



Planning & Community Dev.
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AGENDA
Molalla Planning Commission
6:30 PM, September 1, 2021

Meeting Location: Molalla Adult Center
315 Kennel Avenue.
Molalla, OR 97038

The Planning Commission Meeting will begin at 6:30pm. The Planning Commission has adopted Public Participation Rules. Copies of these rules and public comment cards are available at the entry desk. Public comment cards must be turned in prior to the start of the Commission meeting. The City will endeavor to provide a qualified bilingual interpreter, at no cost, if requested at least 48 hours prior to the meeting. To obtain services call the City Recorder at (503) 829-6855.

- **CALL TO ORDER**
- **FLAG SALUTE AND ROLL CALL**
- **PUBLIC COMMENT** – Limited to 3 minutes per person
- **MINUTES:**
 - August 4, 2021 Planning Commission Meeting
- **QUASI-JUDICIAL HEARING:**
 - SDR06-2020 – 501 E Main
(Center Market Convenience)
- **REPORTS AND ANNOUNCEMENTS**
 - Planner's Report
 - Director's Report

VII. ADJOURNMENT



**Molalla Planning Commission
MINUTES Molalla Adult
Center
315 Kennel Ave., Molalla, OR
97038
August 4, 2021**

The August 4, 2021 meeting of the Molalla Planning Commission was called to order by Chair Rae Botsford at 6:32pm.

COMMISSIONER ATTENDANCE:

Chair Rae Lynn Botsford – Present
Commissioner Rick Deaton – Present
Commissioner Doug Eaglebear – Present
Commissioner Jennifer Satter – Absent
Commissioner Jacob Giberson – Present
Commissioner Connie Farrens – Present
Commissioner Sarah Schoenborn – Absent

STAFF IN ATTENDANCE:

Mac Corthell, Planning Director - Present
Dan Zinder, Associate Planner – Present
Julie Larson, Planning Specialist - Present
Gerald Fisher, Public Works Director - Present

AGENDA:

I. CALL TO ORDER

II. FLAG SALUTE AND ROLL CALL

III. PUBLIC COMMENT – Limited to 3 minutes per person

No Public Comment

IV. MINUTES:

- July 7, 2021 Planning Commission Meeting

Planning Commission approves minutes 5-0

V. QUASI-JUDICIAL HEARING:

- SUB01-2021 and SDR03-2021 (consolidated) – Tax Lot 52E05 02002 (River Meadows Subdivision)

Begins at 0:01:15 of meeting video. (*Link posted below*)

Associate Planner Zinder presented the staff report and material for consolidated planning file SUB01-2021 and SDR03-2021, a Site Design Review application for River Meadows a 30 lot subdivision. The applicants seek approval for a subdivision and site design review for a 30-lot subdivision on a 5.97 acre parcel in Molalla. The subject parcel is located north of Lexington Estates Subdivision between Rachel Lane and Vick Road.

Dave Carter and Dan Symmons made public comments in favor of approval.

Mechelle Trefethen made public comments in opposition of approval

After discussion, Commissioner Eaglebear made a motion to approve SUB01-2021 and SDR03-2021, Commissioner Giberson made a second motion. Motion passes 5-0

VI. DISCUSSION:

- DCA12-2021 – Mural Code

Planning Director led a discussion on a proposed Mural Code.

Begins at 0:49:57 of meeting video. (*Link posted below*)

VII. REPORTS AND ANNOUNCEMENTS

- Planner’s Report

Begins at 1:34:54 of meeting video. (*Link posted below*)

- Directors Report

Begins at 1:12:52 of meeting video. (*Link posted below*)

VIII. ADJOURNMENT

Meeting adjourned at 8:08PM

PLANNING COMMISSION MEETING CAN BE VIEWED IN IT’S ENTIRIETY HERE:

[August 4, 2021 Planning Commission Meeting Video](#)

Chair, Rae Lynn Botsford

Date

ATTEST: _____
Mac Corthell, Planning Director

CITY OF MOLALLA STAFF REPORT

SDR06-2020 – 501 E Main ST – Molalla Center Market

Date: August 25, 2021 for the September 1, 2021 Planning Commission Meeting

File No.: SDR06-2020

Proposal: Site design review for the change of use/occupancy of an existing laundromat to a convenience store.

Address: 501 E Main ST

Tax Lots: 52E09CA03800

Applicant: Soni Singh
1420 17th ST NW
Salem, OR 97301

Property Owners: EJK ASSOCIATES LLC

Applicable Standards: **Applicable Standards: Molalla Municipal Code, Title 17, Development Code**

Division II, Zoning Regulations

Section 17-2.2.030 Allowed Uses

Section 17-2.2.040 Lot and Development Standards

Division III, Community Design Standards

Section 17-3.2.040 Non-Residential Buildings

Chapter 17-3.3 Access and Circulation

Chapter 17-3.4 Landscaping, Fences and Walls, Outdoor Lighting

Chapter 17-3.5 Parking and Loading

Chapter 17-3.6 Public Facilities

Division IV, Application Review Procedures and Approval Criteria
*Chapter 17-4.1.040 Type III Procedure (Quasi-Judicial Review –
Public Hearing)*
Chapter 17-4.2.050 Approval Criteria (Site Design Review)

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EXHIBIT B: Application Package For SDR06-2020

EXHIBIT C: Molalla Public Works Comments

EXHIBIT D: Molalla Fire Department Comments

EXHIBIT E: ODOT Comments

I. EXECUTIVE SUMMARY

Proposal:

The Applicants seek to acquire land use approvals for a change of use/occupancy from laundromat to convenience store. The subject parcel is located at 501 E Main ST. In accordance with ODOT recommendations, the applicant proposes to close the two existing accesses to the site and use a new access off or OR-211 on the east side of the property.

Site Description:

The subject parcel is a 0.95 acre parcel located at 501 E Main ST. The property slopes slightly to the northwest. The parcel is the current site of a 4200 sqft laundromat which sits on the southwest portion of the property. It is currently accessed on the east side of the building and there is an egress on the west side of the building. All existing ingress/egress points will be closed. East and north of the building are paved areas for parking and loading respectively. The eastern portion of the property is vacant. The current zoning of the subject parcel is Central Commercial (C-1) and no change to the zoning designation is proposed.

Surrounding Zoning and Land Uses:

The property is surrounded by C-1 with the exception of the southeast corner, which abuts an R-3 zone across OR-211. The property is flanked by a bank to the west, a church to the north, businesses to the south across OR-211, an antique shop to the east, a non-conforming single-family home to the northeast, and multifamily housing to the southeast across OR-211.

Public Agency Responses:

Staff circulated notice of the project to the City's Public Works Director, Fire Marshal, and ODOT on July 19, 2021. The City has included agency responses as Exhibits C, D, and E respectively, and integrated their comments into the proposed findings and conditions of this decision.

Public Notice and Comments:

Per MMC 17-4.1.040, notice of the public hearing was sent to all property owners within 300 feet of the subject properties and to a group of interested parties on July 28, 2021. Notice was published in the Molalla Pioneer on August 18, 2021 and on the City's website on August 12, 2021. Signage containing public notice information was posted on the property on August 11, 2021. As of August 20, 2021 Staff had received no public comments on the application.

I. Recommendation

Based on the application materials and findings demonstrating present or conditioned compliance with the applicable criteria, staff recommends approval of Site Design Review SDR06-2020, subject to the conditions of approval to follow. This approval is based on the Applicant's written narrative, site plans, preliminary partition plat, and supplemental application materials. Any modifications to the approved plans other than those required by the conditions of this decision will require a new land use application and approval.

II. Conditions of Approval

1. Building Permits, Engineering Plan Approvals, and Certificate of Occupancy Required:

- A. Per Molalla Municipal Code (hereinafter MMC) 17-4.2.070 and the State of Oregon Structural Specialty Code, upon approval of this Site Design Review, the applicant must submit for building permit authorization from Molalla Planning Staff and Engineering Plan Review from Molalla Public Works. Per MMC 17-4.2.070, this site design review has an approval period of 1-year from the date of approval.

As a condition of approval, the Applicant/owner shall submit for both Building Permit Authorization for all proposed improvements through the City of Molalla Planning Department and Civil Plan Review through the City of Molalla Public Works Department within the 1-year approval period. Extension requests for the 1-year period are subject to the Code provisions of MMC 17-4.2.070, B.

- B. Per MMC 17-4.9.020 and the State of Oregon Structural Specialty Code, upon approval of this Site Design Review (change of use), the applicant must obtain a Certificate of Occupancy from the Clackamas County Building Official. As a condition of approval, the Applicant/owner shall obtain a Certificate of Occupancy through the Clackamas County Building Official for all onsite occupants prior to operation of the new, proposed use/occupancy.

Note: City approval is required for all Certificates of Occupancy.

2. Conditions Requiring Resolution Prior To Submitting Building Permit Applications to the Molalla Planning

Department:

- a. Subject to the specifications of MMC 17-3.2.040, D, if the Applicant wishes to relocate the existing building entrance further away from the street than the current location, the Applicant shall add a second primary building entrance on the southern, street facing side of the building. The Applicant may also move the sole primary entrance entirely to the southern, street-facing portion of the building.
- b. The Applicant shall show screening for any rooftop mechanical equipment subject to the specifications of MMC 17-3.2.040, G, 2 on their submitted building plans.
- c. Applicant and/or site developer shall obtain approach permits from ODOT prior to submission of building permit authorization. Truck turning templates shall be provided as needed to ensure vehicles can enter and exit the approach safely. Closure of the existing highway access and a left turn lane into the property are required (MMC 17-3.3.030).
- d. Staff encourages the Applicant to consider pedestrian connection to future phases in its building permit authorization submissions and offers the opportunity to modify plans to identify and design a future pedestrian connection point (MMC 17-3.3.040 B,1).
- e. All walkways shall be designed and constructed in conformance with the Americans with Disabilities Act, as required (MMC 17-3.3.040 B,2).
- f. All walkways abutting driveways and parking areas shall be raised 6 inches from the abutting vehicle maneuvering areas or otherwise separated from vehicle maneuvering areas (MMC 17-3.3.040 B,3).
- g. The Applicant shall include an ADA pedestrian access ramp with their building plans from the existing walkway along the eastern frontage of the building to provide pedestrian connection for potential future phases of the development (MMC 17-3.3.040 B,4).
- h. All new walkways shall be constructed of concrete, asphalt, brick or masonry pavers, or other durable surface (MMC 17-3.3.040 B,5).

- i. All walkways shall be designed and constructed to at least 6' in width (MMC 17-3.3.040 B,6).
- j. The applicant shall submit a landscaping plan meeting the criteria of MMC 17-3.4.030 C, 1-17 with building permits.
- k. The applicant shall submit a landscaping plan with building permit authorization submissions showing plant coverage standards of 17-3.4.030, E, 1 and 17-3.4.030, E, 3 for parking lot landscaping areas are met.
- l. Trees planted in tree wells within sidewalks or other paved areas shall be installed with root barriers, consistent with applicable nursery standards (MMC 17-3.4.030, E, 5).
- m. The Applicant shall confirm that parking stall curb widths are greater than or equal to 8.5' on submitted building plans (MMC 17-3.5.030 F).
- n. Parking shall be provided consistent with ADA requirements (MMC 17-3.5.030 H).
- o. The Applicant shall show bicycle parking accommodating at least three (3) bicycles on their submitted building plans (MMC 17-3.5.040).
- p. Applicant will be required to resubmit traffic analysis accounting for all trips through the intersection in the AM and PM peak hours, provide signal warrant analysis for all warrants, and apply a population of 10,000 and over to the analysis. The analysis must be conducted by a Professional Engineer registered in Oregon. TIA will not be approved until the city receives concurrence with ODOT traffic that the TIA is correct. If the change in use meets all warrants at the OR 211/Leroy intersection, then the applicant will be required to design and construct the signal. If the change in use does not meet signal threshold, then no signal improvements will be required. TIA resubmission shall be prior to submission of civil plan review and building permit authorization review (MMC 17-3.6.020).
- q. Applicant will be required to meet all the requirements of the transportation system master plan and ODOT roadway and access requirements as determined by ODOT (MMC 17-3.6.020).

- r. Applicant will be required to donate sufficient right-of-way along variable width improvements and construct sidewalk widening to ODOT standards. ODOT requires donations of right-of-way to follow the requirements of Chapter 5.322. Developer Mitigation Donation in the ODOT Right-of-Way Manual. Applicant is advised that donation must be completed and recorded prior to submission of Engineered plans and Building Permit Authorization Plans (MMC 17-3.6.020).
- s. With the closure of the existing highway access, ODOT may reevaluate the closure of the eastern pedestrian crossing of OR 211 at Lola St. If ODOT determines that the pedestrian crossing will be opened, the applicant shall install ADA ramps at the crossing (MMC 17-3.6.020).
- t. An ODOT Miscellaneous Permit must be obtained for all work in the highway right of way. When the total value of improvements within the ODOT right of way is estimated to be \$100,000 or more, an agreement with ODOT is required to address the transfer of ownership of the improvement to ODOT. An Intergovernmental Agreement (IGA) is required for agreements involving local governments and a Cooperative Improvement Agreement (CIA) is required for private sector agreements. The agreement shall address the work standards that must be followed, maintenance responsibilities, and compliance with ORS 276.071, which includes State of Oregon prevailing wage requirements (MMC 17-3.6.020).
- u. All utilities to the project shall be served by underground services. No overhead crossings of public right of way shall be approved by the City (MMC 17-3.6.060).
- v. Applicant will be required to dedicate a 10-foot-wide public utility easement fronting the public right of way if one does not exist. Applicant shall provide proof of existing dedication. No structures are allowed to encroach into the easement-- (MMC 17-3.6.070).
- w. In accordance with MMC 17-3.6.080, separate engineering drawings reflecting the installation of public utilities will be required. All public improvements shall be completed and accepted by the Public Works Department or otherwise bonded prior to issuance of any building permit. No connections to City service shall be allowed until public improvements are completed. City of Molalla Construction plan approval requirements include:

- i. No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, bonding, right-of-way, and easements have been obtained and approved by staff, and Staff is notified a minimum of 24 hours in advance.
- ii. Staff reserves the right to require revisions/modifications to the public improvement construction plans and completed street improvements if additional modifications or expansion of the sight distance onto adjacent streets is required.
- iii. All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Molalla Public Work's Standards.
- iv. All survey monuments on the subject site or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated, or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
- v. Plans submitted for review shall meet the requirements described in Section 1 of the Molalla Standard Specifications for Public Works Construction.
- vi. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards and supply the City with a copy of the final document.
- vii. All public improvement designs shall meet the requirements of the Molalla Standard Specifications for Public Works Construction as amended by the Public Works Director.

- viii. General Erosion Control – The applicant shall install, operate, and maintain adequate erosion control measures in conformance with the standards adopted by the City of Molalla and DEQ during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed. Applicant or Applicant’s Contractor shall be responsible for all erosion control requirements under the 1200-C permit and shall coordinate directly with DEQ for questions related to 1200-C permit compliance.

3. Conditions to be Met During Construction:

- a. Any temporary driveway providing access to the site during construction shall be paved or graveled to prevent tracking of mud onto adjacent paved streets (MMC 17-3.3.030 D, 20).

4. Conditions to be Met Prior To Occupancy

- a. Portions of the subject site where the applicant has proposed landscaping shall be brought to current standards prior to City Approval of Occupancy (MMC 17-3.4.030 C, 1-17).
- b. The applicant shall complete landscaping in accordance with the approved plan prior to City Approval of Occupancy.

5. Ongoing Conditions:

- a. No visual obstructions shall be placed in vision clearance areas (MMC 17-3.3.030 G).
- b. Additional modifications to the subject site in excess of 50% will require the entire lot to be brought to full conformity with parking landscaping standards (MMC 17-3.4.030 E, 1).
- c. All landscaping shall be maintained in good condition, or otherwise replaced by the property owner (MMC 17-3.4.030 G).
- d. Fences and walls shall be maintained in good condition, or otherwise replaced by the property owner (MMC 17-3.4.040 F).

- e. Detention and water quality standards are not triggered by the proposed improvements, however, a balance of 2,500 square feet of impervious surface shall be applied to impervious surface calculation for future applications on the subject parcel (MMC 17-3.6.050).

Exhibit A:

City Staff's Findings of Fact for SDR06-2020

A. The application is complete, in accordance with Section 17-4.2.040;

Findings: The City received the Applicant's proposal on December 15, 2020 and deemed it complete in accordance with Section 17-4.2.040 on July 12th, 2021.

B. The application complies with all of the applicable provisions of the underlying Zoning District (Division II), including, but not limited to, building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards;

Findings: Applicable Criteria under Division III. Community Design Standards for this project include:

Section 17-2.2.030 Allowed Uses

Section 17-2.2.040 Lot and Development Standards

17-2.2.030 Allowed Uses

Findings: The Applicant's submitted application is for a change of use/occupancy from a laundromat to a convenience store. Per MMC Table 17-2.2.030 Commercial Retail Sales and Services is a permissible use within the C-1 zone. Criterion is met.

17-2.2.040 Lot and Development Standards

Findings:

Minimum Lot Area – There are no minimum lot area requirements in the C-1 zone. This criterion is met.

Minimum Lot Width and Depth – There are no minimum lot width or depth requirements in the C-1 zone. This criterion is met.

Building and Structure Height – Maximum building height in the C-1 zone is 55ft. The proposed building height after remodel is 10' 7". This criterion is met.

Fences and non-building walls

Maximum Height, Front Yard - 4 ft

Maximum Height, Interior Side - 6 ft

Maximum Height, Rear Yard - 6 ft

Maximum Height, Street-Side or Reverse Frontage Lot (rear) - 4 ft, or 6 ft with 5 ft landscape

The applicant does not propose any new fences or non-building wall. Existing fences and non-building walls meet height standards. Criterion is met.

Maximum Lot Coverage - Maximum foundation plane coverage in the C-1 zone is 100%.

Proposed foundation plane coverage is 10%. This criterion is met.

Minimum Landscape Area % (includes required parking lot, landscaping, and required screening)

– Minimum landscaped area in the C-1 zone is 5%. This criterion does not apply.

Minimum Setbacks -

Front, Street-Side, Interior Side, and Rear property lines, except garage or carport, or as required by other code provisions - 0 ft

Garage or Carport Entry, set back from street - 20 ft

Alley - 3 ft

Adjacent to R Districts - 10 ft

There are no front, interior side, and rear setbacks. This criterion is met.

The property does not abut any alleys or residential zones, nor is it directly adjacent to any residential districts. These criteria do not apply.

C. The proposal includes required upgrades, if any, to existing development that does not comply with the applicable zoning district standards, pursuant to Chapter 17-1.4 Nonconforming Situations;

Findings: The existing and incoming uses are conforming. Front building facades and access location will be brought to greater conformance with City and ODOT standards respectively. Improvements to pedestrian access and circulation, parking striping and surfacing, bike parking, and landscaping will be made towards greater conformance with City code, as applicable. No pieces of the proposal increase the non-conformity of existing non-conforming elements on the property.

