



PLANNING DEPARTMENT
 6101 SE Johnson Creek Blvd
 Milwaukie OR 97206
 503-786-7630
 planning@milwaukieoregon.gov

Application for Land Use Action

Master File #: CSU-2020-021

Review type*: I II III IV V

CHOOSE APPLICATION TYPE(S):

Community Service Use

...

...

...

...

Use separate application forms for:

- Annexation and/or Boundary Change
- Compensation for Reduction in Property Value (Measure 37)
- Daily Display Sign
- Appeal

RESPONSIBLE PARTIES:

APPLICANT (owner or other eligible applicant—see reverse): North Clackamas School District

Mailing address: 12400 SE Freeman Way Zip: 97222

Phone(s): 971-245-9485 Email: fullerr@nclack.k12.or.us

APPLICANT'S REPRESENTATIVE (if different than above): 3J Consulting, Inc.

Mailing address: 9600 SW Nimbus Ave, Suite 100 Zip: 97008

Phone(s): 503-545-1907 Email: andrew.tull@3j-consulting.com

SITE INFORMATION:

Address: 8950 SE 36th Avenue Map & Tax Lot(s): 11E25AD03700

Comprehensive Plan Designation: P Zoning: R-7 Size of property: 6.86 Acres

PROPOSAL (describe briefly):

A series of modifications to the existing north and south parking areas and the adjacent streets to better facilitate the flow of vehicle traffic and buses during pick up and drop off of students at Ardenwald Elementary School.

SIGNATURE:

ATTEST: I am the property owner or I am eligible to initiate this application per Milwaukie Municipal Code (MMC) Subsection 19.1001.6.A. If required, I have attached written authorization to submit this application. To the best of my knowledge, the information provided within this application package is complete and accurate.

Submitted by: Daniel Yoshida ASSIST SUPERINTENDENT Date: 1/9/20

IMPORTANT INFORMATION ON REVERSE SIDE

*For multiple applications, this is based on the highest required review type. See MMC Subsection 19.1001.6.B.1.

WHO IS ELIGIBLE TO SUBMIT A LAND USE APPLICATION (excerpted from MMC Subsection 19.1001.6.A):

Type I, II, III, and IV applications may be initiated by the property owner or contract purchaser of the subject property, any person authorized in writing to represent the property owner or contract purchaser, and any agency that has statutory rights of eminent domain for projects they have the authority to construct.

Type V applications may be initiated by any individual.

PREAPPLICATION CONFERENCE:

A preapplication conference may be required or desirable prior to submitting this application. Please discuss with Planning staff.

REVIEW TYPES:

This application will be processed per the assigned review type, as described in the following sections of the Milwaukie Municipal Code:

- Type I: Section 19.1004
- Type II: Section 19.1005
- Type III: Section 19.1006
- Type IV: Section 19.1007
- Type V: Section 19.1008

THIS SECTION FOR OFFICE USE ONLY:

FILE TYPE	FILE NUMBER	FEE AMOUNT*	PERCENT DISCOUNT	DISCOUNT TYPE	DEPOSIT AMOUNT	DATE STAMP
Master file	CSU-2020-001	\$ 2,000 ⁻			\$	RECEIVED JAN 31 2020 CITY OF MILWAUKIE PLANNING DEPARTMENT
Concurrent application files		\$			\$	
		\$			\$	
		\$			\$	
		\$			\$	
SUBTOTALS		\$ 2,000 ⁻			\$	
TOTAL AMOUNT RECEIVED: \$			RECEIPT #:		RCD BY:	
Associated application file #s (appeals, modifications, previous approvals, etc.):						
Neighborhood District Association(s):						
Notes:						

*After discount (if any)



MILWAUKIE PLANNING

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Submittal Requirements

**For all Land Use Applications
(except Annexations and Development Review)**

All land use applications must be accompanied by a signed copy of this form (see reverse for signature block) and the information listed below. The information submitted must be sufficiently detailed and specific to the proposal to allow for adequate review. Failure to submit this information may result in the application being deemed incomplete per the Milwaukie Municipal Code (MMC) and Oregon Revised Statutes.

Contact Milwaukie Planning staff at 503-786-7630 or planning@milwaukieoregon.gov for assistance with Milwaukie's land use application requirements.

1. **All required land use application forms and fees**, including any deposits.

Applications without the required application forms and fees will not be accepted.

2. **Proof of ownership or eligibility to initiate application** per MMC Subsection 19.1001.6.A.

Where written authorization is required, applications without written authorization will not be accepted.

3. **Detailed and comprehensive description** of all existing and proposed uses and structures, including a summary of all information contained in any site plans.

Depending upon the development being proposed, the description may need to include both a written and graphic component such as elevation drawings, 3-D models, photo simulations, etc. Where subjective aspects of the height and mass of the proposed development will be evaluated at a public hearing, temporary onsite "story pole" installations, and photographic representations thereof, may be required at the time of application submittal or prior to the public hearing.

4. **Detailed statement** that demonstrates how the proposal meets the following:

A. All applicable development standards (listed below):

1. **Base zone standards** in Chapter 19.300.
2. **Overlay zone standards** in Chapter 19.400.
3. **Supplementary development regulations** in Chapter 19.500.
4. **Off-street parking and loading standards and requirements** in Chapter 19.600.
5. **Public facility standards and requirements**, including any required street improvements, in Chapter 19.700.

B. All applicable application-specific approval criteria (check with staff).

These standards can be found in the MMC, here: www.qcode.us/codes/milwaukie/

5. **Site plan(s), preliminary plat, or final plat** as appropriate.

See Site Plan, Preliminary Plat, and Final Plat Requirements for guidance.

6. **Copy of valid preapplication conference report**, when a conference was required.

APPLICATION PREPARATION REQUIREMENTS:

- Five hard copies of all application materials are required at the time of submittal. Staff will determine how many additional hard copies are required, if any, once the application has been reviewed for completeness. Provide an electronic version, if available.
- All hard copy application materials larger than 8½ x 11 in. must be folded and be able to fit into a 10- x 13-in. or 12- x 16-in. mailing envelope.
- All hard copy application materials must be collated, including large format plans or graphics.

ADDITIONAL INFORMATION:

- Neighborhood District Associations (NDAs) and their associated Land Use Committees (LUCs) are important parts of Milwaukie's land use process. The City will provide a review copy of your application to the LUC for the subject property. They may contact you or you may wish to contact them. Applicants are strongly encouraged to present their proposal to all applicable NDAs prior to the submittal of a land use application and, where presented, to submit minutes from all such meetings. NDA information: www.milwaukieoregon.gov/citymanager/what-neighborhood-district-association.
- By submitting the application, the applicant agrees that City of Milwaukie employees, and appointed or elected City Officials, have authority to enter the project site for the purpose of inspecting project site conditions and gathering information related specifically to the project site.
- Submittal of a full or partial electronic copy of all application materials is strongly encouraged.

As the authorized applicant I, (print name) Andrew Tull, attest that all required application materials have been submitted in accordance with City of Milwaukie requirements. I understand that any omission of required items or lack of sufficient detail may constitute grounds for a determination that the application is incomplete per MMC Subsection 19.1003.3 and Oregon Revised Statutes 227.178. I understand that review of the application may be delayed if it is deemed incomplete.

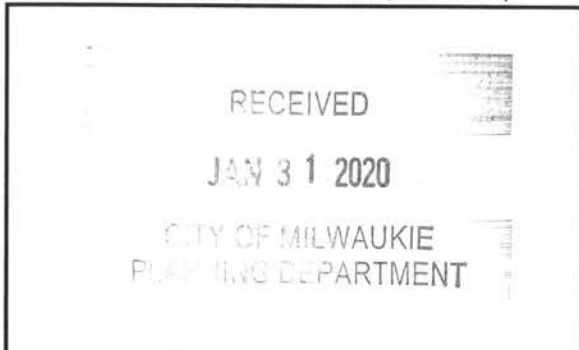
Furthermore, I understand that, if the application triggers the City's sign-posting requirements, I will be required to post signs on the site for a specified period of time. I also understand that I will be required to provide the City with an affidavit of posting prior to issuance of any decision on this application.

Applicant Signature: 

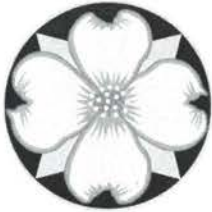
Date: 01/28/2020

Official Use Only

Date Received (date stamp below):



Received by: _____



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PREAPPLICATION CONFERENCE WAIVER

I/We, North Clackamas School District (print), as applicant(s)/property owner(s) of 8950 SE 36th Avenue (address of property), request to waive the requirement for a preapplication conference for the submission of a **Type II / III / IV / V** (circle one) land use application per MMC Subsection 19.1002.2 Applicability.

Please provide an explanation for the waiver request:

MMC Section 19.1002 Preapplication Conference is provided on the reverse

The proposed modifications to the school were deliberated through a series of discussions between the City and North Clackamas School District beginning in June 2018. Because the proposal is relatively narrow in scope in comparison to a full Community Service Use review, there are fewer applicable development criteria to address. Planning staff and the Planning Director concurred that a pre-application conference was not necessary for the proposal.

Therefore, the District requests a waiver to the requirement for a Preapplication Conference.

Signed: 
 Applicant/Property Owner

Approved: 
 Planning Director

19.1002 PREAPPLICATION CONFERENCE

19.1002.1 Purpose

The purpose of the preapplication conference is to acquaint the applicant or applicant's representative with the requirements of the municipal code in preparation for submission of a land use application, including relevant approval criteria, development standards, and procedures. The preapplication conference is not an exhaustive review of all potential issues or requirements. Furthermore, the information provided by the City is not binding, and it does not preclude the City from raising new issues or identifying additional requirements during the land use review process.

19.1002.2 Applicability

- A. For Type I applications, a preapplication conference is optional.
- B. For Type II, III, IV, and V applications, and expedited annexations per Section 19.1104, a preapplication conference is required, with the following exceptions:
 - 1. The Planning Director may waive the preapplication conference requirement for proposals that are not complex or, for some other reason, would not benefit from a formal conference.
 - 2. A preapplication conference is not required for City-initiated Type IV or V applications.

19.1002.3 Preapplication Conference Procedures

The Planning Director shall adopt administrative rules for how the City processes preapplication conferences. The rules shall ensure that preapplication conferences are held in a timely fashion and provide a thorough explanation of all required City permits, fees, and approvals for any given development proposal. They shall include standards for scheduling, conducting, and communicating the outcomes of preapplication conferences.

19.1002.4 Preapplication Conference Expiration

- A. A preapplication conference is valid for 2 years. If a land use application or development permit has not been submitted within 2 years of the conference date, the applicant is required to schedule a new preapplication conference prior to submittal. This requirement may be waived per Subsection 19.1002.2.B.1.
- B. An applicant may request additional preapplication conferences at any time. There is no limit to the number of preapplication conferences that may be requested.
- C. If a development proposal is significantly modified after a preapplication conference occurs, the Planning Director may require a new preapplication conference. The City may refuse to accept a land use application or development permit for a significantly altered development proposal until a new preapplication conference is held.

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- Attachment A – Land Use Application
- Attachment B – Pre-Application Waiver
- Attachment C – Neighborhood Meeting Materials
- Attachment D – Stormwater Management Report
- Attachment E – Preliminary Development Plan

GENERAL INFORMATION

Applicant:

North Clackamas School District

12400 SE Freeman Way

Milwaukie, OR 97222

Contact: Ron Stewart

Assistant Superintendent of Finance and Operations

Phone: 503-353-6004

Email: stewartro@nclack.k12.or.us

Planning Consultant:

3J Consulting, Inc.

9600 SW Nimbus Ave, Suite 100

Beaverton, OR 97008

Contact: Andrew Tull

Phone: 503-545-1907

Email: andrew.tull@3j-consulting.com

SITE INFORMATION

Parcel Number:

11E25AD03700

Address:

8950 SE 36TH Avenue

Size:

6.86 Acres

Zoning Designation:

R-7

Existing Use:

Ardenwald Elementary School

Street Functional Classifications:

SE Roswell Street is classified as a neighborhood route. SE Wake Street and SE 36th Avenue are classified as local roads.

Surrounding Zoning:

The properties to the south, east and west are zoned City of Milwaukie R-7. The properties to the north are zoned City of Milwaukie R-7 and City of Portland R7.

APPLICANT'S REQUEST

North Clackamas School District seeks approval of a Type III Modification to a Community Service Use in order to construct a series of modifications to the existing north and south parking areas and the adjacent streets to better facilitate the flow of vehicle traffic and buses during pick up and drop off of students. This narrative has been prepared to describe the proposed development and to document compliance with the relevant sections of Milwaukie's Development Code.

The school currently provides a bus drop off loop on the northern parking area, but due to the narrow radius of the loop and limited space for loading and unloading, the northern parking area is no longer sufficient to accommodate buses to use the area for pick up and drop off. Therefore, the District proposes utilizing the northern parking area for parent pick up and drop off and the southern parking area for bus loading and unloading. To accommodate this, the District proposes modifying the southern parking area to facilitate bus pick up and drop off by providing 20' radii driveways that can accommodate bus turning. The modification of the southern parking area will allow the school to accommodate the four full-size buses and four special-needs buses as well as an anticipated full-size additional bus necessary to serve additional students as school enrollment grows.

To accommodate student pick up and drop off and alleviate congestion issues, the District proposes modifications to SE Roswell Street including the addition of a right-only turn lane into the northern parking area and an extended cross walk to facilitate safe crossings on SE Roswell Street. The District proposes utilizing a staff person to direct cars to pull up to the specified drop-off point and prevent congestion along SE Roswell Street.

Due to the space requirements associated with this change, two sections of current on-street parking along SE Roswell Street will no longer have sufficient width to accommodate on-street parking and facilitate safe turning for vehicle ingress and egress during school pick up and drop off. Therefore, the District proposes temporal restrictions along these areas to prevent potential conflicts between 7-9AM and 2-4PM. Additionally, in order to accommodate sufficient width for safe bus turning, the northern portion of SE Wake Street adjacent to the subject site will not be able to support on-street parking. The District proposes removing on-street parking for 151 feet along this portion of SE Wake Street.

SITE DESCRIPTION/SURROUNDING LAND USE

Ardenwald Elementary School is located at 8950 SE 36th Avenue within the City of Milwaukie. The site consists of one tax lot, 11E35AD 3700. The site is approximately 6.86 acres and is zoned R-7. The original school building was demolished and replaced with the existing school building in 2007 as a Community Service Use (land use file #CSU-07-04).

APPLICABLE CRITERIA

The following sections of Milwaukie's Municipal Code have been extracted as they have been deemed to be applicable to the proposal. Following each **bold** applicable criteria or design standard, the Applicant has provided a series of draft findings. The intent of providing code and detailed responses and findings is to document, with absolute certainty, that the proposed development has satisfied the approval criteria for a Type III Modification of a Community Service Use application.

