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# City of Veneta

Veneta, Oregon

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Request for  
Site Plan Review

April 12, 2011  
Fern Ridge Service Center

## APPLICATION SUMMARY

**APPLICANT/DEVELOPER:** City of Veneta  
88184 8<sup>th</sup> Street  
Veneta, Oregon 97487  
Contact: Zac Moody, Associate Planner  
(541) 935-2191

**LOCATION:** 88199 2<sup>nd</sup> Street.  
Veneta, Oregon 97487.

**DESCRIPTION:** Lane County Assessor map 17-06-36-14, Tax Lot 200  
& 300

**SITE AREA:** 0.60 acres

**ZONING:** Broadway Commercial (BC)

**REQUEST:** Request is for a Site Plan Review for the expansion of  
the development of a Senior Center/Food Pantry  
facility.

# TABLE OF CONTENTS

	Page
I. REQUEST SUMMARY .....	1
II. SITE DESCRIPTION .....	1
III. COMPLIANCE WITH THE APPLICABLE APPROVAL STANDARDS OF THE VENETA LAND DEVELOPMENT ORDINANCE.....	1
IV. CONCLUSION .....	20
 EXHIBITS	
(A) Development Application	
(B) City’s Application Statement	
(C) Existing Conditions Map	
(D) Proposed Site Plan	
(E) Vicinity Map	
(F) Stormwater Management Plan – Form 1 – Simplified Approach	

## I. REQUEST SUMMARY

The request is for approval of a Site Plan Review for the 0.60 acre parcel identified as Tax Lots 200 & 300 of Lane County Assessor's map 17-06-36-14. The purpose of the proposed Site Plan Review permit is to correlate the general ordinance requirements with the specific site conditions and proposed uses and change of use through a comprehensive review process to assure that the development is in conformance with the applicable land use regulations of the Veneta Land Development Ordinance.

## II. SITE DESCRIPTION

The property is located at 88199 2<sup>nd</sup> Street adjacent to the Veneta Transit Center. The property is currently vacant with full public improvement surrounding the parcel. The property is zoned Broadway Commercial (BC) and is surrounded by Broadway Commercially zoned properties.

## III. COMPLIANCE WITH THE APPLICABLE APPROVAL STANDARDS OF THE COMMUNITY DEVELOPMENT CODE

Each of the applicable Articles and subsequent sections of the City of Veneta Land Development Ordinance No. 493 are addressed below. Direct citations of these ordinances are shown in *italics* and findings in **bold**.

### The Veneta Land Development Ordinance No. 493

#### *Article 4*                      *USE ZONES*

#### *Section 4.05*                      *BROADWAY COMMERCIAL*

*In the BC zone, the following regulations shall apply:*

- (1)     *Purpose. Create a pedestrian friendly environment within the downtown area with a mixture of land uses that provides direct, safe, and convenient access from residential areas to commercial services, public spaces, and transit connections while maintaining access for automobiles and bikes.*
  
- (2)     *Uses Permitted Subject to Site Plan Review. In a BC zone, the following uses and their accessory uses are permitted subject to the site plan review provisions of Article 6, provided all operations except off-street parking, recreational facilities, common areas (e.g., plazas), and permitted temporary activities associated with an allowed use shall be conducted entirely within an enclosed building (excludes drive-thru facilities):*

- (h) *Community buildings and social organizations, including but not limited to senior centers.*

**The proposal is consistent with the provisions of this section. As part of this application the City is submitting a Site Plan Review proposal in accordance with Articles 4, 5, and 6 of the Veneta Land Development Ordinance for a service center and food pantry. All criteria required as part of Article 4, 5, and 6 are addressed below.**

- (7) Yards. *Except as provided in Articles 5, 6 and 8, in a BC zone, and as required below, there are no minimum yards:*

- (a) *Yards for off-street parking areas shall be a minimum of five (5) feet; additional yard area may be required under Articles 5, 6, or 8; e.g., for clear vision and compatibility with abutting uses. This standard does not apply to parking spaces in driveways for individual dwellings, except that driveways shall be designed so that parked vehicles do not encroach into the public right-of-way.*

**The proposal is consistent with the provisions of this section. All proposed parking stalls are bordered by a landscaping island of at least five (5) feet in width.**

- (c) *Yards shall be landscaped pursuant to Section 5.12.*

**The proposal is consistent with the provisions of this section. All required yards will be landscaped in accordance with Section 5.12 of the Veneta Land Development Ordinance. Once the final design of the senior center and food pantry is completed a landscape plan will be proposed.**

