings: The site has flat to gently sloping topography and is not within a special overlay zone or in an area that is designated as susceptible to flooding or other natural hazards. Any new development on the site will comply with building codes and fire safety requirements. These existing regulations serve to ensure the protection of life and property rendering the request consistent with Goal 7.

Goal 8: Recreational Needs. To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the citing of necessary recreational facilities including destination resorts.

Findings: The subject property has not been designated by the City of Sutherlin as land needed to meet the recreational needs of the citizens of, or visitors to, the state of Oregon. The property is currently zoned for industrial use and has no special geographic or natural advantages for recreational use. The requested amendment does not conflict with Goal 8.

Goal 9: Economy of the State. To provide adequate opportunities throughout the State for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Findings: The subject properties are currently inside the city limits and planned and zoned for industrial development although they contain pre-existing residential uses. The Sutherlin Comprehensive Plan contains specific policies for protecting and ensuring future economic development in the area is enhanced. The application for Plan Amendment and Zone Change affects 0.38 acres of land and conversion of these

ownerships will have no significant impact on the current inventory of land needed for economic development and is therefore consistent with Goal 9.

Goal 10: Housing. To provide for the housing needs of citizens of the State.

Findings: The 0.38 acres is currently zoned M-1 by the City of Sutherlin, is designated Industrial by the Sutherlin Comprehensive Plan and is planned for industrial uses. However, the properties are developed with existing residential uses. The Sutherlin Comprehensive Plan contains specific policies for protecting and ensuring future residential development in the area is enhanced. The rezoning proposed by Applicant will actually provide opportunity for additional low-cost residential housing in the city and will result in a small increase in the inventory of residential land within the context of the City's buildable lands inventory. The subject property is developed with two single-family dwellings and accessory uses which have been in place for many years. The increase in the amount of residential lands in buildable lands inventory as a result of the proposed amendment is minimal, but will result in a slight increase of available residential lands. The application for Plan Amendment and Zone Change will have some positive impact on the current inventory of land needed for residential development and is consistent with Goal 10.

Goal 11: Public Facilities and Services. To plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Findings: The subject property is within Sutherlin City Limits. The lands currently are served by City water and sewer services. There are 8" sewer and water lines located in both Sixth Avenue and Oak Street which provide water and sewer services to the area. The existing residential uses have been located on the sites for many years. Applicant proposes one additional residential unit on Tax Lot 600 as a result of this proposal. The City will review the specific development plans for the site to determine any additional infrastructure requirements. The City has both the capacity and ability to provide the required public facilities, as available, with sufficient infrastructure investment on the part of the owners. It can be expected that the property will continue to be served by city water and sewer, as well as other necessary public utilities. The proposed amendments affecting the 0.38 acre subject properties are not in conflict with Goal 11.

Goal 12: Transportation. To provide and encourage a safe, convenient, and economic transportation system

Findings: The statewide transportation goal is generally intended to be applied on a city-wide basis. Specific transportation-related policies and development standards are included within the Sutherlin Comprehensive Plan, TSP and land use ordinances to assure that the intent of the statewide transportation goal is implemented through the application of both state and local policies and standards at the time of development. The intent of Goal 12 is also implemented by the State Transportation Planning Rule (OAR 660,

Division 12). OAR 660-12-060(1) requires that "amendments to functional plans, acknowledged comprehensive plans, and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the identified function, capacity, and level of service of the facility".

In order to ensure that a proposed land use change complies with the requirements of the Transportation Planning Rule, the City of Sutherlin has adopted the following standards for Plan Amendment applications:

(1) The applicant shall certify the proposed land use designations, densities or design standards are consistent with the function, capacity and performance standards for roads identified in the County Transportation System Plan.

(a) The applicant shall cite the identified Comprehensive Plan function, capacity and performance standard of the road used for direct access and provide findings that the proposed amendment will be consistent with the County Transportation System Plan."

(b) The jurisdiction providing direct access (County or ODOT) may require the applicant to submit a Traffic Impact Study certified by a Traffic Engineer that supports the findings used to address §6.500.2.a(1)(a).

Findings: The functional classifications of transportation facilities within the City of Sutherlin Transportation System Plan (TSP) are identified in Table 7-1 of that document. Oak Street is designated a "Local" street by the TSP and is improved to a twenty foot paved surface with no curbs, gutters or underground storm drains. It does have a drainage ditch along the west boundary of the subject property. Sixth Avenue is currently classified as a "Collector" street by the TSP. The street is improved to a twenty-four foot paved surface with no curbs, gutters or underground storm drainage. There are drainage ditches along portions of the street. As previously noted, the subject 0.38 acre properties are situated at the intersection of these two streets with existing direct access to the public roads. At the present time, these roads and the others in the area are and have been adequate to accommodate existing traffic volumes generated by the properties.

The proposed amendment is predicated upon existing residential development on the ownerships which has been in place for many years. Applicant is proposing to add one single-family dwelling on its ownership upon completion of the proposed amendment. Consequently, the proposed amendment will create an increase in traffic on the area road system of ten ADT which is insignificant in terms of the overall level of service. Therefore, there will be significant additional traffic generation on the existing access as a result of Applicant's request.

The City finds that the map amendment will not cause a change in the existing level of service. Further, existing SDC development standards in place will help to insure any future residential development approval of the property and its associated impacts

will be in compliance with the TSP and IAMP. The requested amendment meets the requirements of Goal 12.

Goal 13: Energy Conservation. To conserve energy

Finding: Statewide Planning Goal 13 requires that land uses shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles. The subject properties contain two pre-existing residential uses. Any future residential development on the property will be completed under City standards for residential use. The proposed map amendments include changing the zoning on the property from M-1 to R-2 in conformance with the requested Medium Density Residential plan designation under the City of Sutherlin Comprehensive Plan. The 0.38 acre properties will also be subject to development standards and building codes that provide for a minimum level of energy efficiency. The proposal is consistent with principles of efficient land use and energy efficiency and Goal 13.

Goal 14: Urbanization. To provide for an orderly and efficient transition from rural to urban land use.

Finding: The subject property is located within the Sutherlin City Limits and was previously designated by the City of Sutherlin as an urban area. The state has previously acknowledged the lands within Sutherlin as being in compliance with Goal 14.

IV. CONCLUSION

In conclusion, The City finds the request is in compliance with the Sutherlin Comprehensive Plan policies and the Sutherlin Development Code amendment approval criteria.

V. Motion Options (after closing the public hearing)

1. I move to recommend to the City Council **approval** of the requested Plan and Zoning Map amendments based on the findings in the application and city staff report;
2. I move to recommend to the City Council **modification or approval with conditions** of the requested Plan and Zoning Map amendments, based on the findings in the application, the city staff report and additional findings presented at the hearing.
3. I move to **continue the public hearing** to a specified date and time, or to close the public hearing and to leave the record open to a specified date and time for submittal of additional evidence and rebuttal.

CITY STAFF REPORT
FAIRWAY ESTATES PUD Phase 2 Plan Modification/Variances

April 14, 2015

APPLICATION: Request for Planning Commission approval to amend the Fairway Estates PUD by replacing zero-lot line townhomes with detached single family dwellings and to obtain a garage and rear yard setback variance for the subject 14 platted lots

City File: 2015-01-VAR-Fairway Estates PUD Modified Plan/Variances

OWNER: Golf View Homes LLC
3610 Goodpasture Loop
Eugene, OR 97401

APPLICANT: Steve Lovemark
i.e. Engineering, Inc.
809 SE Pine Street
Roseburg, OR 97470

LOCATION: Wildcat Canyon Road at the intersection with Fairway Estates Drive intersection; 25N05W Sections 18 CA & CD

PROJECT PLANNER: Carole Connell, City Planner (541) 459-2856
connellpc@comcast.net

I. APPLICABLE CRITERIA

1. City of Sutherlin Development Code (SDC)

- (a) 2.2.100 Residential Districts
- (b) 2.2.110 Permitted Uses and Structures
- (c) 2.2.120 Residential District Development Standards
- (d) 3.4.100 Parking
- (e) 4.2.140 Type III Procedure
- (f) 4.6.200 PUD Plan Approval Criteria
- (g) 4.7.120 Modifications to Approved Plans

II. FINDINGS OF FACT

- 1. LOCATION:** The subject property is located on the west side of the I-5 freeway, north of Hwy 138 adjoining the Umpqua Golf Course. The property is further identified by the

Douglas County Assessor's Map as 25-05-18CD TL 5100 thru 5700; and 18CA TL 6400 thru 7000; further described as property ID# R135163 thru R135176.