Milwaukie Municipal Code – Title 19 Zoning

Chapter 12.16 – Access Management

12.16.020 Applicability

- A. New accessways are subject to all access management requirements of Chapter 12.16.**
- B. Modification of existing conforming accessways shall conform with the access management requirements of Chapter 12.16.**
- C. Modification of existing nonconforming accessways shall be brought into conformance with the access management requirements of Chapter 12.16. Where access management requirements cannot be met due to the location or configuration of an existing building that will remain as part of the development, the existing accessways shall be brought into conformance with the requirements of Chapter 12.16 to the greatest extent feasible as determined by the Engineering Director.**

Applicant's Findings: The District proposes a modification to two existing accessways; therefore, the requirements of this section are applicable.

12.16.030 Access Permitting

A permit from the City is required for establishing or constructing a new accessway to a public street and for modifying or reconstructing an existing driveway approach. No person, firm, or corporation shall remove, alter, or construct any curb, sidewalk, driveway approach, gutter, pavement, or other improvement in any public street, alley, or other property owned by, dedicated to, or used by the public, and over which the City has jurisdiction to regulate the matters covered by this chapter, without first obtaining a permit from the City.

- A. Application for permits for access to a street, construction of a new accessway, or modification or reconstruction of an existing driveway approach shall be made to the Engineering Director on forms provided for that purpose. A permit fee, as approved by the City Council, shall accompany each application.**
- B. The access permit application shall include three (3) copies of a scaled drawing showing the location and size of all proposed improvements in the right-of-way.**
- C. The Engineering Director shall review access permits and drawings for conformance with the provisions and standards set forth in this chapter and the Milwaukie Public Works Standards.**

- D. Permits for access to State highways shall be subject to review and approval by ODOT, except where ODOT has delegated this responsibility to the City. Decisions regarding access permits to State highways shall be subject to the access standards adopted by ODOT.
- E. Permits for access to County roads shall be subject to review and approval by Clackamas County, except where the County has delegated this responsibility to the City. Where the County has delegated access review responsibility to the City, decisions regarding access permits to County roads shall be subject to the standards of Chapter 12.16 and the Milwaukie Public Works Standards.
- F. Approval of an access permit may be in the form of a drawing stamped by the City, a letter from the City, or a land use decision condition of approval.

Applicant's Findings: The District is requesting the approval of a series of proposed modifications to two existing accessways (four total driveways) that provide access to parking areas at Ardenwald Elementary School. The northern accessway (two driveways) is located on SE Roswell Street and the southern accessway (two driveways) is located on SE Wake St. The proposed improvements are intended to better facilitate student pick up and drop off and alleviate current congestion issues around the subject site.

Included in this application is a Preliminary Development Plan (Attachment E) demonstrating compliance with all applicable Milwaukie Public Works Standards and standards of this development code.

12.16.040 Access Requirements and Standards

A. Access

Private property shall be provided street access with the use of accessways. Driveway approaches shall be constructed as set forth in the Milwaukie Public Works Standards.

Applicant's Findings: The proposed modifications to the existing accessways are designed in accordance with Milwaukie Public Works Standards to enhance safe and efficient access to the subject parcel and minimize traffic conflicts on the existing streets.

B. Access Spacing

Spacing criteria are based upon several factors, including stopping sight distance, ability of turning traffic to leave a through lane with minimal disruption to operation, minimizing right turn conflict overlaps, maximizing egress capacity, and reducing compound turning conflicts where queues for turning/decelerating traffic encounter conflicting movements from entering/exiting streets and driveways.

1. Standards

Spacing between accessways is measured between the closest edges of driveway aprons where they abut the roadway. Spacing between accessways and street intersections is measured between the nearest edge of the driveway apron and the nearest face of curb of

the intersecting street. Where intersecting streets do not have curb, the spacing is measured from the nearest edge of pavement.

- a. Spacing for accessways on arterial streets, as identified in the Milwaukie Transportation System Plan, shall be a minimum of six hundred (600) feet.
- b. Spacing for accessways on collector streets, as identified in the Milwaukie Transportation System Plan, shall be a minimum of three hundred (300) feet.

2. Modification of Access Spacing

Access spacing may be modified with submission of an access study prepared and certified by a registered professional traffic engineer in the State of Oregon. The access study shall assess transportation impacts adjacent to the project frontage within a distance equal to the access spacing requirement established in Subsection 12.16.040.B.1. For example, for a site with arterial access, the access study would include evaluation of site access and capacity along the project frontage plus capacity and access issues within six hundred (600) feet of the adjacent property. The access study shall include the following:

- a. Review of site access spacing and design;
- b. Evaluation of traffic impacts adjacent to the site within a distance equal to the access spacing distance from the project site;
- c. Review of all modes of transportation to the site;
- d. Mitigation measures where access spacing standards are not met that include, but are not limited to, assessment of medians, consolidation of accessways, shared accessways, temporary access, provision of future consolidated accessways, or other measures that would be acceptable to the Engineering Director.

Applicant's Findings: The proposed modifications are to currently established accessways. The applicant does not propose the establishment or change in location/spacing of an accessway. Therefore, the requirements of this section do not apply.

C. Accessway Location

1. Double Frontage

When a lot has frontage on two (2) or more streets, access shall be provided first from the street with the lowest classification. For example, access shall be provided from a local street before a collector or arterial street.

2. Location Limitations

Individual access to single-family residential lots from arterial and collector streets is prohibited. An individual accessway may be approved by the Engineering Director only if there is no practicable alternative to access the site, shared access is provided by easement with adjacent properties, and the accessway is designed to contain all vehicle backing movements on the site and provide shared access with adjacent properties.

3. Distance from Property Line

The nearest edge of the driveway apron shall be at least seven and one-half (7½) feet from the side property line in residential districts and at least ten (10) feet from the side property

line in all other districts. This standard does not apply to accessways shared between two (2) or more properties.

4. Distance from Intersection

To protect the safety and capacity of street intersections, the following minimum distance from the nearest intersecting street face of curb to the nearest edge of driveway apron shall be maintained. Where intersecting streets do not have curbs, the distance shall be measured from the nearest intersecting street edge of pavement. Distance from intersection may be modified with a modification as described in MMC Section 12.16.040.B.2.

- a. At least forty-five (45) feet for single-family residential properties accessing local and neighborhood streets. Where the distance cannot be met on existing lots, the driveway apron shall be located as far from the nearest intersection street face of curb as practicable.
- b. At least one hundred (100) feet for multifamily residential properties and all other uses accessing local and neighborhood streets.
- c. At least three hundred (300) feet for collectors, or beyond the end of queue of traffic during peak hour conditions, whichever is greater.
- d. At least six hundred (600) feet for arterials, or beyond the end of queue of traffic during peak hour conditions, whichever is greater.

Applicant's Findings: The proposed modifications are to currently established accessways. The District does not propose the establishment or change in location/spacing of an accessway. Therefore, the requirements of this section do not apply.

D. Number of Accessway Locations

1. Safe Access

Accessway locations shall be the minimum necessary to provide access without inhibiting the safe circulation and carrying capacity of the street.

2. Shared Access

The number of accessways on collector and arterial streets shall be minimized whenever possible through the use of shared accessways and coordinated on-site circulation patterns. Within commercial, industrial, and multifamily areas, shared accessways and internal access between similar uses are required to reduce the number of access points to the higher-classified roadways, to improve internal site circulation, and to reduce local trips or movements on the street system. Shared accessways or internal access between uses shall be established by means of common access easements.

3. Single-Family Residential

One accessway per property is allowed for single-family residential uses.

- a. For lots with more than one street frontage on a local street and/or neighborhood route, one additional accessway may be granted. Under such circumstances, a street frontage shall have no more than one driveway approach.

- b. For lots with one street frontage on a local street and/or neighborhood route, one additional accessway may be granted where the driveway approaches can be spaced fifty (50) feet apart, upon review and approval by the Engineering Director. The spacing is measured between the nearest edges of the driveway aprons. Where the fifty (50) foot spacing cannot be met, an additional accessway shall not be granted.
- c. No additional accessways shall be granted on collector and arterial streets.

4. All Uses Other than Single-Family Residential

The number of accessways for uses other than single-family residential is subject to the following provisions:

- a. Access onto arterial and collector streets is subject to the access spacing requirements of Subsection 12.16.040.B;
- b. One accessway is allowed on local streets and neighborhood routes. One additional accessway is allowed per frontage where the driveway approaches, including adjacent property accessways, can be spaced one hundred fifty (150) feet apart. The spacing is measured between the nearest edges of the driveway aprons.

Applicant's Findings: The proposed modifications are to currently established accessways. The District does not propose the establishment or change in location/spacing of an accessway. Therefore, the requirements of this section do not apply.

E. Accessway Design

1. Design Guidelines

Driveway approaches shall meet all applicable standards of the Americans with Disabilities Act and Milwaukie Public Works Standards.

2. Authority to Restrict Access

The Engineering Director may restrict the location of accessways on streets and require that accessways be placed on adjacent streets upon finding that the proposed access would:

- a. Cause or increase existing hazardous traffic conditions;
- b. Provide inadequate access for emergency vehicles; or
- c. Cause hazardous conditions that would constitute a clear and present danger to the public health, safety, and general welfare.

3. Backing into the Right-of-Way Prohibited

Accessways shall be designed to contain all vehicle backing movements on the site, except for detached or attached single-family residential uses on local streets and neighborhood routes.

Applicant's Findings: The proposed modifications to the northern accessway adjacent to SE Roswell St are designed to facilitate vehicle turn in without causing congestion along the street. The

southern accessway will allow buses to maneuver into the parking area without conflicts with on-street parking along SE Wake St.

All accessways are designed to conform with the Americans with Disabilities Act and Milwaukie Public Works standards, provide adequate access for emergency vehicles, and contain sufficient maneuvering space to accommodate all vehicle backing movements on site without encroachment into the right-of-way. The requirements of this section are met.

F. Accessway Size

The following standards allow adequate site access while minimizing surface water runoff and reducing conflicts between vehicles, bicyclists, and pedestrians.

- 1. Accessways shall be the minimum width necessary to provide the required number of vehicle travel lanes. The Engineering Director may require submission of vehicle turning templates to verify that the accessway is appropriately sized for the intended use.**
- 2. Single-family attached and detached residential uses shall have a minimum driveway apron width of nine (9) feet and a maximum width of twenty (20) feet.**
- 3. Multifamily residential uses with three (3) dwellings shall have a minimum driveway apron width of sixteen (16) feet and a maximum width of twenty (20) feet.**
- 4. Multifamily residential uses with between four (4) and seven (7) dwellings shall have a minimum driveway apron width of twenty (20) feet and a maximum width of twenty-four (24) feet.**
- 5. Multifamily residential uses with more than eight (8) dwelling units, and off-street parking areas with sixteen (16) or more spaces, shall have a minimum driveway apron width of twenty-four (24) feet and a maximum width of thirty (30) feet.**
- 6. Commercial, office, and institutional uses shall have a minimum driveway apron width of twelve (12) feet and a maximum width of thirty-six (36) feet.**
- 7. Industrial uses shall have a minimum driveway apron width of fifteen (15) feet and a maximum width of forty-five (45) feet.**
- 8. Maximum driveway apron widths for commercial and industrial uses may be increased if the Engineering Director determines that more than two (2) lanes are required based on the number of trips generated or the need for on-site turning lanes.**

Applicant's Findings: To accommodate student pick up and drop off and alleviate congestion issues, the District proposes modifications to SE Roswell Street including the addition of a right-only turn lane into the northern parking area. Additionally, The District proposes utilizing a staff person to direct cars to pull up to the specified drop-off point and prevent congestion along SE Roswell Street, as necessary.

The District proposes modifying the southern parking area to facilitate bus pick up and drop off by providing 20' radii driveways that can accommodate bus turning. This radius is the minimum necessary to accommodate safe and efficient bus maneuvering into the southern parking area.

All driveways currently measure approximately twenty-five feet at their opening. The proposed modifications will increase the width of the ingress driveway of the northern parking lot from twenty-five to thirty-three feet as measured from curb to curb at the subject site parcel line. This increase in width is intended to accommodate two lanes for incoming vehicles – the right lane for student drop off and pick up and the left lane for parking lot maneuvering. The proposed modifications will not increase the overall width of other driveways and are designed to increase safe access of vehicle ingress and egress to and from the subject site. The requirements of this section are met.

Chapter 12.24 – Clear Vision at Intersections

12.24.030 Requirements

- A. No person shall maintain or allow to exist on property which they own or which is in their possession or control, trees, shrubs, hedges, or other vegetation or projecting overhanging limbs thereof, which obstruct the view necessary for safe operation of motor vehicles or otherwise cause danger to the public in the use of City streets. It shall be the duty of the person who owns, possesses, or controls the property to remove or trim and keep trimmed any obstructions to the view.**
- B. A clear vision area shall be maintained at all driveways and accessways and on the corners of all property adjacent to an intersection as provided by Section 12.24.040.**
- C. A clear vision area shall contain no planting, fence, wall, structure, or temporary or permanent obstruction, except for an occasional utility pole or tree, exceeding three (3) feet in height, measured from the top of the curb, or where no curb exists, from the street centerline grade. Trees exceeding this height may be located in this area; provided, all branches and foliage are removed to the height of eight (8) feet above the grade. Open wire fencing that does not obscure sight more than ten percent (10%) is allowed to a maximum height of six (6) feet.**

Applicant's Findings: The proposed ingress and egress points for the northern and southern parking areas are designed to maintain a clear vision area free of sight-obscuring elements to ensure safe access from the parking area to the adjacent roads. The requirements of this section are met.

12.24.040 Computation

- A. The clear vision area for all street intersections and all street and railroad intersections shall be that area described in the most recent edition of the "AASHTO Policy on Geometric Design of Highways and Streets." The clear vision area for all street and driveway or accessway intersections shall be that area within a twenty (20)-foot radius from where the lot line and the edge of a driveway intersect.**
- B. Modification of this computation may be made by the Engineering Director after considering the standards set forth in the most recent edition of the "AASHTO Policy on Geometric Design of Highways and Streets" and taking into consideration the type of**

intersection, site characteristics, types of vehicle controls, vehicle speed, and traffic volumes adjacent to the clear vision area.

Applicant's Findings: All driveway intersections are designed to maintain a clear vision area equal to a twenty-foot radius from where the lot line and the edge of the driveway intersect. The requirements of this section are met.

Chapter 19.301 – Low Density Residential Zones

19.301.2 Allowed Uses in Low Density Residential Zones

Uses allowed, either outright or conditionally, in the low density residential zones are listed in Table 19.301.2 below. Similar uses not listed in the table may be allowed through a Director's Determination pursuant to Section 19.903. Notes and/or cross references to other applicable code sections are listed in the "Standards/Additional Provisions" column.

Applicant's Findings: This site previously received approval for the establishment of a school through a Community Service Use permit (CSU-07-04). The District does not propose a new use as part of this application. Therefore, the requirements of this section do not apply.

19.301.4 Development Standards

In the low density residential zones, the development standards in Table 19.301.4 apply. Notes and/or cross references to other applicable code sections are listed in the "Standards/Additional Provisions" column. Additional standards are provided in Subsection 19.301.5.

Applicant's Findings: The proposed modifications do not include any changes to an existing or new structure, which would affect the dimensional and development standards outlined in this section. Therefore, the requirements of this section do not apply.

19.301.5 Additional Development Standards

A. Side Yards

In the R-7 Zone, one side yard shall be at least 5 ft and one side yard shall be at least 10 ft, except on a corner lot the street side yard shall be 20 ft.