D. The proposal complies with all the Development and Design Standards of Division III, as applicable:

Findings: Applicable Criteria under Division III. Community Design Standards for this proposal include:

Section 17-3.2.040 Non-Residential Buildings

Chapter 17-3.3 Access and Circulation

Chapter 17-3.4 Landscaping, Fences and Walls, Outdoor Lighting

Chapter 17-3.5 Parking and Loading

Chapter 17-3.6 Public Facilities

17-3.2 Building Orientation and Design

17-3.2.040 Non-Residential Buildings

- C. **Purpose and Applicability.** The following requirements apply to non-residential development, including individual buildings and developments with multiple buildings such as shopping centers, office complexes, mixed-use developments, and institutional campuses. The standards are intended to create and maintain a built environment that is conducive to pedestrian accessibility, reducing dependency on the automobile for short trips, while providing civic space for employees and customers, supporting natural surveillance of public spaces, and creating human-scale design. The standards require buildings placed close to streets, with storefront windows (where applicable), with large building walls divided into smaller planes, and with architectural detailing.

Findings: The Applicant's proposal qualifies as non-residential development and thus triggers review of Section 17-3.2.040.

- D. **Building Orientation.** The following standards apply to new buildings and building additions that are subject to Site Design Review. The Planning Official may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapters 17-4.2 and 17-4.7, respectively.

Findings: The Applicant's proposal is to remodel an existing building within its existing footprint. These standards do not apply to unchanged elements of this proposal.

Proposed change are met subject to a condition of approval. The Applicant's submitted site plans show the primary entrance located further away from the street than its existing location. Per MMC 17-3.2.040, B, 2:

Except as provided in subsections C.5 and 6, all buildings shall have at least one primary entrance (i.e., tenant entrance, lobby entrance, breezeway entrance, or courtyard entrance) facing an abutting street (i.e., within 45 degrees of the street property line); or if the building entrance must be turned more than 45 degrees from the street (i.e., front door is on a side or rear elevation) due to the configuration of the site or similar constraints, a pedestrian walkway must connect the primary entrance to the sidewalk in conformance with Section 17-3.3.040.

The Applicant may choose to keep the existing location of the primary entrance, which is located on without triggering this standard. If the Applicant wishes to relocate the existing entrance further away from the street than the current location, the Applicant shall add a second primary entrance on the southern, street facing side of the building. The Applicant may also move the sole primary entrance entirely to the southern, street-facing portion of the building. The Applicant shall show changes in accordance with the above guidelines with building permit authorization submittals.

E. **Large-Format Developments.** Plans for new developments, or any phase thereof, with a total floor plate area (ground floor area of all buildings) greater than 35,000 square feet, shall meet all of the following standards in subsections C.1 through 9, as generally illustrated in Figure 17-3.2-7. The Planning Official may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapters 17-4.2 and 17-4.7, respectively.

Findings: The Applicant's proposal is to remodel a building of 4200 sqft. This is the only associated building within this development. Total floor area within the development is less than 35,000 sqft, therefore these standards do not apply.

F. **Primary Entrances and Windows.** The following standards, as generally illustrated in Figures 17-3.2-8 and 17.3.2-9, apply to new buildings and building additions that are subject to Site Design Review. The Planning Official may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapters 17-4.2 and 17-4.7, respectively.

G. **Articulation and Detailing.** The following standards apply to new buildings and building additions that are subject to Site Design Review. The Planning Official may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapters 17-4.2 and 17-4.7, respectively.

H. **Pedestrian Shelters.** The following standards apply to new buildings and building additions that are subject to Site Design Review. The Planning Official may approve adjustments to the

standards as part of a Site Design Review approval, pursuant to Chapters 17-4.2 and 17-4.7, respectively.

Findings: The Applicant's proposal is to remodel an existing building within its existing footprint. Standards of subsections D, E, and F do not apply to this proposal. Future onsite buildings and/or additions to the existing building shall trigger full review for orientation and design standards of subsections B, D, E, and F.

The Applicant's proposal does bring the building façade into greater conformance with the provisions of Section 17-3.2.040. Notably, the Applicant's proposal increases total window coverage and integrates existing horizontal and vertical breaks that bring the existing building into greater conformance with these criteria.

I. Mechanical Equipment.

1. **Building Walls.** Where mechanical equipment, such as utility vaults, air compressors, generators, antennae, satellite dishes, or similar equipment, is permitted on a building wall that abuts a public right-of-way or civic space, it shall be screened pursuant to Chapter 17-3.4. Standpipes, meters, vaults, and similar equipment need not be screened but shall not be placed on a front elevation when other practical alternatives exist; such equipment shall be placed on a side or rear elevation where practical.
2. **Rooftops.** Except as provided below, rooftop mechanical units shall be set back or screened behind a parapet wall so that they are not visible from any public right-of-way or civic space. Where such placement and screening is not practicable, the Planning Official may approve painting of mechanical units in lieu of screening; such painting may consist of colors that make the equipment visually subordinate to the building and adjacent buildings, if any.
3. **Ground-Mounted Mechanical Equipment.** Ground-mounted equipment, such as generators, air compressors, trash compactors, and similar equipment, shall be limited to side or rear yards and screened with fences or walls constructed of materials similar to those on adjacent buildings. Hedges, trellises, and similar plantings may also be used as screens where there is adequate air circulation and sunlight, and irrigation is provided. The City may require additional setbacks and noise attenuating equipment for compatibility with adjacent uses.

Findings: These criteria is met subject to a condition of approval. The existing building has roof mounted equipment that is not screened. As a condition of approval, the Applicant shall show screening for any rooftop mechanical equipment subject to the specifications of MMC 17-3.2.040, G, 2 on their submitted building plans. The Applicant's submitted site plan does not show wall or ground mounted equipment requiring screening.

- J. **Civic Space.** Commercial development projects shall provide civic space pursuant to Section 17-3.2.050.

Findings: The Applicant’s proposal is to remodel a building of 4200 sqft. This is the only associated building within this development. Total floor area within the development is less than 10,000 sqft, therefore these standards do not apply.

- K. **Drive-Up and Drive-Through Facilities.** Drive-up and drive-through facilities shall comply with the requirements of Section 17-3.2.060. (Ord. 2017-08 §1)

Findings: The Applicant’s proposal does not include a drive-up or drive-through facility. These standards do not apply.

17-3.3 Access and Circulation

17-3.3.030 Vehicular Access and Circulation

- A. **Purpose and Intent.** Section 17-3.3.030 implements the street access policies of the City of Molalla Transportation System Plan. It is intended to promote safe vehicle access and egress to properties, while maintaining traffic operations in conformance with adopted standards. “Safety,” for the purposes of this chapter, extends to all modes of transportation.
- B. **Permit Required.** Vehicular access to a public street (e.g., a new or modified driveway connection to a street or highway) requires an approach permit approved by the applicable roadway authority.

Findings: This criterion is met subject to conditions of approval. The Oregon Department of Transportation (ODOT) is the applicable roadway authority for OR-211. Site access to the state highway is regulated by OAR 734.51. As shown on Sheet A1 of the Applicant’s submitted site plan, the Applicant proposes to close the existing ingress/and egress accesses from OR-211 to the site and will take access from a new to the site shall be taken from a new access from OR-211 on the eastern portion of the property. The new access point was chosen per ODOT recommendation for safety by removing the existing offset between the access and Lola Ave and to create room for the required left turn pocket.

As a conditions of approval; Applicant and/or site developer shall obtain approach permits from ODOT prior to submission of building permit authorization. Truck turning templates shall be provided as needed to ensure vehicles can enter and exit the approach safely. Closure of the existing highway access and a left turn lane into the property are required.

- C. **Traffic Study Requirements.** The City, in reviewing a development proposal or other action requiring an approach permit, may require a traffic impact analysis, pursuant to Section 17-3.6.020, to determine compliance with this Code.

Findings: The Applicant submitted a Traffic Impact Study prepared by a Registered Engineer and addressing the appropriate intersection impacts as part of the application package. Additional comments regarding the submitted TIA are found in response to section 17-3.6.020.

- D. **Approach and Driveway Development Standards.** Approaches and driveways shall conform to all of the following development standards:

1. The number of approaches on higher classification streets (e.g., collector and arterial streets) shall be minimized; where practicable, access shall be taken first from a lower classification street.

Findings: The subject property only has street frontage along OR-211 and the owners do not control adjacent property, making access from OR-211 the only practicable option. Criterion is met.

2. Approaches shall conform to the spacing standards of subsections E and F, below, and shall conform to minimum sight distance and channelization standards of the roadway authority.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

3. Driveways shall be paved and meet applicable construction standards. Where permeable paving surfaces are allowed or required, such surfaces shall conform to applicable Public Works Design Standards.

Findings: The Applicant's submitted site plan shows a paved driveway from the new access along OR-211. Criterion is met.

4. The City Engineer may limit the number or location of connections to a street, or limit directional travel at an approach to one-way, right-turn only, or other restrictions, where the roadway authority requires mitigation to alleviate safety or traffic operations concerns.
5. Where the spacing standards of the roadway authority limit the number or location of connections to a street or highway, the City Engineer may require a driveway extend to one or more edges of a parcel and be designed to allow for future extension and inter-parcel circulation as adjacent properties develop. The City Engineer may also require the

owner(s) of the subject site to record an access easement for future joint use of the approach and driveway as the adjacent property(ies) develop(s).

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

6. Where applicable codes require emergency vehicle access, approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements. The City Engineer may restrict parking, require signage, or require other public safety improvements pursuant to the recommendations of an emergency service provider.

Findings: Approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements, as applicable.

7. As applicable, approaches and driveways shall be designed and constructed to accommodate truck/trailer-turning movements.
8. Except where the City Engineer and roadway authority, as applicable, permit an open access with perpendicular or angled parking, driveways shall accommodate all projected vehicular traffic on-site without vehicles stacking or backing up onto a street.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

9. Driveways shall be designed so that vehicle areas, including, but not limited to, drive-up and drive-through facilities and vehicle storage and service areas, do not obstruct any public right-of-way.

Findings: The Applicant's submitted site plan shows all vehicle maneuvering areas are interior to the site. Criterion is met.

10. Approaches and driveways shall not be wider than necessary to safely accommodate projected peak hour trips and turning movements, and shall be designed to minimize crossing distances for pedestrians.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

The Applicant's submitted site plan shows a 30' driveway width. Molalla Public Works Detail Drawing R-1095 Commercial Driveways requires a driveway width between 30-40

ft for commercial driveways. Staff finds that the Applicant's proposed driveway width meets the minimum standard precisely. Criterion is met.

11. As it deems necessary for pedestrian safety, the City Engineer, in consultation with the roadway authority, as applicable, may require that traffic-calming features, textured driveway surfaces (e.g., pavers or similar devices), curb extensions, signage or traffic control devices, or other features, be installed on or in the vicinity of a site as a condition of development approval.

Findings: The Applicant's submitted site plan shows that pedestrian access to the site does not cross the proposed driveway. This criterion does not apply. Pedestrian access to future phases of development for this property shall be evaluated at the time of site design review submittal.

12. Construction of approaches along acceleration or deceleration lanes, and along tapered (reduced width) portions of a roadway, shall be avoided; except where no reasonable alternative exists and the approach does not create safety or traffic operations concern.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

13. Approaches and driveways shall be located and designed to allow for safe maneuvering in and around loading areas, while avoiding conflicts with pedestrians, parking, landscaping, and buildings.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

The Applicant's submitted site plan shows that:

- Loading areas are on the north side of the building and away from the proposed driveway.
- Pedestrian access does not cross the proposed driveway.
- Parking areas are located between the proposed driveway and building.
- Appropriate drive aisle widths are maintained between parking areas and the proposed driveway.
- Landscaping areas are not impacted by the driveway.

Staff finds that this criterion is met.

14. Where sidewalks or walkways occur adjacent to a roadway, driveway aprons constructed of concrete shall be installed between the driveway and roadway edge. The roadway authority may require the driveway apron be installed outside the required sidewalk or

walkway surface, consistent with Americans with Disabilities Act (ADA) requirements, and to manage surface water runoff and protect the roadway surface.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

15. Where an accessible route is required pursuant to ADA, approaches and driveways shall meet accessibility requirements where they coincide with an accessible route.
16. The City Engineer may require changes to the proposed configuration and design of an approach, including the number of drive aisles or lanes, surfacing, traffic-calming features, allowable turning movements, and other changes or mitigation, to ensure traffic safety and operations.
17. Where a new approach onto a state highway or a change of use adjacent to a state highway requires ODOT approval, the applicant is responsible for obtaining ODOT approval. The City Engineer may approve a development conditionally, requiring the applicant first obtain required ODOT permit(s) before commencing development, in which case the City will work cooperatively with the applicant and ODOT to avoid unnecessary delays.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

18. Where an approach or driveway crosses a drainage ditch, canal, railroad, or other feature that is under the jurisdiction of another agency, the applicant is responsible for obtaining all required approvals and permits from that agency prior to commencing development.
19. Where a proposed driveway crosses a culvert or drainage ditch, the City Engineer may require the developer to install a culvert extending under and beyond the edges of the driveway on both sides of it, pursuant to applicable Public Works Design Standards.

Findings: The Applicant's proposed driveway/approach does not cross a drainage ditch, canal, railroad, or other similar feature. These criteria do not apply.

20. Except as otherwise required by the applicable roadway authority or waived by the City Engineer temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets.

Findings: This criterion can be met subject to a condition of approval. As a condition of approval any temporary driveway providing access to the site during construction shall be paved or graveled to prevent tracking of mud onto adjacent paved streets.

21. Development that increases impervious surface area shall conform to the storm drainage and surface water management requirements of Section 17-3.6.050.

Findings: The Applicant's proposal does increase impervious surface area. Surface water management requirements apply and are addressed in findings for Section 17-3.6.050.

- E. **Approach Separation from Street Intersections.** Except as provided by subsection H, minimum distances shall be maintained between approaches and street intersections consistent with the current version of the Public Works Design Standards and Transportation System Plan.
- F. **Approach Spacing.** Except as provided by subsection H or as required to maintain street operations and safety, the following minimum distances shall be maintained between approaches consistent with the current version of the Public Works Design Standards and Transportation System Plan.

Findings: Per the Molalla Transportation System Plan, ODOT standards supersede local standards along OR-211. Access standards shall be managed through the ODOT Approach Permit conditioned in Section 17-3.3. 030 subsection B.

- G. **Vision Clearance.** No visual obstruction (e.g., sign, structure, solid fence, or shrub vegetation) greater than 2.5 feet in height shall be placed in "vision clearance areas" at street intersections.. The minimum vision clearance area may be modified by the Planning Official through a Type I procedure, upon finding that more or less sight distance is required (i.e., due to traffic speeds, roadway alignment, etc.). Placement of light poles, utility poles, and tree trunks should be avoided within vision clearance areas.

Findings: This criterion is met subject to a condition of approval. As an ongoing condition of approval, no visual obstructions shall be placed in vision clearance areas.

- H. **Exceptions and Adjustments.** The City Engineer may approve adjustments to the spacing standards of subsections E and F, above, where an existing connection to a City street does not meet the standards of the roadway authority and the proposed development moves in the direction of code compliance. The Planning Official through a Type II procedure may also approve a deviation to the spacing standards on City streets where it finds that mitigation measures, such as consolidated access River Meadows Subdivision Page of 7 32 (removal of one access), joint use driveways (more than one property uses same access), directional limitations (e.g., one-way), turning restrictions (e.g., right-in/ right-out only), or other mitigation alleviate all traffic operations and safety concerns.
- I. **Joint Use Access Easement and Maintenance Agreement.** Where the City approves a joint use driveway, the property owners shall record an easement with the deed allowing joint use of and cross access between adjacent properties. The owners of the properties agreeing to joint use of the driveway shall record a joint maintenance agreement with the deed, defining maintenance responsibilities of property owners. The applicant shall provide a fully executed

copy of the agreement to the City for its records, but the City is not responsible for maintaining the driveway or resolving any dispute between property owners.

Findings: No joint use or cross accesses are proposed nor are any exceptions or adjustments requested. Criteria H and I do not apply.

17-3.3.040 Pedestrian Access and Circulation

B. **Standards.** Developments shall conform to all of the following standards for pedestrian access and circulation as generally illustrated in Figure 17-3.3-3:

1. **Continuous Walkway System.** A pedestrian walkway system shall extend throughout the development site and connect to adjacent sidewalks, if any, and to all future phases of the development, as applicable.

Findings: The Applicant's submitted site plan shows a private walkway extending from the public sidewalk along OR-211 to the primary entrance. The proposed convenience store would be the only facility onsite. The Applicant's submitted site plan shows a "No Parking" area at the north end of the parking lot which could be utilized as a pedestrian connection to future phases of the site's development. Criterion is met.

Staff encourages the Applicant to consider pedestrian connection to future phases in its building permit authorization submissions and offers the opportunity to modify plans to identify and design a future pedestrian connection point.

2. **Safe, Direct, and Convenient.** Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, recreational areas, playgrounds, and public rights-of-way conforming to the following standards:
 - a. The walkway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel.
 - b. The walkway is designed primarily for pedestrian safety and convenience, meaning it is reasonably free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations. The Planning Official may require landscape buffering between walkways and adjacent parking lots or driveways to mitigate safety concerns.

- c. The walkway network connects to all primary building entrances, consistent with the building design standards of Chapter 17-3.2 and, where required, Americans with Disabilities Act (ADA) requirements.

Findings: These criteria are met subject to a condition of approval. The proposed walkway forms a direct line from the public sidewalk and is unobstructed. As a condition of approval, all walkways shall be designed and constructed in conformance with the Americans with Disabilities Act, as required.

3. **Vehicle/Walkway Separation.** Except as required for crosswalks, per subsection 4, below, where a walkway abuts a driveway or street it shall be raised six inches and curbed along the edge of the driveway or street. Alternatively, the Planning Official may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is physically separated from all vehicle-maneuvering areas. An example of such separation is a row of bollards (designed for use in parking areas) with adequate minimum spacing between them to prevent vehicles from entering the walkway.

Findings: This criterion is met subject to a condition of approval. As a condition of approval all walkways abutting driveways and parking areas shall be raised 6 inches from the abutting vehicle maneuvering areas or otherwise separated from vehicle maneuvering areas.

4. **Crosswalks.** Where a walkway crosses a parking area or driveway (“crosswalk”), it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrasting material). The crosswalk may be part of a speed table to improve driver-visibility of pedestrians. Painted or thermo-plastic striping and similar types of non-permanent applications are discouraged, but may be approved for lesser used crosswalks not exceeding 24 feet in length.

Response: This criterion is met subject to a condition of approval. The Applicants proposal is only for one building, which is directly served by a private walkway from the public sidewalk. The existing walkway does not have an ADA access from the parking area. As a condition of approval, the Applicant shall include an ADA pedestrian access ramp with their building plans from the existing walkway along the eastern frontage of the building to provide pedestrian connection for potential future phases of the development.

5. **Walkway Width and Surface.** Walkways, including access ways required for subdivisions pursuant to Chapter 17-4.3, shall be constructed of concrete, asphalt, brick or masonry pavers, or other durable surface, as approved by the City Engineer, and not less than six feet wide. Multi-use paths (i.e., designed for shared use by bicyclists and pedestrians) shall be concrete or asphalt and shall conform to the current version of the Public Works Design Standards and Transportation System Plan.

Findings: This criterion is met subject to a condition of approval. As a condition of approval, all new walkways shall be constructed of concrete, asphalt, brick or masonry pavers, or other durable surface.

6. **Walkway Construction (Private).** Walkway surfaces may be concrete, asphalt, brick or masonry pavers, or other City-approved durable surface meeting ADA requirements. Walkways shall be not less than six feet in width in commercial and mixed use developments and where access ways are required for subdivisions under Division IV.

