



### LAND USE APPLICATION FORM

**Type I (OCMC 17.50.030.A)**

- Compatibility Review
- Lot Line Adjustment
- Non-Conforming Use Review
- Natural Resource (NROD) Verification
- Site Plan and Design Review
- Extension of Approval

**Type II (OCMC 17.50.030.B)**

- Detailed Development Review
- Geotechnical Hazards
- Minor Partition (<4 lots)
- Minor Site Plan & Design Review
- Non-Conforming Use Review
- Site Plan and Design Review
- Subdivision (4+ lots)
- Minor Variance
- Natural Resource (NROD) Review

**Type III / IV (OCMC 17.50.030.C)**

- Annexation
- Code Interpretation / Similar Use
- Concept Development Plan
- Conditional Use
- Comprehensive Plan Amendment (Text/Map)
- Detailed Development Plan
- Historic Review
- Municipal Code Amendment
- Variance
- Zone Change

File Number(s): SP 19-00111

Proposed Land Use or Activity: Grading to contour the site to improve drainage and reduce variations in site elevations

Project Name: NONE Number of Lots Proposed (If Applicable): N/A

Physical Address of Site: N/A

Clackamas County Map and Tax Lot Number(s): T 3S, R 2E, Sec. 9 T1200

**Applicant(s):**

Applicant(s) Signature: Ronald R. Saunders x Glenda Saunders

Applicant(s) Name Printed: Ronald R. Saunders/Glenda K. Saunders Date: 10/12/19

Mailing Address: 15211 TIOGA ROAD OREGON CITY, OR 97045

Phone: (503) 680-5321 Fax: N/A Email: saundersronald38@yahoo.com

**Property Owner(s):**

Property Owner(s) Signature: Ronald R. Saunders & Glenda Saunders

Property Owner(s) Name Printed: Ronald R. Saunders Date: 10/12/19

Mailing Address: same as above

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Representative(s):**

Representative(s) Signature: Ronald R. Saunders

Representative (s) Name Printed: Ronald R. Saunders Date: 10/12/19

Mailing Address: same as above

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

All signatures represented must have the full legal capacity and hereby authorize the filing of this application and certify that the information and exhibits herewith are correct and indicate the parties willingness to comply with all code requirements.

# Untitled Map

Write a description for your map.

Oregon City GIS Map

### Legend

- Annotation
- Benchmark 2
- Design Lines

Street Names

Straights

Above Ground

Below Ground

Contours (2ft) - 1, 3, 500 and 4000

2-foot

10-foot

Taxlots

Edge of BPA Easement

Proposed Driveway

Trees not disturbed.

Silt Fence & Construction Fence

Proposed Culvert in Meyers Rd. Contract.

Proposed Driveway

Distance: 244.87 ft

Proposed Fill Site

Proposed Fill Site

Distance: 463.85 ft

Mapped NROD determined to be absent per AKS study conducted 8-22-2019.

Due to the determination that there are no wetlands or waters present within the proposed fill site, grading operations are planned to ignore the current NROD boundary within AKS study area. The study area is 250' south and 550' north of the proposed Meyers Rd. ROW.

100' Buffer Zone around Mapped Creek

Proposed Staging Yard.

Benchmark 2

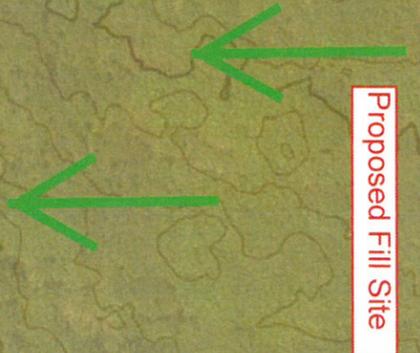
Proposed Driveway

DSL Wetland

Proposed Culvert in Meyers Rd. Contract.

Due to the determination that there are no wetlands or waters present within the proposed fill site, grading operations are planned to ignore the current NROD boundary within AKS study area. The study area is 250' south and 550' north of the proposed Meyers Rd. ROW.