Applicant's Findings: The proposal does not include any modified or new structures that would result in a change in the existing setbacks. The requirements of this section do not apply.

B. Lot Coverage

The lot coverage standards in Subsection 19.301.4.B.4 are modified for specific uses and lot sizes as described below. The reductions and increases are combined for properties that are described by more than one of the situations below.

Applicant's Findings: The proposal does not include any modified or new structures that would result in a change from the existing lot coverage pattern. The requirements of this section do not apply.

C. Front Yard Minimum Vegetation

At least 40% of the front yard shall be vegetated. The front yard vegetation area required by this subsection counts toward the minimum required vegetation for the lot. A property may provide less than the 40% of the front yard vegetation requirement if it is necessary to provide a turnaround area so that vehicles can enter a collector or arterial street in a forward motion.

Applicant's Findings: The proposed driveway modifications are located entirely within the existing right-of-way and will not affect the subject site conformance with the Front Yard Minimum Vegetation requirement of this section.

D. Residential Densities

E. Accessory Structure Standards

F. Number of Dwelling Structures

Applicant's Findings: The subject site does not contain residential or accessory use structures; therefore, the requirements of this section do not apply.

G. Off-Street Parking and Loading

Off-street parking and loading is required as specified in Chapter 19.600.

Applicant's Findings: Off-street parking and loading standards are discussed in greater detail in Chapter 19.600 of this narrative.

H. Public Facility Improvements

Transportation requirements and public facility improvements are required as specified in Chapter 19.700.

Applicant's Findings: Proposed transportation and public facility improvements are discussed in greater detail in Chapter 19.700 of this narrative.

I. Additional Standards

Depending upon the type of use and development proposed, the following sections of Chapter 19.500 Supplementary Development Regulations may apply. These sections are referenced for convenience, and do not limit or determine the applicability of other sections within the Milwaukie Municipal Code.

- 1. Subsection 19.504.4 Buildings on the Same Lot**
- 2. Subsection 19.504.8 Flag Lot Design and Development Standards**
- 3. Subsection 19.505.1 Single-Family Dwellings and Duplexes**

4. **Subsection 19.505.2 Garages and Carports**
5. **Subsection 19.506.4 Manufactured Dwelling Siting and Design Standards, Siting Standards**

Applicant's Findings: The proposal does not include any elements that would warrant review from the subsections listed above. The applicant acknowledges the applicability of other supplementary development regulations, as outlined in this narrative.

Chapter 19.600 – Off-Street Parking and Loading

19.602 Applicability

The provisions of Chapter 19.600 apply to development and changes of use as described in Subsection 19.602.3.

19.602.2 Maintenance Applicability

Property owners shall comply with the regulations of Chapter 19.600 by ensuring conformance with the standards of Chapter 19.600 related to ongoing maintenance, operations, and use of off-street parking and loading areas. Changes to existing off-street parking or loading areas that bring the area out of conformance with Chapter 19.600, or further out of conformance if already nonconforming, are prohibited.

Applicant's Findings: The applicant proposes the reconfiguration of parking and loading circulation established by a previous Community Service Use (CSU-07-04). Therefore, the requirements of this section relevant to the proposed modification are applicable.

19.602.5 Improvements to Existing Off-Street Parking and Loading Areas

A. Purpose

The purpose of Subsection 19.602.5 is to improve nonconforming off-street parking and loading areas as redevelopment occurs. These improvements should occur in conjunction with a development or change in use.

B. Limitations on Required Improvements

The cost of materials for any required improvements shall not exceed 10% of the development permit value of the associated development, redevelopment, and/or tenant improvements associated with a change in use. The cost of capital equipment such as manufacturing or operational equipment is exempt from the building permit value for purposes of this regulation. This exemption does not include building infrastructure such as electrical, plumbing, heating, venting, or air conditioning equipment.

C. Areas of Required Improvement

The Planning Director will evaluate the applicant's parking plan and use the prioritized list below when determining what improvements will be required.

1. **Paving and striping of parking areas, per Subsection 19.606.3.A.**
2. **Minimum required vehicle parking spaces, per Section 19.605.**
3. **Minimum required bicycle parking spaces, per Section 19.609.**

4. Landscaping of existing buffers, islands, and medians, per Subsection 19.606.2.D.
5. New perimeter landscape buffers, islands, and medians, as applicable, per Subsection 19.606.2.
6. Other applicable standards within Chapter 19.600, as determined by the Planning Director.

Applicant's Findings: The proposal is not associated with a new development or change in use as described in this section. The northern and southern parking areas were originally constructed in 2007 in conformance with applicable off-street parking and loading requirements, including bicycle parking. The District does not propose any changes that would bring the parking areas out of conformance with the off-street parking and loading standards of this section.

19.603 Review Process and Submittal Requirements

19.603.1 Review Process

The Planning Director shall apply the provisions of Chapter 19.600 in reviewing all land use and development permit applications, except when an application is subject to a quasi-judicial land use review or appeal, in which case the body reviewing the application or appeal has the authority to implement and interpret the provisions of Chapter 19.600.

Applicant's Findings: The applicant acknowledges the authority of the Planning Commission to apply applicable provisions of Chapter 19.600 in reviewing this land use application.

19.603.2 Submittal Requirements

Except for single-family dwellings, a development or change in use subject to Chapter 19.600 as per Section 19.602 shall submit a parking plan, drawn to scale. The parking plan shall show that all applicable standards are met, and shall include but not be limited to the items listed below, unless waived by the Planning Director.

- A. Delineation of individual spaces and wheel stops.
- B. Drive aisles necessary to serve spaces.
- C. Accessways, including driveways and driveway approaches, to streets, alleys, and properties to be served.
- D. Pedestrian pathways and circulation.
- E. Bicycle parking areas and rack specifications.
- F. Fencing.
- G. Abutting land uses.
- H. Grading, drainage, surfacing, and subgrading details.
- I. Location and design of lighting fixtures and levels of illumination.
- J. Delineation of existing and proposed structures.
- K. Parking and loading area signage.
- L. Landscaping, including the following information.

1. The location and area of existing and proposed trees, vegetation, and plant materials, including details about the number, size, and species of such items.
2. Notation of the trees, plants, and vegetation to be removed, and protection measures for existing trees and plants to be preserved.

Applicant's Findings: Included in this application is a Preliminary Development Plan (Attachment E) detailing the proposed parking and loading configuration. The plan features all of the elements listed above.

19.605 Vehicle Parking Quantity Requirements

19.605.1 Minimum and Maximum Requirements

- A. Development shall provide at least the minimum and not more than the maximum number of parking spaces as listed in Table 19.605.1. Modifications to the standards in Table 19.605.1 may be made as per Section 19.605. Where multiple ratios are listed, the Planning Director shall determine which ratio to apply to the proposed development or use.
- B. When a specific use has not been proposed or identified at the time of permit review, the Planning Director may elect to assign a use category from Table 19.605.1 to determine the minimum required and maximum allowed parking. Future tenants or property owners are responsible for compliance with Chapter 19.600 per the applicability provisions of Section 19.602.
- C. If a proposed use is not listed in Table 19.605.1, the Planning Director has the discretion to apply the quantity requirements of a similar use listed in the table upon finding that the listed use and unlisted use have similar parking demands. If a similar use is not listed, the quantity requirements will be determined per Subsection 19.605.2.
- D. Where the calculation of minimum parking spaces does not result in a whole number, the result shall be rounded down to the next whole number. Where the calculation of maximum parking spaces does not result in a whole number, the result shall be rounded to the nearest whole number.
- E. Parking spaces for disabled persons, and other improvements related to parking, loading, and maneuvering for disabled persons, shall conform to the Americans with Disabilities Act and shall be subject to review and approval by the Building Official. Spaces reserved for disabled persons are included in the minimum required and maximum allowed number of off-street parking spaces.
- F. Uses that have legally established parking areas that exceed the maximum number of spaces allowed by Section 19.605 prior to June 17, 2010, the effective date of Ordinance #2015, shall be considered nonconforming with respect to the quantity requirements. Such uses shall not be considered parking facilities as defined in Section 19.201.

Minimum to Maximum Off-Street Parking Requirements		
Use	Minimum Required	Maximum Allowed
School - elementary or junior high	1 space per classroom	2 spaces per classroom

Applicant's Findings: The current use at the subject site is as an elementary school. The school contains a total of 30 classrooms; therefore, the required minimum is 30 parking spaces and the permitted maximum is 60 spaces. The site currently contains 60 parking spaces, and the applicant does not propose the provision or removal of parking spaces. The requirements of this section are met.

19.606 Parking Area Design and Landscaping

The purpose of Section 19.606 is to ensure that off-street parking areas are safe, environmentally sound, aesthetically pleasing, and that they have efficient circulation. These standards apply to all types of development except for cottage clusters, rowhouses, duplexes, single-family detached dwellings, and residential homes.

19.606.1 Parking Space and Aisle Dimensions

- A. The dimensions for required off-street parking spaces and abutting drive aisles, where required, shall be no less than in Table 19.606.1. The minimum dimensions listed in Table 19.606.1 are illustrated in Figure 19.606.1.**
- B. The dimension of vehicle parking spaces provided for disabled persons shall be according to federal and State requirements.**
- C. Parking spaces shall be provided with adequate aisles or turnaround areas so that all vehicles may enter the street in a forward manner.**
- D. Drive aisles shall be required in parking areas greater than 5 spaces. Drive aisles shall meet the minimum width standards of Subsection 19.606.1. Where a drive aisle or portion thereof does not abut a parking space(s), the minimum allowed width for a one-way drive aisle shall be 8 ft and the minimum allowed width for a two-way drive aisle shall be 16 ft.**

Applicant's Findings: The parking area contains 90 degree parking stalls measuring 9 feet wide by twenty feet long and feature one way aisle widths of 24 feet, which exceed the standards outlined in Table 19.606.1. Additionally, the applicant proposes the provision of 20' radii driveways on the southern parking lot to better accommodate turning of school buses.

19.606.2 Landscaping

A. Purpose

The purpose of the off-street parking lot landscaping standards is to provide vertical and horizontal buffering between parking areas and adjacent properties, break up large expanses of paved area, help delineate parking spaces and drive aisles, and provide environmental benefits such as stormwater management, carbon dioxide absorption, and a reduction of the urban heat island effect.

B. General Provisions

1. Parking area landscaping shall be required for the surface parking areas of all uses, except for cottage clusters, rowhouses, duplexes, and single-family detached dwellings. Landscaping shall be based on the standards in Subsections 19.606.2.C-E.
2. Landscaped areas required by Subsection 19.606.2 shall count toward the minimum amount of landscaped area required in other portions of Title 19.
3. Parking areas with 10 or fewer spaces in the Downtown Mixed Use Zone are exempt from the requirements of Subsection 19.606.2.
4. Required trees shall be species that, within 10 years of planting, will provide a minimum of 20-ft diameter shade canopy. Compliance with this standard is based on the expected growth of the selected trees.

Applicant's Findings: The existing northern and southern parking areas feature landscaping, and no changes are proposed that would reduce conformance with the requirements of this section.

C. Perimeter Landscaping

The perimeter landscaping of parking areas shall meet the following standards which are illustrated in Figure 19.606.2.C.

1. Dimensions

The minimum width of perimeter landscape areas are shown in Table 19.606.2.C.1. Where a curb provides the border for a perimeter landscape area, the dimension shall be measured from the inside of the curb(s). The Planning Director may reduce the required minimum width of a perimeter landscaping area where existing development or site constraints make it infeasible to provide drive aisles, parking spaces, and the perimeter landscaping buffer width listed in Table 19.606.2.C.1.

2. Planting Requirements

Landscaping requirements for perimeter buffer areas shall include one tree planted per 30 lineal ft of landscaped buffer area. Where the calculation of the number of trees does not result in a whole number, the result shall be rounded up to the next whole number. Trees shall be planted at evenly spaced intervals along the perimeter buffer to the greatest extent practicable. The remainder of the buffer area shall be grass, ground cover, mulch, shrubs, trees, or other landscape treatment other than concrete and pavement.

3. Additional Planting Requirements Adjacent to Residential Uses

In addition to the planting requirements of Subsection 19.606.2.D.2, all parking areas adjacent to a residential use shall have a continuous visual screen in the landscape perimeter area that abuts the residential use. The area of required screening is illustrated in Figure 19.606.2.C.3. The screen must be opaque throughout the year from 1 to 4 ft above ground to adequately screen vehicle lights. These standards must be met at the time of planting. Examples of acceptable visual screens are a fence or wall, an earth berm with plantings, and other plantings of trees and shrubs.

Applicant's Findings: The parking area is located within the subject site and does not abut adjacent residential properties. For both the northern and southern parking lot driveways, no changes to perimeter landscaping are proposed within the subject site parcel lines. The proposed modifications will not impact the existing perimeter landscaping. Therefore, the requirements of this section do not apply.

D. Interior Landscaping

The interior landscaping of parking areas shall meet the following standards which are illustrated in Figure 19.606.2.D.

1. General Requirements

Interior landscaping of parking areas shall be provided for sites where there are more than 10 parking spaces on the entire site. Landscaping that is contiguous to a perimeter landscaping area and exceeds the minimum width required by Subsection 19.606.2.C.1 will be counted as interior landscaping if it meets all other requirements of Subsection 19.606.2.D.

2. Required Amount of Interior Landscaped Area

At least 25 sq ft of interior landscaped area must be provided for each parking space. Planting areas must be at least 120 sq ft in area and dispersed throughout the parking area.

3. Location and Dimensions of Interior Landscaped Areas

- a. Interior landscaped area shall be either a divider median between opposing rows of parking, or a landscape island in the middle or at the end of a parking row.**
- b. Interior landscaped areas must be a minimum of 6 ft in width. Where a curb provides the border for an interior landscape area, the dimension shall be measured from the inside of the curb(s).**

4. Planting Requirements for Interior Landscaped Areas

- a. For divider medians, at least 1 shade or canopy tree must be planted for every 40 linear ft. Where the calculation of the number of trees does not result in a whole number, the result shall be rounded up to the next whole number. Trees shall be planted at evenly spaced intervals to the greatest extent practicable.**
- b. For landscape islands, at least 1 tree shall be planted per island. If 2 interior islands are located contiguously, they may be combined and counted as 2 islands with 2 trees planted.**
- c. The remainder of any divider median or landscape island shall be grass, ground cover, mulch, shrubs, trees, or other landscape treatment other than concrete and pavement.**

5. Additional Landscaping for Large Parking Areas

Parking areas with more than 100 spaces on a site shall not have more than 15 spaces in a row without providing an interior landscaped island. See Figure 19.606.2.D.5.

Applicant's Findings: Interior landscaping currently exists in both the northern and southern parking lots between rows of spaces. The District does not propose any action that would reduce

the existing interior landscaping in the parking area. Additionally, the District does not propose the disturbance of any trees as part of this application.