Previous Development Approval: On May 15, 2007 the City Planning Commission approved the proposed 106-lot residential Oak Hills Planned Unit Development (PUD) development on the subject site, (File # PUD-2007-03-16). The subject modification is for 14 of the platted zero-lot line town house (duplex) lots in phase 2 of the PUD. To the applicant's knowledge, an original parcel concept plan for this development was not provided in 2007 and such plan has not been located in city files to compare the original concept with the one proposed.

2. **ZONING:** The subject property is zoned Single-Family Residential R-1 by the Sutherlin Comprehensive Plan and Zone Map.
3. **ACCESS:** All tax lots have access to Wildcat Canyon Road.
4. **Services and Structures:** The subject site is in the city limits and can be served by city sewer and water service. There are existing public and private utility lines serving the subject home sites.
5. **Public Notice and Comments:** On March 31, 2015 the City of Sutherlin Community Development Department sent notice of a public hearing by the Planning Commission on April 21, 2015 to property owners within 100 feet of the subject property as shown on the most recent property tax assessment roll. Public notice was published on April 6, 2015. The City Public Works Department, Public Utilities Department, City Police Department, City Fire Department and the Douglas County Fire District No. 2 were notified of the request. No comments regarding the proposal were received when this report was published.
6. **Application:** The application was submitted to the City on February 10, 2015. The City deemed the application complete on March 18, 2015 after receiving additional information from the applicant requested by the City.
7. **Procedure:** The application is processed as a Type III procedure including public notice, consideration and a decision by the Planning Commission, and appeal to City Council.

CONCLUSIONARY FINDINGS

III. CONFORMANCE WITH THE SUTHERLIN DEVELOPMENT CODE

1. SECTION 2.2.100 Residential Zone District – Single-family Residential R-1 Zone

FINDING: The subject property is zoned R-1. The R-1 zone is meant to be a low density area with a preference for single-family and duplex housing. Through the Planned Unit Development review and approval process attached town homes were allowed on the subject lots. The applicant proposes that 14 of the single family non-attached zero-lot line home lots be approved

for single family homes, each with 5-foot side yard setbacks rather than zero on one side. The R-1 zone permits single family housing units as an outright use. The request includes a Variance to the rear yard setback and a Variance to the garage setback.

2. TABLE 2.2.120 Residential Uses and Development Standards - Summary

The R-1 zone is a low-density area that protects established single family neighborhoods and preserves the residential quality, value, identity, environmental privacy, light and air and outdoor space that is meant to conform to systems and facilities which support the residential quality of the area.

The zone permits single family and single family non-attached zero lot line dwellings. The R-1 development standards include a minimum 7,500 SF lot size for a single family home. Minimum lot width must be 50'; lot depth 90'; lot coverage 50%. The minimum building setbacks are a 15' – 20' (garage) in the front yard; a 5' – 10' side yard and 10' rear yard. Maximum building height is 35'. Maximum site density is 6 dwelling units per acre.

FINDINGS: At the time of the original Oak Hills PUD approval in 2007 106 parcels were created with detached and attached zero-lot line (duplex) homes proposed. There were no findings in the staff report or the decision related to compliance with the R-1 development standards of Table 2.2.120, such as setbacks and lot coverage. A townhouse footprint or concept plan for the subject lots does not appear to have been provided at that time. However, a condition of the original PUD approval (Condition #11) requires conformance with all requirements of the Sutherlin Municipal Code. The applicant requests nonconformance for the rear and front yard garage setback standards. Lot coverage and lot sizes are assumed pre-approved by the PUD approval process.

The Residential Development Standards require a 20-foot setback for a garage in all residential zones. In addition, PUD Section 4.6.140 indicates floor area, lot coverage, building size, building height, lot area and lot dimensions may be modified through the PUD process without a variance, except: front and rear yards for structures on the perimeter of the project shall be the same as required by the underlying zone, unless increased through the master plan review; and that a minimum front yard setback of 20-feet is required for any garage structure which opens facing a public or private street.

The R-1 lot size and width minimum dimensions were all reduced to accommodate the attached town house design as a part of the PUD approval. For instance the minimum lot size for a single family home is 7500 SF and the subject lots are an estimated 3,848 square feet. Street widths were also reduced and there are no sidewalks. The streets are privately maintained.

The R-1 setback for a garage is 20' and the applicant proposes to reduce it by 25% to 15' which equates to a 100 square foot reduction of the driveway area. Vehicles will be provided 15' plus an additional 6.5-foot wide utility easement area from the garage door to the curb. But, as stated above the PUD section indicates in no case shall a garage be less than 20 feet from the property line facing a street.

The rear yard setback variance is a request for a reduction from the required 10' to 5', a 50% reduction and loss of 152 square feet of yard area. The rear yards adjoin a 15' wide open space tract owned by the HOA and the tract adjoins the golf course.

The R-1 lot coverage maximum is 50% of coverage by buildings and paved impervious surface, or 1,924 SF on the subject 3,847 square foot lots. Based on estimated calculations the proposed home plan and impervious surface covers about 2,702 SF or 70% of the 3,847 square foot lot, exceeding the lot coverage maximum by an estimated 778 SF.

The original plan for the subject 14 lots was for zero-lot line town homes where two homes were to be attached by a common wall (duplex). The applicant indicates today that home buyers are not interested in buying the product. Therefore, he is requesting a modification of the original PUD approval to allow detached dwellings on the 14 lots with a blanket reduction of the R-1 setback standards from 20' to 15' for the garage and from 10' to 5' for the rear yard. Both setback reductions may not be needed on each lot.

3. SECTION 3.4.100 PARKING

The code standard requires that a single family detached dwelling shall have two (2) off-street parking spaces. An attached dwelling shall have 1.75 off-street spaces for a two bedroom dwelling and 2 spaces for a three bedroom dwelling.

FINDINGS: The proposed single family homes will have a two car garage and driveway to accommodate at least two cars. The length of the driveway is proposed to be reduced 25% to 15'. There will be an additional 6.5' of concrete driveway over an easement for an estimated 21.5-foot long driveway.

4. SECTION 4.2.140 TYPE III PROCEDURE

The code requires public notice, a public hearing and deliberation by the Planning Commission for this request based on the requirement that a major modification to a land use decision or approved development plan shall be subject to the same review as the original application.

FINDINGS: The original PUD application for the subject property was reviewed as a Type III. As described in Section 5 and 6 below, the variances are considered a major modification to the original PUD. Therefore this request is a major modification processed as a Type III procedure.

5. SECTION 4.6 PLANNED UNIT DEVELOPMENTS

a. Section 4.6.200 Detailed Development Plan Approval Criteria

The Planning Commissions shall approve the detailed development plan upon finding that the final plan conforms to the concept plan and required conditions of approval. Minor changes to the approved concept plan may be approved with the detailed plan, so long as the proposed modification does not:

- 1) Increases residential density;

Finding: The subject parcels are officially platted and recorded. There will be no change to the number of lots or the overall density.

- 2) Reduce the amount of open space or landscaping by more than ten (10) percent;

Finding: According to the applicant's estimates the amount of rear yard open space reduced by the variance request is 38% and the reduction in the front yard area is 15%.

- 3) Increase lot coverage (by buildings or changes in the amount of parking) by more than ten (10) percent;

Finding: Lot coverage will be increased by reducing the rear setback but will stay the same for the garage and driveway coverage. The estimated overall lot coverage exceeds the maximum 50% standard by an estimated 20%, for a total of 70% lot coverage.