- (d) *See Section 5.09 for additional setbacks on designated streets.*

**The proposal is consistent with the provisions of this section. The proposed service center and food pantry complies with all applicable setbacks.**

- (e) *Yard requirements are in addition to any planned road right-of-way widths in order to permit the eventual widening of streets.*

**The proposal is consistent with the provisions of this section. All right-of-way necessary for the expansion of West Broadway has already been dedicated; therefore no additional setbacks are required.**

- (8) *Lot Coverage. In the BC zone, the maximum allowable lot coverage by buildings is seventy percent (70%). Up to eighty percent (80%) coverage may be approved for mixed-use developments incorporating residential and commercial uses. All lot areas not covered by buildings, parking lots, walkways etc. shall be landscaped pursuant to Section 5.12.*

**The proposal is consistent with the provisions of this section. The subject parcel is approximately 26,136 square feet with a proposed coverage of approximately 7,400 square feet. The proposed coverage area is approximately 30%. All lot areas not covered by buildings or parking lots will be landscaped prior to occupancy of the facility.**

- (9) *Building Height. Except as provided in Articles 5, 6 and 8, in a BC zone, the maximum building height is forty-five (45) feet; up to fifty-five (55) feet in height is allowed for mixed-use buildings that contain dwellings at a minimum density of twenty (20) units per acre; dwellings must be located above a ground floor commercial space that has a floor-to-ceiling height of at least fourteen (14) feet.*

**The proposal is consistent with the provisions of this section. The proposed building is a single store building that does not exceed the maximum building height of forty-five (45) feet.**

- (10) *Building Orientation and Design. All development, including new structures and exterior remodels to existing structures or developments, shall comply with the design standards in Section 5.13. Multi-family buildings and attached single-family buildings, where allowed, shall comply with the design standards in Section 5.29.*

**The proposal is consistent with the provisions of this section. All criteria required as part of Section 5.13 are addressed below.**

- (11) *Pedestrian Access. A sidewalk shall provide safe, convenient pedestrian access from the street to the primary building entrance. If the sidewalk must cross a parking lot or driveway, it shall be paved, raised and/or marked in a manner that calls attention to the sidewalk.*

**The proposal is consistent with the provisions of this section. The proposed senior center and food pantry will be open to the public. Sidewalks between the senior center and food pantry facility as well as W. Broadway and 2<sup>nd</sup> Street will provide safe, convenient pedestrian access.**

Article 5 SUPPLEMENTARY PROVISIONS

SECTION 5.03 CLEAR VISION AREAS

*In all zones except the BC zone a clear vision area shall be maintained on the corners of all property at the intersections of two (2) streets, a street-alley or street-railroad.*

**The proposed senior center and food pantry is located in the BC Zone. The provisions of this section are not applicable.**

Section 5.11 PROJECTIONS FROM BUILDINGS

*Architectural features such as cornices, canopies, sunshades, gutters, chimneys and flues may not project into required yards or public easements. Eaves may extend up to two (2) feet into a required side and/or rear yard and up to six (6) feet into a required front yard. The building setback shall be measured from the foundation of the structure, including covered porches.*

**The proposal is consistent with the provisions of this section. Any proposed cornices, canopies, sunshades or gutters will be in accordance with Section 5.13 of the Veneta Land Development Ordinance.**

Section 5.12 LANDSCAPING

*All yards, required screening areas, and parking areas shall be landscaped in accordance with the following requirements:*

- (1) *Provisions for landscaping, screening and maintenance are a continuing obligation of the property owner and such areas shall be maintained in a clean, weed free manner.*

**The proposal is consistent with the provisions of this section. The City's Public Works Department and the Lessee of the building will provide maintenance of the landscape.**

- (2) *Site plans indicating landscape improvements shall be included with the plans submitted to the Building and Planning Official or Planning Commission for approval. Issuance of a Building permit includes these required improvements which shall be completed before issuance of a Certificate of Occupancy.*

**The proposal is consistent with the provisions of this section. The subject parcel will be landscaped in accordance with Section 5.12 of the Veneta Land Development Ordinance and a landscape plan will be provided once**

**the final design of the site is complete.**

- (3) *Minimum Landscaped Area. The minimum percentage of required landscaping is as follows:*

(b) *Community Commercial and Broadway Commercial Zones.* 10 percent of the site.