E. Other Parking Area Landscaping Provisions

- 1. Preservation of existing trees is encouraged in the off-street parking area and may be credited toward the total number of trees required, based on staff's review.**
- 2. Installation of parking area landscaping shall be required before a certificate of occupancy is issued, unless a performance bond is posted with the City. Then landscaping shall be installed within 6 months thereafter or else the bond will be foreclosed and plant materials installed by the City.**
- 3. Parking area landscaping shall be maintained in good and healthy condition.**
- 4. Required parking landscaping areas may serve as stormwater management facilities for the site. The Engineering Director has the authority to review and approve the design of such areas for conformance with the Public Works Standards. This allowance does not exempt the off-street parking landscape area from meeting the design or planting standards of Subsection 19.606.2.**
- 5. Pedestrian walkways are allowed within perimeter and interior landscape buffers if the landscape buffer is at least 2 ft wider than required in Subsections 19.606.2.C.1 and 19.606.2.D.3.b.**

Applicant's Findings: Interior landscaping currently exists in both the northern and southern parking lots between rows of spaces. The applicant does not propose any action that would reduce the existing interior landscaping in the parking area. The requirements of this section are met.

19.606.3 Additional Design Standards

A. Paving and Striping

Paving and striping are required for all required maneuvering and standing areas. Off-street parking areas shall have a durable and dust-free hard surface, shall be maintained for all-weather use, and shall be striped to show delineation of parking spaces and directional markings for driveways and accessways. Permeable paving surfaces may be used to reduce surface water runoff and protect water quality.

Applicant's Findings: All proposed parking area modifications include the provision of paving and striping to guide vehicle circulation throughout the site and facilitate student drop off and pick up. The requirements of this section are met.

B. Wheel Stops

Parking bumpers or wheel stops, of a minimum 4-in height, shall be provided at parking spaces to prevent vehicles from encroaching on the street right-of-way, adjacent landscaped areas, or pedestrian walkways. Curbing may substitute for wheel stops if vehicles will not encroach into the minimum required width for landscape or pedestrian areas.

Applicant's Findings: The existing and proposed configuration of the parking area would not result in vehicle encroachment to street right-of-way, adjacent landscaped areas, or pedestrian walkways. Therefore, the requirements of this section do not apply.

C. Site Access and Drive Aisles

1. Accessways to parking areas shall be the minimum number necessary to provide access while not inhibiting the safe circulation and carrying capacity of the street. Driveway approaches shall comply with the access spacing standards of Chapter 12.16.
2. Drive aisles shall meet the dimensional requirements in Subsection 19.606.1.
3. Parking drive aisles shall align with the approved driveway access and shall not be wider than the approved driveway access within 10 ft of the right-of-way boundary.
4. Along collector and arterial streets, no parking space shall be located such that its maneuvering area is in an ingress or egress aisle within 20 ft of the back of the sidewalk, or from the right-of-way boundary where no sidewalk exists.
5. Driveways and on-site circulation shall be designed so that vehicles enter the right-of-way in a forward motion.

Applicant's Findings: The proposed ingress and egress of both accessways have been designed to ensure that vehicles enter the right-of-way in a forward motion. All drive aisles and maneuvering areas are designed to meet the requirements of this section, including adequate aisle width as identified in Table 19.606.1.

D. Pedestrian Access and Circulation

Subsection 19.504.9 establishes standards that are applicable to an entire property for on-site walkways and circulation. The purpose of Subsection 19.606.3.D is to provide safe and convenient pedestrian access routes specifically through off-street parking areas. Walkways required by Subsection 19.606.3.D are considered part of the on-site walkway and circulation system required by Subsection 19.504.9.

1. Pedestrian access shall be provided for off-street parking areas so that no parking space is further than 100 ft away, measured along vehicle drive aisles, from a building entrance, or a walkway that meets the standards of Subsection 19.606.3.D.2.
2. Walkways through off-street parking areas must be continuous, must lead to a building entrance, and meet the design standards of Subsection 19.504.9.E.

Applicant's Findings: Both parking areas feature adjacent pedestrian circulation networks that provide safe and convenient pedestrian access routes to the school. No changes are proposed that would inhibit safe and convenient pedestrian travel. The requirements of this section are met.

E. Internal Circulation

1. General Circulation

The Planning Director has the authority to review the pedestrian, bicycle, and vehicular circulation of the site and impose conditions to ensure safe and efficient on-site circulation. Such conditions may include, but are not limited to, on-site signage, pavement markings, addition or modification of curbs, and modifying drive aisle dimensions.

2. Connections to Adjacent Parking Areas

Where feasible, parking areas shall be designed to connect with parking areas on adjacent sites to eliminate the use of the street for cross movements.

3. Drive-Through Uses and Queuing Areas

The following standards apply to uses with drive-through services and uses such as gas stations and quick vehicle service facilities where vehicles queue rather than park on the site. The Planning Director has the authority to determine when the standards apply to a proposed use.

- a. The drive-up/drive-through facility shall be along a building face that is oriented to an alley, k driveway, or interior parking area, and shall not be on a building face oriented toward a street.
- b. None of the drive-up, drive-in, or drive-through facilities (e.g., driveway queuing areas, windows, teller machines, service windows, kiosks, drop-boxes, or similar facilities) are located within 20 ft of the right-of-way.
- c. Queuing areas shall be designed so that vehicles do not obstruct a driveway, fire access lane, walkway, or public right-of-way. Applicants may be required to submit additional information regarding the expected frequency and length of queues for a proposed use.

Applicant's Findings: The applicant acknowledges the authority of the Planning Director to review the internal circulation of the site and impose conditions as applicable and necessary. The proposed parking areas do not feature adjacent parking areas nor drive-through uses, but do feature queuing areas for student drop off and pick up, including buses in the southern parking area and parents in the northern parking area.

The northern and southern parking area are designed to accommodate all vehicle and bus queuing without obstructing a driveway, fire access lane, walkway, or public right-of-way.

F. Lighting

Lighting is required for parking areas with more than 10 spaces. The Planning Director may require lighting for parking areas of less than 10 spaces if the parking area would not be safe due to the lack of lighting. Lighting shall be designed to enhance safe access for vehicles and pedestrians on the site, and shall meet the following standards:

1. Lighting luminaires shall have a cutoff angle of 90 degrees or greater to ensure that lighting is directed toward the parking surface.
2. Parking area lighting shall not cause a light trespass of more than 0.5 footcandles measured vertically at the boundaries of the site.

3. **Pedestrian walkways and bicycle parking areas in off-street parking areas shall have a minimum illumination level of 0.5 footcandles, measured horizontally at the ground level.**
4. **Where practicable, lights shall be placed so they do not shine directly into any WQR and/or HCA location. The type, size, and intensity of lighting shall be selected so that impacts to habitat functions are minimized.**

Applicant's Findings: Lighting is currently provided in both parking areas to ensure safe access for vehicles and pedestrians on site. No changes are proposed that would bring the site out of conformance with the requirements of this section.

19.608 Loading

19.608.1 General Provisions

- A. **The purpose of off-street loading areas is to contain loading activity of goods on-site and avoid conflicts with travel in the public right-of-way; provide for safe and efficient traffic circulation on the site; and minimize the impacts of loading areas to surrounding properties.**
- B. **Off-street loading areas may be required for commercial, industrial, public, and semipublic uses for the receipt or distribution of merchandise, goods, or materials by vehicles. Off-street loading is not required in the Downtown Mixed Use Zone.**

Applicant's Findings: The proposed modifications will not affect existing loading areas required for the loading of goods on-site. When buses are not on site for loading and unloading, there will be more than sufficient space to accommodate loading activity. The requirements of this section are met.

19.608.2. Number of Loading Spaces

The Planning Director shall determine whether to require off-street loading for commercial, industrial, public, and semipublic uses. The ratios listed below should be the minimum required unless the Planning Director finds that a different number of loading spaces are needed upon reviewing the loading needs of a proposed use.

A. Residential Buildings

Buildings where all of the floor area is in residential use should meet the following standards:

1. **Fewer than 50 dwelling units on a site that abuts a local street: no loading spaces required.**
2. **All other buildings: 1 loading space.**

B. Nonresidential and Mixed-Use Buildings

Buildings where any floor area is in nonresidential uses should meet the following standards:

1. **Less than 20,000 sq ft of total floor area: no loading spaces required.**
2. **20,000 to 50,000 sq ft of total floor area: 1 loading space.**
3. **More than 50,000 sq ft of total floor area: 2 loading spaces.**

Applicant's Findings: The proposed modifications will not affect existing loading areas required for the loading of goods on-site. When buses are not on site for loading and unloading, there will be more than sufficient space to accommodate loading activity. The requirements of this section are met.

19.608.3 Loading Space Standards

- A. Loading spaces shall be at least 35 ft long and 10 ft wide, and shall have a height clearance of at least 13 ft.
- B. Loading areas shall be provided on the site and be separate from parking spaces.
- C. Off-street loading areas shall have a durable and dust-free hard surface. Permeable paving surfaces may be used to reduce surface water runoff and protect water quality.
- D. Lighting of loading areas shall conform to the standards of Subsection 19.606.3.F.
- E. Off-street loading areas for materials and merchandise shall be located outside of the minimum front and side yard requirements for structures.
- F. Off-street loading areas shall be located where not a hindrance to drive aisles, walkways, public or private streets, or adjacent properties.

Applicant's Findings: The District does not propose the provision of a new or modified loading space. Therefore, the requirements of this section do not apply.

19.608.4 Prohibitions

- A. Loading activity for a site, regardless of whether loading spaces are required, shall not obstruct travel within the right-of-way.
- B. The accumulation of goods in loading areas shall be prohibited when it renders the space useless for loading and unloading of goods and passengers.

Applicant's Findings: The District does not propose any changes that would result in obstructed travel within the right-of-way or accumulation of goods in loading areas.

19.609 Bicycle Parking

19.609.1 Applicability

Bicycle parking shall be provided for all new commercial, industrial, community service use, and multifamily residential development. Temporary and seasonal uses (e.g., fireworks and Christmas tree stands) and storage units are exempt from Section 19.609. Bicycle parking shall be provided in the Downtown Mixed Use Zone and at transit centers.

Applicant's Findings: The school currently provides bicycle parking as established in the original Community Service Use (CSU-07-04). No changes are proposed that would affect the provision of bicycle parking. Therefore, the requirements of this section do not apply.

19.610 Carpool and Vanpool Parking

19.610.1 Applicability

New industrial, institutional, and commercial development with 20 or more required parking spaces shall provide carpool/vanpool parking.

Applicant's Findings: The District does not propose any change to the provision of carpool or vanpool spaces, and the proposed work will not affect compliance with the standards of this section. Therefore, the requirements of this section do not apply.

Chapter 19.708 – Transportation Facility Requirements

19.708.1 General Street Requirements and Standards

A. Access Management

All development subject to Chapter 19.700 shall comply with access management standards contained in Chapter 12.16.

Applicant's Findings: As detailed earlier in this narrative, the proposed parking area and circulation reconfiguration complies with all applicable standards of Chapter 12.16.

B. Clear Vision

All development subject to Chapter 19.700 shall comply with clear vision standards contained in Chapter 12.24.

Applicant's Findings: As detailed earlier in this narrative, the proposed parking area and circulation reconfiguration complies with all applicable standards of Chapter 12.24.

C. Development in Downtown Zones

Street design standards and right-of-way dedication for the downtown zones are subject to the requirements of the Milwaukie Public Works Standards, which implement the streetscape design of the Milwaukie Downtown and Riverfront Plan: Public Area Requirements (PAR). Unless specifically stated otherwise, the standards in Section 19.708 do not apply to development located in the downtown zones or on street sections shown in the PAR per Subsection 19.304.6.

Applicant's Findings: The subject site is not located in a downtown zone. Therefore, the requirements of this section do not apply.

D. Development in Non-Downtown Zones

Development in a non-downtown zone that has frontage on a street section shown in the PAR is subject to the requirements of the Milwaukie Public Works Standards, which implements the street design standards and right-of-way dedication requirements contained in the PAR for that street frontage. The following general provisions apply only to street frontages that are not shown in the PAR and for development that is not in any of the downtown zones listed in Subsection 19.708.1.C above:

1. Streets shall be designed and improved in accordance with the standards of this chapter and the Public Works Standards. ODOT facilities shall be designed consistent with State and federal standards. County facilities shall be designed consistent with County standards.
2. Streets shall be designed according to their functional classification per Figure 8-3b of the TSP.
3. Street right-of-way shall be dedicated to the public for street purposes in accordance with Subsection 19.708.2. Right-of-way shall be dedicated at the corners of street intersections to accommodate the required turning radii and transportation facilities in accordance with Section 19.708 and the Public Works Standards. Additional dedication may be required at intersections for improvements identified by the TSP or a required transportation impact study.
4. The City shall not approve any development permits for a proposed development unless it has frontage or approved access to a public street.
5. Off-site street improvements shall only be required to ensure adequate access to the proposed development and to mitigate for off-site impacts of the proposed development.
6. The following provisions apply to all new public streets and extensions to existing public streets.
 - a. All new streets shall be dedicated and improved in accordance with this chapter.
 - b. Dedication and construction of a half-street is generally not acceptable. However, a half-street may be approved where it is essential to allow reasonable development of a property and when the review authority finds that it will be possible for the property adjoining the half-street to dedicate and improve the remainder of the street when it develops. The minimum paved roadway width for a half-street shall be the minimum width necessary to accommodate 2 travel lanes pursuant to Subsection 19.708.2.
7. Traffic calming may be required for existing or new streets. Traffic calming devices shall be designed in accordance with the Public Works Standards or with the approval of the Engineering Director.
8. **Railroad Crossings**
Where anticipated development impacts trigger a need to install or improve a railroad crossing, the cost for such improvements may be a condition of development approval.
9. **Street Signs**
The City shall install all street signs, relative to traffic control and street names, as specified by the Engineering Director. The applicant shall reimburse the City for the cost of all such signs installed by the City.
10. **Streetlights**
The location of streetlights shall be noted on approved development plans. Streetlights shall be installed in accordance with the Public Works Standards or with the approval of the Engineering Director.

Applicant's Findings: Streets adjacent to the subject site were provided sufficient dedications and improvements at the time of the original Community Service Use (CSU-07-04). In the original decision, the District proposed a drop off configuration in which buses loaded and unloaded from the northern parking area and parents picked up and dropped off from the southern parking area. Due to the narrow radius of the loop and limited space for loading and unloading, the northern parking area is no longer sufficient to accommodate buses to use the area for pick up and drop off.

Therefore, the District proposes utilizing the northern parking area for parent pick up and drop off and the southern parking area for bus loading and unloading. To accommodate this, the District proposes modifying the southern parking area to facilitate bus pick up and drop off by providing 20' radii driveways that can accommodate bus turning. The modification of the southern parking area will allow the school to accommodate the four full-size buses and four special-needs buses as well as an anticipated full-size additional bus necessary to serve additional students as school enrollment grows.

To accommodate parent pick up and drop off and alleviate congestion issues, the District proposes modifications to SE Roswell Street including the addition of a right-only turn lane into the northern parking area, and an extended cross walk to facilitate safe crossings on SE Roswell Street. The District proposes utilizing a staff person to direct cars to pull up to the specified drop-off point and prevent congestion along SE Roswell Street as necessary. The proposed improvements on SE Roswell Street are intended to reduce off-site impacts associated with school drop off and pick up.

All proposed improvements are designed in accordance with Milwaukie Public Works Standards and Transportation System Plan, as discussed in greater detail below. The requirements of this section are met.