- 4) Change the proposed land use;

Finding: The land use will change from zero-lot line town houses to detached single family dwellings. The use will remain single family in either case.

- 5) Place development within environmentally sensitive areas or areas subject to a potential hazard;

Finding: The subject lots are not within an environmentally sensitive area or a potential hazard area.

- 6) Change the location of buildings, proposed streets, parking lot configuration, utility easements, landscaping or other site improvements proposed on the concept plan, or modified through conditions of approval by more than sixty (60) feet.

Finding: There is no change in the general location of the homes, streets or easements. By eliminating the common wall between two dwellings the original combined side yard area is split into two narrow and less usable spaces. Driveway parking area will decrease; backyard open space area will decrease.

The City concludes that proposed plan changes will occur as stated in criterion 2) and 3) above relating to an decrease in landscaping and an increase in lot coverage. Therefore the proposed change is a major change.

6. SECTION 4.7.120 MODIFICATION TO APPROVED PLANS AND CONDITIONS OF APPROVAL

a. A major modification to a land use decision or approved plan is required if one of the changes listed below are proposed:

- 1) A change in land use;

Finding: There will not be a change in land use because the homes on the subject parcels will still be single family dwellings as proposed.

- 2) An increase in the number of dwelling units;

Finding: There will not be a change in the number of dwellings because the single family parcels have been legally platted and recorded.

3) A change in the type and/or location of access ways, drives or parking areas that affect off-site traffic;

Finding: There will be no impact on off-site traffic patterns in the subject area. A change will occur by a 5-foot reduction in the driveway length.

4) An increase in the floor area proposed for non-residential use by more than ten (10) percent where previously specified;

Finding: The proposed use remains single family and the criterion only applies to non-residential uses.

5) A reduction of more than ten (10) percent of the area reserved for common open space and/or usable open space;

Finding: The proposal will reduce the usable open space for each home site by 38% in the rear yard and 15% in the front yard. The change will convert the original 10' wide side yard to two 5' side yards.

6) A reduction to specified setback requirements by more than ten (10) percent, or to a degree that the minimum setback standards of the zoning district cannot be met: or

Finding: The setback reductions are proposed to be 15.3% in the front yard area and 37.7 feet in the rear yard area, exceeding 10% in both cases.

7) Changes similar to those listed in 1-6, which are likely to have an adverse impact on adjoining properties.

Finding: The protruding garage, unusable side yards and smaller rear yard will reduce R-1 zone purposes striving for residential quality, value, privacy, light and air, outdoor open space and street appeal.

IV. CONCLUSIONS

The City finds the proposed changes are a major plan modification requiring a Type III public hearing process because review criterion are affected by the proposal in Section 4.7.120; 3), 5), 6), and 7), and in Section 4.6.200; 2) and 3). The City finds the 40-foot wide lots are narrow so the proposed side yards will be unusable, the rear yard will be reduced, driveway length will be reduced and impervious lot coverage will be increased to an estimated total of 70%. The front yard setback reduction from 20 feet to 15 feet for the garage is not allowed to be varied by the code, even as a PUD exception. The protruding garage will result in a front yard that is primarily pavement with larger vehicles potentially extending to the street.

The rear yard setback reduction from 10' to 5' will have less of an impact because the subject lots adjoin a 15'-wide open space tract that is owned and maintained by the HOA. And the open space tract adjoins the golf course. The rear yard reduction normally not permitted on the perimeter of a development may be considered less of an issue when the perimeter is a golf course versus a public street or adjoining development.

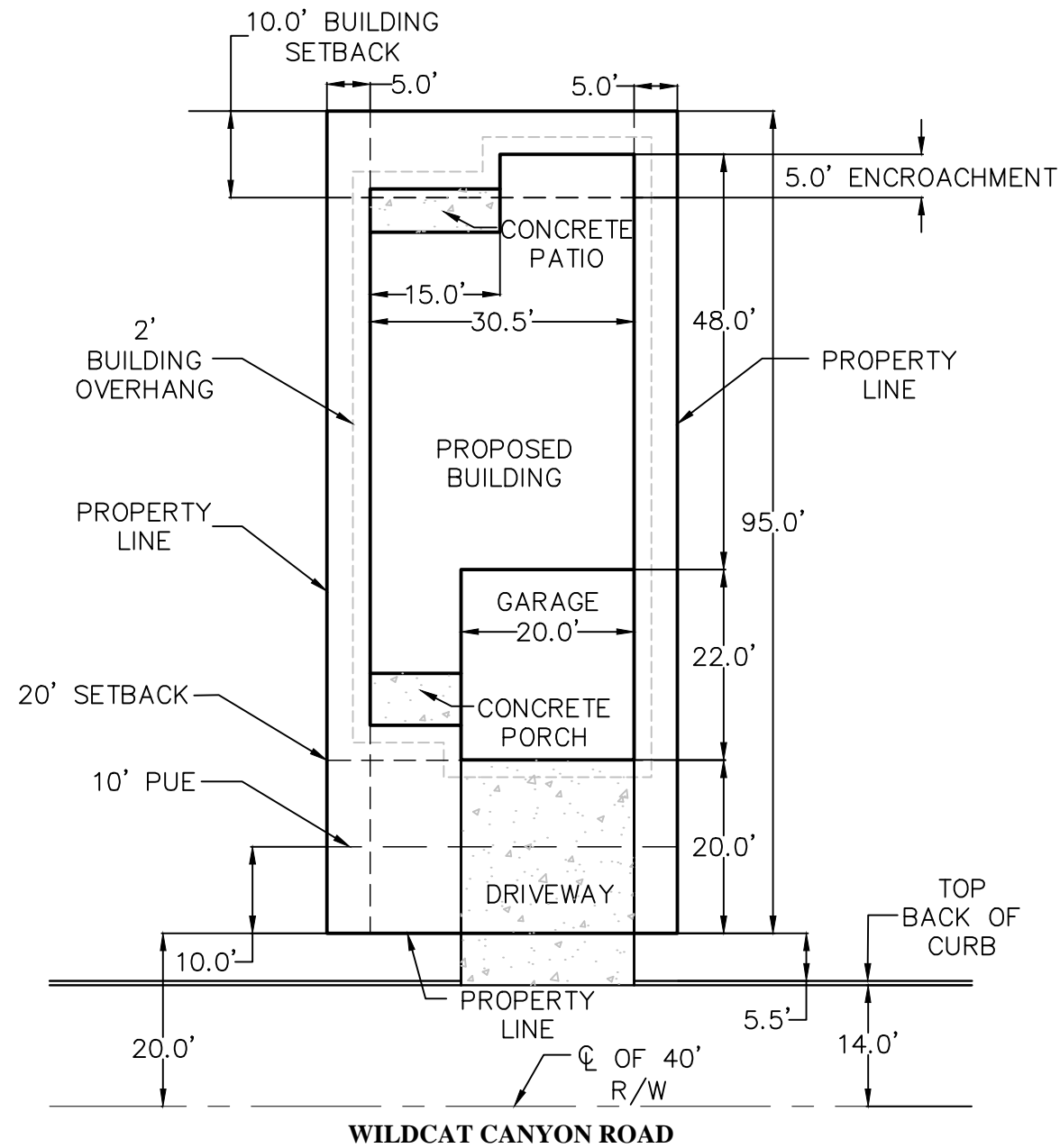
V. RECOMMENDATION

Staff recommends approval of the rear yard setback and denial of the front yard garage setback.