**The proposal is consistent with the provisions of this section. A minimum of 2,614 square feet will be landscaped as required by Section 5.12 of the Veneta Land Development Ordinance.**

- (4) *Minimum number of trees and shrubs acceptable per 1,000 square feet of landscaped area:*

(a) *One tree, minimum 2" caliper.*

(b) *Four 5-gallon shrubs or accent plants.*

**The proposal is consistent with the provisions of this section. The subject parcel will be landscaped in accordance with Section 5.12 of the Veneta Land Development Ordinance and a landscape plan will be provided once the final design of the site is complete.**

*Section 5.13*

**COMMERCIAL AND MIXED-USE DESIGN STANDARDS**

- (2) *Standards.* *This section provides minimum standards for site and building design in the RC, BC and CC zones. The standards are administered through Site Plan Review under Article 6. Graphics labeled "RC," "BC", and "CC" respectively, apply to the RC, BC, and CC zones. The graphics serve as references only; they are conceptual and are not intended to prescribe a particular architectural style. Examples of compliant development, and guidelines for adjustments, are contained in subsection 5.13 (3).*

(a) *New commercial and mixed use buildings in the BC or RC zone shall have their primary entrances facing and within twenty (20) feet of a street right-of-way; except the standard does not apply to: individual residential units in a mixed-use building; buildings where the primary entrance orients to a pedestrian plaza between a building entrance and street right-of-way; or where additional setback is required under other code provisions (e.g., clear vision areas).*

**The proposal is consistent with the provisions of this section. The main entrance to the building is within twenty (20) feet of the street right-of-way and faces both 2<sup>nd</sup> Street and W. Broadway.**

- (b) *Commercial, mixed-use, and public buildings on corner lots along West Broadway Avenue shall have their primary entrances oriented to the street corner; or where corner entrance placement is not practical due to internal building functions, existing conditions of the site, or other relevant circumstances unique to the proposed use, the decision making body may approve an alternative design without requiring approval of a separate adjustment. In such case, the building corner shall be chamfered or have other architectural detailing that appropriately emphasizes the corner location.*

**The proposal is consistent with the provisions of this section. The main entrance to the building faces both 2<sup>nd</sup> Street and W. Broadway. Corner entrance placement is not practical due to the internal design and location of the multi-purpose room. Considering the proposed design the building corner will be chamfered or have other architectural detailing that appropriately emphasizes the corner location.**

- (c) *Building entrances shall incorporate pedestrian shelters (e.g., recessed entrance, porch, stoop, eave overhang, or similar feature) that provide adequate weather protection (e.g., shelter from rain over a portion of the sidewalk); individual pedestrian shelters shall be at least forty-eight (48) inches in width and thirty-six (36) inches in depth.*

**The proposal is consistent with the provisions of this section. Both entrances incorporate pedestrian shelters that are at least forty-eight (48) inches in width and thirty-six (36) inches in depth.**

- (d) *The design of multi-story commercial and mixed-use buildings shall clearly define the building's base, middle and top (see figure 5.13(a) below). This may be accomplished with changes in materials, placement of windows, porches, canopies, dormers, eaves, bellyband, cornice, parapet or similar features, with appropriate detailing such as changes in patterns, and/or textures on exterior elevations. The design of single story buildings need not separately define the building base and middle but the top of the building shall be defined and distinguished from the rest of the building, for example, with eaves, parapet, cornice, or similar detailing.*

**The proposal is consistent with the provisions of this section. The**

**top of the building has a distinct slant and provides an extended cover over a pedestrian seating area.**

- (e) *Designs for buildings longer than fifty (50) feet shall incorporate varying roof lines, such as gables, sheds or dormers on pitched roofs, and stepped parapets, cornices or similar features on flat roofs, to break down the elevation into smaller modules and to reduce the perceived scale the building.*

**The proposal is consistent with the provisions of this section. The proposed building is longer than (50) feet and has a slanted roof with varying roof lines, reducing the perceived scale of the building.**

- (f) *Building height shall transition from taller buildings to adjacent shorter buildings. For buildings sharing a common wall, this standard is met when the height of the taller building does not exceed the height of the shorter building by more than ten feet (10 ft) within a horizontal distance of ten feet (10 ft) from where the two buildings share a common wall. Beyond the ten-foot area, the taller building may increase in height one foot (1 ft) for every one foot (1 ft) of additional distance separating the two buildings. For example, at a distance of twelve feet (12 ft) from the common wall, the taller building may be twelve feet (12 ft) taller than the abutting building.*

**The proposal is consistent with the provisions of this section. The adjacent convenient store to the east is similar in building height to the proposed building.**