E. Street Layout and Connectivity

- 1. The length, width, and shape of blocks shall take lot size standards, access and circulation needs, traffic safety, and topographic limitations into consideration.**
- 2. The street network shall be generally rectilinear but may vary due to topography or other natural conditions.**
- 3. Streets shall be extended to the boundary lines of the developing property where necessary to give access to or allow for future development of adjoining properties.**
 - a. Temporary turnarounds shall be constructed for street stubs in excess of 150 ft in length. Drainage facilities shall be constructed to properly manage stormwater runoff from temporary turnarounds.**
 - b. Street stubs to adjoining properties shall not be considered turnarounds, unless required and designed as turnarounds, since they are intended to continue as through streets when adjoining properties develop.**

- c. Reserve strips may be required in order to ensure the eventual continuation or completion of a street.
4. Permanent turnarounds shall only be provided when no opportunity exists for creating a through street connection. The lack of present ownership or control over abutting property shall not be grounds for construction of a turnaround. For proposed land division sites that are 3 acres or larger, a street ending in a turnaround shall have a maximum length of 200 ft, as measured from the cross street right-of-way to the farthest point of right-of-way containing the turnaround. For proposed land division sites that are less than 3 acres, a street ending in a turnaround shall have a maximum length of 400 ft, measured from the cross street right-of-way to the farthest point of right-of-way containing the turnaround. Turnarounds shall be designed in accordance with the requirements of the Public Works Standards. The requirements of this subsection may be adjusted by the Engineering Director to avoid alignments that encourage nonlocal through traffic.
5. A street with a permanent turnaround may serve no more than 20 lots.

Applicant's Findings: No additional streets are proposed as a part of this application. Therefore, the requirements of this section do not apply.

F. Intersection Design and Spacing

1. Connecting street intersections shall be located to provide for traffic flow, safety, and turning movements, as conditions warrant.
2. Street and intersection alignments for local streets shall facilitate local circulation but avoid alignments that encourage nonlocal through traffic.
3. Streets should generally be aligned to intersect at right angles (90 degrees). Angles of less than 75 degrees will not be permitted unless the Engineering Director has approved a special intersection design.
4. New streets shall intersect at existing street intersections so that centerlines are not offset. Where existing streets adjacent to a proposed development do not align properly, conditions shall be imposed on the development to provide for proper alignment.
5. Minimum and maximum block perimeter standards are provided in Table 19.708.1.
6. Minimum and maximum intersection spacing standards are provided in Table 19.708.1.

Applicant's Findings: No new intersections are proposed as a part of this application. Therefore, the requirements of this section do not apply.

19.708.2 Street Design Standards

Table 19.708.2 contains the street design elements and dimensional standards for street cross sections by functional classification. Dimensions are shown as ranges to allow for flexibility in developing the most appropriate cross section for a given street or portion of street based on

existing conditions and the surrounding development pattern. The additional street design standards in Subsection 19.708.2.A augment the dimensional standards contained in Table 19.708.2. The Engineering Director will rely on Table 19.708.2 and Subsection 19.708.2.A to determine the full-width cross section for a specific street segment based on functional classification. The full-width cross section is the sum total of the widest dimension of all individual street elements. If the Engineering Director determines that a full-width cross section is appropriate and feasible, a full-width cross section will be required. If the Engineering Director determines that a full-width cross section is not appropriate or feasible, the Engineering Director will modify the full-width cross section requirement using the guidelines provided in Subsection 19.708.2.B. Standards for design speed, horizontal/vertical curves, grades, and curb return radii are specified in the Public Works Standards.

Table 19.708.2 Street Design Standards

Street Classification	ROW Dimension	Travel Lane	Bike Lane	On-Street Parking	Landscape Strips	Sidewalk Curb Tight	Sidewalk Setback
Neighborhood	20'-68'	10'	5'	6'-8'	3'-5'	6'	5'
Local	20'-68'	8' / 10'				6'	5'

Applicant's Findings: The proposed right-of-way cross sections for SE Roswell Street and SE Wake Street currently provide all of the necessary elements required for Neighborhood and Local Streets identified in Figure 10-1 of the Milwaukie Transportation System Plan.

Due to the space requirements associated with this change, two sections of current on-street parking along SE Roswell Street will no longer have sufficient width to accommodate on-street parking and facilitate safe turning for vehicle ingress and egress during school pick up and drop off. Therefore, the District proposes temporal restrictions along these areas to prevent potential conflicts between 7-9AM and 2-4PM. Additionally, in order to accommodate sufficient width for safe bus turning, the northern portion of SE Wake Street adjacent to the subject site will not be able to support on-street parking.

According to the Transportation System Plan, on-street parking is considered an optional element that may not be provided when right-of-way is insufficient to accommodate it. Both streets fully conform to the required street design standards otherwise. Therefore, the proposed changes do not bring the streets out of conformance with the TSP.

A. Additional Street Design Standards

These standards augment the dimensional standards contained in Table 19.708.2 and may increase the width of an individual street element and/or the full-width right-of-way dimension.

1. Minimum 10-ft travel lane width shall be provided on local streets with no on-street parking.

2. Where travel lanes are next to a curb line, an additional 1 ft of travel lane width shall be provided. Where a travel lane is located between curbs, an additional 2 ft of travel lane width shall be provided.
3. Where shared lanes or bicycle boulevards are planned, up to an additional 6 ft of travel lane width shall be provided.
4. Bike lane widths may be reduced to a minimum of 4 ft where unusual circumstances exist, as determined by the Engineering Director, and where such a reduction would not result in a safety hazard.
5. Where a curb is required by the Engineering Director, it shall be designed in accordance with the Public Works Standards.
6. Center turn lanes are not required for truck and bus routes on street classifications other than arterial roads.
7. On-street parking in industrial zones shall have a minimum width of 8 ft.
8. On-street parking in commercial zones shall have a minimum width of 7 ft.
9. On-street parking in residential zones shall have a minimum width of 6 ft.
10. Sidewalk widths may be reduced to a minimum of 4 ft for short distances for the purpose of avoiding obstacles within the public right-of-way including, but not limited to, trees and power poles.
11. Landscape strip widths shall be measured from back of curb to front of sidewalk.
12. Where landscape strips are required, street trees shall be provided a minimum of every 40 ft in accordance with the Public Works Standards and the Milwaukie Street Tree List and Street Tree Planting Guidelines.
13. Where water quality treatment is provided within the public right-of-way, the landscape strip width may be increased to accommodate the required treatment area.
14. A minimum of 6 in shall be required between a property line and the street element that abuts it; e.g., sidewalk or landscape strip.

Applicant's Findings: As shown on the Preliminary Development Plans (Attachment E), the proposed street sections for SE Roswell and SE Wake streets contain sufficient widths for travel lanes, on-street parking, landscaping strips, and sidewalks to meet the requirements of this section.

B. Street Design Determination Guidelines

The Engineering Director shall make the final determination regarding right-of-way and street element widths using the ranges provided in Table 19.708.2 and the additional street design standards in Subsection 19.708.2.A. The Engineering Director shall also determine whether any individual street element may be eliminated on one or both sides of the street in accordance with Figure 10-1 of the TSP. When making a street design determination that varies from the full-width cross section, the Engineering Director shall consider the following:

1. Options and/or needs for environmentally beneficial and/or green street designs.
2. Multimodal street improvements identified in the TSP.

3. Street design alternative preferences identified in Chapter 10 of the TSP, specifically regarding sidewalk and landscape strip improvements.
4. Existing development pattern and proximity of existing structures to the right-of-way.
5. Existing right-of-way dimensions and topography.

Applicant's Findings: The applicant acknowledges the authority of the Engineering Director to render a final determination regarding right-of-way and street element widths.

19.708.3 Sidewalk Requirements and Standards

A. General Provisions

1. Goals, objectives, and policies relating to walking are included in Chapter 5 of the TSP and provide the context for needed pedestrian improvements. Figure 5-1 of the TSP illustrates the Pedestrian Master Plan and Table 5-3 contains the Pedestrian Action Plan.
2. Americans with Disabilities Act (ADA) requirements for public sidewalks shall apply where there is a conflict with City standards.

B. Sidewalk Requirements

1. Requirements

Sidewalks shall be provided on the public street frontage of all development per the requirements of this chapter. Sidewalks shall generally be constructed within the dedicated public right-of-way, but may be located outside of the right-of-way within a public easement with the approval of the Engineering Director.

2. Design Standards

Sidewalks shall be designed and improved in accordance with the requirements of this chapter and the Public Works Standards.

3. Maintenance

Abutting property owners shall be responsible for maintaining sidewalks and landscape strips in accordance with Chapter 12.04.

Applicant's Findings: All existing sidewalks currently conform with the design standards of the Milwaukee Transportation System Plan and Public Works Standards. No changes are proposed that would bring street sections out of conformance with the standards of this section.

19.708.4 Bicycle Facility Requirements and Standards

A. General Provisions

1. Bicycle facilities include bicycle parking and on-street and off-street bike lanes, shared lanes, bike boulevards, and bike paths.
2. Goals, objectives, and policies relating to bicycling are included in Chapter 6 of the TSP and provide the context for needed bicycle improvements. Figure 6-2 of the TSP illustrates the Bicycle Master Plan, and Table 6-3 contains the Bicycle Action Plan.

B. Bicycle Facility Requirements

1. Requirements

Bicycle facilities shall be provided in accordance with this chapter, Chapter 19.600, the TSP, and the Milwaukie Downtown and Riverfront Plan: Public Area Requirements. Requirements include, but are not limited to, parking, signage, pavement markings, intersection treatments, traffic calming, and traffic diversion.

2. Timing of Construction

To assure continuity and safety, required bicycle facilities shall generally be constructed at the time of development. If not practical to sign, stripe, or construct bicycle facilities at the time of development due to the absence of adjacent facilities, the development shall provide the paved street width necessary to accommodate the required bicycle facilities.

3. Design Standards

Bicycle facilities shall be designed and improved in accordance with the requirements of this chapter and the Public Works Standards. Bicycle parking shall be designed and improved in accordance with Chapter 19.600 and the Milwaukie Downtown and Riverfront Plan: Public Area Requirements.

Applicant's Findings: Bicycle facilities do not currently exist on SE Roswell and SE Wake streets. According to the Transportation System Plan, future bicycle facility improvements are not identified for either street; therefore, the requirements of this section do not apply.

19.708.5 Pedestrian/Bicycle Path Requirements and Standards

A. General Provisions

Pedestrian/bicycle paths are intended to provide safe and convenient connections within and from new residential subdivisions, multifamily developments, planned developments, shopping centers, and commercial districts to adjacent and nearby residential areas, transit stops, and neighborhood activity centers.

Pedestrian/bicycle paths may be in addition to, or in lieu of, a public street. Paths that are in addition to a public street shall generally run parallel to that street. These types of paths are not subject to the provisions of this subsection and shall be designed in accordance with the Public Works Standards or as specified by the Engineering Director. Paths that are in lieu of a public street shall be considered in areas only where no other public street connection options are feasible. These types of paths are subject to the provisions of this subsection.

Applicant's Findings: As part of the original Community Service Use, the school provided pedestrian pathways throughout the site to better facilitate convenient and safe pedestrian travel throughout the site in conformance with the requirements of this section. No additional pathways are proposed as part of this application.

B. Pedestrian/Bicycle Path Requirements

In addition to sidewalks on public streets, other available pedestrian routes, as used in this subsection, include walkways within shopping centers, planned developments, community

service use developments, and commercial and industrial districts. Routes may cross parking lots on adjoining properties if the route is paved, unobstructed, and open to the public for pedestrian use.

Pedestrian/bicycle paths shall be required in the following situations.

1. In residential and mixed-use districts, a pedestrian/bicycle path shall be required at least every 300 ft when a street connection is not feasible.
2. In residential and industrial districts where addition of a path would reduce walking distance, via a sidewalk or other available pedestrian route, by at least 400 ft and by at least 50% to an existing transit stop, planned transit route, school, shopping center, or park.
3. In commercial districts and community service use developments where addition of a path would reduce walking distance, via a sidewalk or other available pedestrian route, by at least 200 ft and by at least 50% to an existing transit stop, planned transit route, school, shopping center, or park.
4. In all districts where addition of a path would provide a midblock connection between blocks that exceed 800 ft or would link the end of a turnaround with a nearby street or activity center.

Applicant's Findings: As part of the original Community Service Use, the school provided pedestrian pathways throughout the site to better facilitate convenient and safe pedestrian travel throughout the site in conformance with the requirements of this section. No additional pathways are proposed as part of this application.

Chapter 19.904 – Community Service Uses

19.904.1 Purpose

This section allows development of certain uses which, because of their public convenience, necessity, and unusual character, may be appropriately located in most zoning districts, but which may be permitted only if appropriate for the specific location for which they are proposed. This section provides standards and procedures for review of applications for such community uses. Community service uses may be sited in any zone, except where expressly prohibited, if they meet the standards of this section. Approval of a CSU does not change the zoning of the property.

19.904.2 Applicability

Any community service use shall be subject to the provisions of this section. Application must be submitted to establish or modify a community service use. Community service uses include certain private and public utilities, institutions, and recreational facilities as listed below:

A. Institutions—Public/Private and Other Public Facilities

1. Schools, public or private, and their accompanying sports facilities, day-care centers, private kindergartens;

Applicant's Findings: The applicant proposes the reconfiguration of the parking and loading areas established by a previous Community Service Use (CSU-07-04). Therefore, the requirements of this section are applicable.

19.904.3 Review Process

Except as provided in Subsections 19.904.5.C for minor modifications and 19.904.11 for wireless communication facilities, community service uses shall be evaluated through a Type III review per Section 19.1006.

Applicant's Findings: The applicant acknowledges the requirement for a Type III review for the proposed modification.

19.904.4 Approval Criteria

An application for a community service use may be allowed if the following criteria are met:

A. The building setback, height limitation, and off-street parking and similar requirements governing the size and location of development in the underlying zone are met. Where a specific standard is not proposed in the CSU, the standards of the underlying zone are met;

Applicant's Findings: The District does not propose the development of any structure that would require application of setback and height requirements of the underlying zone. Additionally, the applicant does not propose the addition or removal of off-street parking. The requirements of this section do not apply.

B. Specific standards for the proposed uses as found in Subsections 19.904.7-11 are met;

Applicant's Findings: As discussed later in this narrative, the proposal complies with all applicable sections of 19.904.7. The requirements of this section are met.

C. The hours and levels of operation of the proposed use are reasonably compatible with surrounding uses;

Applicant's Findings: The District does not propose a change in the hours and levels of operation as part of this application. The requirements of this section do not apply.

D. The public benefits of the proposed use are greater than the negative impacts, if any, on the neighborhood; and

Applicant's Findings: The purpose of the proposed street and parking area improvements is to facilitate the safe and efficient flow of vehicles and buses during school pick up and drop off and reduce existing negative impacts related to traffic and congestion associated with the current configuration. Therefore, the proposed modifications will yield public benefits to the surrounding neighborhood greater than any negative impacts it may impose. The requirements of this section are met.

E. The location is appropriate for the type of use proposed.

Applicant's Findings: The District does not propose a change in location for the use. Therefore, the requirements of this section do not apply.