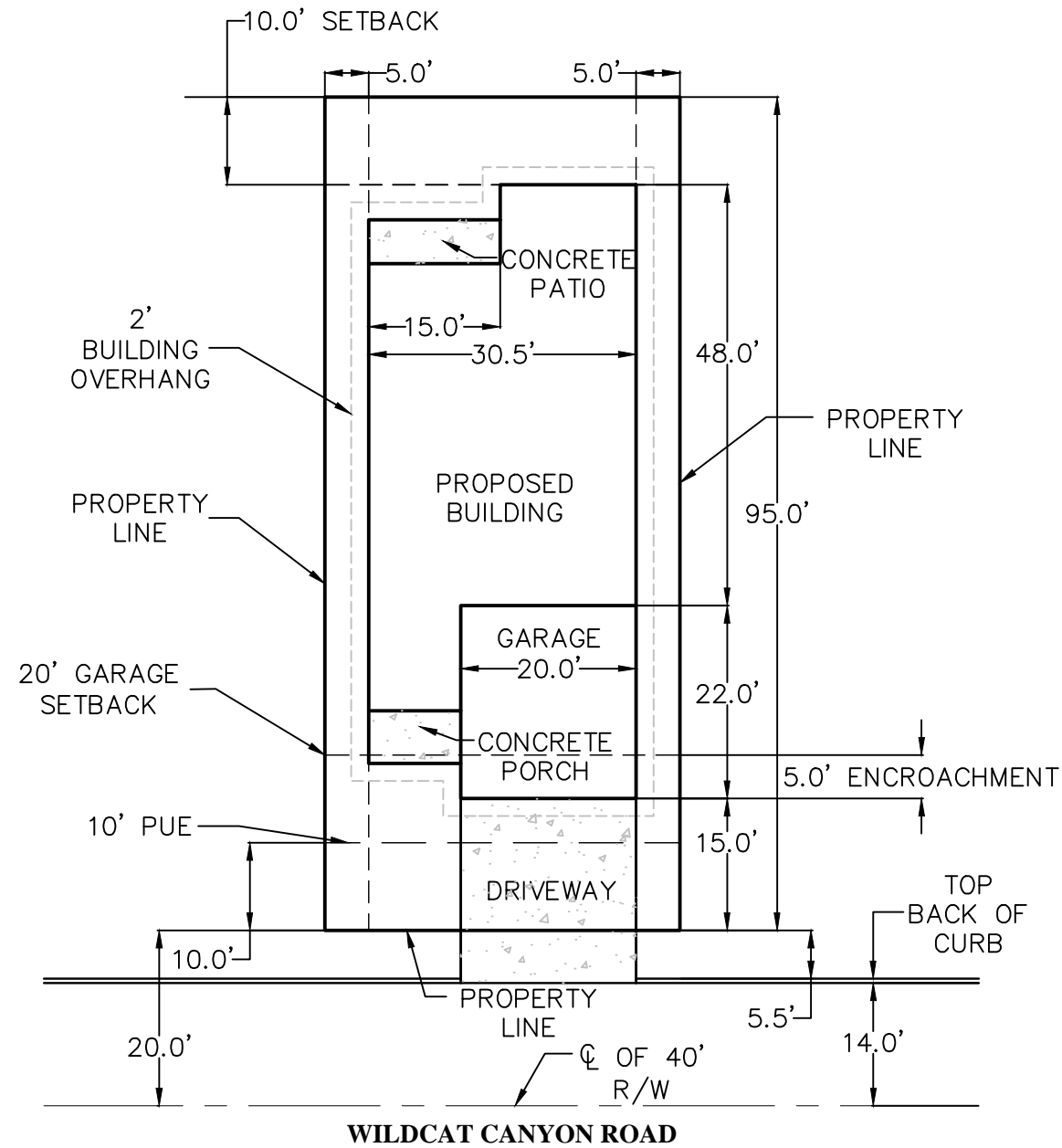
VI. Motion Options (after public hearing closure)

1. Based on the application and revised findings I move to APPROVE the Variance request;
2. Based on the need for additional information I move to CONTINUE the public hearing until (indicate date certain);
3. Based on the findings in the city staff report I move to DENY the front yard Variance request for the garage, and APPROVE the rear yard setback Variance.

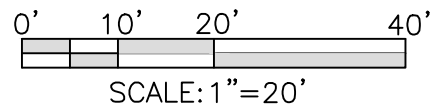
**FAIRWAY ESTATES VARIANCE
EXHIBIT "A"**



BACK YARD ENCROACHMENT



FRONT YARD ENCROACHMENT



i.e. ENGINEERING
809 SE Pine Street
Roseburg, Oregon 97470
PHONE (541) 673-0166
FAX (541) 440-9392
PROJECT NO. 2373-01T19
DWG BY: DTM 04/15/15

**CITY STAFF REPORT
LOT COVERAGE VARIANCE
CITY FILE # 2015-03-VAR Guido**

April 14, 2015

APPLICATION: Request for Planning Commission approval of a Variance to exceed the maximum 35% Lot Coverage standard

OWNER: Patrick & Cindy Guido
3077 Garden Valley Road
Roseburg, OR 97471

APPLICANT: Brant Guido
640 Shady Drive
Roseburg, OR 97470

LOCATION: 1832 Culver Loop near the intersection with Divot Loop;
25N05W18CB04400

PROJECT PLANNER: Carole Connell, City Planner (541) 459-2856
connellpc@comcast.net

APPLICABLE CRITERIA

1. City of Sutherlin Development Code

- (a) 2.2.100 Residential Districts
- (b) 2.2.110 Permitted Uses and Structures
- (c) 2.2.120 Residential District Development Standards – RH zone
- (e) 4.2.140 Type III Procedure
- (g) 5.2.130 Variances - Class C

FINDINGS OF FACT

1. **LOCATION:** The subject property is located in a residential on the west side of the I-5 freeway north of Hwy 138 and north of the Umpqua Golf Resort and Knolls Estates. The property is further identified by the Douglas County Assessor's Map as 25-05-18CB TL 04400 property ID# R62029.
2. **ZONING:** The subject property is zoned Single-Family Residential Hillside R-H by the Sutherlin Comprehensive Plan and Zone Map.
3. **ACCESS:** The lot has direct access onto Culver Loop Road.
4. **Services and Structures:** The subject vacant site is in the city limits and can be served by city sewer and water service.

5. **Public Notice and Comments:** On March 31, 2015 the City of Sutherlin Community Development Department sent public notice to property owners as shown on the most recent property tax assessment roll within 100 feet of the subject property. The City Public Works Operations, Public Utilities, Police Department and Fire Departments were notified of the request. On April 10, 2015 the City received a letter of objection from the Knolls Estates Owners Association.
6. **Application:** The application was submitted to the City on March 3, 2015. The City deemed the application complete on March 18 2015.
7. **Procedure:** The application is processed as a Type III procedure including public notice, consideration and a decision by the Planning Commission.

CONCLUSIONARY FINDINGS:

Conformance with the City of Sutherlin Development Code

SECTION 2.2.100 Residential Zone District – Single-family Residential R-H Zone

FINDING: The subject property is zoned R-H. The R-H zone is a meant to be a low density area with a single-family preference. The zone provides the visual and physical identity of the hills, as well as the native geologic conditions so far as practicable through larger lot sizes and special construction standards. In accordance with Table 2.2.110 the R-H zone permits the proposed single family housing unit as an outright use, subject to a geotechnical study and report.

TABLE 2.2.120 Residential Development Standards - Summary

In the R-H zone the minimum lot size for a single family home is 12,000 square feet. Minimum lot width must be 50'; lot depth 100'; lot coverage 35 %. The minimum building setbacks are a 15' – 20' (garage) front yard; a 5' – 10' side yard and 10' rear yard. Maximum building height is 35'.

FINDING: According to the Assessors tax lot map the subject parcel is 8,276 square feet (SF). Although the applicant's plan indicates the parcel is 8,187 SF. To meet the 35% lot coverage maximum, there may be up to 2,896 SF of impervious surface, which includes pavement. The house, garage, covered entry and covered patio are 3,514 SF, or 42% of the parcel. The addition of the paved driveway, sidewalk and golf cart path adds several hundred more square feet. The proposed structure exceeds the lot coverage standard.

SECTION 4.2.140 TYPE III PROCEDURE

For a Class C Variance request the Sutherlin Development Code requires Type III application review procedures including public notice, a public hearing and deliberation by the Planning Commission.

