

**PROPOSED FINAL ORDER  
VENETA TRANSIT CENTER  
SITE PLAN REVIEW (SR-1-10)**

**A. The City of Veneta Planning Commission finds the following:**

1. The applicant has submitted information required by Section 6.03 of the Veneta Land Development Ordinance No. 493.
2. The Veneta Planning Commission provided proper notice of limited land use action according to Section 2.13 of the Veneta Land Development Ordinance No. 493.
3. The Veneta Planning Commission followed the required procedure and standards for approving site plans as required by Section 2.06 of the Veneta Land Development Ordinance No. 493.

**B. The Veneta Planning Commission approves the Site Plan Review for the Veneta Transit Center (SR-1-10) with the following condition of approval:**

The site shall be landscaped as shown in L1-L4 of the proposed site plan, in accordance with Section 5.12 (3)(b) of the Veneta Land Development Ordinance.

**C. IT IS HEREBY ORDERED THAT the Veneta Planning Commission approves with conditions the Site Plan Review for the Veneta Transit Center (SR-1-10) based on the information presented in the following findings of fact:**

**Site Plan Review, applicable criteria.** Ordinance language is in italics. Findings are in bold.

*Veneta Land Development Ordinance No. 493*

*Article 6*        **SITE PLAN REVIEW**

*Section 6.05*        **APPROVAL CRITERIA**

*(1) After examination of the site and prior to approval of plans, the 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 below.**

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

**The proposal is consistent with the provisions of this section based on the findings addressed below.**

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

**The proposal is consistent with the provisions of this section. The proposed lighting plan is consistent with the Veneta Municipal Code Chapter 15.15.**

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

**The proposal is consistent with the provisions of this section. There are no changes in water, sewer or utilities as part of the site plan that would cause concerns of adequacy of water, sewer or other utilities.**

- (e) *The drainageways are protected and drainage facilities provided.*

**The proposal is consistent with the provisions of this section based on the provisions of Section 5.16 addressed below.**

- (f) *That the extent of emissions and potential nuisance characteristics are reasonably compatible with the land use district, adjacent land uses and 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 does 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.**

- (g) *Where the applicant has requested an adjustment to Site Plan Review criteria (Track 2 Site Plan Review) pursuant to the Veneta Land Development Ordinance, the applicant shall identify all applicable criteria in this ordinance and specifically address each adjustment.*

**The proposal is consistent with the provisions outlined for a Site Plan Review.**

Article 4- USE ZONES

Section 4.05 BROADWAY COMMERCIAL (BC)

(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):

(n) Low impact public and semi-public uses, including transit facilities and transportation improvements conforming to the City of Veneta Transportation System.

**The proposal is consistent with the provisions of this section. A Site Plan Review proposal has been submitted in accordance with Articles 4, 5, and 6 of the Veneta Land Development Ordinance for a transit center. The criteria required as part of Article 4, 5, and 6 have been 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.

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

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

(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 with the condition of approval that all required yards are landscaped as shown in L1-L4 of the proposed site plan in accordance with Section 5.12 of the Veneta Land Development Ordinance.**

(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 with the condition of approval that all areas not covered by parking lot shall be landscaped as shown in L1-L4 of the proposed site plan in accordance with Section 5.12 of the Veneta Land Development Ordinance 493.**

- (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 Transit Center plan provides a total of four (4) accesses to public sidewalks on West Broadway and Territorial which provide safe, convenient pedestrian access.**

Article 5            SUPPLEMENTARY PROVISIONS

Section 5.09        EXCEPTIONS TO YARD REQUIREMENTS

- (3) *In order to permit the eventual widening of streets, every lot abutting a portion of a street hereinafter named shall have an additional setback over the required yard dimension specified in the zone so that the minimum distance from the center line of the street right-of-way to the front setback line shall be listed as below:*

<u>Street Name</u>	<u>Setback from Center Line of Right-of-Way</u>
Highway 126	50 feet
Territorial Highway	40 feet - West side only
Bolton Hill Road	35 feet
Hunter Road	30 feet

*The required front yards specified for each zone shall be in addition to the setbacks specified above.*

**The proposal is consistent with the provisions of this section. The area designated for parking in the proposed Transit Center is a minimum of 40 feet from the center line of right of way on the west side of Territorial Hwy.**

Section 5.12        LANDSCAPING

*All yards 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. Maintenance of the proposed Transit Center will be handled by the City of Veneta Public Works Department.**

- (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 with the condition of approval that the site is to be landscaped as shown in L1-L4 of the proposed site plan, in accordance with Section 5.12 (3)(b) of the Veneta Land Development Ordinance.**

- (3) *Minimum Landscaped Area. The minimum percentage of required landscaping is as follows:*
- (a) *Community Commercial and Broadway Commercial Zones. 10 percent of the site.*

**The proposal is consistent with the provisions of this section. The proposed Park & Ride site is approximately 12,632. Approximately 1/3 of the site (5,000 square feet) will be landscaped with 2” caliper trees, 1, 3, and 5-gallon shrubs and other vegetation.**

- (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 proposed landscaped area is equal to approximately 5,000 square feet, requiring five (5) trees and twenty (20) 5-gallon shrubs. The proposed plan identifies more than five (5) 2” caliper trees and approximately 262 shrubs, 32 of which are 5-gallon.**