Findings: This condition is met with a condition of approval. The Applicant's submitted application states that existing pedestrian walkways meet the 6' width standard. As a condition of approval, all walkways shall be designed and constructed to at least 6' in width.

7. **Multi-Use Pathways.** Multi-use pathways, where approved, shall be a minimum width and constructed of materials consistent with the current version of the Public Works Design Standards and Transportation System Plan.

Findings: The Applicant's submitted application does not include multi-use pathways. This condition does not apply.

Chapter 17-3.4 Landscaping, Fences and Walls, Outdoor Lighting

17-3.4.030 Landscaping and Screening

- A. **General Landscape Standard.** All portions of a lot not otherwise developed with buildings, accessory structures, vehicle maneuvering areas, or parking shall be landscaped.

Findings: Staff finds that the Applicant's proposed site plan shows landscaping planters and lawn landscaping on undeveloped portions of the property. This criterion is met.

- B. **Minimum Landscape Area.** All lots shall conform to the minimum landscape area standards of the applicable zoning district, as contained in Tables 17-2.2.040.D and 17-2.2.040.E. The Planning Official, consistent with the purposes in Section 17-3.4.010, may allow credit toward the minimum landscape area for existing vegetation that is retained in the development.

Findings: The Applicant's submitted application shows over 47% landscape and lawn coverage, which is well above the standard for commercial zones. This condition is met.

C. **Plant Selection.** A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used for all planted areas, the selection of which shall be based on local climate, exposure, water availability, and drainage conditions, among other factors. When new vegetation is planted, soils shall be amended and irrigation shall be provided, as necessary, to allow for healthy plant growth. The selection of plants shall be based on all of the following standards and guidelines:

1. Use plants that are appropriate to the local climate, exposure, and water availability. The presence of utilities and drainage conditions shall also be considered.
2. Plant species that do not require irrigation once established (naturalized) are preferred over species that require irrigation.
3. Trees shall be not less than two-inch caliper for street trees and one and one-half-inch caliper for other trees at the time of planting. Trees to be planted under or near power lines shall be selected so as to not conflict with power lines at maturity.
4. Shrubs shall be planted from five-gallon containers, minimum, where they are for required screens or buffers, and two-gallon containers minimum elsewhere.
5. Shrubs shall be spaced in order to provide the intended screen or canopy cover within two years of planting.
6. All landscape areas, whether required or not, that are not planted with trees and shrubs or covered with allowable non-plant material, shall have ground cover plants that are sized and spaced to achieve plant coverage of not less than 75 percent at maturity.
7. Bark dust, chips, aggregate, or other non-plant ground covers may be used, but shall cover not more than 35 percent of any landscape area. Non-plant ground covers cannot be a substitute for required ground cover plants.
8. Where stormwater retention or detention, or water quality treatment facilities are proposed, they shall meet the requirements of the current version of the Public Works Design Standards.
9. Existing mature trees that can thrive in a developed area and that do not conflict with other provisions of this Code shall be retained where specimens are in good health, have desirable aesthetic characteristics, and do not present a hazard.
10. Landscape plans shall avoid conflicts between plants and buildings, streets, walkways, utilities, and other features of the built environment.
11. Evergreen plants shall be used where a sight-obscuring landscape screen is required.
12. Deciduous trees should be used where summer shade and winter sunlight is desirable.

13. Landscape plans should provide focal points within a development, for example, by preserving large or unique trees or groves or by using flowering plants or trees with fall color.
14. Landscape plans should use a combination of plants for seasonal variation in color and yearlong interest.
15. Where plants are used to screen outdoor storage or mechanical equipment, the selected plants shall have growth characteristics that are compatible with such features.
16. Landscape plans shall provide for both temporary and permanent erosion control measures, which shall include plantings where cuts or fills, including berms, swales, stormwater detention facilities, and similar grading, is proposed.
17. When new vegetation is planted, soils shall be amended and irrigation provided, as necessary, until the plants are naturalized and able to grow on their own.

Findings: These criterion is met subject to conditions of approval.

The Applicant submitted plans showing landscaping areas but did not identify plant types nor present a plan for coverage pursuant to 17-3.4.030 C, 1-17. As a condition of approval, portions of the subject site where the applicant has proposed landscaping shall be brought to current standards prior to City Approval of Occupancy. The applicant shall submit a landscaping plan meeting the criteria of MMC 17-3.4.030 C, 1-17 with building permits. The applicant shall complete landscaping in accordance with the approved plan prior to City Approval of Occupancy.

- D. **Central Commercial C-1 District Streetscape Standard.** Developers of projects within the Central Commercial C-1 zoning district can meet the landscape area requirement of subsection B, in part, by installing street trees in front of their projects. The Planning Official shall grant credit toward the landscape area requirement using a ratio of 1:1, where one square foot of planted area (e.g., tree well or planter surface area) receives one square foot of credit. The Planning Official may grant additional landscape area credit by the same ratio where the developer widens the sidewalk or creates a plaza or other civic space pursuant to Section 17-3.2.050.

Findings: The subject property is in the C-1 zone, however the Applicant has not proposed additional street trees nor is additional landscaping required to meet landscaping coverage standards of the C-1 zone. This standard does not apply.

- E. **Parking Lot Landscaping.** All of the following standards shall be met for parking lots. If a development contains multiple parking lots, then the standards shall be evaluated separately for each parking lot.

1. A minimum of 10 percent of the total surface area of all parking areas, as measured around the perimeter of all parking spaces and maneuvering areas, shall be landscaped. Such landscaping shall consist of shade trees distributed throughout the parking area. A combination of deciduous and evergreen trees, shrubs, and ground cover plants is required. The trees shall be planned so that they provide a partial canopy cover over the parking lot within five years. At a minimum, one tree per 12 parking spaces on average shall be planted over and around the parking area.

Findings: The Applicant proposes to modify an existing parking lot. The existing lot has no landscaped areas and does not meet the above standard of 10% landscaping coverage. The Applicant's submitted site plan adds 110 sqft of landscaped island, including one tree. Per 17-1.4.030, A the Applicant's proposal meets requirements for alterations of a non-conforming development. The proposal does not increase the non-conforming development by more than 50% and proposed modifications to the lot move the parking area towards conformity with this standard. Additional modifications to the subject site in excess of 50% will require the entire lot to be brought to full conformity with this standard.

The Applicant's submitted site plan shows 12 (twelve) parking spaces. The Applicant's submitted site plan shows one added tree to the parking area, meeting the requirement for minimum one tree per 12 (twelve) parking spaces.

Criteria are met.

2. All parking areas with more than 20 spaces shall provide landscape islands with trees that break up the parking area into rows of not more than 10 contiguous parking spaces. Landscape islands and planters shall have dimensions of not less than 48 square feet of area and no dimension of less than six feet, to ensure adequate soil, water, and space for healthy plant growth.

Findings: The Applicants submitted site plan shows 12 parking spaces. This standard does not apply. Additionally, there are no areas with more than 10 contiguous parking spaces.

3. All required parking lot landscape areas not otherwise planted with trees must contain a combination of shrubs and groundcover plants so that, within two years of planting, not less than 50 percent of that area is covered with living plants.

Findings: This criterion can be met subject to a condition of approval. As a condition of approval the applicant shall submit a landscaping plan with building permit authorization submissions showing plant coverage standards of 17-3.4.030, E, 1 and 17-3.4.030, E, 3 for parking lot landscaping areas are met.

4. Wheel stops, curbs, bollards, or other physical barriers are required along the edges of all vehicle-maneuvering areas to protect landscaping from being damaged by vehicles. Trees shall be planted not less than two feet from any such barrier.

Findings: The Applicant's submitted site plan shows wheel stops between landscaped areas and vehicle maneuvering areas. This standard is met.

5. Trees planted in tree wells within sidewalks or other paved areas shall be installed with root barriers, consistent with applicable nursery standards.

Findings: This criterion is met subject to a condition of approval. The Applicant's submitted site plan includes one new tree within the parking area. As a condition of approval, trees planted in tree wells within sidewalks or other paved areas shall be installed with root barriers, consistent with applicable nursery standards.

- F. Screening Requirements. Screening is required for outdoor storage areas, unenclosed uses, and parking lots, and may be required in other situations as determined by the Planning Official. Landscaping shall be provided pursuant to the standards of subsections F.1 through 3. (See also Figure 17-3.4-4.)

1. Outdoor Storage and Unenclosed Uses. All areas of a site containing or proposed to contain outdoor storage of goods, materials, equipment, and vehicles (other than required parking lots and service and delivery areas, per Site Design Review), and areas containing junk, salvage materials, or similar contents, shall be screened from view from adjacent rights-of-way and residential uses by a sight-obscuring fence, wall, landscape screen, or combination of screening methods. See also Section 17-3.4.040 for related fence and wall standards.

Findings: The Applicant's submitted application does not include any outdoor storage areas. This standard does not apply.

2. Parking Lots. The edges of parking lots shall be screened to minimize vehicle headlights shining into adjacent rights-of-way and residential yards. Parking lots abutting a sidewalk or walkway shall be screened using a low-growing hedge or low garden wall to a height of between three feet and four feet.

Findings: The Applicant's submitted site plan shows that all parking spaces are directed towards the existing building and are thus screened. This standard is met.

3. **Other Uses Requiring Screening.** The Planning Official may require screening in other situations as authorized by this Code, including, but not limited to, outdoor storage areas, blank walls, Special Uses pursuant to Chapter 17-2.3, flag lots, and as mitigation where an applicant has requested an adjustment pursuant to Chapter 17-4.7.

Findings: This standard does not apply to this proposal.

- G. **Maintenance.** All landscaping shall be maintained in good condition, or otherwise replaced by the property owner.

Findings: This criterion can be met with a condition of approval. As an ongoing condition of approval all landscaping shall be maintained in good condition, or otherwise replaced by the property owner.

17-3.4.040 Fences and Walls

- A. **Purpose.** This section provides general development standards for fences, and walls that are not part of a building, such as screening walls and retaining walls.
- B. **Applicability.** Section 17-3.4.040 applies to all fences, and to walls that are not part of a building, including modifications to existing fences and walls.
- C. **Height.**
 1. **Residential Zones.**

Findings: The Applicant's proposal is in a non-residential zone. This criterion does not apply.

2. **Non-Residential Zones.** Fences and freestanding walls (i.e., exclusive of building walls) for non-residential uses shall not exceed the following height above grade, where grade is measured from the base of the subject fence or wall.
 - a. **Within Front or Street-Facing Side Yard Setback.** Four feet, except the following additional height is allowed for properties located within an industrial, public, or institutional zone:

(1) Where approved by the City Planning Official, a fence constructed of open chain link or other “see-through” composition that allows 90 percent light transmission may reach a height of up to eight feet.

b. Within an Interior Side or Rear Yard Setback. Eight feet; except the fence or wall height, as applicable, shall not exceed the distance from the fence or wall line to the nearest primary structure on an adjacent property.

Findings: The Applicant’s submitted application shows an existing 5’ chain link fence on the interior side and rear property lines. No additional fences or walls are proposed. Criteria are met.

3. **All Zones.** Fences and walls shall comply with the vision clearance standards of Section 17-3.3.030.G. Other provisions of this Code, or the requirements of the roadway authority, may limit allowable height of a fence or wall below the height limits of this section.

Findings: No fences and walls are proposed in vision clearance areas as a part of this application. Criterion is met.

D. **Materials.** Prohibited fence and wall materials include straw bales, tarps, barbed or razor wire (except in the M-2 Heavy Industrial zone); scrap lumber, untreated wood (except cedar or redwood), corrugated metal, sheet metal, scrap materials; dead, diseased, or dying plants; and materials similar to those listed herein.

Findings: The Applicant’s submitted application shows an existing 5’ chain link fence on the interior side and rear property lines and no additional fences or walls are proposed. Criterion is met.

E. **Permitting.** A Type I approval is required to install a fence of six feet or less in height, or a wall that is four feet or less in height. All other walls and fences require review and approval by the Planning Official through a Type II procedure. The Planning Official may require installation of walls or fences as a condition of approval for development, as provided by other Code sections. A building permit may be required for some fences and walls, pursuant to applicable building codes. Walls greater than four feet in height shall be designed by a Professional Engineer licensed in the State of Oregon.

Findings: The Applicant proposes no new fences or walls. This criterion does not apply.

F. **Maintenance.** Fences and walls shall be maintained in good condition, or otherwise replaced by the property owner. (Ord. 2017-08 §1)

Findings: This criterion is met subject to a condition of approval. As an ongoing condition of approval, fences and walls shall be maintained in good condition, or otherwise replaced by the property owner.

17-3.4.050 Outdoor Lighting

C. Standards.

1. Light poles, except as required by a roadway authority or public safety agency, shall not exceed a height of 20 feet; pedestal- or bollard-style lighting shall be used to illuminate walkways. Flag poles, utility poles, and streetlights are exempt from this requirement.
2. Where a light standard is placed over a sidewalk or walkway, a minimum vertical clearance of eight feet shall be maintained.
3. Outdoor lighting levels shall be subject to review and approval through Site Design Review. As a guideline, lighting levels shall be no greater than necessary to provide for pedestrian safety, property or business identification, and crime prevention.
4. Except as provided for up-lighting of flags and permitted building-mounted signs, all outdoor light fixtures shall be directed downward, and have full cutoff and full shielding to preserve views of the night sky and to minimize excessive light spillover onto adjacent properties.
5. Lighting shall be installed where it will not obstruct public ways, driveways, or walkways.
6. Walkway lighting in private areas shall have a minimum average illumination of not less than 0.2 foot-candles. Lighting along public walkways shall meet the current version of the Public Works Design Standards and AASHTO lighting requirements.
7. Active building entrances shall have a minimum average illumination of not less than two foot-candles.
8. Surfaces of signs shall have an illumination level of not more than two foot-candles.
9. Parking lots and outdoor services areas, including quick vehicle service areas, shall have a minimum illumination of not less than 0.2 foot-candles, average illumination of approximately 0.8 foot-candles, and a uniformity ratio (maximum-to-minimum ratio) of not more than 20:1.
10. Where illumination grid lighting plans cannot be reviewed or if fixtures do not provide photometrics and bulbs are under 2,000 lumens, use the following guidelines:
 - a. Poles should be no greater in height than four times the distance to the property line.

- b. Maximum lumen levels should be based on fixture height.
 - c. Private illumination shall not be used to light adjoining public right-of-way.
11. Where a light standard is placed within a walkway, an unobstructed pedestrian through zone not less than 48 inches wide shall be maintained.
12. Lighting subject to this section shall consist of materials approved for outdoor use and shall be installed according to the manufacturer's specifications.

Findings: The subject site has existing onsite lighting under the roof canopy, and above existing sheltered pedestrian walkways. The Applicant's submitted application does not propose any new lighting. These criteria do not apply.

Chapter 17-3.5 Parking and Loading

Chapter 17-3.5.030 Automobile Parking

- A. **Minimum Number of Off-Street Automobile Parking Spaces.** Except as provided by this subsection A, or as required for Americans with Disabilities Act compliance under subsection G, off-street parking shall be provided pursuant to one of the following three standards:
- 1. The standards in Table 17-3.5.030.A;
 - 2. A standard from Table 17-3.5.030.A for a use that the Planning Official determines is similar to the proposed use; or
 - 3. Subsection B Exceptions, which includes a Parking Demand Analysis option.

Findings: The proposal is located in the C-1 Central Commercial zone. Per MMC 17-3.5.030, C there is no minimum parking standard in the C-1 zone. This criterion does not apply.

- B. **Carpool and Vanpool Parking Requirements.**
- 1. Carpool and vanpool parking spaces shall be identified for the following uses:
 - a. New commercial and industrial developments with 50 or more parking spaces;
 - b. New institutional or public assembly uses; and
 - c. Transit park-and-ride facilities with 50 or more parking spaces.
 - 2. Of the total spaces available for employee, student, and commuter parking, at least five percent, but not fewer than two, shall be designated for exclusive carpool and vanpool parking.

3. Carpool and vanpool parking spaces shall be located closer to the main employee, student or commuter entrance than all other parking spaces with the exception of ADA parking spaces.
4. Required carpool/vanpool spaces shall be clearly marked “Reserved—Carpool/Vanpool Only.”

Findings: The submitted proposal is a commercial use with fewer than 50 parking spaces. This criterion does not apply.

C. Exceptions and Reductions to Off-Street Parking.

Findings: The Applicant has not requested any off-street parking exceptions and Staff finds that no exceptions are necessary to meet compliance with this code. This criterion does not apply.

- D. Maximum Number of Off-Street Automobile Parking Spaces.** The maximum number of off-street automobile parking spaces allowed per site equals the minimum number of required spaces for the use pursuant to Table 17-3.5.030.A, times a factor of:
1. 1.2 spaces for uses fronting a street with adjacent on-street parking spaces; or
 2. 1.5 spaces, for uses fronting no street with adjacent on-street parking; or
 3. A factor based on applicant’s projected parking demand, subject to City approval.

Findings: Staff finds that the proposal has available adjacent offstreet parking, making the maximum 1.2x minimum requirements. Minimum requirements for retail sales and services are 1 space per 400 sqft of development. For the proposed 4200 sqft development, maximum parking allowances are for 12.6 parking spaces. The Applicant proposes 12 parking spaces. Criterion is met.

- E. Shared Parking.** Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (e.g., uses primarily of a daytime versus nighttime nature; weekday uses versus weekend uses), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing the joint use. Shared parking requests shall be subject to review and approval through a Type I Review.

Findings: The Applicant has not requested any shared parking arrangements. This criterion does not apply.

F. **Parking Stall Design and Minimum Dimensions.** Where a new off-street parking area is proposed, or an existing off-street parking area is proposed for expansion, the entire parking area shall be improved in conformance with this Code. At a minimum the parking spaces and drive aisles shall be paved with asphalt, concrete, or other City-approved materials, provided the Americans with Disabilities Act requirements are met, and shall conform to the minimum dimensions in Table 17-3.5.030.F and the figures below. All off-street parking areas shall contain wheel stops, perimeter curbing, bollards, or other edging as required to prevent vehicles from damaging buildings or encroaching into walkways, sidewalks, landscapes, or the public right-of-way. Parking areas shall also provide for surface water management, pursuant to Section 17-3.6.050.

Findings: This criterion is met subject to a condition of approval. Table 17-3.5.030 F requires that 90 degree angled spaces, as proposed, require:

18' stall depth.

8.5' stall curb width

23' drive aisle (2 way).

The Applicant's submitted application shows 18' stall and 23' drive aisle but does not specify stall curb width. The Applicant's submitted narrative states that stalls will be 9' wide, meeting requirements. As a condition of approval, the Applicant shall confirm that parking stall curb widths are greater to or equal to 8.5' on submitted building plans.

G. **Adjustments to Parking Area Dimensions.** The dimensions in subsection E are minimum standards. The Planning Official, through a Type II procedure, may adjust the dimensions based on evidence that a particular use will require more or less maneuvering area. For example, the Planning Official may approve an adjustment where an attendant will be present to move vehicles, as with valet parking. In such cases, a form of guarantee must be filed with the City ensuring that an attendant will always be present when the lot is in operation.

Findings: The Applicant has not requested any modifications to parking area dimensions and Staff finds that no adjustments are necessary to meet compliance with this code. This criterion does not apply.