FINDING: The Variance request exceeds a 10% increase in lot coverage and therefore is to be considered by the Planning Commission following the Type III procedures. In order to comply with

notice requirements the City provided written notice to property owners within 100 feet of the site on March 31, 2015. Notice was published on April 5, 2015. A letter of objection was received from the Knolls Estates Owners Association, dated April 10, 2015. The public hearing before the Planning Commission is tentatively scheduled for April 21, 2015.

SECTION 5.2.130 VARIANCES – CLASS C

Sutherlin Development Code Section 5.2 establishes three types of variances with different review procedures. The Class A Variance allows a 10% increase in lot coverage in accordance with the Type II review procedure. Lot coverage that exceeds the 10% threshold is a Class C Variance and is reviewed in accordance with the Type III procedure.

FINDINGS: A 10% increase on the subject parcel equals 290 square feet ($35\% \text{ of } 8,276 = 2,896 \text{ SF} \times 10\% = 290 \text{ SF}$). The measured pervious surface of the proposed house is an estimated 3,514 SF, exceeding the maximum by 618 SF.

The purpose of the Class C Variance procedure is to provide standards for variances which exceed the Class A and Class B variance criteria. Class C variances may be granted if the applicant shows that, owing to special and unusual circumstances related to a specific property, the literal application of the standards of the applicable land use district would create a hardship to development which is peculiar to the lot size or shape, topography, wetland and floodplain, or other similar circumstances related to the property over which the applicant has no control, and which are not applicable to other properties in the vicinity (the RH District), except that no variances to “permitted uses” shall be granted.

CLASS C APPROVAL CRITERIA

1. The city shall approve, approve with conditions or deny an application for a variance based on finding that all of the following criteria are satisfied:
 - a. The proposed variance will not be materially detrimental to the purposes of this code, to any other applicable policies and standards, and to other properties in the same land use district or vicinity;

FINDINGS: The purpose for a lot coverage standard is to assure that in single family residential districts the density remains low to reduce storm drainage impacts and assure openness for air, light, privacy and landscaping. Lot coverage may also be used to mitigate the negative effects of unstable soils or slopes or other natural hazards. A variance to the standard will result in a reduction in these purposes. The other lots in this development range from 0.18 to 0.28 acres in size. The subject lot is at the low end, 0.19 acres. It is not known if the Knolls Estates PUD was approved knowing the coverage maximum would be difficult to achieve. According to the applicant, several existing homes in the vicinity exceed the maximum lot coverage. It is also not known if the City failed to enforce the standard in the past.

The letter of objection from the Knolls Estates Owner Association states that approval of the variance “will result in a finished dwelling consuming nearly all of the usable lot size without an ability to also create an appealing front and back yard landscape;...that by granting this Variance exceeding the 35% rule will set a precedence for future land developers of Knoll’s Estates PUD’s efforts to sustain our prestigious community curb appeal.” The association believes the variance will be detrimental to other properties in the same district or vicinity.

- b. A hardship to development exists which is peculiar to the lot size or shale, topography, wetland and floodplain, or other similar circumstances related to the property over which the applicant has no control, and which are not applicable to other properties in the RH zone and vicinity;

FINDINGS: There does not appear to be a hardship associated with the subject parcel because it is similar in size, shape and topography to several other parcels in the vicinity and there are no wetlands or floodplain on the parcel.

- c. The use proposed will be the same as permitted under this title and city standards will be maintained to the greatest extent that is reasonably possible while permitting reasonable economic use of the land;

FINDINGS: The proposed single family dwelling is a permitted use in the zone, subject to a geohazard analysis. In this request the 35% lot coverage is not being maintained to the greatest extent possible because the house and pavement could be reduced in size and still provide reasonable economic use of the land.

- d. Existing physical and natural systems, such as but not limited to traffic, drainage, natural resources and parks will not be adversely affected any more than would occur if the development occurred as specified by the subject code standard;

FINDINGS: The traffic, natural resources and parks in the vicinity will not be adversely affected by the lot coverage reduction. The storm drainage impacts could be increased by less impervious surface on the subject parcel with potentially a cumulative impact if the standard is varied on many parcels.

- e. The hardship is not self-imposed; and

FINDINGS: There is no known hardship requiring that the subject dwelling exceed the maximum lot coverage requirement, therefore it is self-imposed by the desired house and pavement improvements.

- f. The variance requested is the minimum variance, which would alleviate the hardship.

FINDINGS: The request is not the minimum possible, and is not alleviating a hardship.

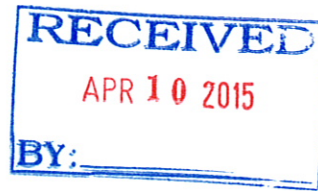
CONCLUSION

The City finds the request exceeds the 35% lot coverage maximum because the main improvements cover an estimated 42% of the lot, not including the paved driveway, entry sidewalk and golf cart improvements. The request does not appear to meet all of the Class C variance approval criteria.

MOTION OPTIONS

1. Based on the application and revised findings I move to APPROVE the Variance request;
2. Based on the need for additional information I move to CONTINUE the public hearing until (indicate date certain);
3. Based on the findings in the city staff report I move to DENY the Variance request.

Knolls Estates Owners Association



April 10, 2015

City of Sutherlin
Attn: Community Development Dept.
175 E. Everett Street
Sutherlin, Oregon 97479

Re: File 2015-03-VAR- Applicant Brant Guido
1832 Culver Loop (Lot 137 – Knolls Estates PUD)

Members of the Knolls Estates Board of Directors hereby voice their **objection** to granting the variance # 2015-03-VAR for Applicant Brant Guido: to exceed the City's maximum lot coverage of 35%- outlined in Ordinance 4.2.110.

As established, the Knolls Estates PUD is outlined as a Planned Unit Development community in which this property resides. The PUD currently has 38 undeveloped lots within it's community.

It is the concern of the Knolls Estates Owners Association- Board of Directors that if the City of Sutherlin- Planning Commission grants this variance to Brant Guido allowing for his construction of a single family one-story dwelling exceeding the City's already established maximum 35% dwelling to lot coverage, it will result in a finished dwelling consuming nearly all of the usable lot size without an ability to also create an appealing front and back yard landscape.

Our additional fear is that by granting this Variance exceeding the 35% rule it will set a precedence for future land developers to expect similar Variances to be granted, resulting in undermining the basic intentions of Knolls Estates PUD's efforts to sustain our prestigious community curb appeal. It also has a risk of changing the energy of the existing home owner's lessening sense of pride, as demonstrated in each of their a harmonious neighborhoods.

Please consider not granting this variance to Brant Guido in-part due to the Knolls Estates Owners Association Objection for the reasons outlined above.

Sincerely,

Joe M. Groussman, PMP
President- Knolls Estates Owners Association

FOR YOUR INFORMATION

LAND USE ACTIVITY WORKSHEETS

2015-09 – 117 W CENTRAL AVE

2015-10 – 1565 E CENTRAL AVE

2015-13 – 120 W CENTRAL AVE

2015-14 – 131 MILLER STREET

2015-15 – 779 W CENTRAL AVE

2015-16 – 1600 S. COMSTOCK RD

2015-17 – 636 E CENTRAL AVE

2015-18 - 636 E CENTRAL AVE

2015-19 – 0 W FIRST AVE

2015-20 – 500 E FOURTH AVE

2015-21 – 645 W FIRST AVE

2015-22 – 1000 W CENTRAL AVE

2015 – 24 – 2666 WESTLAKE AVE



Community Development
126 E Central Avenue
Sutherlin, OR 97479
(541) 459-2856

CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-09	APPLICANT KRISTY MARTINEZ 1221 W DEAN #10 SUTHERLIN OR 97479 541-315-5574	OWNER STAN MCKNIGHT 1750 EAST CENTRAL SUTHERLIN OR 97479 541-817-2774
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SITE INFORMATION

SITE ADDRESS 117 W CENTRAL	TAX ACCOUNT NUMBER R55981	M-TL 25-05-17DC-07100	SIZE (ACRES) 0.11
IMPROVEMENT RETAIL FLEA MARKET/SALVAGED GROCERY AND GOODS			
EXISTING STRUCTURES (NUMBER AND TYPE) COMMERCIAL BLDG		DISTANCE OF BUILDING SITE FROM SURFACE WATER N/A	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO 117 W CENTRAL			

As, for, or on behalf of, all property owners:

Applicant Signature: Kristy Martinez Date: 3/13/15

PLANNING DEPARTMENT INFORMATION

ZONING C1	OVERLAYS None			
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE N/A	REAR N/A	SIDE N/A	EXT. SIDE N/A
SIGN CODE	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 20FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		

CONDITIONS OF APPROVAL:

REFER TO: Douglas County

RETAIL FLEA MARKET/SALVAGED GROCERY AND GOODS.