Direction of Surface Drainage



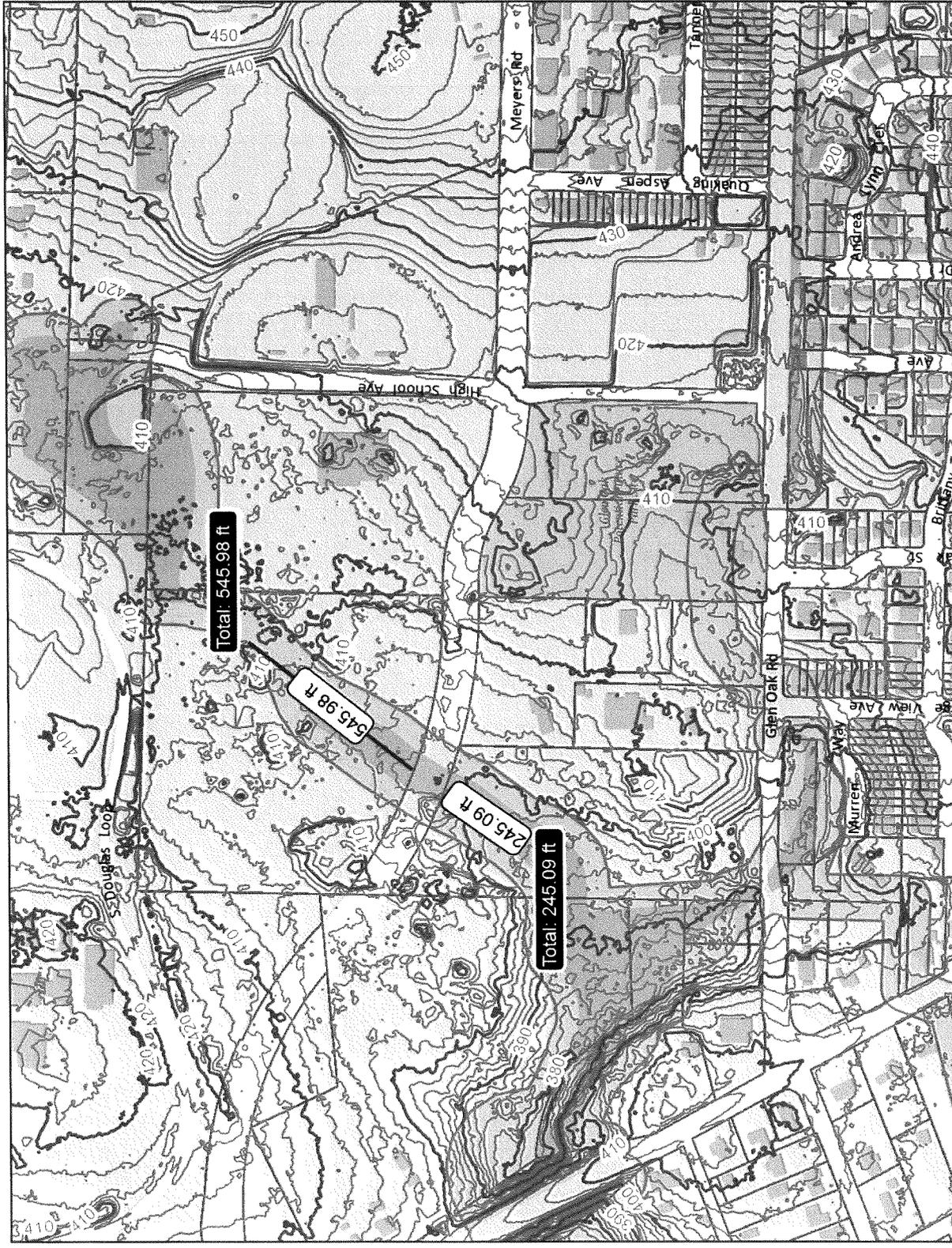
Silt Fence & Construction Fence

**Project Owner:**  
Ronald Saunders,  
503-632-3269  
503-680-5321

**Emergency Contact/Site Inspector:**  
Paul Schmidt,  
503-266-2792  
503-989-5556  
pauls@canbyex.com



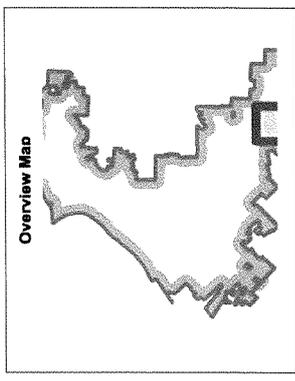
# Oregon City GIS Map



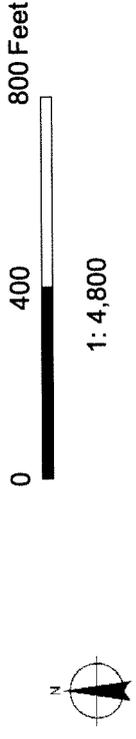
**Legend**

- Street Names
- Contours (2ft) - 1:3,600 to 1:12,000
  - 10 foot
  - 2 foot
- Taxlots
- Taxlots Outside UGB
- Unimproved ROW
- NROD - Natural Resource Overlay Dist
- Title 3 - Wetlands
- City Limits
- UGB
- Basemap

**Notes**



City of Oregon City  
 PO Box 3040  
 625 Center St  
 Oregon City  
 OR 97045  
 (503) 657-0891  
 www.orcity.org



The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, surveying or navigation purposes. Notification of any errors is appreciated.