19.904.5 Procedures for Reviewing a Community Service Use

A. The Planning Commission will hold a public hearing on the establishment of, or major modification of, the proposed community service use. If the Commission finds that the approval criteria in Subsection 19.904.4 are met, the Commission shall approve the designation of the site for community service use. If the Commission finds otherwise, the application shall be denied. An approval allows the use on the specific property for which the application was submitted, subject to any conditions the Planning Commission may attach.

Applicant's Findings: The applicant acknowledges the authority of the Planning Commission to hold a public hearing and render a decision regarding this proposal.

B. In permitting a community service use or the modification of an existing one, the City may impose suitable conditions which assure compatibility of the use with other uses in the vicinity. These conditions may include but are not limited to:

- 1. Limiting the manner in which the use is conducted by restricting the time an activity may take place and by minimizing such environmental effects as noise and glare;**
- 2. Establishing a special yard, setback, lot area, or other lot dimension;**
- 3. Limiting the height, size, or location of a building or other structure;**
- 4. Designating the size, number, location, and design of vehicle access points;**
- 5. Increasing roadway widths, requiring street dedication, and/or requiring improvements within the street right-of-way including full street improvements;**
- 6. Designating the size, location, screening, drainage, surfacing, or other improvement of a parking area or truck loading area; and/or**
- 7. Limiting or otherwise designating the number, size, location, height, and lighting of signs.**

Applicant's Findings: The applicant acknowledges the authority of the City to impose suitable conditions as applicable and necessary.

19.904.6 Application Requirements

An application for approval of a community service use shall include the following:

- A. Name, address and telephone number of applicant and/or property owner;**
- B. Map number and/or subdivision block and lot;**
- C. Narrative concerning the proposed request;**

- D. **Copy of deed, or other document showing ownership or interest in property. If applicant is not the owner, the written authorization from the owner for the application shall be submitted;**
- E. **Vicinity map;**
- F. **Comprehensive plan and zoning designations;**
- G. **A map showing existing uses, structures, easements, and public utilities and showing proposed development, placement of lot lines, etc.;**
- H. **Detailed plans for the specific project;**
- I. **Any information required by other applicable provisions of local, state or federal law;**
- J. **Proof of payment of the applicable fees;**
- K. **Additional drawings, surveys or other material necessary to understand the proposed use may be required.**

Applicant's Findings: Included in this application are all of the necessary submittal requirements for an application for a Modification to a Community Service Use.

19.904.7 Specific Standards for Schools

Public, private or parochial, elementary, secondary, preschool, nursery schools, kindergartens, and day-care centers are included.

- A. **Public elementary or secondary schools shall provide the site area/pupil ratio required by state law. Other schools shall provide 1 acre of site area for each 75 pupils of capacity or for each 2½ classrooms, whichever is greater, except as provided in Subsection 19.904.7.B below.**

Applicant's Findings: The current Oregon Revised Statutes do not include site area-to-pupil ratios for public elementary or secondary schools. Therefore, the alternative standard applies.

MMC Subsection 19.321.10.A suggests at least one acre for every 75 students or 2.5 classrooms. The school currently accommodates 419 students but was designed to accommodate 550 student per the original proposal. To serve 550 students, 7.33 acres are recommended; for the 30 classrooms being proposed, 12 acres are recommended. The subject property is approximately 6.9 acres in size.

The proposed new building is two stories, which has a smaller footprint than a one-story building of similar capacity. The original decision considered this to adequately meet the site-area-per-pupil ratio, and the District does not propose any changes that would increase the size or capacity of the existing school. Therefore, the standards of this section are met.

- B. **Preschools, nursery schools, day-care centers, or kindergartens shall provide a fenced, outdoor play area of at least 75 sq ft for each child of total capacity, or a greater amount if so required by state law. In facilities where groups of children are scheduled at different times for outdoor play, the total play area may be reduced proportionally based on the**

number of children playing out-of-doors at one time. However, the total play area may not be reduced by more than half. These uses must comply with the State Children’s Services Division requirements as well as the City provisions.

Applicant’s Findings: The school includes a kindergarten for an estimated 60 children, requiring 4,500 square feet of fenced outdoor play area. The school site provides over 30,000 square feet of outdoor play areas, including open fields, covered play areas, swing-set facilities, and a “soft play” area of approximately 3,200 square feet.

The soft play area and area immediately surrounding it is fenced on all sides via a chain link fence. The amount of fenced play area exceeds the standard above. The requirements of this section are met.

C. Walkways, both on and off the site, shall be provided as necessary for safe pedestrian access to schools subject to the requirements and standards of Chapter 19.700.

Applicant’s Findings: The proposed parking reconfiguration will not result in the loss of any pedestrian connectivity at the subject site. The standards of this section are met.

D. Where Subsection 19.904.7.B is applicable, a sight-obscuring fence of 4 to 6 ft in height shall be provided to separate the play area from adjacent residential uses.

Applicant’s Findings: The existing play area on the eastern portion of the school features a sight obscuring fence along areas adjacent to residential uses. No other play areas adjacent to residential uses are proposed in this application.

E. Public facilities must be adequate to serve the facility.

Applicant’s Findings: Public facilities currently serve the subject site. The proposed improvements to the northern and southern parking areas will not inhibit public facilities to serve the site.

F. Safe loading and ingress and egress will be provided on and to the site.

Applicant’s Findings: The proposed modifications to SE Roswell Street are intended to accommodate student pick up and drop off, alleviate congestion issues, and avoid potential conflicts associated with vehicle ingress and egress. This includes the addition of a right-only turn lane into the northern parking area. The District proposes utilizing a staff person to direct cars to pull up to the specified drop-off point and prevent congestion along SE Roswell Street as necessary.

The proposed modifications to the southern parking area will help facilitate bus pick up and drop off by providing 20’ radii driveways that can accommodate bus turning for both ingress and egress. This radius is the minimum necessary to accommodate safe and efficient bus maneuvering into and out of the southern parking area.

G. Off-street parking (including buses) shall be provided as per Chapter 19.600.

Applicant's Findings: As discussed in Chapter 19.600, the proposed improvements will provide sufficient off-street parking and loading to accommodate the proposed use. The requirements of this section are met.

H. Minimum setback requirements:

Front yard: 20 ft

Rear yard: 20 ft

Side yard: 20 ft

Setbacks may be increased depending on the type and size of school in order to ensure adequate buffering between uses and safety for students.

Applicant's Findings: The District does not propose the development of a structure requiring the application of setback requirements outlined above. Therefore, the requirements of this section do not apply.

I. Bicycle facilities are required which adequately serve the facility.

Applicant's Findings: A total of 30 bicycle parking spaces were provided as part of the original Community Service Use application, which exceeds the minimum requirement specified in 19.609.2. The surrounding streets are neighborhood and local streets which do not contain bike lanes. These streets are not identified for future bicycle facility improvements in the Transportation System Plan; therefore, bike lanes are not proposed as part of the proposed street improvements.

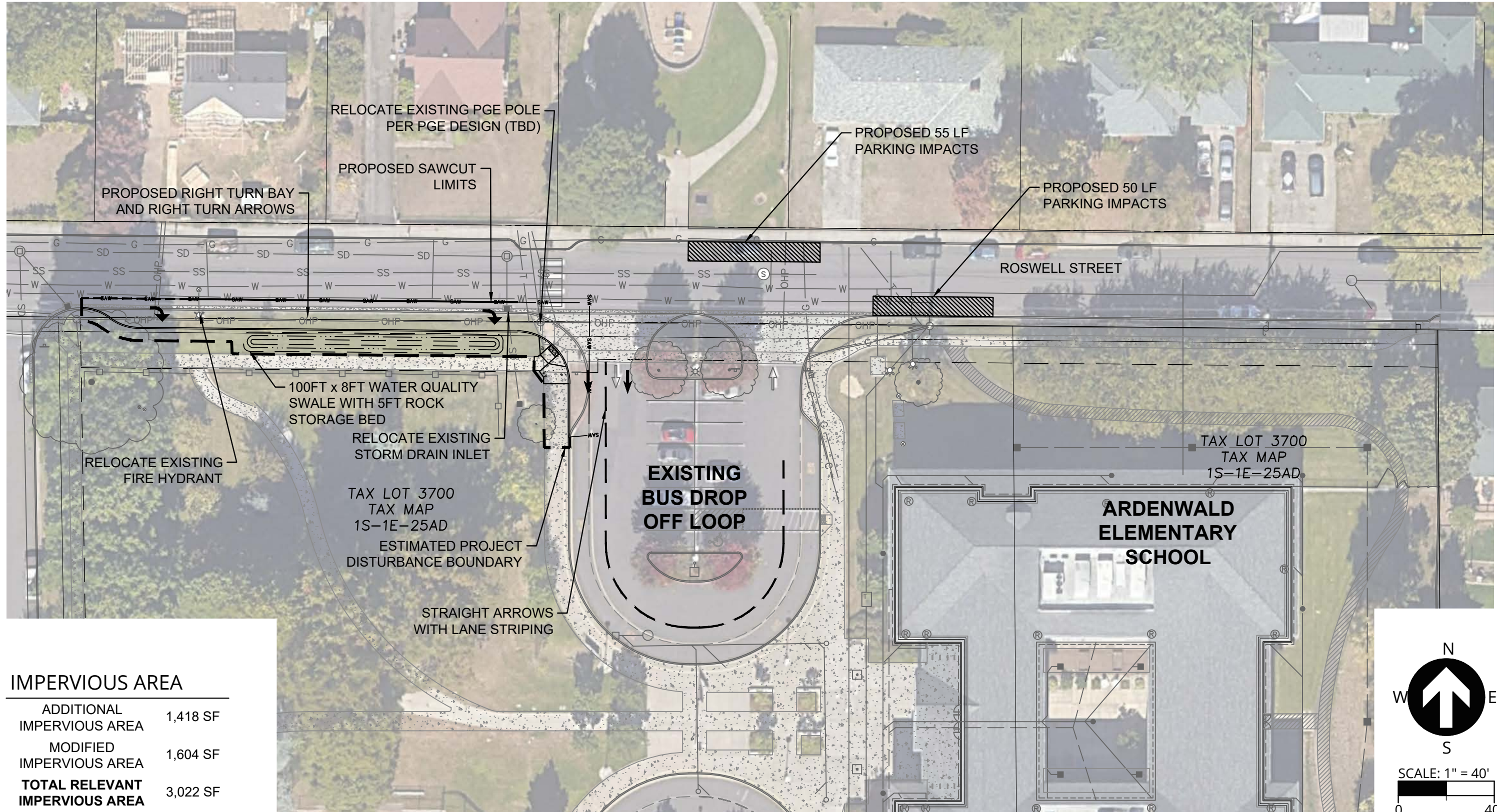
Existing bicycle facilities are sufficient to adequately serve the facility. The requirements of this section are met.

J. 15% of the total site is to be landscaped.

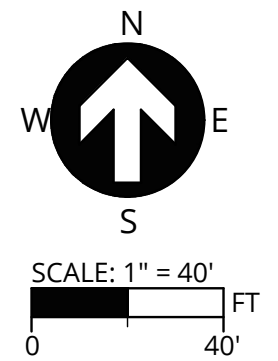
Applicant's Findings: The existing site measure approximately 299,000 square feet. Per the original decision, the school building, parking areas, paved walkways, hard-surfaced play areas, and other impervious surfaces constitute approximately 122,750 square feet, which leaves over 176,000 square feet, or 59 percent of the site, for landscaping. The proposed modifications will add a total impervious area of 1,709 SF – the majority of which will be located in the right-of-way. Therefore, the proposed improvements will not bring the subject site out of conformance with the landscaping area requirements of this section.

SUMMARY AND CONCLUSION

Based upon the materials submitted herein, the Applicant respectfully requests approval from the City's Planning Department for this Type III Modification of a Community Service Use application.



IMPERVIOUS AREA	
ADDITIONAL IMPERVIOUS AREA	1,418 SF
MODIFIED IMPERVIOUS AREA	1,604 SF
TOTAL RELEVANT IMPERVIOUS AREA	3,022 SF



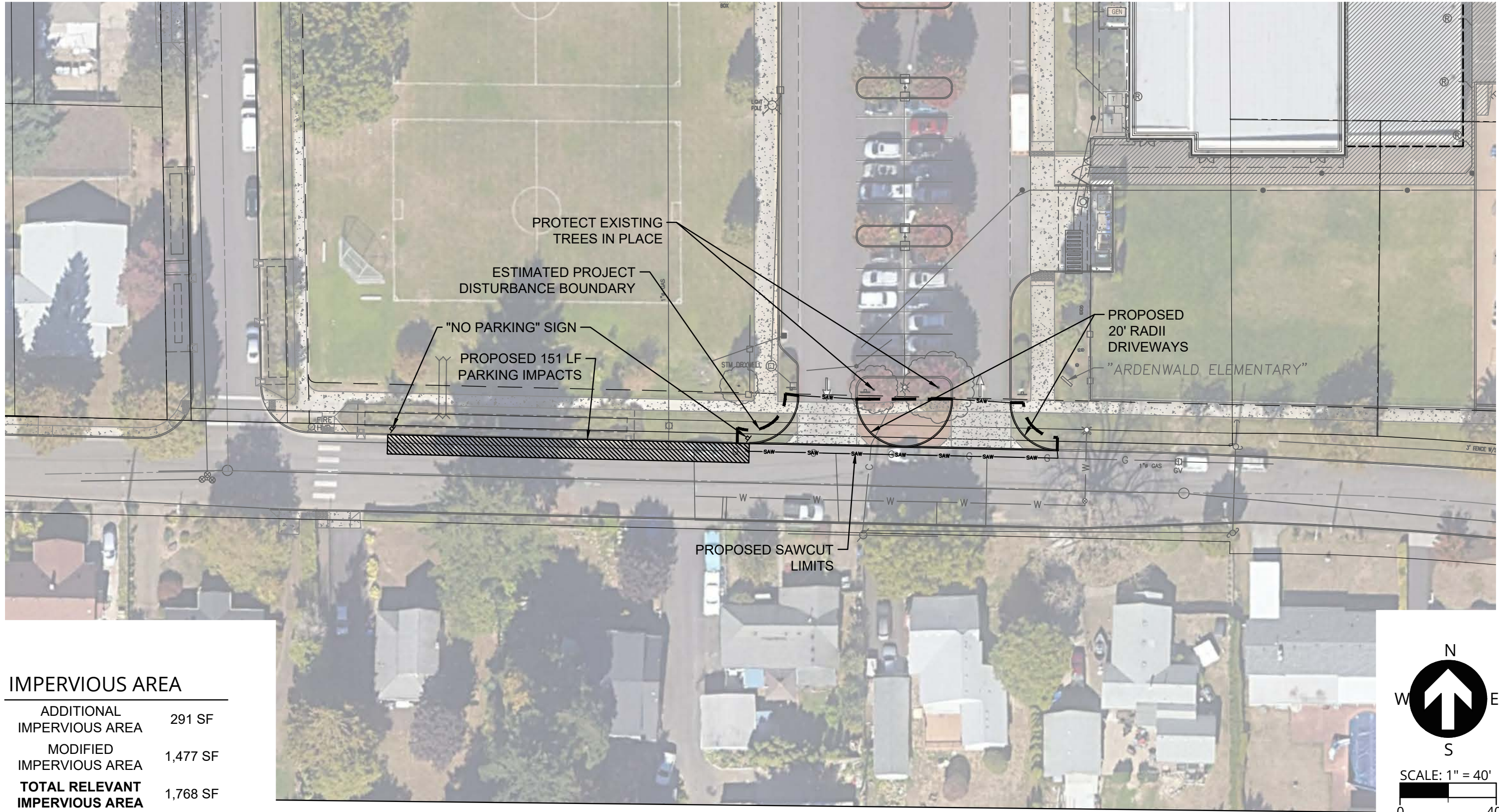
ARDENWALD ELEMENTARY TRAFFIC REVISION

01/24/2020

NORTH CLACKAMAS SCHOOL DISTRICT

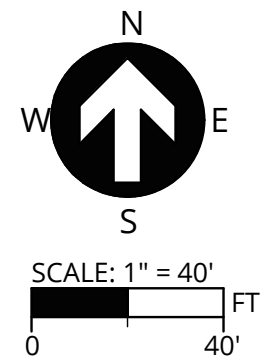
PROPOSED FRONTAGE IMPROVEMENT PLAN-NORTH