- (5) *Minimum percentage Ground Cover. All landscaped area, whether or not required, that is not planted with trees and shrubs, or covered with non-plant material (subsections (6)(f) & (g), below), shall have ground cover plants that are sized and spaced to achieve 75 percent coverage of the area not covered by shrubs and tree canopy.*

**The proposal is consistent with the provisions of this section. All proposed landscaped areas have ground cover plants, mulch or sod as shown in L1-L4 of the proposed site plan.**

- (11) *All stormwater detention facilities shall be landscaped according to City standards.*

**The proposal is consistent with the provisions of this section. The proposed stormwater detention and treatment facility has been designed in accordance with City standards and the Portland Stormwater Management Manual.**

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. Signage for this facility is considered public and therefore does not require building permits.**

Section 5.16 STORMWATER DETENTION AND TREATMENT

- (1) *For all projects that create greater than or equal to 1000 square feet of new impervious surface, stormwater detention and treatment facilities shall be provided. Detention and treatment facilities shall be designed and sized according to the City of Portland Stormwater Management Manual, Revision #4, August 1, 2008 which is adopted as the City's Stormwater Management Manual. Where the manual and this section conflict, this section shall prevail.*

**The proposal is consistent with the provisions of this section. The stormwater detention and treatment facility has been designed and sized according to the City of Portland Stormwater Management Manual, Revision #4, August 1, 2008.**

- (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.*

**The proposal is consistent with the provisions of this section. The proposed system maintains peak flow runoff at the pre-development levels and provides for treatment of pollutants to area waterways. The system has been designed to limit accumulation of ponded water by discouraging detention ponds and other centralized facilities.**

- (3) *Exceptions or alternatives to the requirements and standards of the Stormwater Management Manual may be allowed by the City Engineer based on specific site conditions provided that detention and treatment requirements are met in conformance with the intent as stated above. Applicants are encouraged to use either the Simplified Approach or Presumptive Approach to size facilities.*

**The proposal is consistent with the provisions of this section. The stormwater detention and treatment facilities required for this project have been designed and sized in accordance with the Presumptive Approach set forth in the Portland Stormwater Management Manual, Revision #4, August 1, 2008.**

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.*

**The proposal is consistent with the provisions of this section. The service alley will be paved with asphaltic concrete and the parking lot area will be paved with six (6) inches of dense and porous concrete. The parking lot slopes 4.7% and drains to the north. The parking lot perimeter is contained by curb or sidewalk and has been designed not to drain storm water over sidewalks or on to 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.*

**The proposal is consistent with the provisions of this section. The parking stalls around the perimeter of the lot are 18' x 9'. Other parking stalls in the interior of the lot are 15' x 9'. Standard parking spaces within the proposed**

**Transit Center are not required and therefore do not have a minimum size requirement. All parking spaces will be clearly and permanently marked and all handicap spaces have a minimum dimension of 18' x 9'.**

- (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 proposed parking lot is served by a public alley and has a twenty-four (24) foot two-way driveway at the west end of the lot.**

- (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 service driveway to the parking area has been designed to provide maximum safety of pedestrian and vehicular traffic on the site. Ingress and egress to the proposed parking area is on the west end of the proposed parking area, away from the main flow of Territorial Hwy.**

- (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 provisions of this section are not applicable. The proposed Transit Center is not within or abutting a residential district.**

- (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. An approved stormwater management plan has been submitted to the City.**

- (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 has been included with the site plan review. Five (5) shade trees are being provided in planter islands within the parking lot.**

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

**The proposal is consistent with the provisions of this section. An electrical plan has been submitted by Hanna Engineering. All parking lot lighting is consistent with the requirements of Chapter 15.15 of the Veneta Municipal Code.**

- (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.*

- 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. The bicycle parking area has direct access to the public right-of-way. Long term bicycle parking is located under the eaves of the bus shelter.**

(b) *Location & Design. All bike racks shall have the following design features:*

2. *Bicycle racks shall provide each bicycle parking space with at least two points of contact for a standard bicycle frame.*
3. *The bike rack shall have rounded surfaces and corners;*
4. *The bike rack shall be coated in a material that is weather resistant and will not damage the bicycle's painted surfaces.*
5. *Bicycle parking shall be provided at ground level.*
6. *A bicycle parking space required by this ordinance shall be at least six (6) feet long, two (2) feet wide, and provide seven (7) feet of overhead clearance.*

**The proposal is consistent with the provisions of this section. The bicycle racks on the proposed site plan have two points of contact and proposed to be powder coated.**

#### *Section 5.22 PEDESTRIAN ACCESS AND CIRCULATION*

- (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. Sidewalks along the north and south side of West Broadway will be modified to provide adequate space for pedestrians while loading and unloading from the bus.**

#### *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. The proposed Park & Ride will generate less than 27 vehicle trips during the a.m. or p.m. peak hours based on the number of parking stalls, substantially less than the 100 vehicle trips necessary to require a TIA.**

- D. This approval shall become final on the date this decision and supporting findings of fact are signed by the Veneta Planning Commission, below. A Planning Commission's decision may be appealed to the City Council within 15 days after the final order has been signed and mailed.**

**Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the City to respond to the issue precludes an action for damages in circuit court.**

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**James Eagle Eye  
Planning Commission Chair**

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**Date**