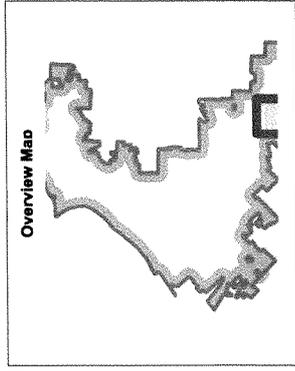
Map created 10/23/2019

# Oregon City GIS Map

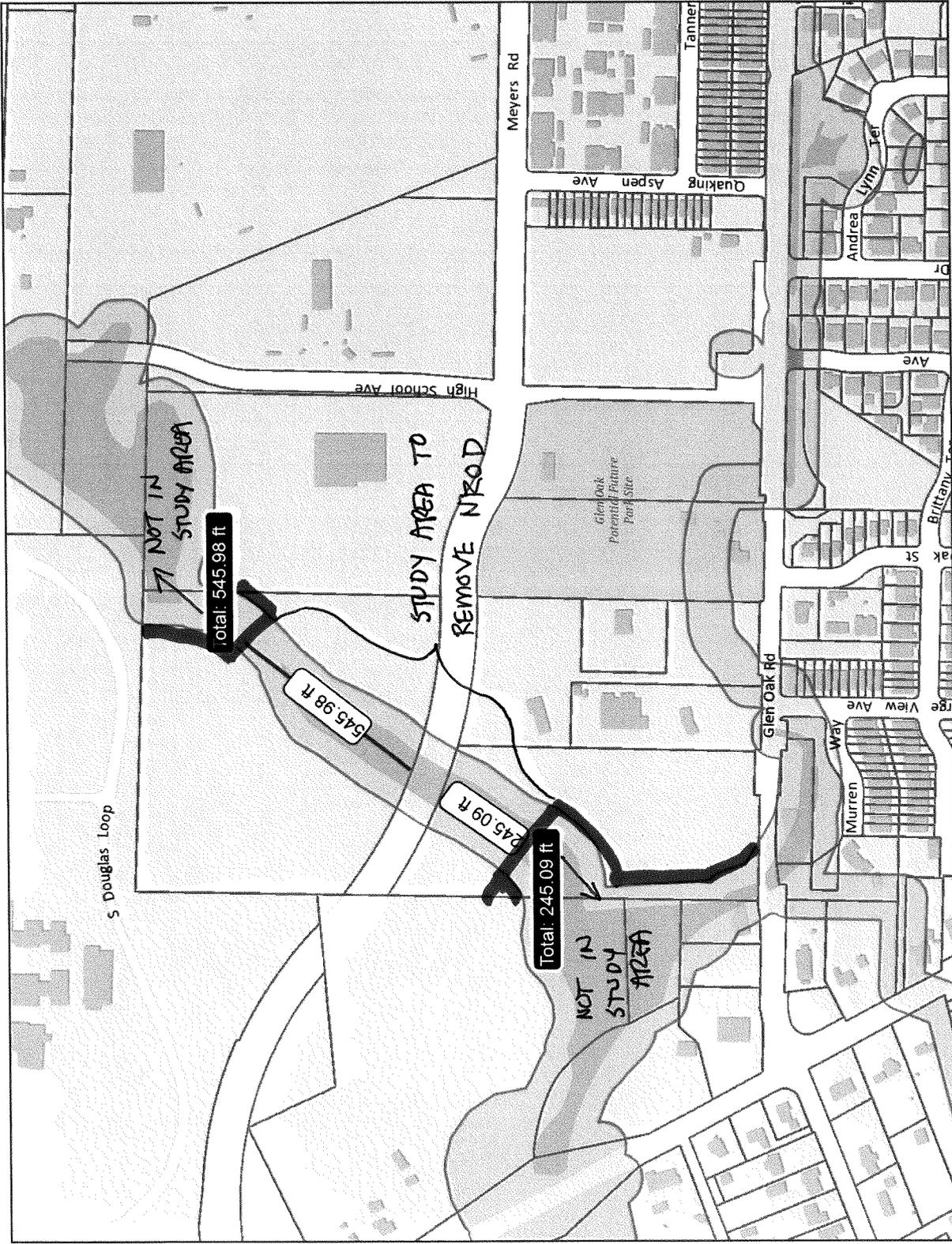
**Legend**

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1: 4,800



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Map created 10/23/2019



# MEYERS ROAD EXTENSION PROJECT

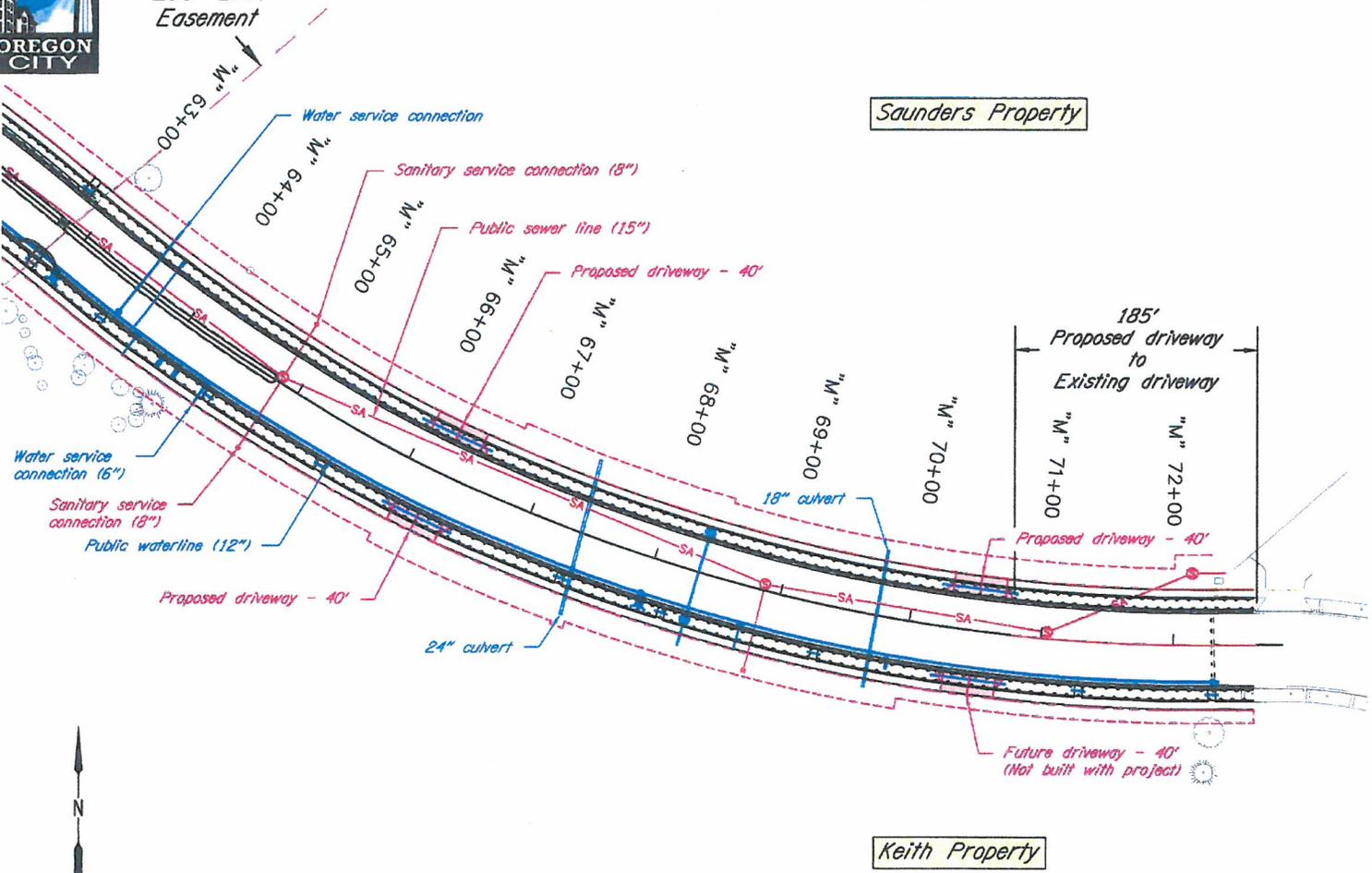
## Saunders Property Improvements

CONSULTING ENGINEERS  
OFFICE: 5000 MEADOWS ROAD, SUITE 420  
LAKE OSWEGO, OR 97035

250' BPA Easement

Saunders Property

Keith Property



09/12/2018



## MINOR SITE PLAN AND DESIGN REVIEW APPLICATION RESPONSES

**Project Description: Applicant proposes to modify the current Fill and Grading permit to allow for contouring of the site so that drainage is improved and variations in site elevations are reduced. Applicant will not remove any trees, add fencing or add any structural improvements to the site. Applicant has no development plans for the site.**

### Code Criteria:

17.62.035 - Minor site plan and design review.

This section provides for a Minor Site Plan and Design Review process. Minor Site Plan review is a Type I or Type II decision, as described in OCMC 17.62.035.A., subject to administrative proceedings described in OCMC 