

COLUMBIA COUNTY PLANNING COMMISSION

AGENDA

DATE: October 2nd, 2023

PLACE: Online/Phone Access & In person at Healy Hall 1054 Oregon St, St Helens OR 97051

TIME: 6:30 p.m.

NOTE: The meeting will begin promptly at 6:30 p.m. Because of the uncertain length of time needed for each item, the Commission may deal with any item at any time in the meeting, unless an item is set for a specific time.

Anyone wishing to be heard on any item not having a set time is urged to arrive at the scheduled starting time for the meeting to avoid missing the item. Topics not on the agenda may be introduced and discussed at the end of the meeting under Other Business. Staff reports and full application materials can be found at:

<https://www.columbiacountyor.gov/departments/LandDevelopment/planning-commission>

VISITOR COMMENTS (5 minute time limit)

NOTICE IS HEREBY GIVEN that Agnes Marie Petersen, has applied for a Subdivision in a Forest Agriculture FA-80. This property is having 45 acres and is located at 33625 Tide Creek Rd Deer Island, OR 97054. This is a continuance from September 11, 2023 planning commission.

NOTICE IS HEREBY GIVEN that Matthew Alexander and Julie Tussing, have applied for a Design Review for Columbia County Christian School. This property is zoned Community Service/Institutions (CS-I) having 7.36 acres and is located at 34740 Church Rd, Warren Or.

SAID PUBLIC HEARING will be held before the Columbia County Planning Commission on **Monday, October 2, 2023**, starting at **6:30 p.m.** This meeting will be hybrid in nature, allowing participants to log into a digital Go-To-Meeting (link provided below) or attend in person at Healy Hall within the Columbia County Public Works Department, addressed at 1054 Oregon Street in St. Helens.

Columbia County Planning Commission Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/880602597>

You can also dial in using your phone.

Access Code: 880-602-597

United States (Toll Free): [1 866 899 4679](tel:18668994679)

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Interested parties may appear and be heard. If you have any questions or concerns regarding access to the meeting or need accommodation, please call Amy Herzog in the Land Development Services office at (503) 397-1501.

COLUMBIA COUNTY LAND DEVELOPMENT SERVICES
STAFF REPORT
September 20, 2023
Site Design Review- Type 2

FILE NUMBER: DR 24-01

APPLICANT: Matthew Alexander
58640 McNulty Way
St. Helens, OR 97051

OWNER: Warren Community Fellowship
P.O. Box 448
St. Helens, OR 97051

LOCATION: The property is located on the south side of Church Road.

TAX MAP ID #: 4119-AC-0700 (Tax Account #8680)

ZONING: Community Service – Institutional (CS-I)

SIZE: ~ 7.36 acres

REQUEST: To construct new structures and facilities for the Columbia County Christian School.

APPLICABLE REVIEW CRITERIA:

<u>Columbia County Zoning Ordinance</u>	<u>Page #</u>
Section 1000 Community Service – Institutional	5
Section 1100 Flood Hazard Overlay	8
Section 1170 Riparian Corridors	8
Section 1300 Signs	11
Section 1400 Off-Street Parking	14
Section 1450 Transportation Impact Analysis	20
Section 1550 Site Design Review	22
<u>Columbia County Stormwater & Erosion Control Ordinance</u>	32

SUMMARY:

The applicant, Matthew Alexander of Lower Columbia Engineering, is proposing the construction of 15,840 sq. ft. of new structures for the Columbia County Christian School along with a 41-stall parking lot and new septic system. The subject property is approximately 7.36 acres in size and accesses directly off Church Road. 11 individual modular structures are proposed, including 7 classrooms. The property is zoned Community Service Institutional (CS-I). The property is currently vacant with no development other than a driveway which connects north to Church Road and south to an adjacent parcel. This parcel directly to the south contains the associated Warren Community Fellowship Church.

The proposed structures would be constructed in the north of the property near the entrance to Church Road. A septic drain field is proposed directly south of the school buildings. The submitted application includes a narrative along with site, architectural, stormwater, erosion control, grading, parking, landscaping, utility, and illumination plans. Also included is a Trip Generation Analysis.

On 8/17/2023, LDS received comment from the County Building Official stating that the owner will be required to obtain all necessary building permits. This requirement will be reflected as a condition of approval accordingly. Also on 8/17/2023, LDS received comment from the County Assessor stating that their office is working with the property owner on a tax exemption which has not been completed. On 8/28/2023 LDS received comment from Columbia River PUD stating that they've reviewed the proposal and have no objection to its approval as submitted.

The applicant proposes to use the Warren Water Association as the school's water source. Submitted together with the application is a letter and email communication with the Association indicating that the applicant has applied for water service and is likely to receive approval. On 8/23/2023, LDS received comment from the association stating that they have reviewed the proposal and have no objection to its approval as submitted. To ensure the availability of water for the proposed school, a condition of approval will require the applicant submit a letter from the Warren Water Association stating that they will supply water for school usage and any necessary fire suppression systems. This condition shall be met prior to acceptance of the Final Site Plan.