3J CONSULTING
CIVIL ENGINEERING . WATER RESOURCES . COMMUNITY PLANNING



IMPERVIOUS AREA

ADDITIONAL IMPERVIOUS AREA	291 SF
MODIFIED IMPERVIOUS AREA	1,477 SF
TOTAL RELEVANT IMPERVIOUS AREA	1,768 SF



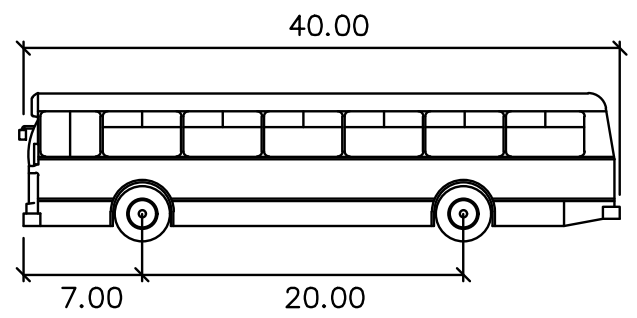
ARDENWALD ELEMENTARY TRAFFIC REVISION

NORTH CLACKAMAS SCHOOL DISTRICT

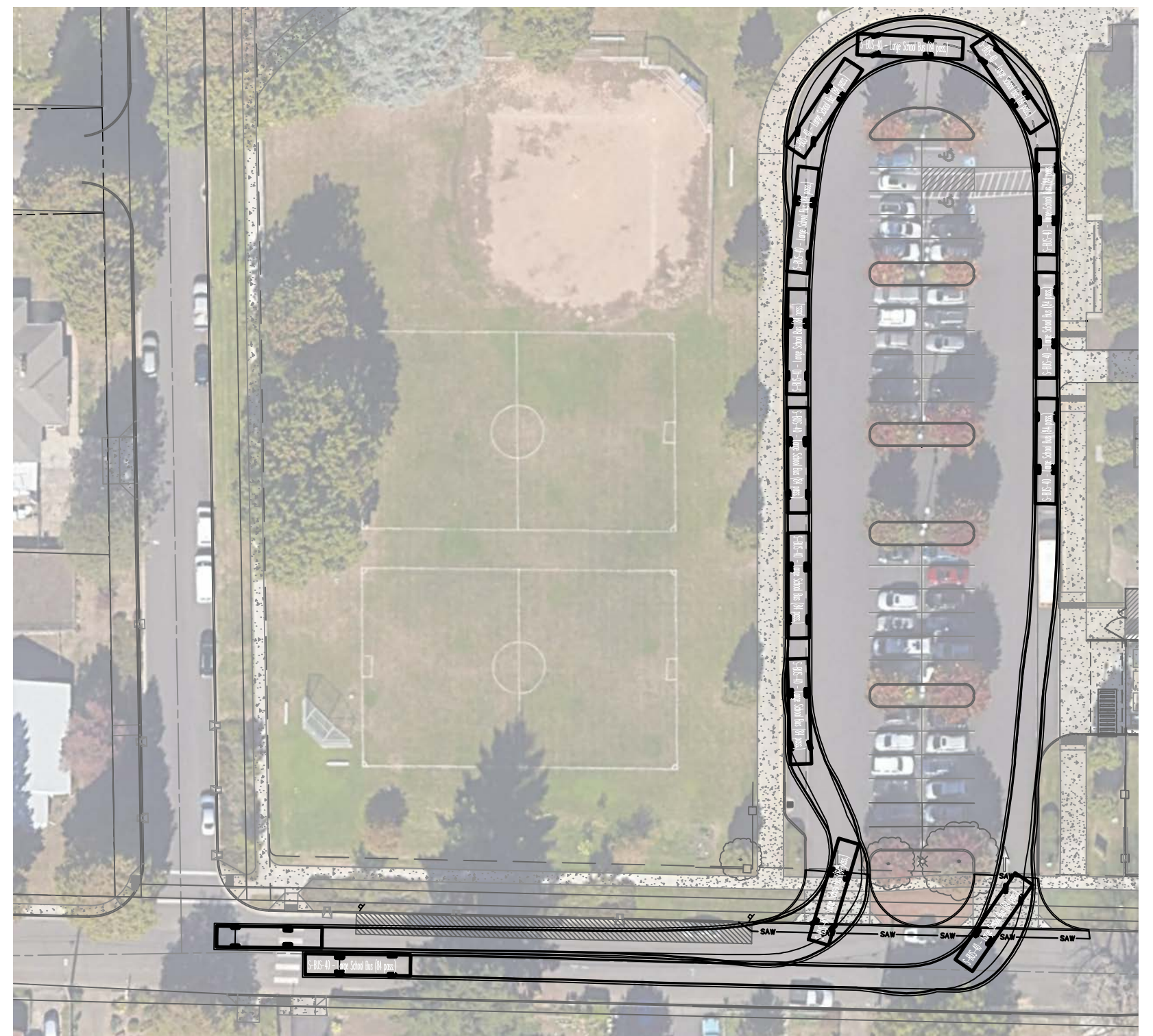
01/24/2020

PROPOSED FRONTAGE IMPROVEMENT PLAN-SOUTH

3J CONSULTING
CIVIL ENGINEERING . WATER RESOURCES . COMMUNITY PLANNING



S-BUS-40
feet
Width : 8.00
Track : 8.00
Lock to Lock Time : 6.0
Steering Angle : 34.4



BUS PICKUP LOOP
1" = 50'
N
W ↑ E
S

MEETING NOTES

Date: January 27, 2020
 Project: Ardenwald Elementary School
 3J No.: 18471

Neighborhood Meeting Summary

On Monday, January 27, 2020 Rick Fuller and Andrew Tull met with the members of the Ardenwald Johnson Creek Neighborhood Association to discuss the parent drop-off issues at Ardenwald Elementary school. The meeting was well attended by approximately 15 members of the Neighborhood Association. The discussion surrounding the improvements at Ardenwald was well received by the neighborhood. The following image is a copy of the list of attendees at the meeting:

3J CONSULTING
 9600 SW NIMBUS AVENUE, SUITE 100
 BEAVERTON, OREGON 97008
 PH: (503) 946.9365
 WWW.3JCONSULTING.COM

MEETING SIGN IN SHEET
 MEETING: Ardenwald Elementary School Neighborhood Meeting
 DATE: JANUARY 27, 2020

Ardenwald-Johnson Creek NDA Meeting sign-in

* Please go to www.ardenwald.org to subscribe to our email list * Date: Monday Jan

	Name (Please Print)	Address/City, Zip Code	Phone	Email To subscribe to email list please visit www.ardenwald.org
1	Mark Taylor	10805 NW 112th Pl 50662	503 491 9643	
2	Travis Tomlinson	8251 SE 100th Ave Milwaukie OR 97127	503 998 3720	
3	Elise Albert	3630 SE Van Hook St Milwaukie 97222	503-786-4196	
4	Holli Ballstrom	8725 SE 11th Ave Milw OR 97122	503.896168	
5	Rita Lynn	3007 S. E. Olson Milwaukie 97222		
6	Bryce Rosenbaum	3242 SE Roswell Milwaukie, OR 97222	503-367-8266	
7	Abigail Bill	3465 SE Olson St Milwaukie OR 97222	808-260-7321	
8	Elvis Clark	3536 SE Sherman Ln Milwaukie OR 97222	503 654 8875	
	Travis Tomlinson	3506 SE White St Milwaukie	503 507 0969	
	Erin Janson	3506 SE White St	503-507-0969	
	Terricoier-Brindal	Milwaukie Environmental Stewards Group Milwaukie Museum	402-617-5950	Milwaukie Museum
	Greg Hemer			
	Michelle Hemer	Milwaukie Museum		11



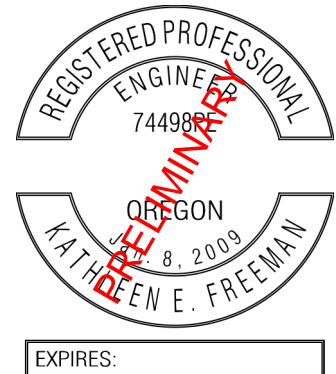
MEMORANDUM

To: Ron Stewart
Assistant Superintendent of Finance and Operations
North Clackamas School District
12400 SE Freeman Way
Milwaukie, Oregon 97222

From: Kathleen Freeman, PE
Water Resources Project Manager

Cc: John Howorth, PE
Principal Engineer

Date: January 24, 2020



Project Name: Ardenwald Elementary Traffic Revision
Project No: 18471
RE: Preliminary Stormwater Management Design

The proposed Ardenwald Elementary Traffic Revision project is located at 8950 SE 36th Avenue in Milwaukie, OR. The site consists of one tax lot, 11E35AD 3700. The site is approximately 6.86 acres and is zoned R-7. The original school building was demolished and replaced with the existing school building in 2007 as a Community Service Use (land use file #CSU-07-04).

North Clackamas School District seeks approval of a Type III Modification to a Community Service Use in order to construct a series of modifications to the existing north and south parking areas and the adjacent streets to better facilitate the flow of vehicle traffic and buses during pick up and drop off of students.

The purpose of this memorandum is to discuss the existing stormwater management systems, proposed new impervious areas, and the proposed stormwater facility.

Existing Stormwater Management System

The existing Ardenwald Elementary School contains the following stormwater management systems to treat and infiltrate the impervious area runoff (See Attached: Ardenwald Site Layout):

- North Swale System: Stormwater runoff from the northern most parking lot south of SE Roswell Street is treated in an existing 130' long vegetated infiltration swale with an overflow to the existing public storm system in SE Roswell Street.
- Underground StormTech Infiltration System: The existing roof runoff is conveyed directly into the StormTech system for infiltration.
- South Swale System: All remaining impervious area drains to the existing 110' long vegetated infiltration swale.
- Wake Street Roadside Swale: Runoff from SE Wake Street sheet flows to the existing roadside



swale for treatment and infiltration. Overflow from the swale is conveyed to the existing South Swale.

Proposed Conditions

The proposed traffic revisions will take place in the north on SE Roswell Street and in the south at the driveway into the school on SE Wake Street. The basins within the revision areas are hydraulically separated and are therefore discussed separately below.

Revisions on SE Roswell Street

To accommodate student pick up and drop off and alleviate congestion issues, the District proposes modifications to SE Roswell Street including the addition of a right-only turn lane into the northern parking area and an extended cross walk facilitating safe crossings on SE Roswell Street. The proposed improvements will create 1,418 sf of new impervious area.

Runoff from the new impervious area and the contributing impervious area from SE Roswell Street (3,164 sf) will be treated in a new roadside swale. The design of the facility will utilize the City of Portland's Presumptive Approach Calculator as well as the City's Green Street Standards. The swale will be designed as a surface infiltration facility following the City's Hierarchy Category 1. The final design will be discussed in the final storm design memorandum. Additionally, the Operations and Maintenance plan will be provided at final design.

Revisions to Driveway from SE Wake Street

The District proposes modifying the southern parking area to facilitate bus pick up and drop off by providing 20' radii driveways that can accommodate bus turning. The proposed improvements will create 291 sf of new impervious area.

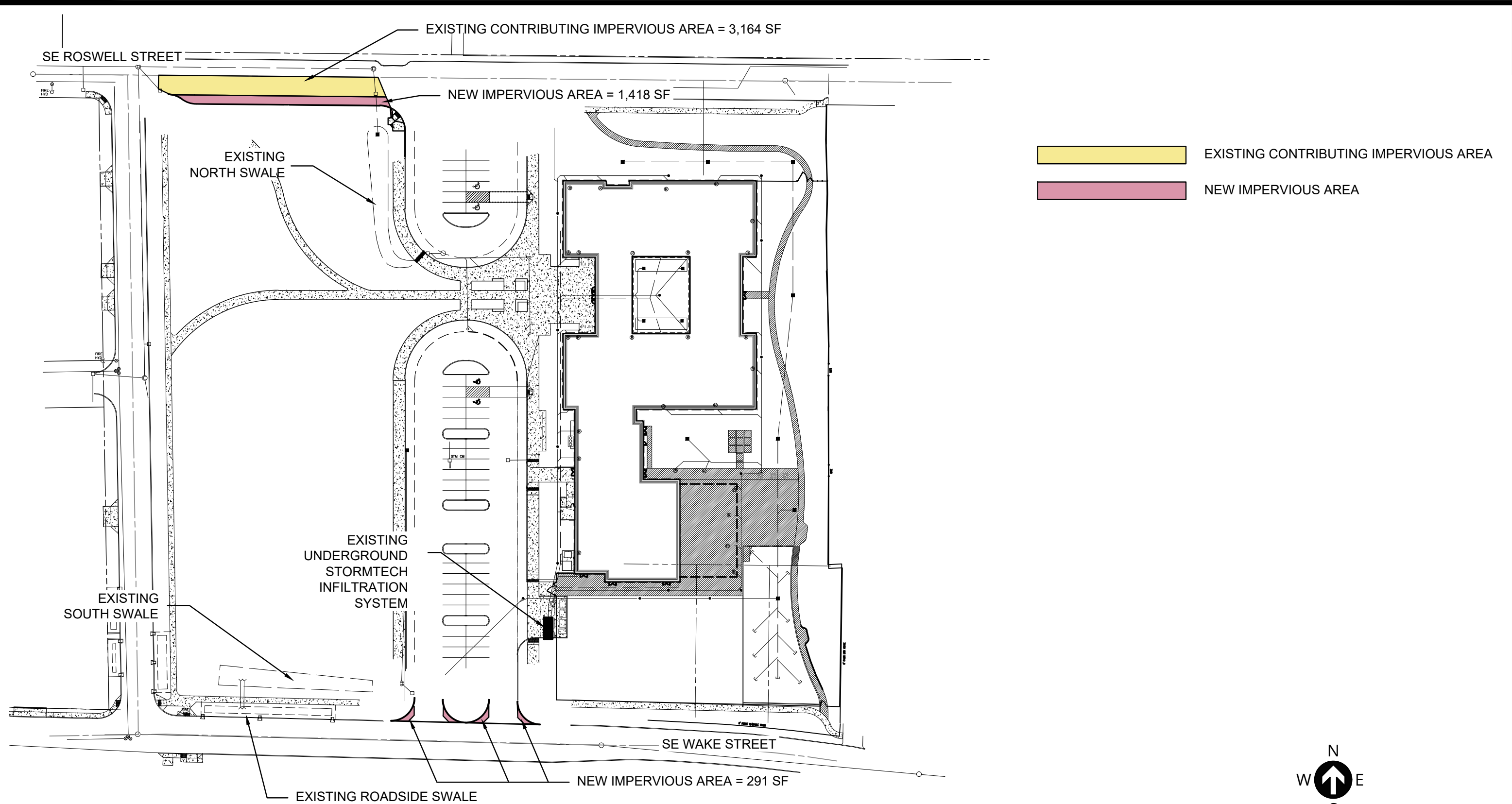
Runoff from the new impervious area will sheet flow to the existing roadside swale on SE Wake Street. Due to the small increase in impervious area, there are no changes proposed to the existing swale.