- (g) *Roof-mounted equipment shall be screened so that it is not visible, or is visually subordinate to the primary roof form, as viewed from adjacent public ways. Solar panels and mini-wind turbines may project beyond roof elevations when approved through Site Plan Review. See also, Section 5.10 Exceptions to Building Height Limitations.*

**The proposal is consistent with the provisions of this section. Solar panels are the only roof-mounted equipment that is proposed to be installed. The proposed solar panels are mounted flat on the roof and are visually subordinate to the primary roof.**

- (h) *Building elevations facing a street, plaza, or similar public or quasi-public space shall be broken down into smaller planes to promote pedestrian scale and compatibility with adjacent uses. Building planes shall not exceed 500 square feet of uninterrupted surface area*

*in the RC, CC, and/or BC zones. A break in plane is an offset, projection or recess of at least one (1) foot in depth over a width of at least four (4) feet of horizontal distance. Such breaks shall occur at least once every 30 lineal feet of a building's street-facing elevation(s). A break may occur in one or more of the following ways, as appropriate to the overall composition and design of the building: offsets, projections, overhangs; bays, arcades, alcoves; entries, balconies, porches, window reveals; dormers, towers, cupolas; pergolas, arbors or similar planter boxes integrated into a building elevation; belt course, eaves, pillars, posts, and base materials; or similar features and detailing that contribute to the building's overall composition (see figure 5.13(b) below).*

**The proposal is consistent with the provisions of this section. Breaks in the plane of the building is an offset, projection or are provided by recesses of at least one (1) foot in depth over a width of at least four (4) feet of horizontal distance. These breaks occur over the entire front elevation of the proposed building.**

- (i) *All commercial building elevations in the RC, BC, and CC zones facing a street, plaza, or other public or quasi-public space shall have openings (transparent windows, doors, balconies, etc.) covering not less than sixty percent (60%) percent of such elevations. Windows shall be sized/proportioned, shaped, placed/spaced, and trimmed consistent with the building's overall architecture; and meet the intent, which is to provide visual interest from the outside of a building and natural surveillance from the inside, at a pedestrian level. Exception: Where a building faces more than one street, as on a corner, the above standard applies only on the elevation facing the primary street (i.e., Broadway, Territorial, or an internal driveway designed to substitute for a street). The standard is reduced by one-half for an elevation facing a secondary street.*

**The proposal is consistent with the provision of this section. The front elevation facing W. Broadway has approximately 80% window coverage and the west facing elevation has approximately 30% window coverage.**

- (j) *In the RC, BC and CC zones, a weather-protection canopy, awning, overhang, eave, or similar feature with a depth of not less than four (4) feet shall extend across at least seventy-five percent (75%) of all building elevations that are adjacent to a sidewalk, outdoor seating area, walkway, plaza or similar pedestrian space, as determined by the Building and Planning Official. The pedestrian shelter must be placed at a height that achieves the intended purpose of providing*

*weather protection, summer shade and shelter from the rain (see figure 5.13(c) below).*

**The proposal is consistent with the provisions of this section. Approximately 84% of the front elevation of the proposed building adjacent to the sidewalk is covered with an overhang of four (4) feet. The west elevation of the proposed building adjacent to the 2<sup>nd</sup> Street sidewalk is covered with an overhang at the main entrance of the building.**

- (k) *Primary exterior materials shall be consistent with the overall design composition and intent of a building design. Materials shall consist of durable wood, composites (e.g., concrete fiber-board or similar materials that has a wood appearance), brick, split-face or rusticated concrete block (must be tinted), natural stone, or materials of similar appearance and durability. Vinyl or metal may be used on the exterior, but may not be used as the primary cladding material. Where metal is used, it shall be non-reflective split seam or similar metal. Metal may also be used for exterior detailing (e.g., wainscoting, flashing, brackets, etc.) and for renewable energy, energy efficiency, or water conservation systems (e.g., solar panels and cells, mini-wind turbines, rainwater harvesting, etc.), subject to Site Plan Review.*

**The proposal is consistent with the provisions of this section. The exterior is primarily constructed with wood siding.**

- (l) *Where new off-street parking is to be provided in the RC and BC zones, it shall not be located between a building's primary entrance and any street (see figure 5.13(d) below).*

**The proposal is consistent with the provisions of this section. All off-street parking is provided between the buildings rear entrance and Waldo Lane.**

- (m) *Where alleys exist or can reasonably be extended to serve development, parking areas shall be accessed from alleys. Where alley access is not feasible, access may be provided from a private driveway (see figure 5.13(d) above). Curb openings shall be minimized by combining and sharing driveways to the greatest extent practicable. See also, Section 5.24 Access Management.*

**There are no alleys that exist adjacent to the proposed development. The provisions of this section are not applicable.**

## *Section 5.14*

## **IMPROVEMENT REQUIREMENTS**

- (1) Water and Sewer connections. All developments requiring water within the SFR, GR, RC, BC, CC, IC, and I zones shall be connected to City water and sanitary sewers. Developments in the RR zone and HC zone on Highway 126, east of Territorial Road, shall be required to hook up to city water and sanitary sewer when available, but connections are not required for development to occur.