H. **Americans with Disabilities Act (ADA).** Parking shall be provided consistent with ADA requirements, including, but not limited to, the minimum number of spaces for automobiles, van-accessible spaces, location of spaces relative to building entrances,

accessible routes between parking areas and building entrances, identification signs, lighting, and other design and construction requirements.

Findings: This criterion is met subject to a condition of approval. As a condition of approval, parking shall be provided consistent with ADA requirements.

- I. **Electric Charging Stations.** Charging stations for electric vehicles are allowed as an accessory use to parking areas developed in conformance with this Code, provided the charging station complies with applicable building codes and any applicable state or federal requirements.

Findings: No electric charging stations are proposed. This criterion does not apply.

17-3.5.040 Bicycle Parking

- A. *Standards. Bicycle parking spaces shall be provided with new development and, where a change of use occurs, at a minimum, shall follow the standards in Table 17-3.5.040.A. Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automobile-parking standard, pursuant to Section 17-3.5.030.C, the Planning Official may require bicycle parking spaces in addition to those in Table 17-3.5.040.A.*
- B. *Design. Bicycle parking shall consist of staple-design steel racks or other City-approved racks, lockers, or storage lids providing a safe and secure means of storing a bicycle, consistent with the Public Works Design Standards.*
- C. *Exemptions. This section does not apply to single-family and duplex housing, home occupations, and agricultural uses.*
- D. *Hazards. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles and shall be located to not conflict with the vision clearance standards of Section 17-3.3.030.G.*

Findings: This criterion is met subject to conditions of approval. The Applicant's submitted site plan shows what appears to be a single rack or two stalls for bicycle parking. The Applicant's submitted narrative also describes bicycle parking as "a bicycle rack." Per Molalla Development Code Table 17-3.5.040.A, commercial developments are required to have two bicycle parking spaces per primary use or 1 per 5 required vehicle spaces, whichever is greater. Per Table 17-3.5.030.A, 12 vehicle parking spaces are provided, which puts the bicycle parking requirement at 3 stalls. As a condition of approval, the Applicant shall show bicycle parking accommodating at least three (3) bicycles on their submitted building plans.

The proposed location does not create a hazard to vehicles or pedestrians.

17-3.5.040 Loading Areas

- A. **Purpose.** The purpose of Section 17-3.5.050 is to provide adequate loading areas for commercial and industrial uses that do not interfere with the operation of adjacent streets.
- B. **Applicability.** Section 17-3.5.050 applies to uses that are expected to have service or delivery truck visits. It applies only to uses visited by trucks with a 40-foot or longer wheelbase, at a frequency of one or more vehicles per week. The Planning Official shall determine through a Type I review the number, size, and location of required loading areas, if any.
- C. **Standard.** Where an off-street loading space is required, it shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. The Planning Official may restrict the use of other public rights-of-way, so applicants are advised to provide complete and accurate information about the potential need for loading spaces.
- D. **Placement, Setbacks, and Landscaping.** Loading areas shall conform to the standards of Chapter 17-3.2 Building Orientation and Design; Chapter 17-3.3 Access and Circulation; and Chapter 17-3.4 Landscaping, Fences and Walls, Outdoor Lighting. Where parking areas are prohibited between a building and the street, loading areas are also prohibited.
- E. **Exceptions and Adjustments.** The Planning Official, through a Type I Review, may approve a loading area adjacent to or within a street right-of-way where it finds that loading and unloading operations are short in duration (i.e., less than one hour), infrequent, do not obstruct traffic during peak traffic hours, do not interfere with emergency response services, and are acceptable to the applicable roadway authority. (Ord. 2017-08 §1)

Chapter 17-3.6 Public Facilities

17-3.6.020 Transportation Standards

Findings: Transportation standards are met subject to conditions of approval.

1. The proposed change in use will add trips and the threshold for a traffic impact analysis is met. A TIA was submitted but does not include signal warrant analysis and only accounts for approximately half of the trips through the intersection. Applicant will be required to resubmit traffic analysis accounting for all trips through the intersection in the AM and PM peak hours, provide signal warrant

analysis for all warrants, and apply a population of 10,000 and over to the analysis. The analysis must be conducted by a Professional Engineer registered in Oregon. TIA will not be approved until the city receives concurrence with ODOT traffic that the TIA is correct. If the change in use meets all warrants at the OR 211/Leroy intersection, then the applicant will be required to design and construct the signal. If the change in use does not meet signal threshold, then no signal improvements will be required. TIA resubmission shall be prior to submission of civil plan review and building permit authorization review.

2. OR 211 (E Main Street): OR 211 (E Main Street) is an arterial street under Oregon Department of Transportation (ODOT) jurisdiction. Applicant will be required to meet all the requirements of the transportation system master plan and ODOT roadway and access requirements as determined by ODOT.
3. Right-of-way Dedications/Donations: Applicant will be required to donate sufficient right-of-way along variable width improvements and construct sidewalk widening to ODOT standards. ODOT requires donations of right-of-way to follow the requirements of Chapter 5.322. Developer Mitigation Donation in the ODOT Right-of-Way Manual. Applicant is advised that donation must be completed and recorded prior to submission of Engineered plans and Building Permit Authorization Plans.
4. Pedestrian Crossing: With the closure of the existing highway access, ODOT may reevaluate the closure of the eastern pedestrian crossing of OR 211 at Lola St. If ODOT determines that the pedestrian crossing will be opened, the applicant shall install ADA ramps at the crossing.
5. ROW Work in OR-211: An ODOT Miscellaneous Permit must be obtained for all work in the highway right of way. When the total value of improvements within the ODOT right of way is estimated to be \$100,000 or more, an agreement with ODOT is required to address the transfer of ownership of the improvement to ODOT. An Intergovernmental Agreement (IGA) is required for agreements involving local governments and a Cooperative Improvement Agreement (CIA) is required for private sector agreements. The agreement shall address the work standards that must be followed, maintenance responsibilities, and compliance with ORS 276.071, which includes State of Oregon prevailing wage requirements.

17-3.6.040 Sanitary Sewer and Water Service Improvements

Findings: The Applicant is not proposing any changes to sewer or water facilities.

17-3.6.050 Storm Drainage and Surface Water Management Facilities

Findings: Drainage standards are met subject to conditions of approval.

1. Addition of 5,000 square feet or more of impervious surface requires Applicant to bring site up to detention and water quality standards in compliance with Molalla's public works standards and ODOT requirements for discharge into ODOT right of way. The Applicant's submitted application shows a net increase of 2,500 square feet of impervious surfacing. Detention and water quality standards are not triggered by the proposed improvements, however, a balance of 2,500 square feet of impervious surface shall be applied to impervious surface calculation for future applications on the subject parcel.

17-3.6.060 Utilities

Findings: Utilities standards are met subject to a condition of approval. All utilities to the project shall be served underground services. No overhead crossings of public right of way shall be approved by the City.

17-3.6.070 Easements

Findings: Easement standards are met subject to conditions of approval. Applicant will be required to dedicate a 10-foot-wide public utility easement fronting the public right of way if one does not exist. Applicant shall provide proof of existing dedication. No structures are allowed to encroach into the easement.

17-3.6.80 Construction Plan Approval

Findings: Construction Plan Approval standards are met subject to conditions of approval. From the materials submitted, it appears that the storm drain, domestic water, and sanitary sewer facilities will be obtained from main line connections and/or extensions. Separate engineering drawings reflecting the installation of public utilities will be required. All public improvements shall be completed and accepted by the Public Works Department prior to issuance of any building permit. No connections to City service shall be allowed until public improvements are completed.

City of Molalla Construction plan approval requirements include:

- A. No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, bonding, right-of-way, and easements have been obtained and approved by staff, and Staff is notified a minimum of 24 hours in advance.
- B. Staff reserves the right to require revisions/modifications to the public improvement construction plans and completed street improvements if additional modifications or expansion of the sight distance onto adjacent streets is required.
- C. All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Molalla Public Work's Standards.
- D. All survey monuments on the subject site or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated, or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
- E. Plans submitted for review shall meet the requirements described in Section 1 of the Molalla Standard Specifications for Public Works Construction.
- F. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards and supply the City with a copy of the final document.
- G. All public improvement designs shall meet the requirements of the Molalla Standard Specifications for Public Works Construction as amended by the Public Works Director.
- H. General Erosion Control – The applicant shall install, operate, and maintain adequate erosion control measures in conformance with the standards adopted by the City of Molalla and DEQ during the construction of any public/private utility and building

improvements until such time as approved permanent vegetative materials have been installed. Applicant or Applicant's Contractor shall be responsible for all erosion control requirements under the 1200-C permit and shall coordinate directly with DEQ for questions related to 1200-C permit compliance.

- E. For non-residential uses, all adverse impacts to adjacent properties, such as light, glare, noise, odor, vibration, smoke, dust, or visual impact, are avoided; or where impacts cannot be avoided, they are minimized; and

Findings: Staff finds the proposed use of convenience store is unlikely to create adverse impacts to adjacent properties. With regards to the site, all parking, loading, and vehicle maneuvering areas are angled towards the building to minimize light impacts to adjacent properties and all vehicle maneuvering areas shall be paved to minimize dust and tracking impacts. No exterior mechanical equipment has been proposed that would alter the degree of noise from the site nor has the site ever been identified as a concern for noise impacts. Staff finds this criterion is met.

- F. The proposal meets all existing conditions of approval for the site or use, as required by prior land use decision(s), as applicable. Note: Compliance with other City codes and requirements, though not applicable land use criteria, may be required prior to issuance of building permits. (Ord. 2017-08 §1)

Findings: Staff did not find prior land use decisions that the site would be beholden to. This criterion does not apply.

Exhibit B:

SDR06-2020 Application Package



CITY OF MOLALLA SITE PLAN REVIEW APPLICATION

APPLICANT INFORMATION

Property Owner Soni Singh Phone 503-409-7664
Mailing Address 1420 17th St NW
City Salem State OR Zip 97301 Email Centermarket20@yahoo.com

Contractor's Name _____ CCB No. _____ Phone _____
Mailing Address _____
City _____ State _____ Zip _____ Email _____

Address of Building Site 501 E main st, molalla Parcel Size 4200
Tax Account Number(s) _____ T _____ R _____ S _____ Tax Lot # _____

PROJECT INFORMATION:

New Development Re-development Change of Use Other _____

Project Scope: Build a C-Store
Intended Use: C-Store

Describe all existing buildings or structures on
property: Just one-structure that is about 4200 sqft

City Utilities Impacted: Water Sewer Stormwater None

Applicant Signature Soni Singh Date: _____

For Official Use Only					
SDR06-2020 City File#	12/15/2020 Date Received	DZinder Received By	Receipt #	Date App Complete	SDC's Paid
City Approval _____		Title _____		Date _____	

Market
501 E. Main St, Molalla OR

Code Summary per 2021 IBC

Description:

This is a conversion of a building that currently houses a laundromat in front and a music instrument repair business in the back. Occupancy will change from Factory Group F to Merchantile Group M. There is no change in the footprint of the building or the overhanging roof. The closest property line is 18 ft from the wall on the west side. The entrance on the south side will be closed and windows will be added on the south and east sides.

Chapter 3: Use and Occupancy.:

Section 309 Mercantile Group M

The building will house a convenience store. Carry-out food will be sold, but there are no provisions for on site consumption.

Table 503 Allowable Building Heights and Areas: Type VB, Non sprinklered

Table 504.6.2 Allowable Area: 9000 sqft.

Building footprint = 3717 ft² (no change)

Roof area = 6153 ft² (no change)

Chapter 6: Types of Construction

Construction is CMU walls with a wood framed roof and slab on grade floor.

Table 602: no fire resistance required for Groups F & M on walls 10 ft or more from PL

Chapter 7: Fire Protection

Table 705.5: Fire-Resistance Rating – Exterior Walls

10<X<30 for all walls: 0 hours for M occupancy, Typ VB

705.8.1 Allowable area of wall openings:

Table 705.8 Maximum Opening Areas – unprotected, non sprinklered

15' to 20': 25%

The west wall is 18' from PL with no windows and two 3-0/6-8 doors.

No window/door limit on the east and north walls.

Exceptions: 1.(1.1) No limit for street side with more than 15' separation

Building will have large front wall windows

Fire Protection Systems:

Section 903.2.7 Group M – Automatic sprinkler requirements

The building fire area is less than 12,000 ft², is one story, does not have high piled (rack) storage and will not contain upholstered furniture. Therefore sprinklers aren't required for Group M occupancy

Chapter 10 Means of Egress

Section 1004 Occupant Load, Table 1004.5 Max Floor Area per occupant

Mercantile:	60 ft² gross
Storage, stock, . . .	300 ft² gross
Business	150 ft² gross
Kitchen	200 ft² gross

Occupancy load as follows:

$$2600(\text{Retail})/60 + 90(\text{office})/100 + 115(\text{Storage})/300 + 120/200 (\text{kitchen}) = 46$$

Storage will be non combustible stock for the store.

Section 1008: Doors

The east side entrance door is a double 3-0 door opening at grade to the parking lot a 3-0 door to the west side driveway and a 3-0 door rear door opening to the parking lot. Exterior doors will have exit signs and crash bar opening.

Chapter 11 Accessibility

The store floor will be at grade, and accessible from the adjoining parking areas. A single lavatory for employee use will be ADA compliant.



Brian W. Doyle, P.E.

Residential & Light Commercial
Structures and Foundations

Doyle Engineering Inc.
PO Box 193
Newberg, OR 97132
Tel 503.538.2380
doyleb@asme.org



Brian W. Doyle
Oregon PE #17,427
7 May 2021

Dan Zinder, Associate Planner
Molalla Planning Department
117 N Molalla Ave
PO Box 248
Molalla, OR 97038

copy: Soni Singh

re: SDR06-2020 – 501 E Main St.

This letter and attachments responds to your request for information on 13 January 2021. Numbering corresponds to items in your letter. Accompanying this letter is a revised Narrative and a set of four drawings – one new and two with some revisions.

A.2. Public Facilities and Services Impact Study

Sheet A1/4 is a revised Site Plan showing **utility connections that will not change**. It also shows paved areas. Existing hard surfaces (roof included) cover 16,900 ft² that will change to 19,400 ft² – a 15% increase. This is less than 5,000 ft² that would trigger storm water improvements.

B. 1. Site Analysis Map

Sheet A4/4 Site Analysis Map is add to the original three sheet submission.

- a. Sheet A4/4 shows both an aerial photo and a matching drawing of the existing lot with details. Boundaries on three sides are fences with the Main Street sidewalk on the fourth side.
- b. This is a flat lot with discernable gradient or topographic features. If and when the balance of the lot is developed, stormwater management will require drainage organization.
- c. There are no significant slopes on this property.

- d. Street and sidewalk dimensions are shown on the Site Analysis Map and the Site Plan.
- e. No potential natural hazards apply to this property.
- g. Aside from the existing building, there are no site features on this property.
- h. One small palm tree in front of the building is shown on the Site Analysis Map. A tree on adjacent property overhangs the northeast corner of the property.
- i. North arrow, scale and property owners are listed on the Site Analysis Map.

B.2. Proposed Site Plan

- a, b & c. We added dimensions to drawings on Sheets A1 – Site Plan and A4 Analysis Map. None of the existing features will be removed.
- d. Main Street dimensions are shown on Sheets A1 and A4.
- e. Existing utility connections are shown and all changes will be inside the building. The location of the building on the lot is drawn to scale and will not change. Building side line setback is 22' and the front setback varies from 15' to 25'. The roof extends 6' from the building plus a 6" gutter on the sides. Construction of a 4' high fascia on the edge of the roof won't change these dimensions.
- f. A bicycle rack is shown at the edge of the parking lot near the southeast corner of the building.
- h. Existing sidewalks will not change and are shown to scale on the Site Plan. They include a 6' wide walk on three sides of the building that extend to the street sidewalk. There is no step at the street sidewalk connection and a curb break with ADA ramp will be provided by the handicap parking space.
- j. No common areas are proposed, but future development of the lot could include them.
- k. The only out door lighting will be sidewalk illumination with fixtures under the canopy and concealed from horizontal view. Similarly the fascia sign illumination fixtures will be concealed from horizontal view.

B.5. Landscape Plan

- a. The height of existing fences is noted on the Site Plan
- c. We will add three trees beside the parking lot as shown on the Site Plan. Location will not obstruct sight distances.

e. The soil will be amended as necessary to assure growth of new plants. An irrigation system will be installed in new landscaped areas.

B.6. A title search is incomplete at this time, but there are no known deed restrictions.

B.7 A revised Narrative is included

I will be available if there are questions.

-----*end of file*-----

NARRATIVE PLAN DESCRIPTION

Center Market

501 E Main St, Molalla

6 May 2021

Summary

The new owners of this property plan to re-purpose the existing building to a convenience store. Changes to both the building and the site will be relatively minor. The building occupies the southwestern corner of a 0.94 acre lot. The balance of the lot is a grass field that will likely be developed at a later date and is not planned at this time. The building appears to conform to the current Development Code. Changes proposed will conform to the Community Design Standards of Chapters 17.2 and 17.3 of the Molalla Development Code.

Building Changes

External changes to the building will be addition of windows on the east (parking lot) side. We will add a 4' high facade to the edge of the roof canopy. On the front (street) side, the southwest corner entry (currently unused) will be eliminated and the two clear-story windows in the southeast corner will be enlarged to full height, resulting in the wall being 69% glass (60% required).. New windows on the east (parking lot) side will increase the glass coverage to about 70% (30% required). The stone facing below the windows and on solid wall areas will be retained. East and south elevation views of the building are shown on sheet A3/3 of the plans.

Internally the partition wall between the laundromat and the music instrument business will be removed. Existing rooms at the back of the building will be replaced by an office, storage room, kitchen and lavatory as shown on sheet A2/3 of the plans. A front access cooler will replace the bank of dryers that line the west wall. The existing high beamed ceiling will remain. The store interior will be brightly lit.