17.50 and may be utilized as the appropriate review process only when authorized by the Community Development Director. The purpose of this type of review is to expedite design review standards for uses and activities that require only a minimal amount of review, typical of minor modifications and/or changes to existing uses or buildings.

#### A. Type I Minor Site Plan and Design Review.

1. Applicability. Type I applications involve no discretion and are typically processed concurrently with a building permit application. The Type I process is not applicable for:
  - a. Any activity which is included with or initiates actions that require Type II-IV review.
  - b. Any increase in square footage of a conditional or nonconforming use (excluding nonconforming structures).
  - c. Any proposal in which nonconforming upgrades are required under OCMC 17.58.
  - d. Any proposal in which modifications are proposed under OCMC 17.62.015.
2. The following projects may be processed as a Type I application:
  - a. Addition of up to two hundred square feet to a commercial, institutional, or multifamily structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than two hundred square feet in a twelve-month period shall be processed as Type II.
  - b. Addition of up to one thousand square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than one thousand square feet in a twelve-month period shall be processed as Type II.
  - c. Temporary structures, excluding mobile vendors.
  - d. Removal, replacement or addition of awnings, or architectural projections to existing structures.
  - e. Addition, modification, or relocation of refuse enclosure.
  - f. Changes to amount, location, or design of bicycle parking.

- d. Mobile food carts in OCMC 17.54.115.
  - e. Other land uses and activities may be added if the Community Development Director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.
2. Application. The application for the Type II Minor Site Plan and Design Review shall contain the following elements:
- a. The submittal requirements of OCMC 17.50.
  - b. A narrative explaining all aspects of the proposal in detail and addressing each of the applicable criteria listed in OCMC 17.62.
  - c. Site plan drawings showing existing conditions/uses and proposed conditions/uses.
  - d. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.
  - e. Additional submittal material may be required by the Community Development Director on a case-by-case basis.