APPROVED BY <u>Kristy Martinez</u>	DATE MARCH 10, 2015	EXPIRATION DATE MARCH 10, 2016	
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO



Community Development
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-10	APPLICANT A. MARIE WALTER P.O. BOX 1266 SUTHERLIN OR 97479 541-680-0466	OWNER A. MARIE WALTER P.O. BOX 1266 SUTHERLIN OR 97479 541-680-0466
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SITE INFORMATION

SITE ADDRESS 1565 E. CENTRAL	TAX ACCOUNT NUMBER R42187	M-TL 25-05-16AD-905	SIZE (ACRES) 0.28
IMPROVEMENT CONVERTED EXISTING SHOP TO LIVING QTRS			
EXISTING STRUCTURES (NUMBER AND TYPE) SFD, SHED		DISTANCE OF BUILDING SITE FROM SURFACE WATER >50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO PROPERTY ON LEFT (NORTH) SIDE OF CENTRAL			
As, for, or on behalf of, all property owners: Applicant Signature: <u><i>A Marie Walter</i></u> Date: <u>3-17-15</u>			

PLANNING DEPARTMENT INFORMATION

ZONING R1	OVERLAYS None			
SETBACKS				
FRONT GARAGE 20FT	FRONT PROPERTY LINE 15FT	REAR 10FT	SIDE 5FT	EXT. SIDE 20FT
SIGN CODE N/A	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 20FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL: CONVERTED EXISTING SHOP TO LIVING QUARTERS. MUST MEET ZONE/SETBACK REQS.		REFER TO: Douglas County		
APPROVED BY <u><i>Krist Gilbert</i></u>	DATE MARCH 17, 2015	EXPIRATION DATE MARCH 17, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	




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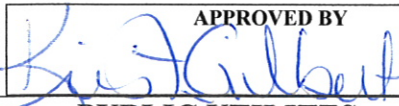
CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-13	APPLICANT MARTIN DURBIN TRUST 409 S. COMSTOCK SUTHERLIN, OR 97479 541-991-6984	OWNER MARTIN DURBIN TRUST 409 S. COMSTOCK SUTHERLIN, OR 97479 541-991-6984
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SITE INFORMATION

SITE ADDRESS 120 W. CENTRAL	TAX ACCOUNT NUMBER R56170	M-TL 25-05-17DC-9600	SIZE (ACRES) 0.03
IMPROVEMENT 5'6" x 8' UTILITY SHED (ACCESSORY COMMERCIAL BLDG)			
EXISTING STRUCTURES (NUMBER AND TYPE) RETAIL STORE		DISTANCE OF BUILDING SITE FROM SURFACE WATER > 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE CENTRAL TO 120 W. CENTRAL			
As, for, or on behalf of, all property owners: Applicant Signature: <u></u> Date: <u>03-20-15</u>			

PLANNING DEPARTMENT INFORMATION

ZONING C1		OVERLAYS None		
SETBACKS				
FRONT GARAGE 0FT	FRONT PROPERTY LINE 0FT	REAR 0FT	SIDE 0FT	EXT. SIDE 0FT
SIGN CODE N/A	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 50FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
CONSTRUCT 5'6" x 8' UTILITY SHED (ACCESSORY COMMERCIAL BLDG) IN THE REAR OF THE EXISTING COMMERCIAL BUILDING PER SECTION 4.3 OF THE DEVELOPMENT CODE. MUST MEET BUILDING CODE SETBACK BETWEEN STRUCTURES. MUST MEET ZONE/SETBACK REQS.				
APPROVED BY 	DATE MARCH 20, 2015	EXPIRATION DATE MARCH 20, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	




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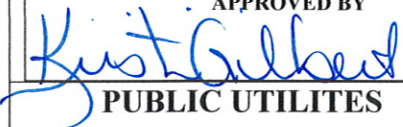
CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-14	APPLICANT ANDREW TAYLOR 131 MILLER ST SUTHERLIN, OR 97479 541-315-8036	OWNER ANDREW TAYLOR 131 MILLER ST SUTHERLIN, OR 97479 541-315-8036
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SITE INFORMATION

SITE ADDRESS 131 MILLER STREET	TAX ACCOUNT NUMBER R50199	M-TL 25-05-20BB-02000	SIZE (ACRES) 0.2
IMPROVEMENT CONSTRUCT SHOP			
EXISTING STRUCTURES (NUMBER AND TYPE) (2) SFD and SHED		DISTANCE OF BUILDING SITE FROM SURFACE WATER >50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, RIGHT ONTO MILLER, FIRST HOUSE ON RIGHT.			
As, for, or on behalf of, all property owners:			
Applicant Signature: 		Date: 3/31/15	

PLANNING DEPARTMENT INFORMATION

ZONING R2		OVERLAYS None		
SETBACKS				
FRONT GARAGE 20FT	FRONT PROPERTY LINE 15FT	REAR 10FT	SIDE 5FT	EXT. SIDE 10FT
SIGN CODE N/A	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 35FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
AUTHORIZED TO CONSTRUCT SHOP BEHIND EXISTING HOME AT 131 MILLER STREET. MUST MEET ZONE/SETBACK REQS.				
APPROVED BY 		DATE MARCH 27, 2015		EXPIRATION DATE MARCH 27, 2016
PUBLIC UTILITIES		CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO




Community Development
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-15	APPLICANT FORREST STONE CONSTRUCTION INC. 282 DOVETAIL LN SUTHERLIN OR 97479 541-430-4325	OWNER BRIAN HOWARD 779 W CENTRAL AVE SUTHERLIN OR 97479
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SITE INFORMATION

SITE ADDRESS 779 W CENTRAL	TAX ACCOUNT NUMBER R51102	M-TL 25-05-17CC-00500	SIZE (ACRES) 0.28
IMPROVEMENT INTERIOR REMODEL OF EXISTING COMMERCIAL BUILDING (DOMINO'S PIZZA)			
EXISTING STRUCTURES (NUMBER AND TYPE) COMMERCIAL BUILDING		DISTANCE OF BUILDING SITE FROM SURFACE WATER >50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO 779 W CENTRAL.			
As, for, or on behalf of, all property owners:			
Applicant Signature: 		Date: <u>3-31-15</u>	

PLANNING DEPARTMENT INFORMATION

ZONING C3		OVERLAYS None		
SETBACKS				
FRONT GARAGE 0 FT	FRONT PROPERTY LINE 0 FT	REAR 0 FT	SIDE 0 FT	EXT. SIDE 0 FT
SIGN CODE N/A	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 35 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
INTERIOR REMODEL OF EXISTING COMMERCIAL BUILDING (DOMINO'S PIZZA).				
APPROVED BY 		DATE MARCH 31, 2015	EXPIRATION DATE MARCH 31, 2016	
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	