Site Changes

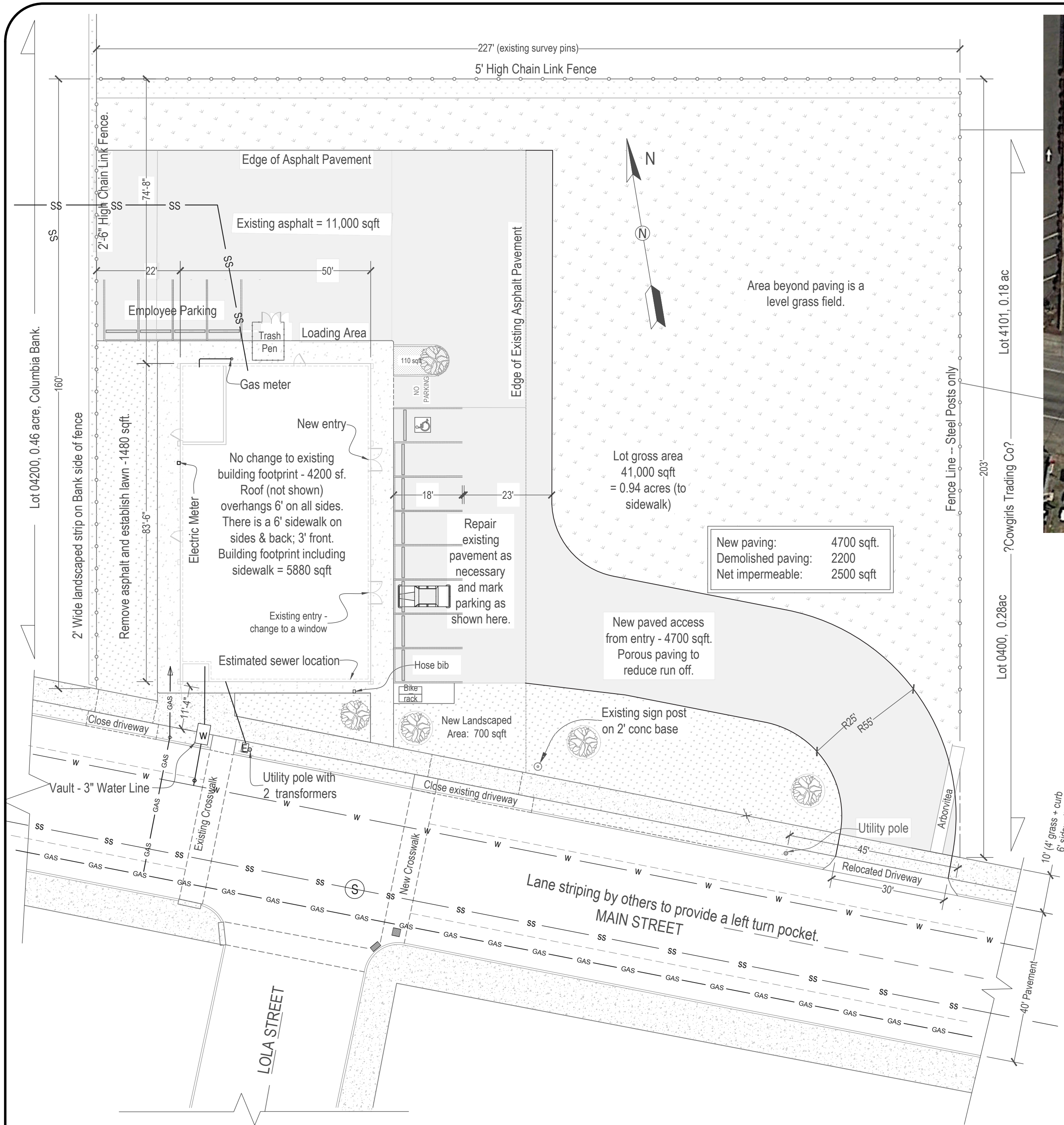
Changes to the site will mostly be those required to meet landscaping, parking and traffic flow and requirements of Chapter 17. Changes at this time do not address portions of the lot that will likely be developed, but the proposed changes do not conflict with future development. The street entrance to the driveway on the west side of the building will be closed and about 500 square feet of pavement will be landscaped. We will move the main driveway 50' eastward to minimize conflict with the Lola Street intersection. This will require about 3000 square feet of new paving to connect the new driveway entrance with the parking areas beside and behind the building. If required, this can be porous pavement to minimize hard surface run-off. Paved or impervious surfaces will increase to 19,400 from 16,900 square feet – a 15% increase.

We will mark eight parking spaces on the east side of the building (7 to 10 required for this size store), and three spots behind the building for employee parking. Parking spaces will be 9' wide x 18' long.

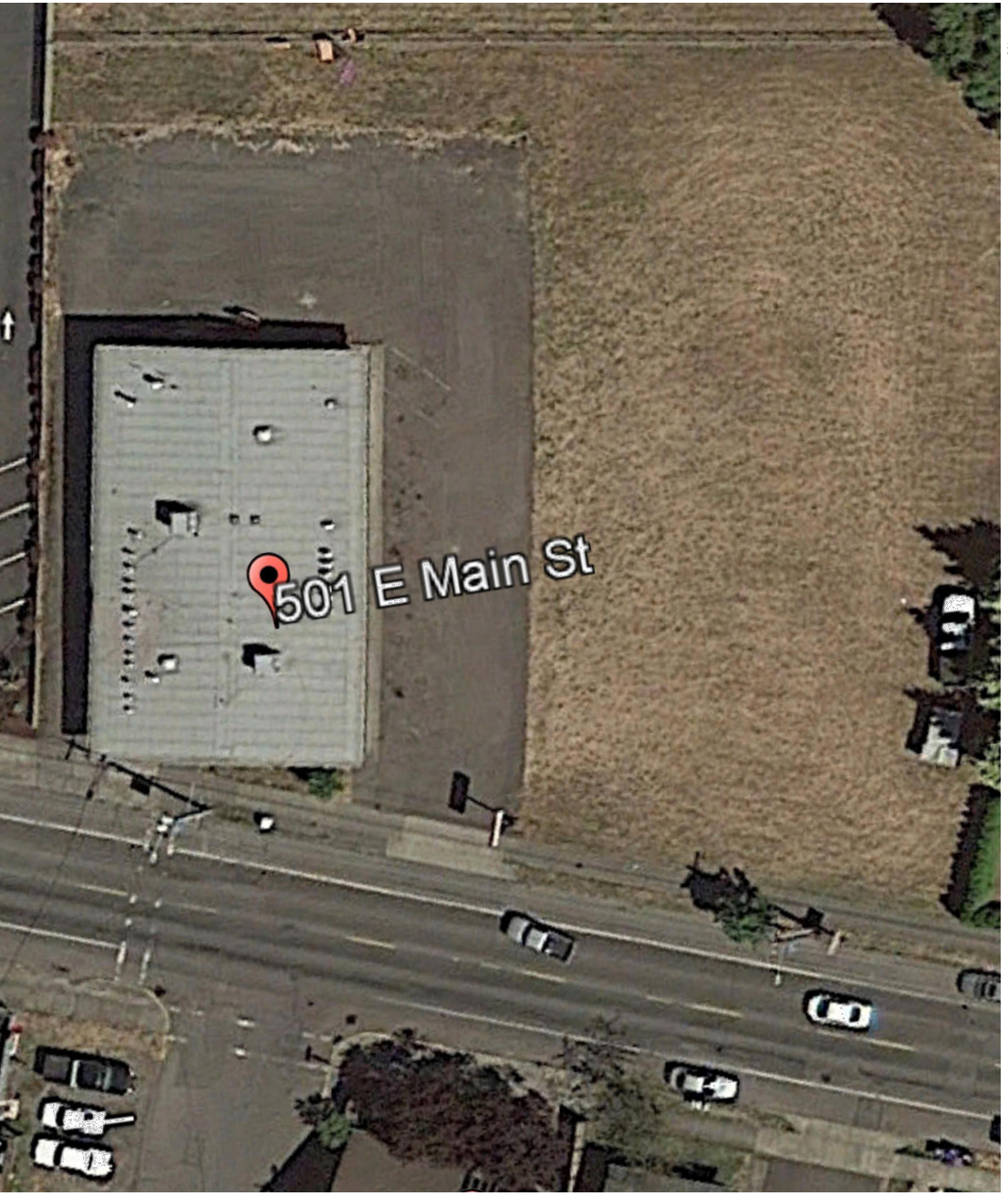
(over)

There will be landscape additions around the building and parking area. Shade trees will be added near the corners of the building bracketing the parking area. A new landscape area planted with a tree and shrubs is created between Main Street and the parking area. There is an existing planted strip on the Columbia Bank side of the west property line fence. No change is planned on our side of the fence. We anticipate additional landscaping when the remainder of the lot is developed.

No change to existing utility lines should be necessary. Since the service loads for the store will be equal to or less than laundromat loads, the existing feed lines to the building for electricity, gas, water and sewer should be adequate.



SITE PLAN
scale: 1" = 20'



GOOGLE EARTH VIEW

SITE PLAN NOTES:

- This drawing shows the proposed site plan when the existing laundromat is converted to a convenience store. Future site development is not addressed.
- The most significant change is the relocation of the driveway away from the intersection of Main and Lola Streets and paving added between parking areas and the new driveway.
 - Parking spaces will be marked as shown on existing pavement.
 - No change to the building footprint nor to the roof which overhangs 6' on four sides. The roof overhang covers the surrounding sidewalk. Total roof dimensions are 92' x 62'.
 - The entrance on the southwest corner will be closed. The existing double door on the east side will be moved north about 35'. Existing 3' wide doors on the north and west sides will be retained for egress and loading.
 - Shade trees will be added as shown on the edge of the parking area. Unpaved areas will be maintained lawn.
 - The driveway on the west side will be closed, existing asphalt removed and grass established.
 - The east and north portions of the lot will remain an open field for the time being.

	Unpaved area - maintain as mowed grass
	Landscape with shrubs &/or trees
	New paving
	Tree

REVISIONS:

- 18Dec20 Add landscaping details to Site Plan
- 5May21 Add sheet 4 of 4 -- Analysis Map. Minor changes elsewhere.
- 6July21 Driveway relocated to the east edge of the property. Underground utilities shown.

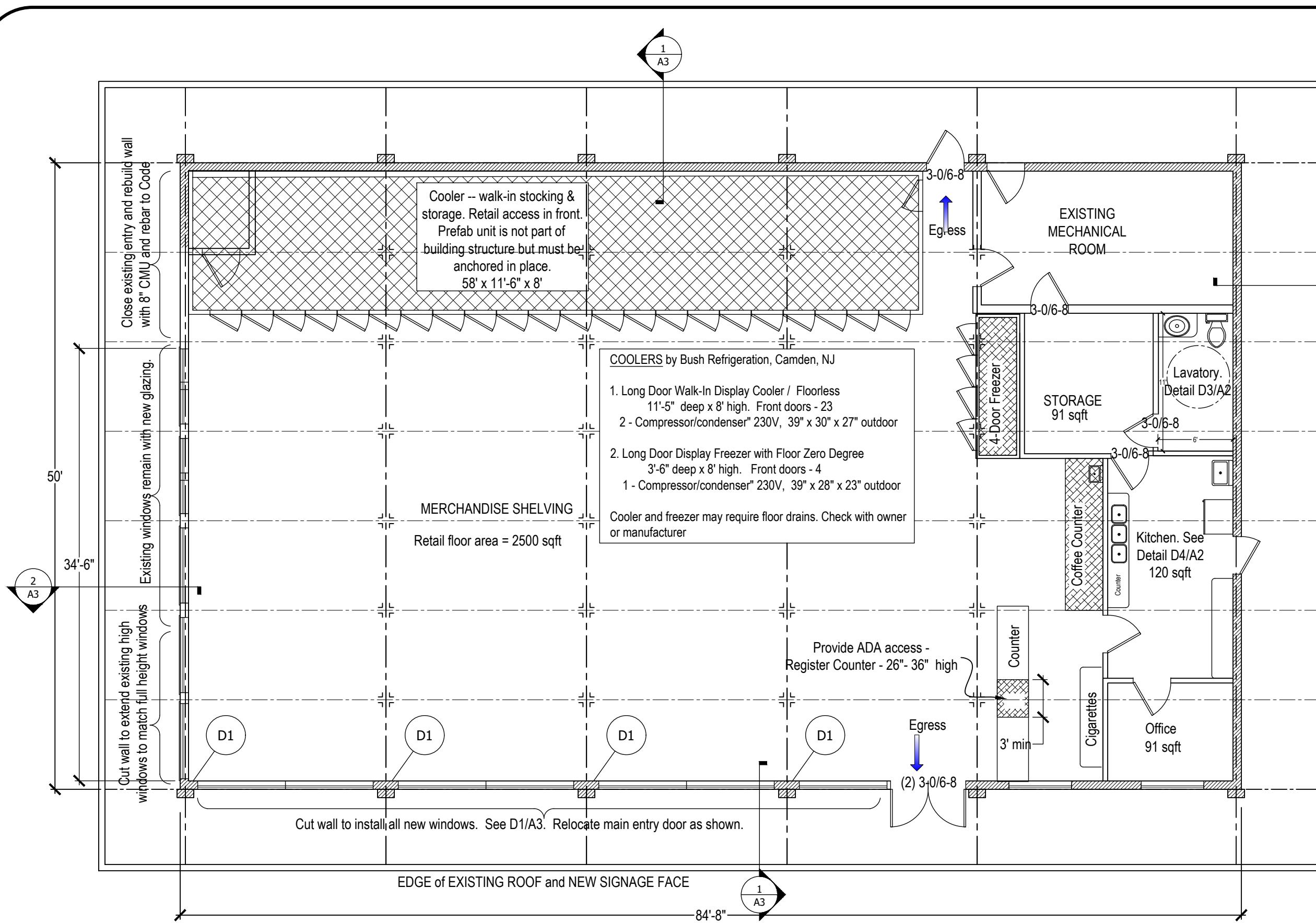
Center Market (proposed)
501 E Main St, Molalla, OR

Site Plan

No.	Revision/Issue	Date
3	See Revision Notes	6Jul21
2	Sheet 4 of 4	6May21
1	Landscaping	18Dec20

Doyle Engineering Inc.
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doyleengr@gmail.com

Project	Molalla	Sheet	A1/4
Date	10Dec2020		
Scale	as noted		



- COOLERS** by Bush Refrigeration, Camden, NJ
1. Long Door Walk-In Display Cooler / Floorless
11'-5" deep x 8" high. Front doors - 23
2 - Compressor/condenser* 230V, 39" x 30" x 27" outdoor
 2. Long Door Display Freezer with Floor Zero Degree
3'-6" deep x 8" high. Front doors - 4
1 - Compressor/condenser* 230V, 39" x 28" x 23" outdoor
- Cooler and freezer may require floor drains. Check with owner or manufacturer

NOTES: INTERIOR CHANGES:

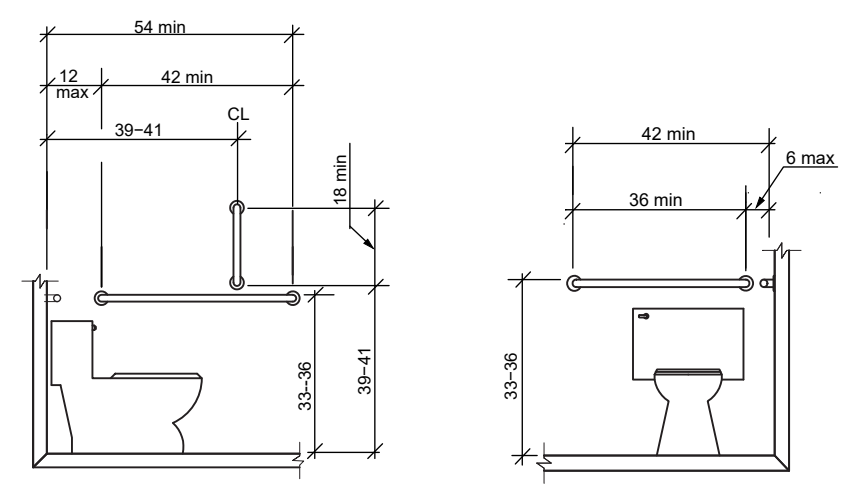
This drawing shows the new floor plan. An east-west partition wall that separates the laundromat from a business in the back 13 of the building is removed. The bank of dryers on the west wall is replaced by a cooler. New partitions in the back are built for storage, an office, a food prep area and an ADA accessible lavatory.

The exposed beams and roof framing remain.

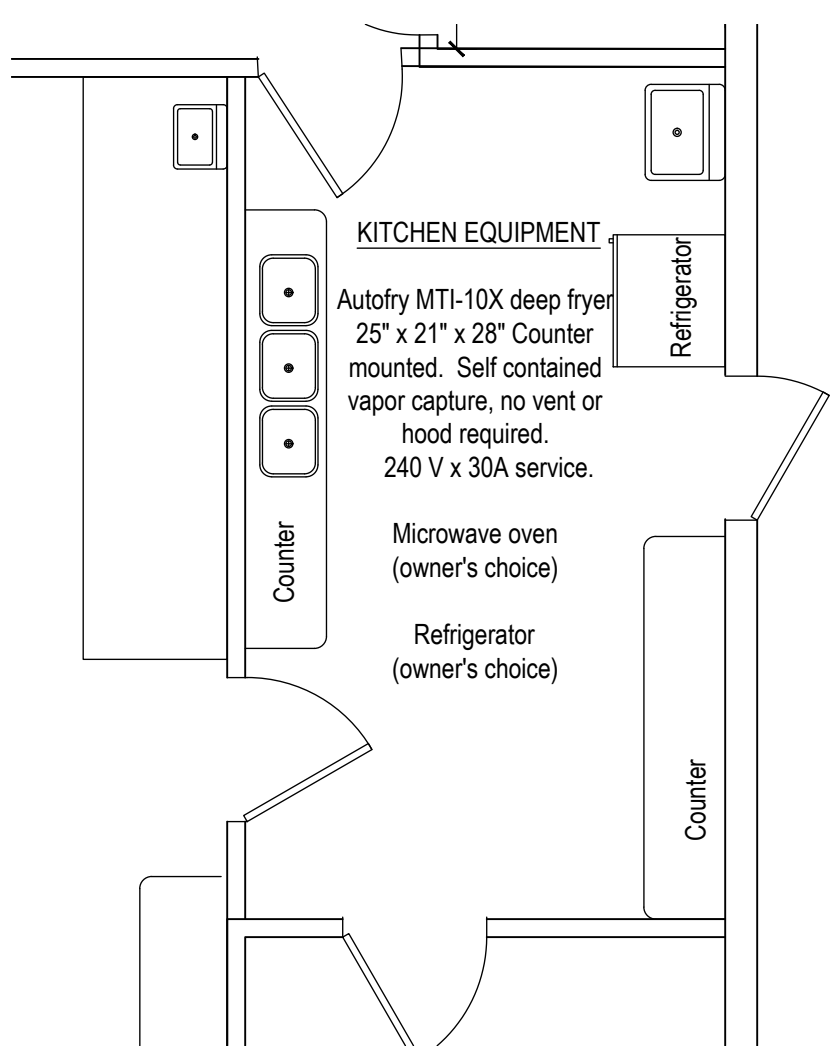
None of the kitchen area equipment requires a vent.

HVAC, Electrical and plumbing to be managed by individual trades.

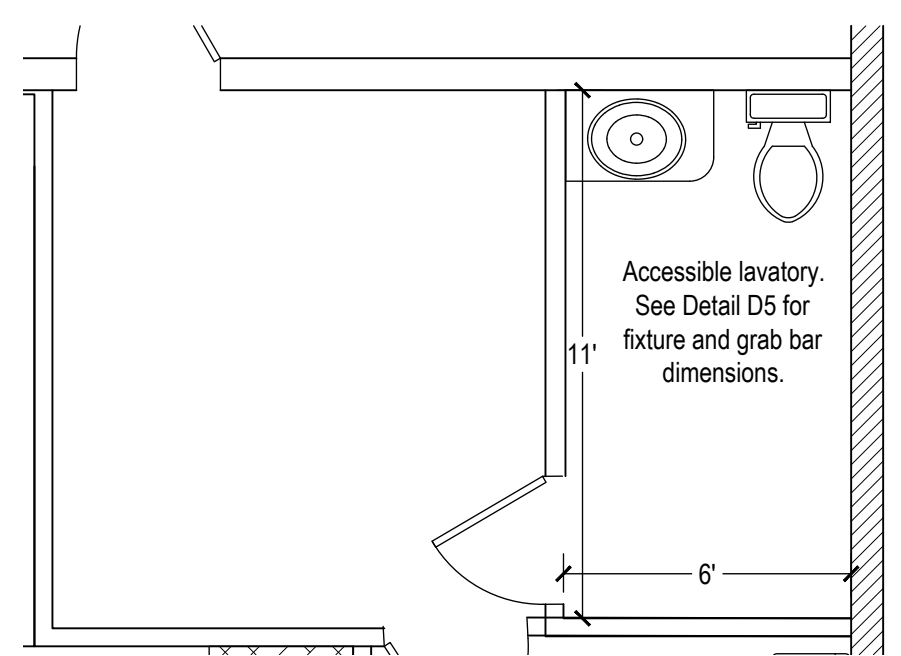
Egress doors to be equipped with crash exit hardware and illuminated exit signs.