**The proposal is consistent with the provisions of this section. The proposed building will connect to City water and sanitary prior to occupancy.**

- (2) Agreement for Improvements. Before approval of a building permit, the land developer may be required to install required street, sidewalk, water, sewer, storm sewer, drainage and other required public facilities and shall repair existing streets and other public utilities damaged in the development or execute and file with the city an agreement between the owner of the land and the city specifying the period within which required improvements and repairs shall be completed. If the improvements are not installed within the period specified, the City may complete the work and recover the full cost and expense, together with court costs and attorney fees necessary to collect said amounts from the land developer.

**The proposal is consistent with the provisions of this section. All sidewalks adjacent to the proposed building have been installed and all drainages facilities will be installed prior to occupancy.**

Section 5.15                      SIGNS

- (3)                      Designated Sign Districts.

- (b) Business District(s): All property zoned commercial, residential/commercial, industrial/commercial, industrial, and public facilities and parks which do not abut Hwy 126, except residential uses.

**The proposal is consistent with the provisions of this section. The development is within the Business District and all proposed signs will be in compliance with this section.**

Section 5.16                      STORMWATER DETENTION AND TREATMENT

*As the City of Veneta develops, impervious surfaces create increased amounts of stormwater runoff, disrupting the natural hydrologic cycle. Without stormwater management, these conditions decrease groundwater recharge while increasing channel erosion and the potential for localized flooding. The City continues to use*

*swales and other more natural methods to control and convey stormwater run-off, incorporating wetlands and other natural systems into stormwater drainage plans to the greatest extent possible rather than relying exclusively on pipes. Runoff from urban areas is a major source of pollution and watershed degradation. The City is currently a Designated Management Agency (DMA) under the Willamette Basin TMDL and as such, is responsible for reducing pollutant loads transported to surface waters from runoff. In order to protect and enhance watershed health and long-term livability, the City requires that development comply with the following stormwater management criteria.*

(2) *The intent of these requirements is as follows:*

- (a) *To maintain runoff peak flows at predevelopment levels*
- (b) *To provide treatment of runoff to limit the transport of pollutants to area waterways.*
- (c) *To limit accumulation of ponded water by discouraging the use of detention ponds and other centralized stormwater facilities through the dispersal of small detention and treatment facilities throughout a development. Preference shall be given to detention and treatment systems designed to drain completely within 24 hours to limit standing water.*
- (d) *To encourage the use of vegetated treatment systems over structural pollution control devices*

**The proposal is consistent with the provisions of this section. The proposed site will be developed with a 7,200 sq ft. building and a parking area constructed with pervious concrete or asphalt. The Portland Stormwater Management Manual provides a simplified approach to stormwater management using a simple surface area ratio calculation to size stormwater facilities. The form required to use this approach is Form 1-Simplified Approach, D3 and is included with the application. A final stormwater design approved by the City Engineer will be submitted prior to construction on site.**

Section 5.20

OFF-STREET PARKING REQUIREMENTS

- (2) *Design and improvement requirements for parking lots (not including single-family two-family dwellings).*
  - (a) *All parking lots, driveways, and driveway approaches shall be surfaced with two (2) inches of asphaltic concrete, six (6) inches*

*Portland Cement concrete over approved base, or other materials approved by the City Engineer which are designed to reduce or slow rates of stormwater runoff. All parking lots shall be graded so as not to drain storm water over the sidewalk or onto any abutting property.*

- (b) Service drives and parking spaces on surfaced parking lots shall be clearly and permanently marked. Parking spaces, except for handicap spaces, shall have a minimum dimension of eighteen (18)' X nine (9)' exclusive of maneuvering and access area. The dimension includes the area in front of the curb stop over which the front of a vehicle would extend. Handicap spaces shall be provided as required by the Oregon State Structural Specialty Code.*
- (c) Parking lots shall be served by a service driveway so that no backing movements or other maneuvering within a street other than an alley shall be required. Design for parking arrangements and turning movements shall be approved by the Building and Planning Official. Two-way driveways shall have a minimum width of twenty (20) feet and a maximum width of 30 feet. One-way driveways shall have a minimum width of twelve (12) feet and a maximum width of sixteen (16) feet.*