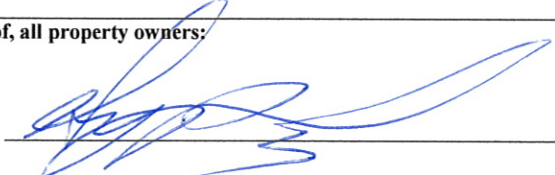


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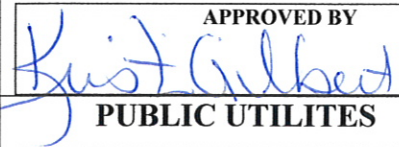
CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-16	APPLICANT KOKUA TOWING LLC PO BOX 1036 WINSTON OR 97496 541-679-2944	OWNER KOKUA TOWING LLC PO BOX 1036 WINSTON OR 97496 541-679-2944
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SITE INFORMATION

SITE ADDRESS 1600 S. COMSTOCK	TAX ACCOUNT NUMBER R139329	M-TL 25-05-30-01001	SIZE (ACRES) 0.31
IMPROVEMENT CONSTRUCT 4' X 8' SIGN (KOKUA TOWING) ON INDUSTRIAL PROPERTY FOR TOWING BUSINESS			
EXISTING STRUCTURES (NUMBER AND TYPE) 4' X 8' SIGN		DISTANCE OF BUILDING SITE FROM SURFACE WATER >50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EXIT 135, LEFT ON COMSTOCK, TO PROPERTY ON THE RIGHT AT 1600 S COMSTOCK.			
As, for, or on behalf of, all property owners:			
Applicant Signature: 		Date: 4-2-15	

PLANNING DEPARTMENT INFORMATION

ZONING M-1		OVERLAYS None		
SETBACKS				
FRONT GARAGE 0 FT	FRONT PROPERTY LINE 0 FT	REAR 0 FT	SIDE 0 FT	EXT. SIDE 0 FT
SIGN CODE SEE CONDITIONS	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 24 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
CONSTRUCT 4' X 8' SIGN (KOKUA TOWING) ON INDUSTRIAL PROPERTY FOR TOWING BUSINESS. SIGN NOT TO EXCEED 24' IN HEIGHT; NOT TO EXCEED 200 SQUARE FEET; AND, NOT TO PROJECT INTO THE PUBLIC RIGHT OF WAY.				
APPROVED BY 	DATE APRIL 2, 2015	EXPIRATION DATE APRIL 2, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	

RCPT 46831



Community Development
126 E Central Avenue
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CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET CONSTRUCTION

WORKSHEET NUMBER 2015-17	APPLICANT i.e. ENGINEERING 809 SE PINE STREET ROSEBURG, OR 97470 541-673-0166	OWNER CENTRAL AVENUE INVESTMENTS LLC PO BOX 730 ROSEBURG OR 97470
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SITE INFORMATION

SITE ADDRESS 636 E CENTRAL AVE	TAX ACCOUNT NUMBER R42539 R42531	M-TL 25-05-16CC-200 25-05-16CC-300	SIZE (ACRES) 0.19 0.75
IMPROVEMENT CONSTRUCT A 9,062 SQ FT COMMERCIAL RETAIL STORE – DOLLAR GENERAL			
EXISTING STRUCTURES (NUMBER AND TYPE) SFD TO BE DEMOLISHED (WORKSHEET 2015-18)		DISTANCE OF BUILDING SITE FROM SURFACE WATER ➤ 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO PROPERTY LOCATED AT 636 E CENTRAL			
As, for, or on behalf of, all property owners:			
Applicant Signature: <u>SEE ATTACHED</u>		Date: <u>04-16-15</u>	

PLANNING DEPARTMENT INFORMATION

ZONING C-3		OVERLAYS None		
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE 0 FT	REAR 10FT	SIDE 0 FT	EXT. SIDE N/A
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED 1 - 9 X18 SPACE/350 SQ FT FLOOR AREA = 26 SPACES		
BUILDING HEIGHT 35 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL: CONSTRUCT A 9,062 SQ FT COMMERCIAL RETAIL STORE – DOLLAR GENERAL. MUST COMPLY WITH ATTACHED PLANS PRIOR TO FINAL OCCUPANCY APPROVAL. APPROVAL IS SUBJECT TO IRRIGATION/BACKFLOW REQS. 26-9 X 18 PARKING SPACES REQUIRED. MUST COMPLY WITH ZONE/SETBACK REQS. RESTRICTIVE COVENANT 2015-006070 TO CONSTRUCT OVER PROPERTY LINES.				
APPROVED BY  PUBLIC UTILITES		DATE APRIL 16, 2015	EXPIRATION DATE APRIL 16, 2016	
		CITY WATER YES	CITY SEWER YES	ACCESS PERMIT YES




Community Development
126 E Central Avenue
Sutherlin, OR 97479
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-18	APPLICANT i.e. ENGINEERING 809 SE PINE STREET ROSEBURG, OR 97470 541-673-0166	OWNER CENTRAL AVENUE INVESTMENTS LLC PO BOX 730 ROSEBURG OR 97470
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SITE INFORMATION

SITE ADDRESS 636 E CENTRAL AVE	TAX ACCOUNT NUMBER R42539 R42531	M-TL 25-05-16CC-200 25-05-16CC-300	SIZE (ACRES) 0.19 0.75
IMPROVEMENT DEMOLISH EXISTING SFD			
EXISTING STRUCTURES (NUMBER AND TYPE) SFD (TO BE DEMOLISHED)		DISTANCE OF BUILDING SITE FROM SURFACE WATER ➤ 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO PROPERTY LOCATED AT 636 E CENTRAL			
As, for, or on behalf of, all property owners:			
Applicant Signature:  Date: <u>4.3.15</u> ON BEHALF OF STOUT BUILDING CONTRACTORS, LLC			

PLANNING DEPARTMENT INFORMATION

ZONING C-1		OVERLAYS None		
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE N/A	REAR N/A	SIDE N/A	EXT. SIDE N/A
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT N/A	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
DEMOLISH EXISTING SFD TO BE REPLACED WITH A 9,062 SQ FT COMMERCIAL RETAIL STORE – DOLLAR GENERAL (AUTHORIZED BY 2015-17).				
APPROVED BY	DATE APRIL 3, 2015	EXPIRATION DATE APRIL 3, 2016		
PUBLIC UTILITIES	CITY WATER YES	CITY SEWER YES	ACCESS PERMIT YES	



Community Development
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-19	APPLICANT SCOTT'S VALLEY LLC 1789 CULVER LOOP SUTHERLIN OR 97479 541-459-7532 541-953-4741	OWNER SCOTT'S VALLEY LLC 1789 CULVER LOOP SUTHERLIN OR 97479 541-459-7532 541-953-4741
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SITE INFORMATION

SITE ADDRESS 0 FIRST AVE	TAX ACCOUNT NUMBER R56009	M-TL 25-05-17DC-06200	SIZE (ACRES) 0.26
IMPROVEMENT CONSTRUCT 10 ADDITIONAL 10' X 10' STORAGE UNITS			
EXISTING STRUCTURES (NUMBER AND TYPE) STORAGE UNITS		DISTANCE OF BUILDING SITE FROM SURFACE WATER > 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, LEFT ON N. CALAPOOIA, LEFT ON W. FIRST AVE TO SITE WITH MINI STORAGE UNITS			
As, for, or on behalf of, all property owners:			
Applicant Signature: <u>Nancy Armstrong</u> Date: <u>4/13/15</u>			

PLANNING DEPARTMENT INFORMATION

ZONING M-1		OVERLAYS None		
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE 20 FT	REAR 0 FT	SIDE 0 FT	EXT. SIDE N/A
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED 1 SPACE/EMPLOYEE		
BUILDING HEIGHT 20 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
CONSTRUCT 10 ADDITIONAL 10' X 10' STORAGE UNITS. SEE ATTACHED COVENANT 2015-005892 TO CONSTRUCT OVER THE PROPERTY LINE				
APPROVED BY <u>Kurt Gilbert</u>	DATE APRIL 13, 2015	EXPIRATION DATE APRIL 13, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	



Community Development
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-20	APPLICANT SUTHERLIN SCHOOL DISTRICT 531 E. CENTRAL AVE SUTHERLIN, OR 974793 541-459-2668	OWNER SUTHERLIN SCHOOL DISTRICT 531 E. CENTRAL AVE SUTHERLIN, OR 974793 541-459-2668
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SITE INFORMATION