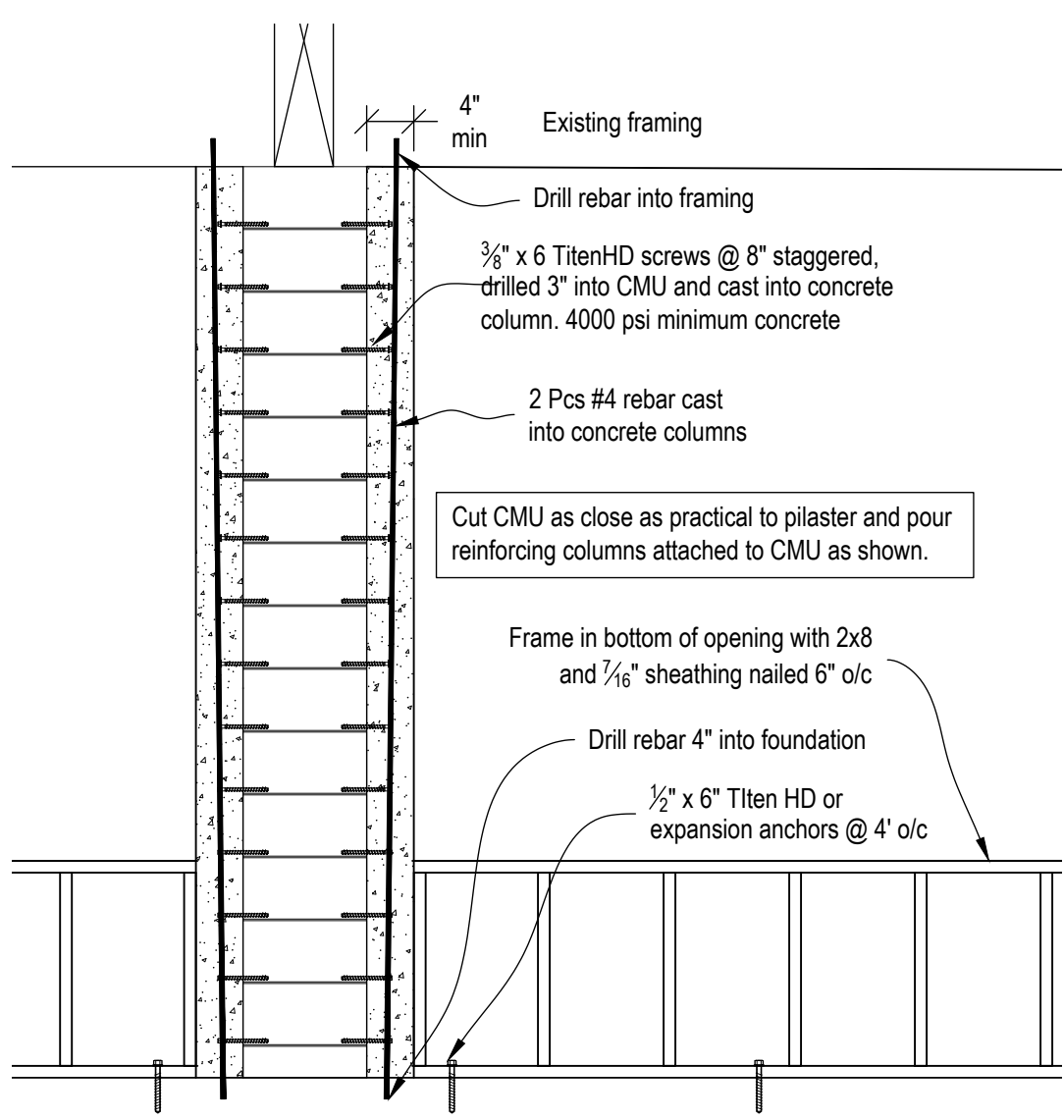
D5 ADA DIMENSIONS
scale: none



D2 FOOD PREP PLAN
scale: 1" = 4'



D3 LAVATORY PLAN
scale: 1" = 4'



D1 WALL CUT REINFORCEMENT
scale: 1" = 2'

Center Market (proposed)
501 E Main St, Molalla, OR

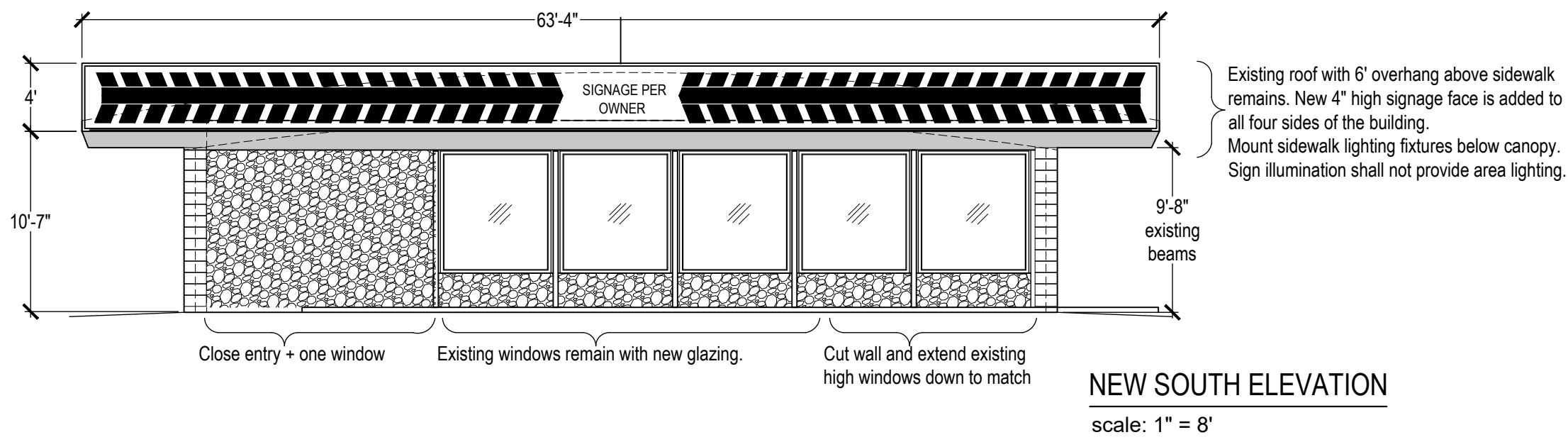
Floor Plan + Details

No.	Revision/Issue	Date

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 doyleengr@gmail.com



Project	Molalla	Sheet	A2/4	
Date	14Dec2020	Scale		as noted
Scale	as noted			



NOTES: EXTERIOR WALL CHANGES:

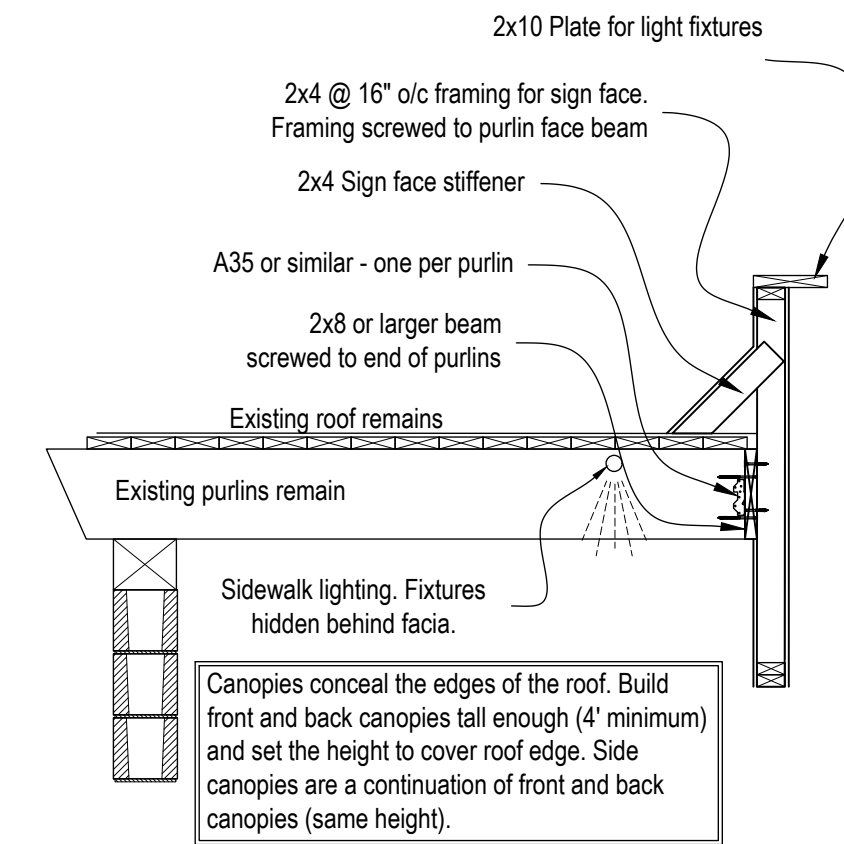
Relocate main entry and add full height windows between pilasters as shown. Main roof beams are supported by the pilasters, so structural headers are not required above new windows. Contact this engineer if necessary.

1. Where the CMU wall is cut away, reinforce the pilasters per Detail XX.
2. Keep or rebuilt stone facing below the windows as necessary.

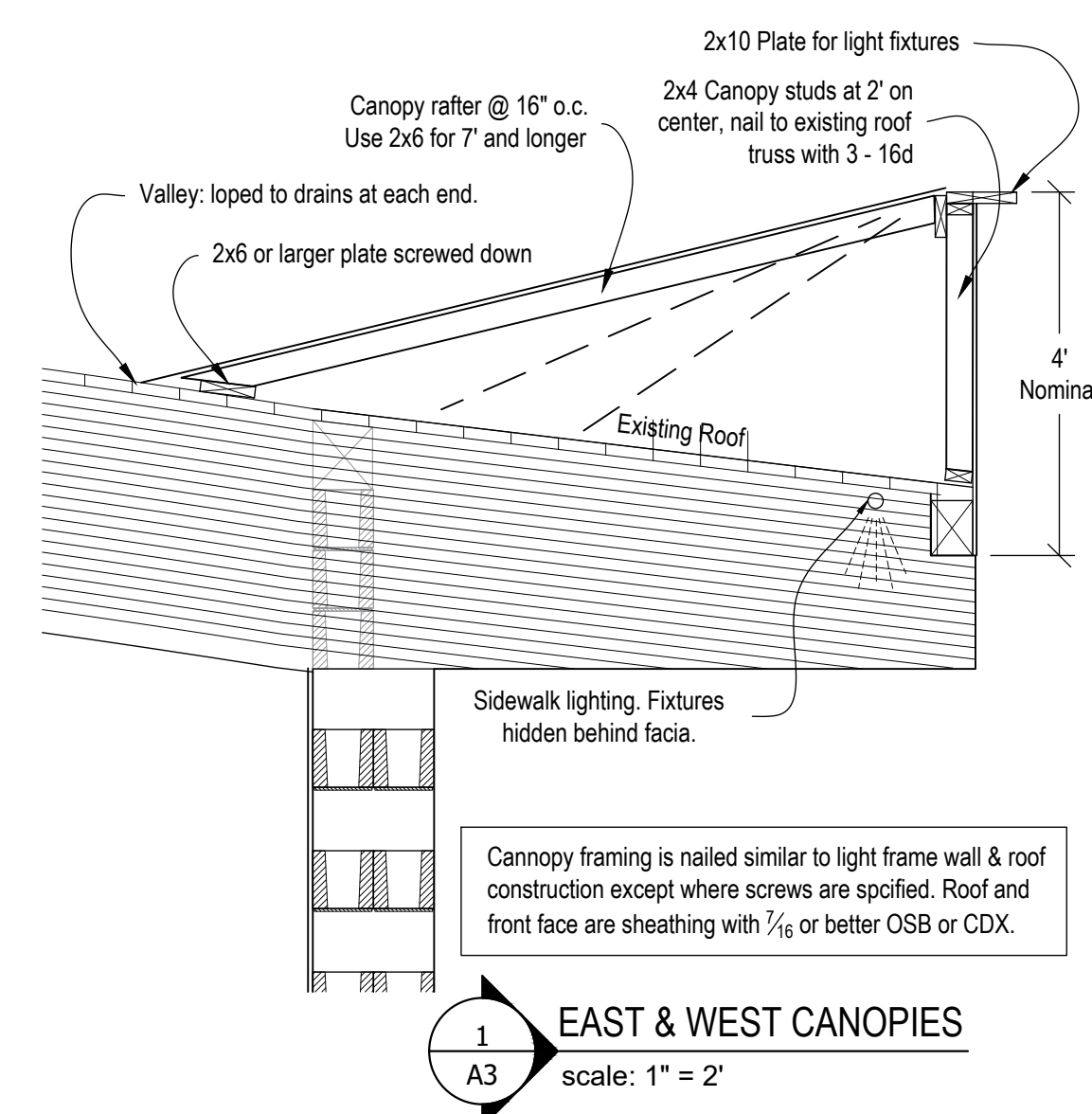
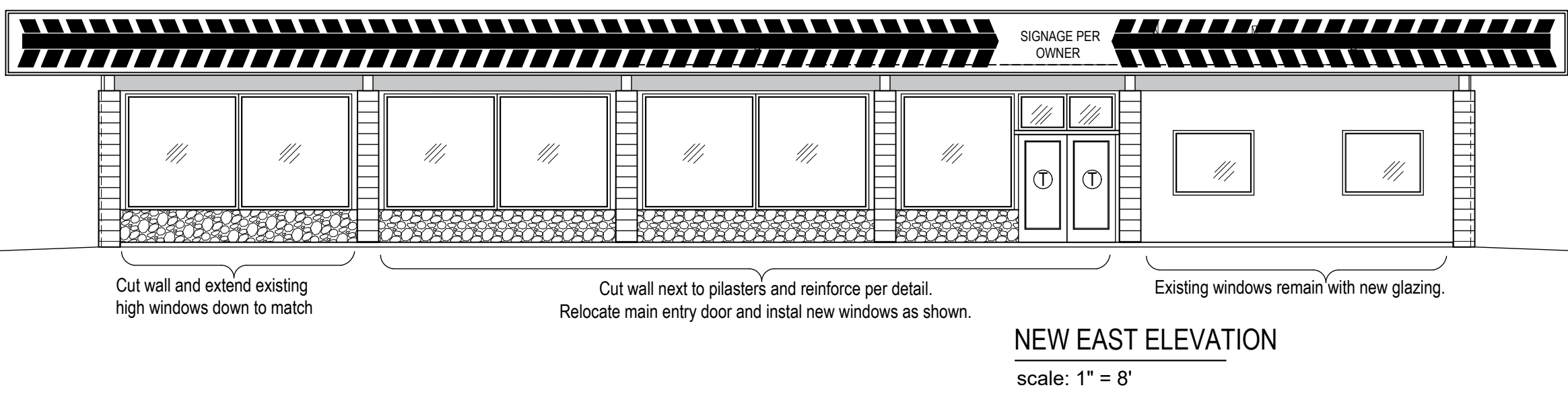
REVISIONS:

2. 9May21 Added notes about outdoor lighting.

EXISTING BUILDING SOUTH & EAST ELEVATIONS



2 FRONT & BACK CANOPY
A3 scale: 1" = 2'



1 EAST & WEST CANOPIES
A3 scale: 1" = 2'

EXISTING BUILDING -EAST ELEVATION



Center Market (proposed)
501 E Main St, Molalla, OR

Elevations

No.	Revision/Issue	Date
2	Lighting	9May21

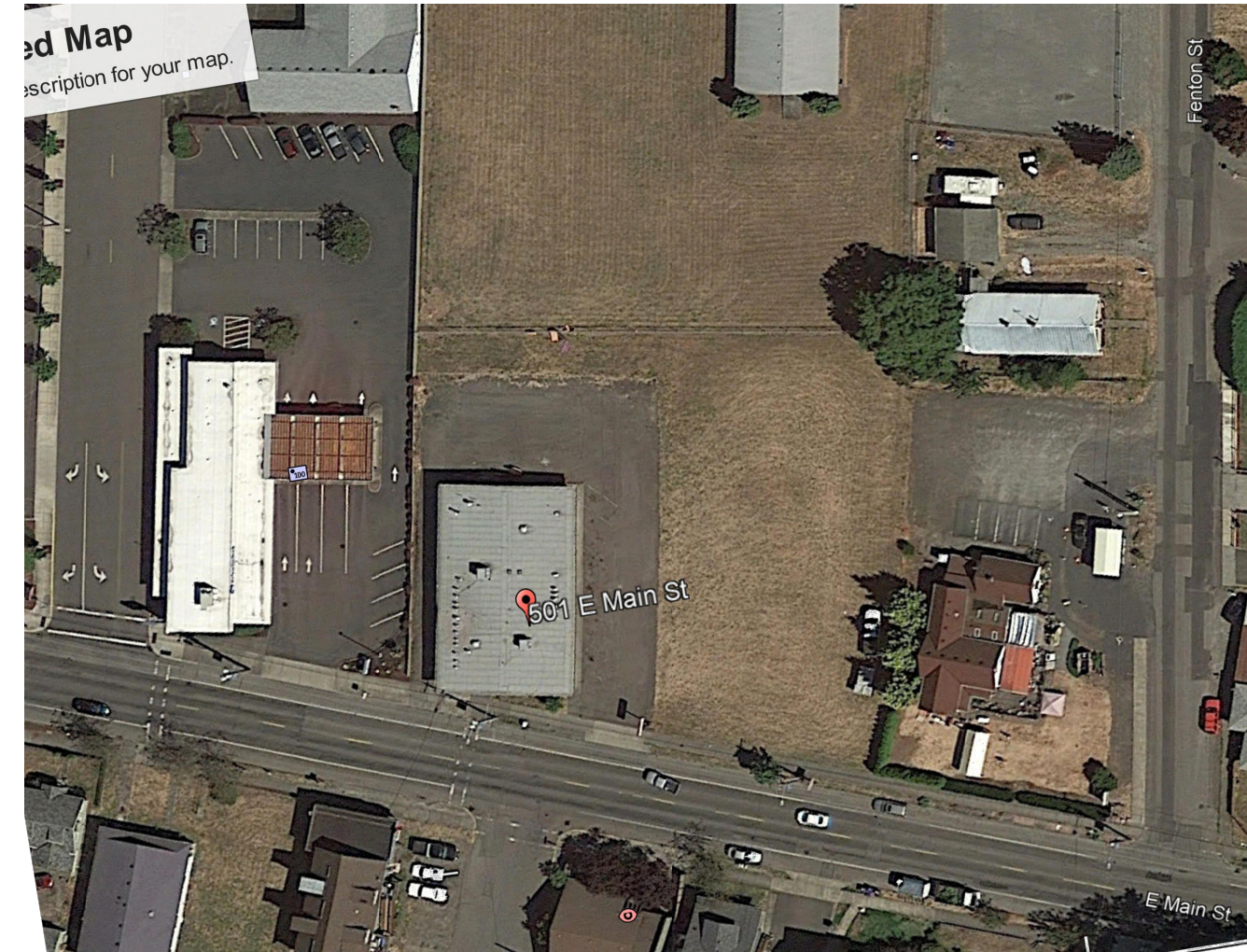
Doyle Engineering Inc.
PO Box 193
Newberg, OR 97132
503-538-2380
doyleengr@gmail.com