**The proposal is consistent with the provisions of this section. The parking area will be surfaced with materials approved by the City Engineer and all parking areas will be clearly and permanently marked in accordance with the Oregon State Structural Specialty Code. Design for the parking will include a minimum of two driveways twenty (20) feet in width.**

- (d) Parking spaces along the outer boundaries of a parking area shall be contained by a curb or bumper so placed to prevent a motor vehicle from extending over the property line.*

**The proposal is consistent with the provisions of this section. All applicable parking spaces will be contained by a curb or bumper to prevent motor vehicle from extending over the property lines.**

- (e) Service driveways to off-street parking lots shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and maximum safety of pedestrian and vehicular traffic on the site. The number of service driveways shall be limited to the minimum that will allow the property to accommodate and service the traffic anticipated.*

**The proposal is consistent with the provisions of this section. The**

**proposed parking lot has been designed to provide maximum safety of pedestrians as well as maximum vehicular traffic flow.**

- (f) *All off-street parking lots within or abutting residential districts or uses shall be provided with a sight-obscuring fence, wall or hedge as approved by the Building and Planning Official to minimize disturbances to adjacent residents.*

**The proposal is consistent with the provisions of this section. Prior to construction, any required sight-obscuring fence or hedging will be designed and approved by the Building and Planning Official.**

- (g) *A grading structure and drainage plan shall be submitted to the City Building and Planning Official and approved by the City Engineer.*

**The proposal is consistent with the provisions of this section. A preliminary grading and drainage plan has been submitted. Upon final design of the proposed building a final grading and drainage plan, consistent with the Portland Stormwater Management Manual will be to the City Engineer for final approval.**

- (h) *Parking lots shall be provided with landscaping as provided in Section 5.12 and other suitable devices in order to divide the parking lot into sub-units to provide for pedestrian safety, traffic control and to improve the appearance of the parking lot. A minimum of one shade tree per sixteen (16) parking spaces shall be provided in planter islands distributed throughout the lot. A maximum of twenty (20) spaces shall be allowed between planter islands.*

**The proposal is consistent with the provisions of this section. A landscaping plan identifying all required landscaping will be submitted for approval prior to construction on the site.**

- (i) *Parking lot lighting must comply with Veneta Municipal Code Chapter 15.15.*

**The proposal is consistent with the provisions of this section. All new parking lot lighting will be included in the final design of the proposed building and will comply with the Veneta Municipal Code Chapter 15.15.**

- (11) *Space requirements for off-street parking shall be consistent with Table*

5.20(a) below. Fractional space requirements shall be counted as a whole space. When square feet are specified, the area measured shall be the gross floor area of all buildings but shall exclude any space within a building used for off-street parking, loading or service functions not primary to the use. When the requirements are based on the number of employees, the number counted shall be those working on the premises during the largest shift at peak season. A reduction in the number of required spaces not to exceed (fifty) 50% of the required spaces may be permitted by the Planning Commission. A reduction in excess of 50% may be permitted through a Track 2 Site Plan Review, pursuant to Article 6, if evidence is provided to show that a reduced amount of parking is sufficient and will not cause any detrimental impacts to on-street parking or other parking areas. For example, an employer working with Lane Transit District to provide bus passes to employees or who offers van pools or other transportation demand management measures may need fewer parking spaces for employees.

**The proposal is consistent with the provisions of this section. The proposal provides 29 off-street parking stalls. The proposed building has multiple uses, including a dining area, reading area, medical/professional offices and a warehouse for processing and distribution of low income food boxes. The total amount of off-street parking provided takes into consideration all uses within the building as outline below:**

Industrial uses which are primarily warehousing and distribution	One (1) space per 800 square feet of gross floor area	1 per 5,000 square feet of floor area	25% Long Term 75% Short term
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Medical and dental clinic	One (1) space per 200 square feet of floor area	1 per 3,000 square feet of floor area	25% Long Term 75% Short term
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Eating or drinking establishments	One (1) space per 200 square feet of floor area	1 per 600 square feet of floor area	25% Long Term 75% Short term
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<b>Medical/Professional Office Space –</b>	<b>600 sq. ft. = 3 spaces</b>
<b>Dining Area –</b>	<b>1540 sq. ft. = 3 spaces</b>
<b>Food Pantry –</b>	<b>1500 sq. ft. = 5 spaces</b>
<b>Multi-purpose/Lounge –</b>	<b>950 sq. ft. = 3 spaces</b>
<b>Total -</b>	<b>14 spaces</b>