Attached:

- Ardenwald Site Layout
- Proposed Frontage Improvement Plan-North
- Proposed Frontage Improvement Plan-South
- Green Streets Stormwater Management Manual Typical Details: Sheets SW-300 & SW-301

- - - END OF DOCUMENT - - -





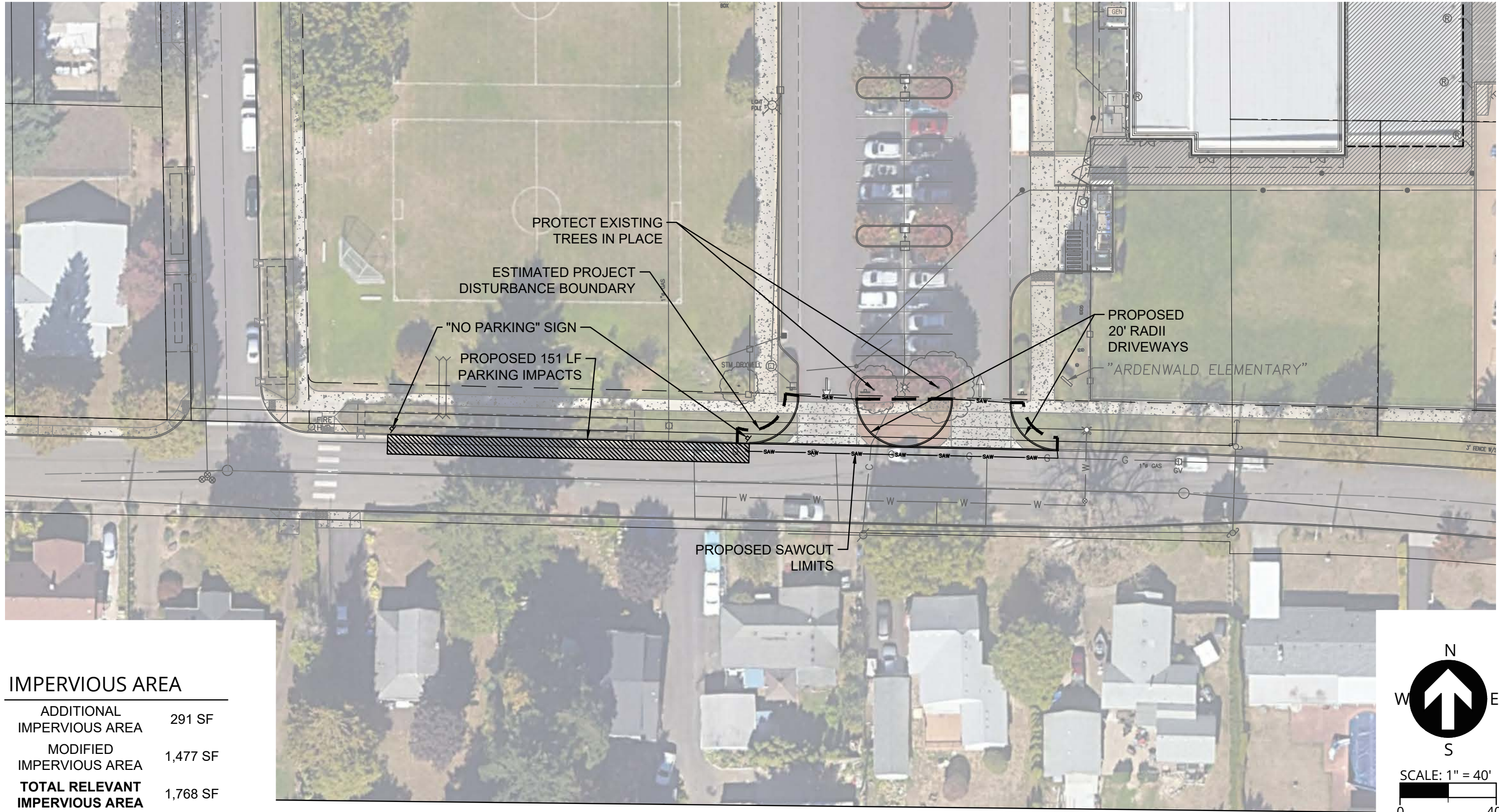
ARDENWALD ELEMENTARY TRAFFIC REVISION

NORTH CLACKAMAS SCHOOL DISTRICT

ARDENWALD SITE LAYOUT

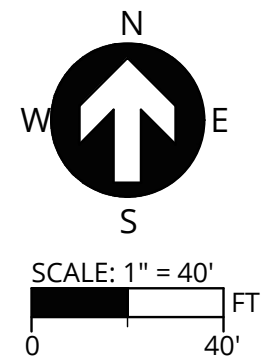
01/24/2020

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IMPERVIOUS AREA

ADDITIONAL IMPERVIOUS AREA	291 SF
MODIFIED IMPERVIOUS AREA	1,477 SF
TOTAL RELEVANT IMPERVIOUS AREA	1,768 SF



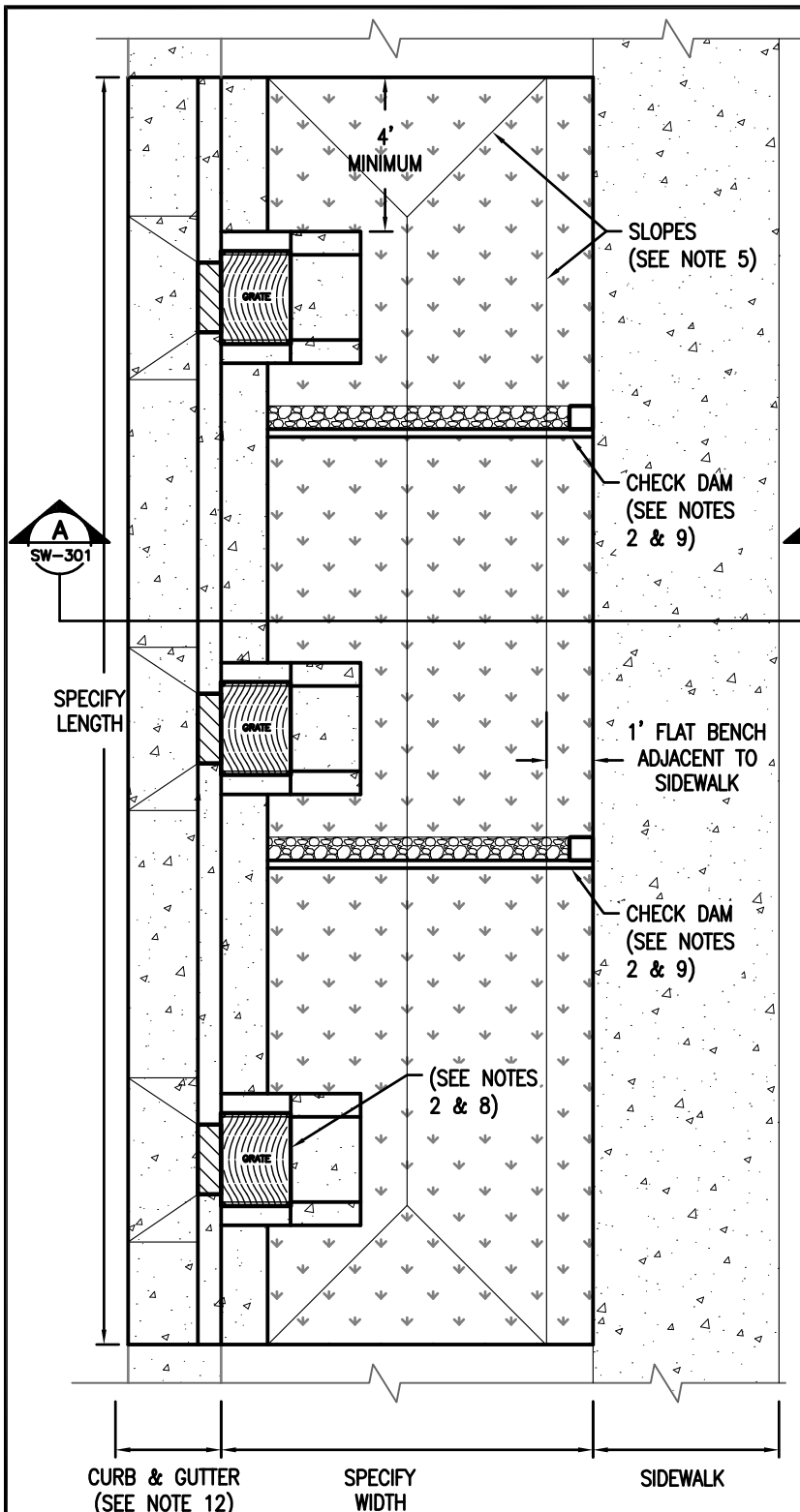
ARDENWALD ELEMENTARY TRAFFIC REVISION

NORTH CLACKAMAS SCHOOL DISTRICT

01/24/2020

PROPOSED FRONTAGE IMPROVEMENT PLAN-SOUTH

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PLAN VIEW

(Swale with Parking shown here)

- DRAWING NOT TO SCALE -

DESIGNER INFORMATION:

1. Adapt this plan view example to your engineered design. Maximize surface storage.
2. Provide beginning and ending stations for each facility. Provide stationing and/or dimensions and elevations at each inlet, outlet and check dam.
3. Sidewalk elevation must be set above check dam and inlet elevations to allow overflow to drain to street before sidewalk.
4. Proposed utility lines to be located out of facility.
5. Slopes 3:1. See swale sections on SW-301, unless otherwise specified.
6. Longitudinal slope of swale matches the road.
7. Area and Depth of facility are based upon engineering calculations and right-of-way constraints. See chapter 2 of the City of Portland Stormwater Management Manual (SWMM).

RELATED DETAILS AND RESOURCES:

8. Inlet and Grate details SW-332, SW-335B and SW-336.
9. Check Dam details SW-341 and SW-342.
10. Special requirements for water lines, meters, and fire hydrants. (see SW-304)
11. Swale Planting Template. (see SW-303)
12. Curb and Gutter per PBOT standard drawing P-540.
13. Stormwater facility construction and blended soil requirements see City of Portland Standard Construction Specifications, sections 00415 and 01040.14(d).

IMPORTANT: Utility conflicts and existing conditions can create major design variables. Locate utilities and survey existing conditions prior to beginning design work and include information on design drawings.

The Portland Bureau of Transportation (PBOT), Portland Water Bureau (PWB), and Bureau of Environmental Services (BES) are responsible for the review and approval of Stormwater Swales in the public right of way. Stormwater facilities in Wellhead Protection Areas may require special containment measures as required by City Code 21.35.

For more information contact:

PBOT (503) 823-7884 BES (503) 823-7761
 PWB (503) 823-7368 Urban Forestry (503) 823-4489

STORMWATER MANAGEMENT MANUAL TYPICAL DETAILS

- Green Streets -
 Plan View
 Swale



Bureau of Environmental Services

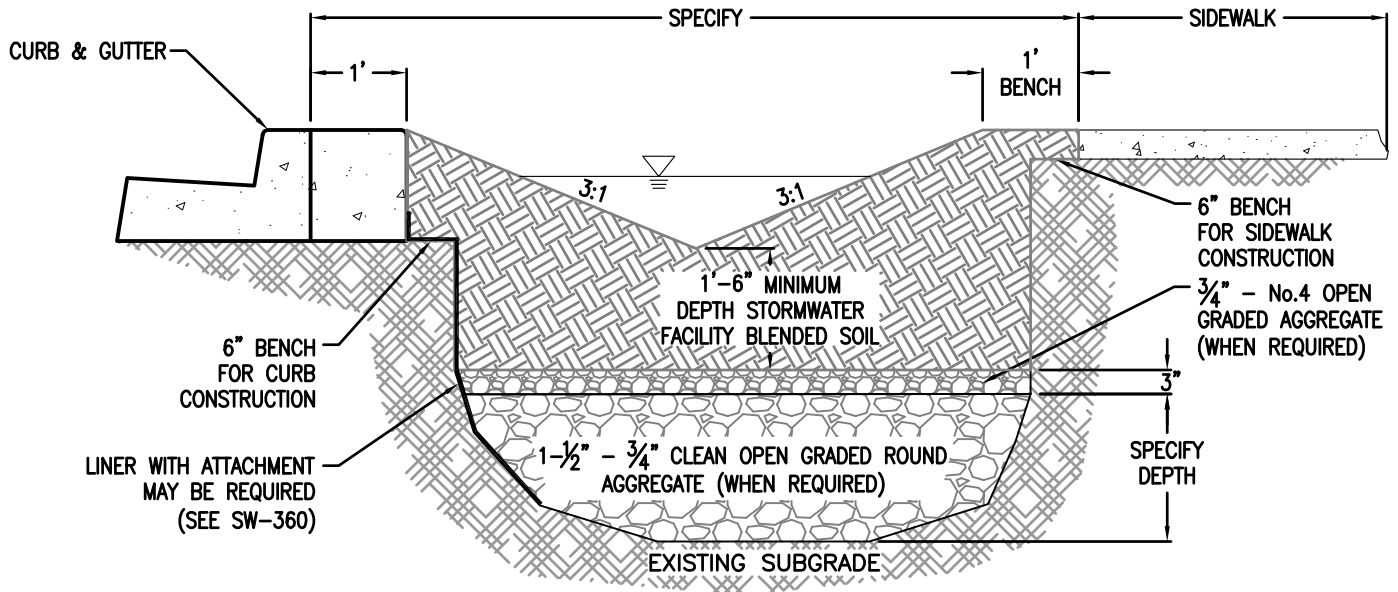


NUMBER

SW-300

7-1-2016

- PARKING -



SECTION A-A
SWALE

DESIGNER INFORMATION:

1. Show liner and perf-pipe in the Section view if they are required
2. Typical facility width is 8' from back of curb to sidewalk

CONSTRUCTION NOTE:

In facilities that are unlined, fracture and loosen soil to a depth of 12" below grade before installing blended soil or aggregate. Do not till.

- DRAWING NOT TO SCALE -

FOR PLAN VIEW
SEE SW-300

STORMWATER MANAGEMENT MANUAL TYPICAL DETAILS



Bureau of Environmental Services

- Green Streets -
Section View
Swale



NUMBER

SW-301

7-1-2016