Project	Molalla	Sheet	A3/4
Date	10Dec2020		
Scale	as noted		

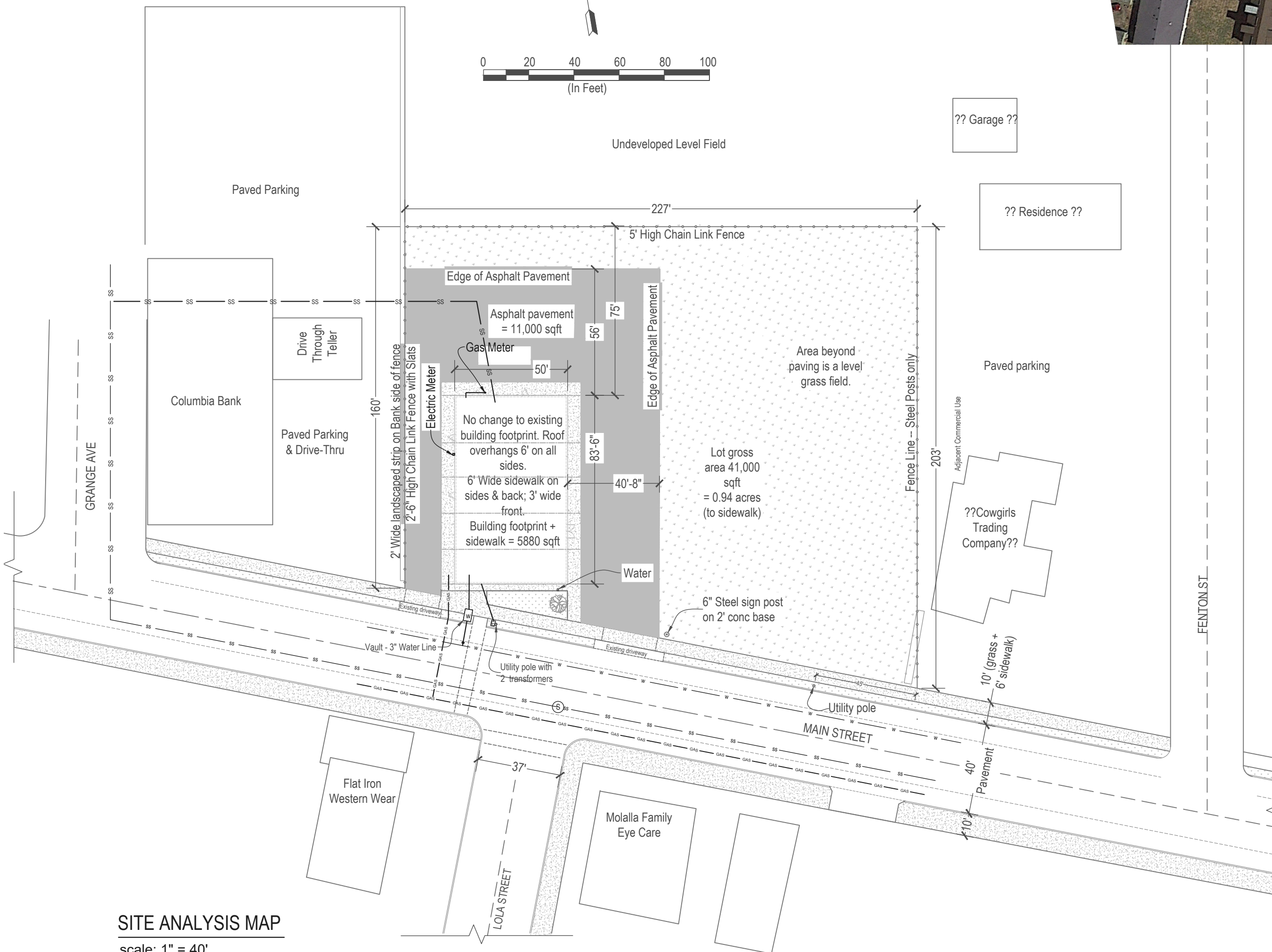
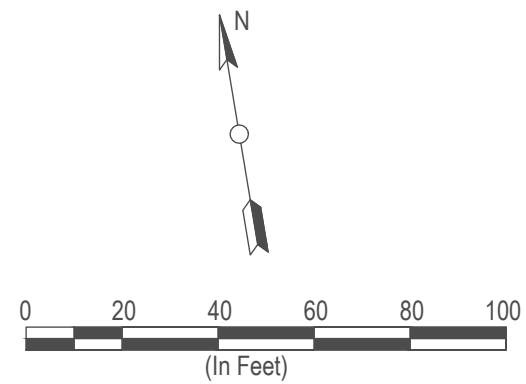
Location:
 tax lot 03800
 501 E Main Street
 Molalla, OR

Owners: (19 April 2021)
 EJK Associates, LLC
 PO Box 1050
 Molalla, OR 97038

Attn: Julie Gilkison
 Phone: 503-829-9140



GOOGLE EARTH VIEW



SITE ANALYSIS MAP
 scale: 1" = 40'

SITE ANALYSIS NOTES:

1. This lot and adjacent area are nearly level. There are no ditches. Properties on either side are mostly/entirely paved. Field to the north is not developed.
2. The lot is bounded by fence lines on three sides and Main Street on the south side. Survey pins are under the fence corners on the north side. Sidewalk joints on Main Street align with the east and west property lines.
3. There are no known easements pending a final report from First American Title Insurance Company.
4. Curb cuts align with a driveway along the west side of the building and paved parking on the east side. Both of these curb cuts will be closed and a new parking lot access will be cut about 50' east of the existing lot access.
5. Electric power feeds underground from a transformer on the utility pole on Main Street on the south side of the building. Meter is on the building west wall.
6. Natural gas meter and supply line is next to the north wall about 35' from the west PL.
7. Existing water and sewer connections will remain. Any changes will be inside the building.

Grass -- all unpaved areas.

REVISIONS:

1. Add landscaping details to Site Plan
2. Add Sheet A4 / 4 Site Analysis Map
3. 6July2021 Underground utilities shown

Center Market (proposed)
 501 E Main St, Molalla, OR

Site Analysis (Existing Site)

No.	Revision/Issue	Date
3	See Revision Notes	6Jul2021
2	Sheet A4 added	6May2021
1	Landscaping	18Dec20

Doyle Engineering Inc.
 PO Box 193
 Newberg, Or 97132
 503-538-2380
 doyleengr@gmail.com



Project	Molalla	Sheet	A4/4
Date	4 May 2021		
Scale	as noted		

Traffic Impact Analysis

Center Market

Molalla, Oregon

June 9, 2021

Prepared by:

Daniel Danicic, PE



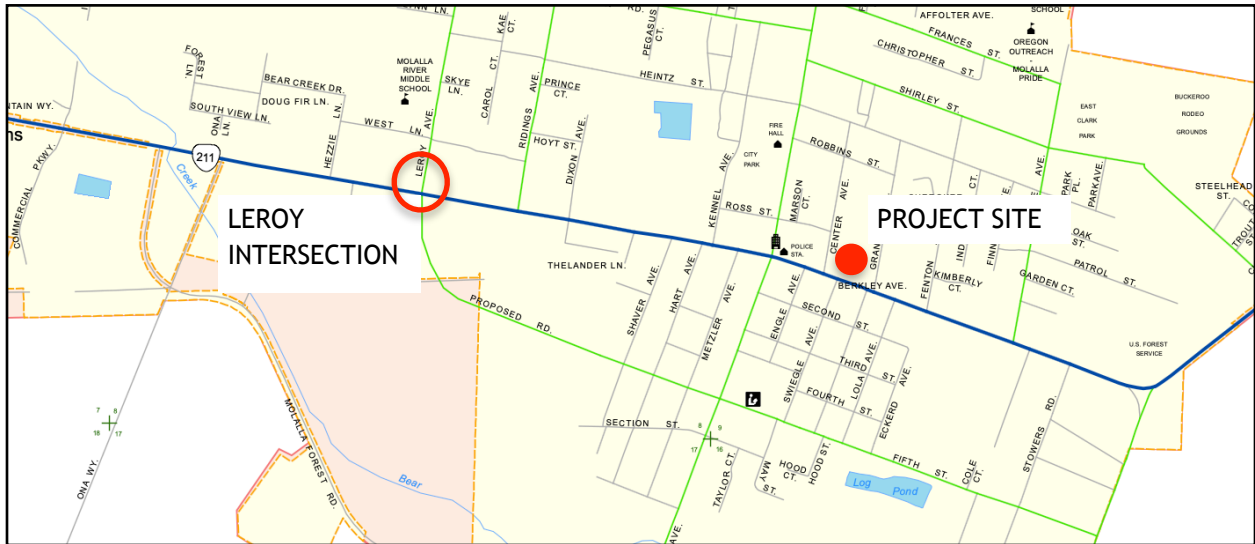
Expires 12/21/21



Purpose of Report

The proposed Center Market project is located at 501 E. Main Street in Molalla Oregon, see vicinity map below. This is an existing building currently used as a laundromat with a change of use to a convenience store. The building footprint will remain unchanged. As required by ODOT, a center turn lane will be provide and the driveway location moved east.

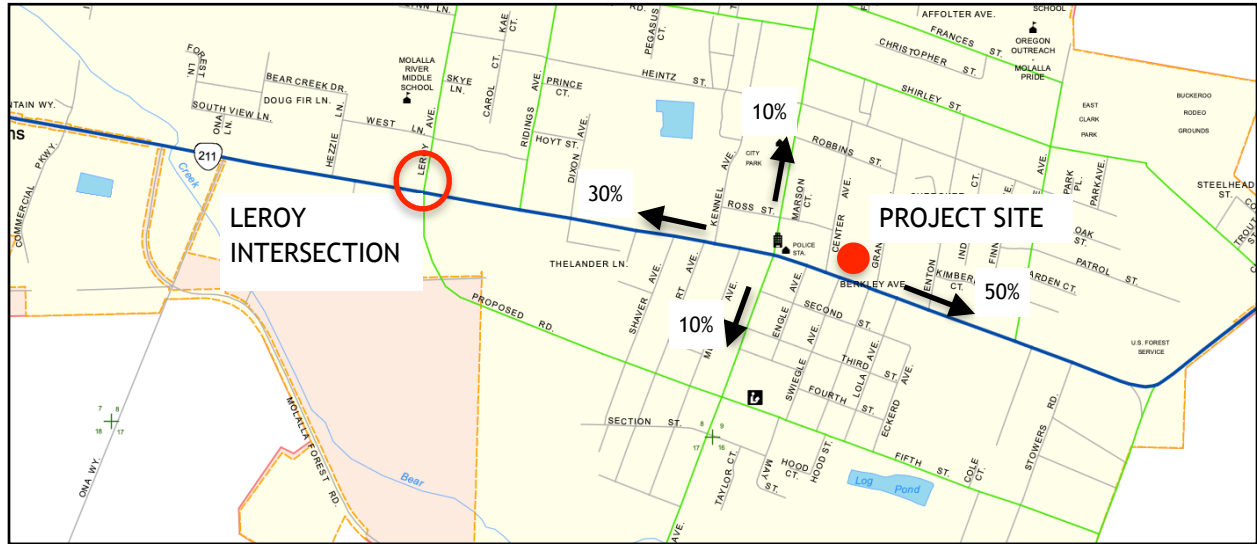
As part of the development application, the City of Molalla requires a review of how the proposed change of use may affect the intersection of HWY 211 at Leroy Ave. This intersection has been the subject of a number of previous transportation impact analysis reports. For this analysis, we will use the most recent report prepared by Lancaster Mobley dated 1/31/20. A copy of this report is attached



Vicinity Map

Trip Distribution

The diagram below shows the predicted trip distribution for traffic generated by this project.



Trip Distribution

Trip Generation

The trip generation estimate is determined using the Trip Generation Manual, 10th Edition published by the Institute of Transportation Engineers (ITE). The following table summarizes the peak AM and PM trips associated with the proposed development based on the size of the market, 4200 sf.

AM Trip Generation

Zone ID: Name	Land Use variables	Code	Ind. Var.	Rate	Quantity	% In	% Out	Trips In	Trips Out	Total Trips	% of Total Trips
1: Project Site	Convenience Market	ITE 851	1000 SF GFA	68.830	4.200	50.00	50.00	144	145	289	100.00
Added Trips Total								144	145	289	100.00

PM Trip Generation

Zone ID: Name	Land Use variables	Code	Ind. Var.	Rate	Quantity	% In	% Out	Trips In	Trips Out	Total Trips	% of Total Trips
1: Project Site	Convenience Market	ITE 851	1000 SF GFA	53.510	4.200	51.00	49.00	115	110	225	100.00
Added Trips Total								115	110	225	100.00

Trips at Hwy 211/Leroy Ave

The projected peak number of trips reaching the HWY 211/Leroy Ave intersection is 30% of the the total trips created. For the Market the peak number of trips results from the AM period. This is 144 trips 30% of which equals 44 trips.

However, not all traffic entering or exiting a site driveway is necessarily new traffic added to the street system. The actual amount of new traffic is dependent upon the purpose of the trip and the route used from its origin to its destination. For example, retail-oriented developments such as shopping centers, discount stores, restaurants, banks, service stations, and convenience markets are often located adjacent to busy streets in order to attract motorists already on the street system for a different purpose. These sites attract a portion of their trips from traffic passing the site on the way from an origin to an ultimate destination. Thus, these “pass-by” trips do not add new traffic to the adjacent street system and may be reduced from the total external trips generated by a study site.

Table E14 of Trip Generation Handbook 3rd Edition (ITE), identifies the pass-by trips for a convenience market to be 51%. The result is that the proposed project trip generation of new trips can be reduced by 51% equalling 22 new trips at the HWY 211/Leroy Ave intersection.

Lancaster Mobley Report

The Lancaster Mobley report dated January 31, 2020 titled “Colima Apartments - Transportation Impact Study Addendum #1” provides an assessment of the HWY 211/Leroy Ave signal warrants. This report is attached. As part of the report, the HWY 211/Leroy Ave intersection was re-examined to determine if signal warrants are met upon completion of the Colima Apartments.

The report included the following developments as part of the in-process trips:

- Twin Meadows Subdivision
- Bear Creek Subdivision
- McEachran Subdivision
- Hezzie Lane Subdivision
- Tractor Supply Company
- Cascade Center

The City of Molalla confirmed that there has not been any developments since January 2020 which should be added to this list of projects, therefore the conclusions of the Lancaster Mobley report can be considered accurate.

The conclusion of the report is:

Signal warrants were examined at the intersection of Highway 211 at Leroy Avenue. Due to insufficient traffic volumes on Leroy Avenue, signal warrants at the intersection were not met regardless of the Colima Apartments. A signal would be warranted at this intersection once 42 PM peak hour trips are added to the northbound approach of Leroy Avenue.

Conclusions and Recommendations

- Per the Lancaster Mobley report, a signal is not warranted until an additional 42 PM peak trips are added to the northbound Leroy Avenue approach.
- The peak PM trips generated by the proposed Center Market development, accounting for a pass-by reduction, directly impacting the HWY 211/Leroy intersection is 22 trips.
- With an existing convenience store at the northwest corner of the HWY 211/Leroy Intersection, it is not expected that any of the 22 trips will travel north onto Leroy Ave as any traffic north of HWY 211 will find it more convenient to stop at the existing store than travel to Center Market.
- Since Center Market does not contribute any trips to the northbound Leroy Ave traffic, the change of use for 501 E. Main Street to a convenience store does not result in the intersection adding sufficient number of trips to meet signal warrants.

ATTACHMENT

LANCASTER MOBLEY TIA
DATED 1/31/20

Memorandum

To: Gerald Fisher, PE
From: Todd E. Mobley, PE
Terrington Smith, EI
Date: January 31, 2020
Subject: Colima Apartments – Transportation Impact Study Addendum #1



RENEWS: 12/21/2020

Introduction

This memorandum is written to address comments received from the City of Molalla regarding the Transportation Impact Study (TIS) prepared for the subject project¹ and serves as an addendum to the TIS. There are three primary areas of concern that are each addressed in the sections below. They are 1) the trip generation calculations for the apartments, 2) the inclusion of trips from developments that are approved but not yet constructed, and 3) the operation of the intersection of Highway 211 at Leroy Avenue.

Trip Generation

In the TIS, trip generation was done using data from the 10th Edition of the Trip Generation Manual, published by the Institute of Transportation Engineers (ITE). The study used land-use code 221, *Multifamily Housing (Mid-Rise)*. This is the correct land-use code, although the TIS used the subcategory of “Dense Multi-Use Urban”, which is one of three subcategories. After consultation with the Oregon Department of Transportation (ODOT), it was requested that we use the subcategory “General Urban/Suburban” for the calculation.

Table 1 below shows a summary of the new trip generation results and detailed calculations are included in the attached technical appendix. An updated Figure 2 showing the site trips is attached in the Technical Appendix.

Table 1: Trip Generation Summary

	ITE Code	Units	Morning Peak Hour			Evening Peak Hour			Weekday Total
			In	Out	Total	In	Out	Total	
Existing Conditions									
Single-Family Detached Housing	210	1	0	1	1	1	0	1	10
Proposed Development									
Multifamily Housing (Mid-Rise)	221	36	3	10	13	10	6	16	196
Net New Site Trips			3	9	12	9	6	15	186

¹ Colima Apartments, Transportation Impact Study dated November 11, 2019

The assignment of the project-generated trips to the study area intersection, including the intersection of Highway 211 at Leroy Avenue, is shown in an updated version of Figure 2 in the attached technical appendix.

In-Process Trips

Trips from developments that are approved but not yet constructed are referred to as “in-process” trips. Comments from the City of Molalla also requested that trips from the following developments be specifically included in this addendum.

1. Twin Meadows Subdivision
2. Bear Creek Subdivision
3. McEachran Subdivision
4. Hezzie Lane Subdivision
5. Tractor Supply Company
6. Cascade Center

Trips from projects 2, 5, and 6 were taken directly from the Transportation Impact Studies prepared for those projects. According to City staff, projects 1, 3, and 4 were not required to prepare a TIS. For these projects trip generation was calculated using the ITE manual. For the four subdivisions above, the number of unbuilt or unoccupied homes were inventoried in the field and used to assess in-process trips.

In-process trips were added to the 2022 background traffic volumes. An updated version of Figure 4 showing the background traffic volumes that include the in-process development as well as an updated version of Figure 5 showing the sum of background traffic plus site trips from the proposed Colima Apartments are in the attached technical appendix.

Updated Capacity Analysis

The capacity analysis from the original study intersections was updated to include the in-process trips and updated trip generation of the site. As mentioned in the original TIS, ODOT’s operational standard for the study intersections is a maximum volume to capacity (v/c) ratio of 0.90.

The results of the analysis are shown in Table 2 on the following page. Detailed reports of the capacity analysis are attached in the technical appendix.