**Applicant RESPONSE 1. See attached Proposed Meyers Road right of way plan and proposed modifications to the existing Grading and Fill permit (which is acceptable to Mr. Josh Wheeler, City Engineer). Refer to my project description above.**

17.62.050 - General Standards

All development shall comply with the following standards:

A. Landscaping.

- 1. Existing native vegetation is encouraged to be retained to the maximum extent practicable. All plants listed on the Oregon City Nuisance Plant List shall be removed from the site prior to issuance of a final occupancy permit for the building.
- 2. Except as allowed elsewhere in Title 16 or 17 of this Code, all areas to be credited towards landscaping shall be installed with growing plant materials.
- 3. Pursuant to OCMC 17.49, landscaping requirements within the Natural Resource Overlay District, other than landscaping required for parking lots, may be met by preserving, restoring and permanently protecting native vegetation and habitat on development sites.
- 4. A landscaping plan shall be prepared by a registered landscape architect for new or revised landscaped areas and parking lots. Landscape architect approval is not required for tree removal and/or installation if the species are chosen from an approved street tree list. A certified landscape designer, arborist, or nurseryman shall be acceptable in lieu of a landscape architect for projects with less than five hundred square feet of landscaping. All landscape plans shall include a mix of vertical (trees and shrubs) and horizontal elements (grass, groundcover, etc.) that within three years will cover one hundred percent of the landscape area. Plant species listed on the Oregon City Nuisance Plant list are prohibited and native species are encouraged. No mulch, bark chips, or similar materials shall be allowed at the time of landscape installation except under the canopy of shrubs and within two feet of the base of trees.
- 5. Landscaping shall be visible from public thoroughfares to the extent practicable.
- 6. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation and shall comply with all requirements of OCMC 10.32, Traffic Sight Obstructions.

**Applicant RESPONSE 2. There are no protected plants. Invasive blackberry and scotch broom and surface vegetation will be removed from fill areas. Silt fencing will be installed prior to any grading activity. Once dirt is contoured and compacted an approved ground cover will be placed on the disturbed soil.**

16.12.035 - Driveways.

A. All new development and redevelopment shall meet the minimum driveway spacing standards identified in Table 16.12.035.A.

Table 16.12.035.A Minimum Driveway Spacing Standards		
Street Functional Classification	Minimum Driveway Spacing Standards	Distance
Major Arterial Streets	Minimum distance from a street corner to a driveway for all uses other than detached single and two-family dwellings	175 ft.
Minor Arterial Streets	Minimum distance from a street corner to a driveway for all uses other than detached single and two-family dwellings	175 ft.
Collector Streets	Minimum distance from a street corner to a driveway for all uses other than detached single and two-family dwellings	100 ft.
Local Streets	Minimum distance from a street corner to a driveway for all uses other than detached single and two-family dwellings	25 ft.

The distance from a street corner to a driveway is measured along the right-of-way from the edge of the intersection (on the same side of the road) right-of-way to the nearest portion of the driveway and the distance between driveways is measured at the nearest portions of the driveway at the right-of-way.

**Applicant Response :** The driveway locations are proposed more than 175 feet from each other or any existing driveways; therefore, this requirement is met.

B. Nonresidential or multi-family residential driveways that generate high traffic volumes shall be treated as intersections and shall adhere to requirements of OCMC 16.12.020.

**Applicant Response :** As the driveways are anticipated to be for nonresidential uses, the driveways have been located as intersections.

C. One driveway may be allowed per frontage, unless otherwise restricted. In no case shall more than two driveways be allowed for any single-family attached or detached residential property, duplex, 3-4 plex, or property developed with an ADU or internal conversion with multiple frontages, unless otherwise approved by the City Engineer.

**Applicant Response :** While the property is not yet subdivided, driveways are proposed in locations as approved by the City Engineer.

D. When a property fronts multiple roads, access shall be provided from the road with the lowest classification in the Transportation System Plan whenever possible to minimize points of access to arterials and collectors. At the discretion of the City Engineer, properties fronting a collector or arterial road may be allowed a second driveway, for the creation of a circulation pattern that eliminates reverse maneuvers for vehicles exiting a property if applied for and granted through procedures in OCMC 16.12.013. All lots proposed with a driveway and lot orientation on a collector or minor arterial shall combine driveways into one joint access per two or more lots unless the City Engineer determines that:

1. No driveway access may be allowed since the driveway(s) would cause a significant traffic safety hazard; or

2. Allowing a single driveway access per lot will not cause a significant traffic safety hazard.

**Applicant Response : The property does not front multiple roads. The locations and amount of access points have been approved by the City Engineer.**

- E. All driveway approaches shall be limited to the dimensions identified in Table 16.12.035.D.