(12) Accessible Parking Spaces. Parking shall be provided for disabled persons,

*in accordance with the Americans with Disabilities Act. Accessible parking is included in the minimum number of required parking spaces listed above.*

**The proposal is consistent with the provisions of this section. There are a total of 29 parking spaces. Based on the total amount of parking provided, a total of two (2) accessible parking spaces are required. A total of four (4) accessible parking spaces will be provided.**

- (14) *Off-Street Loading. Except as provided below, under subsection (b), in any zone, every building or part thereof hereafter erected and having a gross floor area of 10,000 square feet or more, which is to be occupied for manufacturing, storage, warehousing, goods display, retail sales or as a hotel, hospital, mortuary, laundry, dry cleaning establishment or other uses similarly requiring the receipt or distribution by vehicles of material or merchandise, there shall be provided and maintained at least 1 off-street loading space, plus 1 additional such loading space for each additional 20,000 square feet of gross floor area.*

**The proposed building has a floor area of 7,200 square feet. The provisions of this section are not applicable.**

- (15) *Stacking and Queuing Areas. Apply to all developments that involve queuing of vehicles, loading and unloading of goods, materials, or people. All queuing areas are required to have an area for vehicle stacking to prevent or minimize congestion of public streets. Examples of uses include but are not limited to schools and drive-through services such as banks, car washes, and coffee stands.*

**There are not areas that require queuing of vehicles or loading and unloading of goods that are within the main flow of vehicle traffic. The provisions of this section are not applicable.**

- (17) *Bicycle Parking. Shall apply to all developments that require a Site Plan Review or Site Plan Amendment for new development, changes of use, and building expansions or remodels. Bicycle parking spaces are intended to provide a safe, convenient and attractive place for the circulation and parking of bicycles as well as encouraging the use of alternative modes of transportation. Long term bicycle parking requirements are intended to accommodate employees, students, residents, commuters and other persons who expect to leave their bicycles parked for more than 2 hours. Short term bicycle parking spaces accommodate visitors, customers, messengers, and other persons expected to depart within two (2) hours.*

(a) *Bicycle Parking Space Requirements.*

2. Non-Residential Parking. Required bicycle parking shall be provided by either short or long term parking, or both as outlined in Table 5.20(a) above for all commercial, mixed-use, and industrial zoned parcels. Short or long term parking requirements are as follows:
- a. All required long term bicycle parking spaces shall be provided in a well-lit location within a convenient distance of a main entrance and shall be sheltered from weather elements such as rain and wind either within a building or bicycle locker, or under an eave, overhang, or similar structure. The minimum required width of long term bicycle parking may be reduced to 18” to accommodate parking in a more compact area.
  - b. All required short term bicycle parking shall consist of a securely fixed structure that supports the bicycle frame in a stable position without damage to wheels that may be locked to the rack by the bicyclist’s own locking device. Bicycle parking shall not be farther than the closest automobile parking space (except disabled parking).
  - c. Direct access from the bicycle parking area to the public right-of-way shall be provided with access ramps when the elevations in access change (e.g. elevation change between a sidewalk and driveway).

**The proposal is consistent with the provisions of this section. A total of five (5) bicycle spaces (both long and short-term) will be provided in a well lit location adjacent to both the front and rear entrance of the proposed building.**

Section 5.22

PEDISTRIAN ACCESS AND CIRCULATION

- (1) *Internal pedestrian circulation shall be provided within new commercial, office, and multi-family residential developments through the clustering of buildings, construction of hard surface walkways, landscaping or similar techniques.*

**The proposal is consistent with the provisions of this section. Sidewalks and walkways surround the proposed parking area and provide safe access to both the front and rear of the building. Final design will incorporate raised**

**sidewalks connecting clustered parking areas to adjacent walking paths.**

- (2) *Pedestrian access to transit facilities shall be provided from new commercial, employment, and multi-family residential developments and new activity centers shall be provided while existing developments shall provide safe and accessible pedestrian access to transit facilities when a site changes uses or is retrofitted.*

**The proposal is consistent with the provisions of this section. A transit facility has been established adjacent to sidewalks and service alleys and will be incorporated into a planned plaza area on the southeast corner of the proposed development.**

- (3) *Internal pedestrian and bicycle systems shall connect with external existing or planned systems. Pedestrian access from public sidewalks to the main entrances of public, semi-public, commercial, and multi-family buildings shall not cross driveways or parking lots.*