Table 2: Capacity Analysis Summary

	AM Peak Hour			PM Peak Hour		
	LOS	Delay (s)	v / c	LOS	Delay (s)	v / c
Highway 213 at Highway 211						
2019 Existing Conditions	D	38	0.49	D	45	0.66
2022 Background Conditions	D	39	0.53	D	49	0.69
2022 Buildout Conditions	D	39	0.53	D	49	0.71
Highway 213 at Crompton's Lane						
2019 Existing Conditions	A	0	0.00	A	10	0.00
2022 Background Conditions	A	0	0.00	B	10	0.00
2022 Buildout Conditions	B	13	0.00	B	10	0.01

The capacity analysis shows that the study intersections are projected to operate acceptably through buildout of the proposed development with the updated trip generation and in-process volumes included. In general, the intersection operation is largely the same as what was reported in the original TIS.

Highway 211 at Leroy Avenue

Of particular concern in the comments received is the intersection of Highway 211 at Leroy Avenue and when a traffic signal will be warranted at the intersection. It is our understanding that the Cascade Center project will construct the south leg of the intersection, but signaling the intersection is not a requirement of Cascade Center.

As part of this addendum, the intersection was re-examined to determine if signal warrants are met upon completion of the Colima Apartments. A warrant analysis was done using the year 2020 total traffic volumes found in Figure 7 of the Cascade Center transportation impact analysis along with the project-generated trips associated with the Colima Apartments. Figure 2 in the attached technical appendix shows an updated version the site trip distribution and assignment through the intersection for the morning and evening peak hours.

The need for a traffic signal at this intersection is driven primarily by traffic volumes entering the intersection. Traffic signal warrants require minimum thresholds to be met for both the major street (Highway 211) and the minor street (Leroy Avenue). Through traffic on Highway 211 is high enough to meet the thresholds, but the northbound traffic on Leroy Avenue will not meet the thresholds. This is due primarily to ODOT requirements that dictate the northbound right-turning trips not be included in the analysis.

Table 3 below shows the northbound traffic on Leroy Avenue with all in-process trips accounted for (including Cascade Center) and the Colima Apartments.



Table 3: Leroy Avenue Traffic Volumes

	Northbound PM Peak Hour Volume
Threshold to Meet Signal Warrants	95
2022 Buildout Conditions	53
Trips Remaining	42

As shown in the table above, the volumes on Leroy Avenue will not be sufficient to meet traffic signal warrants with the Colima Apartments project in place. It is also important to note that the apartments are not expected to add additional trips to Leroy Avenue (see Figure 2 in the attached technical appendix).

Summary & Conclusions

Updated trip generation calculations show the development is projected to generate a net increase of 12 trips in the morning peak hour and 15 trips in the evening peak hour. In-process trips from surrounding developments within the City of Molalla were quantified and included in the 2022 background traffic volumes.

The original study intersections (Highway 213 at Highway 211 and Highway 213 at Crompton's Lane) were re-analyzed with the increased trip generation and in-process trips included. The operational analysis shows that both intersections are expected to operate acceptably upon completion and occupancy of the Colima Apartments.

Signal warrants were examined at the intersection of Highway 211 at Leroy Avenue. Due to insufficient traffic volumes on Leroy Avenue, signal warrants at the intersection were not met regardless of the Colima Apartments. A signal would be warranted at this intersection once 42 PM peak hour trips are added to the northbound approach of Leroy Avenue, but the trips generated by the Colima Apartments will not contribute to the northbound approach and therefore do not contribute toward the need for a traffic signal at the intersection.



Exhibit C:

Molalla Public Works Comments

August 02, 2021

TO: Mac Corthell, Planning Director
Dan Zinder, Assistant Planner
Julie Larson, Planning Specialist

FROM: Gerald Fisher, Public Works Director

RE: 501 E Main C-Store Conversion (SDR06-2020)

Based on a review of the materials submitted, Staff has prepared the following comments. These comments are applicable to the subject application; any subsequent modifications may require amendments and/or additions. These conditions do not include requirements already set forth in the municipal code.

CONDITIONS

1. Specific Requirements to This Site:

A. Street:

1. The proposed change in use will add trips and the threshold for a traffic impact analysis is met. A TIA was submitted but does not include signal warrant analysis and only accounts for approximately half of the trips through the intersection. Applicant will be required to resubmit traffic analysis accounting for all trips through the intersection in the AM and PM peak hours, provide signal warrant analysis for all warrants, and apply a population of 10,000 and over to the analysis. TIA will not be approved until the city receives concurrence with ODOT traffic that the TIA is correct. If the change in use meets all warrants at the OR 211/Leroy intersection, then the applicant will be required to design and construct the signal. If the change in use does not meet signal threshold, then no signal improvements will be required.
2. OR 211 (E Main Street): OR 211 (E Main Street) is an arterial street under Oregon Department of Transportation (ODOT) jurisdiction. Applicant will be required to meet all the requirements of the transportation system master plan and ODOT roadway and access requirements as determined by ODOT.
3. Right-of-way Dedications/Donations: If right of way dedication fronts streets under the jurisdiction of the City of Molalla, Applicant shall submit dedication on formats approved by the Public Works Department. On ODOT rights of way, applicant will be required to donate sufficient right-of-way along variable width improvements and construct sidewalk widening to ODOT standards. ODOT requires donations of right-of-way to follow the requirements of Chapter 5.322. Developer Mitigation Donation in the ODOT Right-of-Way Manual. Applicant is advised that donation must be completed and recorded prior to submission of final subdivision plat or final partition plat in order for Public Works to process plat documents.

4. Applicant will be required to dedicate a 10-foot-wide public utility easement fronting the public right of way if one does not exist. Applicant shall provide proof of existing dedication.
 5. Transportation SDC's – In accordance with MMC 13.14 this design review does increase the impacts to the public improvement facility and is therefore not exempt from transportation SDC charges. SDC's shall be calculated in accordance with the SDC methodology.
- B. Storm:
1. Addition of 5,000 square feet or more of impervious surface will require applicant to bring site up to detention and water quality standards in compliance with Molalla's public works standards and ODOT requirements for discharge into ODOT right of way.
 2. Stormwater SDC's – In accordance with MMC 13.14 this design review may increase the impacts to the public improvement facility and is therefore not exempt from stormwater SDC charges. SDC's shall be calculated in accordance with the SDC methodology.
- C. Sanitary:
1. Applicant is not proposing any changes to the sewer.
 2. Sanitary SDC's – In accordance with MMC 13.14 this design review does not increase the impacts to the public improvement facility and is therefore exempt from sanitary SDC charges. If sewer changes are needed, then applicant shall be required to pay SDC's. SDC's shall be calculated in accordance with the SDC methodology.
- D. Water:
1. Applicant is not proposing any changes to the water.
 2. Water SDC's – In accordance with MMC 13.14 this design review does not increase the impacts to the public improvement facility and is therefore exempt from water SDC charges. If water changes are needed, then applicant shall be required to pay SDC's. SDC's shall be calculated in accordance with the SDC methodology.
- E. Parks:
1. Parks SDC's – In accordance with SMC 13.70.110 this commercial design review is exempt from parks SDC charges.
- F. Franchise Utility Services:
1. All utilities to the project shall be served underground services. No overhead crossings of public right of way shall be approved by the city.

DESIGN REQUIREMENTS & POLICIES

1. General Requirements:
 - A. ~~For residential development projects, all public improvements shall be completed and accepted by the Public Works Department prior to issuance of building permits. No connections to City service shall be allowed until public improvements are completed.~~
 - B. ~~For commercial and industrial development projects, all public improvements shall be completed and accepted by the Public Works Department prior to issuance of any occupancy.~~
 - C. From the materials submitted, it appears that the storm drain, domestic water, and sanitary sewer facilities will be obtained from main line connections and/or extensions. Separate engineering drawings reflecting the installation of these public utilities will be required.

- D. No construction of, or connection to, any existing or proposed public utility/improvements will be permitted until all plans are approved by Staff, all fees have been paid, all necessary permits, bonding, right-of-way, and easements have been obtained and approved by staff, and Staff is notified a minimum of 24 hours in advance.
- E. Staff reserves the right to require revisions/modifications to the public improvement construction plans and completed street improvements if additional modifications or expansion of the sight distance onto adjacent streets is required.
- F. All public utility/improvement plans submitted for review shall be based upon a 22"x 34" format and shall be prepared in accordance with the City of Molalla Public Work's Standards.
- G. All survey monuments on the subject site or that may be subject to disturbance within the construction area, or the construction of any off-site improvements shall be adequately referenced and protected prior to commencement of any construction activity. If the survey monuments are disturbed, moved, relocated, or destroyed as a result of any construction, the project shall, at its cost, retain the services of a registered professional land surveyor in the State of Oregon to restore the monument to its original condition and file the necessary surveys as required by Oregon State law. A copy of any recorded survey shall be submitted to Staff.
- H. Plans submitted for review shall meet the requirements described in Section 1 of the Molalla Standard Specifications for Public Works Construction.
- I. The applicant shall contact the Oregon Water Resources Department and inform them of any existing wells located on the subject site. Any existing well shall be limited to irrigation purposes only. Proper separation, in conformance with applicable State standards, shall be maintained between irrigation systems, public water systems, and public sanitary systems. Should the project abandon any existing wells, they shall be properly abandoned in conformance with State standards and supply the City with a copy of the final document.
- ~~J. Sanitary sewer designs require review by Oregon Department of Environmental Quality. Applicant shall be responsible for submission of plans to state agency and all associated fees. Applicant's Engineer will be required to submit final report to DEQ and provide a copy of the report to the City.~~
- ~~K. All utilities will be stubbed out to the far end of each street for future extension. The project shall utilize existing water, sewer, and storm water 'stub-outs' wherever possible. Water for domestic and fire protection shall be looped through the proposed site. Any 'stub-outs' determined to be not needed for the proposed development or any future development of the subject property shall be abandoned in accordance with the Molalla Standard Specifications for Public Works Construction.~~
- L. All public improvement designs shall meet the requirements of the Molalla Standard Specifications for Public Works Construction as amended by the Public Works Director.
- M. General Easements – A 10-foot-wide public utility easement shall be dedicated to the City adjacent to all public right-of-way and no structures are allowed to encroach into the easement. Applicant shall be required to submit a legal description and exhibit map for review and sign City

easements. Once completed, applicant will be required to record easements with the County Recorder's Office and return the original document to the City prior to final occupancy.

~~N. General Wetland Requirements – The applicant will be required to provide Public Works with a letter of concurrence from the Department of State Lands regarding any wetlands on the subject property.~~

O. General Erosion Control – The applicant shall install, operate, and maintain adequate erosion control measures in conformance with the standards adopted by the City of Molalla and DEQ during the construction of any public/private utility and building improvements until such time as approved permanent vegetative materials have been installed. Applicant or Applicant's Contractor shall be responsible for all erosion control requirements under the 1200-C permit and shall coordinate directly with DEQ for questions related to 1200-C permit compliance.

Exhibit D:

Molalla Fire Department Comments

Molalla Fire Department provided Molalla Planning with an email dated July 19, 2021 stating that the Applicant's summary met all needed requirements.

Exhibit E:
Oregon Department of Transportation
Comments



Oregon

Kate Brown, Governor

Department of Transportation

Region 1 Headquarters
123 NW Flanders Street
Portland, Oregon 97209
(503) 731.8200
FAX (503) 731.8259

8/18/21

ODOT #11823

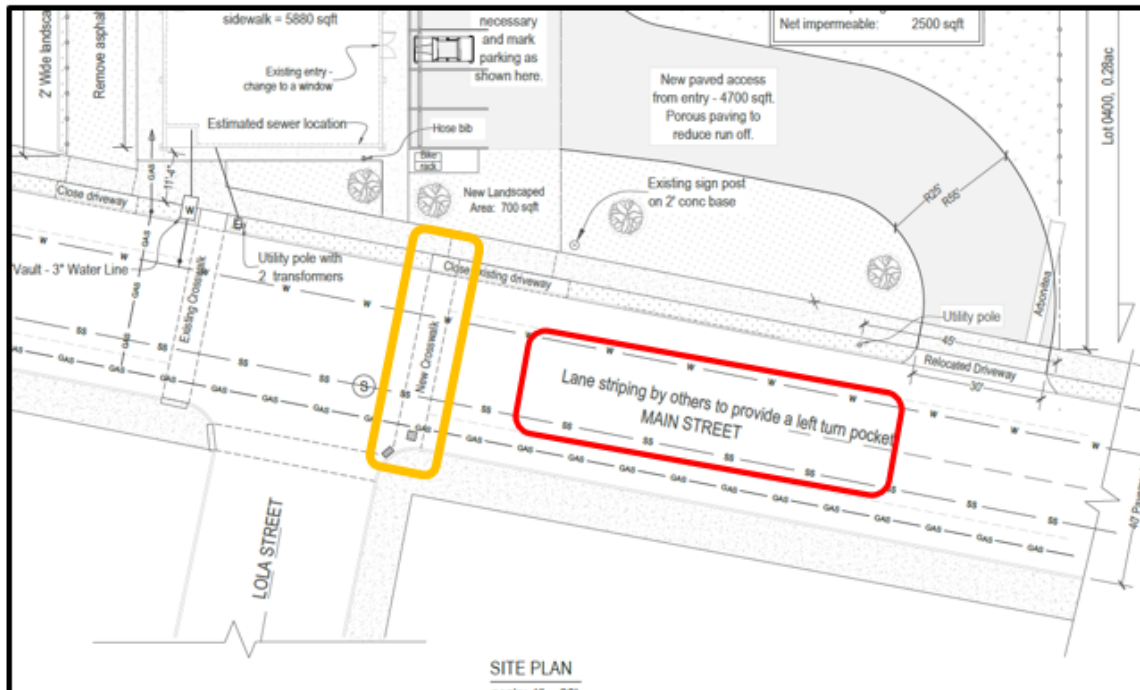
ODOT Response

Project Name: Convenience Store - 501 E Main St	Applicant: Soni Singh
Jurisdiction: City of Molalla	Jurisdiction Case #: SDR06-2020
Site Address: 501 E Main Street, Molalla, 97038	Legal Description: 05S 02E 09CA Tax Lot(s): 03800
State Highway: OR 211	Mileposts: _____

The site of this proposed land use action is adjacent to E Main St (OR 211). ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation. **Please direct the applicant to the District Contact indicated below to determine permit requirements and obtain application information.**

COMMENTS/FINDINGS

The applicant proposes to convert the existing laundromat located at 501 E Main St into a convenience store. The tax lot includes a larger piece of undeveloped property.



Access

Site access is regulated by OAR 734.51 and includes safety and operational criteria. The convenience store generates significantly more traffic than the existing use and a State Highway Approach Road Permit must be obtained from ODOT.

ODOT has identified safety and operational concerns with utilizing the existing access location. We had the opportunity to meet with the developer's team and city staff to discuss the current development as well as the possibility of future development on the remainder of the site. As discussed, the optimal location for the access would be to relocate it to the eastern property line and the access would be shared with any future development of the remainder of the property. ODOT is pleased to see that the site plan submittal includes access at this location.

Roadway Improvements

The site plan that was submitted with the land use application identifies that the lane striping for the left turn lane will be done by others as identified in red above. To ensure the safe operation of the access, ODOT will require a center left turn lane to minimize vehicular turning conflicts on the highway as part of the State Highway Approach Road Permit. This is consistent with the city's Transportation System Plan cross section for this location.

Pedestrian Crossing and ADA ramps

ODOT has a project that is in the process of installing ADA ramps and marking pedestrian crossings along OR 211 in Molalla based on existing conditions. As part of this project, ODOT will be installing ADA ramps and marking the pedestrian crossing on the west leg of the Lola St/OR 211 intersection. Due to the location of the existing access to this property conflicting with the pedestrian crossing on the eastern leg of the intersection, the project has received approval for a crosswalk closure.

With this development, the existing access will be closed which changes the conditions for which the decision to close the crosswalk was made. The crosswalk closure may need to be reevaluated based on the change in conditions. If ODOT determines that the pedestrian crossing no longer needs to be closed, the applicant may be required to install ADA ramps on both sides of the highway on the eastern leg of the Lola St/OR 211 intersection.

Traffic Analysis

ODOT has reviewed the Traffic Impact Analysis (TIA) that was submitted for the convenience store development. The TIA references the Cascade Center traffic signal warrant analysis with respect to the intersection of OR 211 and Leroy St and concluded that signal warrants aren't met. It is our understanding that the Cascade Center analysis was based on a population of under 10,000. As indicated in the city's requirement for updating the TIA for the convenience store, the population of the city now puts it in a category of 10,000 and over which necessitates revising the analysis. ODOT supports the city's requirement to update the TIA and provided signal warrant analysis for all warrants applying the new population category.

All alterations within the State highway right of way are subject to the ODOT Highway Design Manual (HDM) standards. Alterations along the State highway but outside of ODOT right-of-way may also be subject to ODOT review pending its potential impact to safe operation of the highway. If proposed alterations deviate from ODOT standards a Design Exception Request must be prepared by a licensed engineer for review by ODOT Technical Services. Preparation of a Design Exception request does not guarantee its ultimate approval. Until more detailed plans have been reviewed, ODOT cannot make a determination whether design elements will require a Design Exception.

Note: Design Exception Requests may take up to 3 months to process.

All ODOT permits and approvals must reach 100% plans prior to issuance of the Building Permit. All work in the ODOT right of way must be completed and accepted by ODOT prior to occupancy.

ODOT RECOMMENDED LOCAL CONDITIONS OF APPROVAL

Traffic Impacts

- The applicant shall update the traffic impact analysis including the signal warrant analysis based on a population of 10,000 or more and assess the impacts of the proposed use on the State highway system. The analysis must be conducted by a Professional Engineer registered in Oregon. **Contact the ODOT Traffic representative identified below and the local jurisdiction to scope the study.**

Access to the State Highway

- A State Highway Approach Road Permit from ODOT for access to the state highway for the proposed use is required. Truck turning templates shall be provided as needed to ensure vehicles can enter and exit the approach safely. Closure of the existing highway access and a left turn lane into the property are required. Site access to the state highway is regulated by OAR 734.51. For application information go to the [ODOT Access Management website](#).

Note: It may take **2 to 3 months** to process a State Highway Approach Road Permit.

Pedestrian Crossing ADA Improvements

- With the closure of the existing highway access, ODOT may reevaluate the closure of the eastern pedestrian crossing of OR 211 at Lola St. If ODOT determines that the pedestrian crossing will be opened, the applicant shall install ADA ramps at the crossing.

Permits and Agreements to Work in State Right of Way

- An ODOT Miscellaneous Permit must be obtained for all work in the highway right of way. When the total value of improvements within the ODOT right of way is estimated to be \$100,000 or more, an agreement with ODOT is required to address the transfer of ownership of the improvement to ODOT. An Intergovernmental Agreement (IGA) is required for agreements involving local governments and a Cooperative Improvement Agreement (CIA) is required for private sector agreements. The agreement shall address the work standards that must be followed, maintenance responsibilities, and compliance with ORS 276.071, which includes State of Oregon prevailing wage requirements.

Note: If a CIA is required, it may take up to **6 months** to process.

Please send a copy of the Notice of Decision including conditions of approval to:

ODOT_R1_DevRev@odot.state.or.us

Development Review Planner: Marah Danielson	503.731.8258, marah.b.danielson@odot.state.or.us
Traffic Contact: Avi Tayar, P.E.	503.731.8221 Abraham.tayar@odot.state.or.us
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