Table 16.12.035.D Driveway Approach Size Standards			
Property Use	Minimum Driveway Approach Width		Maximum Driveway Approach Width
Single-Family Attached	10 feet		12 feet
Single-Family Detached in R-5 & R-3.5	10 feet		12 feet
Single-Family Detached in R-10, R-8, & R-6	12 feet		24 feet
Duplexes	12 feet		24 feet
3-4 Plexes	12 feet		24 feet
Multi-Family	18 feet		30 feet
Commercial, Industrial, Office, Institutional, Mixed Use, and/or Nonresidential	One-Way 12 feet	Two-Way 20 feet	40 feet

Driveway widths shall match the width of the driveway approach where the driveway meets sidewalk or property line but may be widened onsite (for example between the property line and the entrance to a garage). Groups of more than four parking spaces shall be so located and served by driveways so that their use will not require backing movements or other maneuvering within a street right-of-way other than an alley.

**Applicant Response : The driveway widths are proposed as 40 feet wide.**

- F. The City Engineer reserves the right to require a reduction in the number and size of driveway approaches as far as practicable for any of the following purposes:
  1. To provide adequate space for on-street parking;
  2. To facilitate street tree planting requirements;
  3. To assure pedestrian and vehicular safety by limiting vehicular access points; and
  4. To assure that adequate sight distance requirements are met.
    - a. Where the decision maker determines any of these situations exist or may occur due to the approval of a proposed development for non-residential uses or attached or multi-family housing, a shared driveway shall be required and limited to twenty-four feet in width adjacent to the sidewalk or property line.

**Applicant Response : The driveways have been approved by the City Engineer.**

- G. For all driveways, the following standards apply.

1. Each new or redeveloped curb cut shall have an approved concrete approach or asphalted street connection where there is no concrete curb and a minimum hard surface for at least ten feet back into the property as measured from the current edge of sidewalk or street pavement to provide for controlling gravel tracking onto the public street. The hard surface may be concrete, asphalt, or other surface approved by the City Engineer.
2. Any driveway approach built within public right-of-way shall be built and permitted per City requirements as approved by the City Engineer.
3. No driveway with a slope of greater than fifteen percent shall be permitted without approval of the City Engineer.

**Applicant Response : The driveways will be built per City standards.**

H. Exceptions. The City Engineer reserves the right to waive these standards or not allow driveway access, if the driveway(s) would cause a significant traffic safety hazard. Narrower driveway widths may be considered where field conditions preclude use of recommended widths. When larger vehicles and trucks will be the predominant users of a particular driveway, turning templates may be utilized to develop a driveway width that can safely and expeditiously accommodate the prevalent type of ingress and egress traffic.

**Applicant Response : No exceptions are being requested.**

#### 16.12.065 - Building site—Grading.

Grading of building sites shall conform to the State of Oregon Structural Specialty Code, Title 18, any approved grading plan and any approved residential lot grading plan in accordance with the requirements of OCMC 13.12,15.48, 16.12 and the Public Works Stormwater and Grading Design Standards, and the erosion control requirements of OCMC 17.47.

**Applicant Response 12. No building sites are planned or proposed for the site at this time.**

**From:** [Ronald Saunders](#)  
**To:** [Kelly Reid](#); [Ben Burgi](#)  
**Subject:** Grading and Fill permit  
**Date:** Thursday, October 24, 2019 7:10:54 AM

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Kelly,

As part of the City's Meyers road extension project the BPA powerline support towers which are located near the NWC of my site will be modified. There may be a small amount of fill generated by BPA. I do not know if BPA will have to remove any soil as part of this project. If they do then this fill could be placed on my site. Would you include that possibility into my grading and fill permit application.

Also, Is there anyway that the OC web map can show that an NROD study was completed and approved on 10/23/19 on TL200. Possibly "see planning file" so that the public is not misled by the map?

I will be in Isreal and Jordan from 10/29 thru 11/19, so you can't reach me. I don't check emails, so will come into the planning office when I get back to check on my current application.

Best Regards,

Ron