**The proposal is consistent with the provisions of this section. Sidewalks and walkways surround the proposed parking area and provide safe access to both the front and rear of the building. Final design will incorporate raised sidewalks connecting clustered parking areas to adjacent walking paths.**

- (4) *All streets shall have sidewalks except rural local streets and rural lanes unless there is compelling evidence that other pedestrian systems meet the needs of pedestrians.*

**The proposal is consistent with the provisions of this section. Sidewalks have been installed on each side of the parcel.**

Section 5.23 TRANSIT FACILITIES

*Table 5.23(a) below shows the transit amenities that may be required. Determination of specific requirements will be made on a case by case basis for each development by weighing the following factors in consultation with the Lane Transit District:*

- *Expected transit ridership generated by development*
- *Level of existing or planned service adjacent to development (Planned service is defined as service which will be established within five years after the completion of the development.)*
- *Location of existing transit facilities*
- *Proximity to other transit ridership generators*

*Amenities for phased developments shall be required to be built at the time the development will generate enough peak hour traffic trips to meet the requirements. Transit easements may be required for bus stops and shelters.*

**Transit facilities have been recently installed adjacent to the proposed building. The provisions of this section are not applicable.**

*Section 5.24*                      ACCESS MANAGEMENT

- (2) *Properties that only front on collector or arterial streets are encouraged to share an access with neighboring properties. The decision making body may require a combined access for two or more developments, and shared driveways between developments, including land divisions, where access spacing standards cannot otherwise be met.*

**The proposal is consistent with the provisions of this section. The proposed building has established accesses on Waldo Lane and 2<sup>nd</sup> Street. Both streets have a local functional class.**

*Section 5.27*                      TRAFFIC IMPACT ANALYSIS AND MITIGATION

- (1) *A Traffic Impact Analysis (TIA) and review is required when one of the following conditions exist:*

- (a) *The development will generate more than 100 vehicle trips during the a.m. or p.m. peak hour as determined by using the most recent edition of the Institute of Transportation Engineer's Trip Generation Manual. In developments involving a land division, the peak hour trips shall be calculated based on the likely development that will occur on all lots resulting from the land division.*

**The proposal is consistent with the provisions of this section. According to the ITE Trip Generation Manual the proposed senior center/food pantry will generate approximately 17.21 vehicle trips during the p.m. peak hours, substantially less than the 100 vehicle trips necessary to require a TIA.**

*Article 6*                              SITE PLAN REVIEW

*Section 6.05*                      APPROVAL CRITERIA

- (1) *After an examination of the site and prior to approval of plans, the Planning Commission or Building and Planning Official must make the following findings:*

- (a) *That all provisions of city ordinances are complied with.*

**The proposal is consistent with all applicable provisions of the City of Veneta Land Development Ordinance No. 493 based on the findings addressed above.**

- (b) *That traffic congestion is avoided; pedestrian, bicycle and vehicular safety are protected; and future street right-of-way is protected.*

**The proposal does not affect traffic congestion or pedestrian, bicycle or vehicular safety. The right-of-way has already been established; therefore the provisions of this section are not applicable.**

- (c) *That proposed signs or lighting will not, by size, location or color, interfere with traffic or limit visibility.*

**There are no proposed signs or lighting proposed as part of the site plan amendment, therefore the provisions of this section are not applicable.**

- (d) *That adequate water, sewer and utilities for the proposed use are available.*

**The proposal is consistent with the provisions of this section. Water, sewer and other utilities are available to the site.**

- (e) *That drainageways are protected, existing drainage patterns are maintained and drainage facilities are provided in accordance with Section 5.16 of this ordinance.*

**The proposal is consistent with the provisions of this section. Any proposed changes in drainage will be provided once the final design of the senior center/food pantry has been completed.**

- (f) *That the extent of emissions and potential nuisance characteristics are reasonably compatible with the land use district, adjacent land uses and the standards of all applicable regulatory agencies having jurisdiction.*

**The proposal is consistent with the provisions of this section. The site is located in the Broadway Commercial zoning district and will not interfere with adjacent land uses. The extent of traffic, emissions, and potential nuisance characteristics are compatible with the zoning district per Section 4.05 of the Veneta Land Development Ordinance No. 493.**

#### IV. CONCLUSION

This application narrative and the attached exhibits demonstrate that all applicable chapters and subsequent sections of the Veneta Land Development Ordinances as they relate to the proposed site plan review have been addressed.