SITE ADDRESS 500 E. FOURTH AVE.	TAX ACCOUNT NUMBER R40915	M-TL 25-05-16-00300	SIZE (ACRES) 26.48
IMPROVEMENT CONSTRUCT 2 POLE BUILDINGS (ACCESSORY TO SCHOOL)			
EXISTING STRUCTURES (NUMBER AND TYPE) HIGH SCHOOL, WOOD SHOP AND METAL SHOP		DISTANCE OF BUILDING SITE FROM SURFACE WATER ➤ 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, NORTH ON UMATILLA, TOP OF HILL PAST HIGH SCHOOL.			
As, for, or on behalf of, all property owners: Applicant Signature: <u><i>[Signature]</i></u> Date: <u>4-3-15</u>			

PLANNING DEPARTMENT INFORMATION

ZONING CS		OVERLAYS None		
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE 10 FT	REAR 10 FT	SIDE 10 FT	EXT. SIDE N/A
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 35 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL: REFER TO: Douglas County				
CONSTRUCT 2 POLE BUILDINGS (ACCESSORY TO SCHOOL). MUST MEET ZONE/SETBACK REQS.				
APPROVED BY <u><i>Krist Gilbert</i></u>	DATE APRIL 3, 2015	EXPIRATION DATE APRIL 3, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	



Community Development
126 E Central Avenue
Sutherlin, OR 97479
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-21	APPLICANT MOLLY JACOBSEN 122 WINSTON-SECTION RD WINSTON OR 97496 541-680-9581	OWNER MOLLY JACOBSEN 122 WINSTON-SECTION RD WINSTON OR 97496 541-680-9581
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SITE INFORMATION

SITE ADDRESS 645 W. FIRST AVE	TAX ACCOUNT NUMBER R50955	M-TL 25-05-17CC-02800	SIZE (ACRES) 0.27
IMPROVEMENT INTERIOR REMODEL OF EXISTING APARTMENT COMPLEX (8 UNITS) – ASBESTOS ABATEMENT, B-VENT AND WATER HEARTERS			
EXISTING STRUCTURES (NUMBER AND TYPE) 8 UNIT APARTMENT COMPLEX		DISTANCE OF BUILDING SITE FROM SURFACE WATER ➤ 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, TURN LEFT ON SHERMAN, ONE BLOCK, TURN RIGHT.			
As, for, or on behalf of, all property owners: Applicant Signature: <u>Molly Jacobsen</u> Date: <u>4/6/15</u>			

PLANNING DEPARTMENT INFORMATION

ZONING R1	OVERLAYS None			
SETBACKS				
FRONT GARAGE 20 FT	FRONT PROPERTY LINE 15FT	REAR 10 FT	SIDE 10 FT	EXT. SIDE 15 FT
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 35 FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL: INTERIOR REMODEL OF EXISTING APARTMENT COMPLEX (8 UNITS) – ASBESTOS ABATEMENT, B-VENT AND WATER HEATERS . NO INCREASE IN FOOTPRINT OF EXISTING BUILDING. MUST MEET ZONE/SETBACK REQS.		REFER TO: Douglas County		
APPROVED BY <u>Kristi Gilbert</u>	DATE APRIL 6, 2015	EXPIRATION DATE APRIL 6, 2016		
PUBLIC UTILITIES	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	

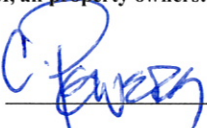


Community Development
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Sutherlin, OR 97479
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-22	APPLICANT ZERBACH CONSTRUCTION 1224 NE WALNUT PMB 291 ROSEBURG OR 97470 541-957-9307	OWNER KEVIN RIFE 90829 COBURG HILLS DR EUGENE OR 97408 541-913-1373
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SITE INFORMATION

SITE ADDRESS 1000 W. CENTRAL AVE	TAX ACCOUNT NUMBER R50360	M-TL 25-05-19-07100	SIZE (ACRES) 0.39
IMPROVEMENT INTERIOR REMODEL OF EXISTING COMMERCIAL BUILDING FOR MORTUARY/FUNERAL HOME			
EXISTING STRUCTURES (NUMBER AND TYPE) EXISTING COMMERCIAL BLDG		DISTANCE OF BUILDING SITE FROM SURFACE WATER ➤ 50 FEET	
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, TO PROPERTY ON RIGHT AT 1000 W. CENTRAL AVE.			
As, for, or on behalf of, all property owners:			
Applicant Signature: 		Date: 4-7-15	

PLANNING DEPARTMENT INFORMATION

ZONING C-3		OVERLAYS None		
SETBACKS				
FRONT GARAGE N/A	FRONT PROPERTY LINE 0 FEET	REAR 10 FEET	SIDE 10 FEET	EXT. SIDE N/A
SIGN CODE NA	SPECIAL SETBACK NA	PARKING SPACES REQUIRED N/A		
BUILDING HEIGHT 35 FEET	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE N/A		
CONDITIONS OF APPROVAL: REFER TO: Douglas County				
INTERIOR REMODEL OF EXISTING COMMERCIAL BUILDING (FORMER MATTRESS STORE), TO CONVERT TO MORTUARY/FUNERAL HOME AS PERMITTED IN TABLE 2.3.110 OF SUTHERLIN DEVELOPMENT CODE. NO INCREASE IN FOOTPRINT.				
APPROVED BY  PUBLIC UTILITES	DATE APRIL 7, 2015	EXPIRATION DATE APRIL 7, 2016		
	CITY WATER NO	CITY SEWER NO	ACCESS PERMIT NO	



Community Development
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CITY OF SUTHERLIN
PRE-APPLICATION WORKSHEET
CONSTRUCTION

WORKSHEET NUMBER 2015-24	APPLICANT MERLE TABOR 11808 N. UMPQUA HWY ROSEBURG OR 97470 541-580-1652	OWNER MERLE TABOR 11808 N. UMPQUA HWY ROSEBURG OR 97470 541-580-1652
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SITE INFORMATION

SITE ADDRESS 2666 WESTLAKE AVE	TAX ACCOUNT NUMBER R62533	M-TL 25-06-13CD-02900	SIZE (ACRES) 0.23
IMPROVEMENT CONSTRUCT SINGLE FAMILY DWELLING WITH ATTACHED GARAGE			
EXISTING STRUCTURES (NUMBER AND TYPE) VACANT		DISTANCE OF BUILDING SITE FROM SURFACE WATER >50 FEET	
DIRECTIONS FROM CENTRAL AVENUE WEST ON CENTRAL, HWY 138W, LEFT ON DOVETAIL, LEFT ON WESTLAKE TO SITE ON THE RIGHT.			
As, for, or on behalf of, all property owners: Applicant Signature: <u><i>Merle Tabor</i></u> Date: <u><i>4/14/15</i></u>			

PLANNING DEPARTMENT INFORMATION

ZONING R2	OVERLAYS None			
SETBACKS				
FRONT GARAGE 20FT	FRONT PROPERTY LINE 15FT	REAR 10FT	SIDE 5FT	EXT. SIDE 10FT
SIGN CODE N/A	SPECIAL SETBACK N/A	PARKING SPACES REQUIRED 2 SPACES		
BUILDING HEIGHT 35FT	FLOOD PLAIN NO	FLOOR HEIGHT ABOVE GRADE NA		
CONDITIONS OF APPROVAL:		REFER TO: Douglas County		
AUTHORIZED TO CONSTRUCT SINGLE FAMILY DWELLING WITH ATTACHED GARAGE ON LOT 54 OF WESTLAKE ESTATES. MUST MEET ZONE/SETBACK REQS.				
APPROVED BY <u><i>Kristi Gilbert</i></u>	DATE APRIL 14, 2015	EXPIRATION DATE APRIL 14, 2016		
PUBLIC UTILITIES	CITY WATER YES	CITY SEWER YES	ACCESS PERMIT NO	