Natural features of the site are as follows. According to the Oregon Department of Forestry (ODF) Statewide Streams map, Warren Creek, which is fish-bearing, runs through the south end of the property. Per the Oregon Department of State Lands (DSL) Wetland Inventory map, there are identified wetlands associated with this stream. The Scappoose-Spitzenberg Beak map shows that the subject property is not identified as Big Game Habitat or any other protected natural area. A portion of the subject property in the immediate vicinity of Warren Creek is within Flood Hazard Zone A according to FEMA FIRM Panel 41009C0453D. Emergency services to the area are provided by Columbia River Fire & Rescue and the Columbia County Sheriff. Staff visited the site on 9/13/2023 to confirm the information provided in the application and on County GIS maps.

The remainder of this report will discuss to what extent this proposal meets the applicable standards of the Columbia County Zoning and Stormwater and Erosion Control Ordinances.

Site Visit Pictures

Proposed Site of Development



View of Access from Church Road



Zoning & Aerial Maps of Subject Property



REVIEW CRITERIA & FINDINGS:

COLUMBIA COUNTY ZONING ORDINANCE:

Beginning with Section 1000 of the Columbia County Zoning Ordinance:

Section 1000 COMMUNITY SERVICE - INSTITUTIONAL CS-I

1001 The purpose of this section is to provide for the review and approval of the location and development of special uses which, by reason of their public convenience, necessity, and unusual character or effect on the neighborhood, may not be suitable for listing with the other sections of this Ordinance. The CS-I district is intended to provide a mechanism for the establishment of public and private facilities necessary to meet the demand for the various types of public assemblies and public and private institutional facilities. This district is intended to function as a regular district within the Community Service designation.

1002 Permitted Uses:

- .1 Schools, public or private, and their accompanying sports facilities.

Finding 1: The subject property is zoned Community Service – Institutional (CS-I). The applicant proposes to construct facilities for the Columbia County Christian School, which is a “...recently established private parochial school...” The school is current housed within the Warren Community Fellowship Church on an adjacent parcel. Staff finds the proposal is a permitted use in the CS-I zone per subsection 1002.1.

1003 **Restrictions and Conditions:** These public facilities have a direct impact upon adjoining properties. The Commission shall study each request to establish a new CS-I use and shall attach adequate conditions to the approval of a CS-I use to insure the adverse impact of the institutional use upon the adjoining land uses have been mitigated.

Conditions shall include:

- .1 Landscaping, berming, fencing, or screening.

Finding 2: The applicant submitted a combined Parking and Landscape plan. The plan details areas with proposed detention and retention swales, as well as shrubbery and street trees. Applicable Design Review landscaping criteria and requirements will be discussed later in this report.

- .2 Increased off street parking.

Finding 3: Off-street parking requirements provided in Section 1400 will be discussed in detail later in this report.

- .3 Limitations on the type and amount of external lighting.

Finding 4: The application submitted an illumination plan detailing areas of lighting coverage and types of lighting used. Applicable design review criteria regarding lighting will be reviewed later in this report. The Planning Commission may attach conditions limiting the type and amount of external lighting used.

- .4 Limitations on the number and location of access points which connect with County roads or public ways.

Finding 5: The proposed facilities will access Church Road directly through an existing driveway to the north. This existing driveway also connects southward to the associated Warren Community Fellowship Church and its access to Highway 30. The Commission may attach limitations to access points deemed necessary.

- .5 The Commission may attach as many conditions, such as setbacks, screening, off-street parking and unloading, construction standards, maintenance and landscaping requirements, as it deems necessary to protect the public health, safety, welfare, the adjoining property owners, and the public interest.

Finding 6: The Commission may attach conditions relating to the criteria listed above as deemed necessary.

[...]

- .8 Public and private schools shall be on lots or parcels which meet the minimum requirements set by State Statute.

Finding 7: To ensure compliance with State Statute, the above criterion will be included as a condition of approval. Staff finds this criterion will be met.

[...]

- .10 Off-street parking shall be provided as required in Section 1400.

Finding 8: The applicant submitted a parking plan with this proposal. Compliance with the off-street parking requirements in Section 1400 will be discussed later in this report.

1004 Before a new Community Service - Institutional use is approved outside an Urban Growth Boundary, the Commission must find that the CS-I use:

- .1 Is consistent with the character of the area.
- .2 Will not adversely affect natural resources in the area.
- .3 Will not conflict with farm or forest use in the area.
- .4 Will not create any traffic hazards.

Finding 9: This request to build facilities for a private religious school is consistent with the surrounding area which contains numerous churches as well as residences which could utilize the facilities. The neighboring parcel directly to the south contains the church associated with this proposed religious school and is owned by the same property owner. On 8/21/2023, LDS received comment from a nearby property owner, Leo Stoddard, in support of the proposal. The comment states regarding the associated church that “The services they offer to our community and children is greatly appreciated...” Staff finds the proposal is consistent with the character of the area containing residential, commercial, and other institutional uses.

Regarding natural resources and farm and forestry uses, Staff finds no reason to believe the proposal will cause conflict. Though the property does contain Warren Creek and associated wetlands, proposed development is further than 100’ away. No properties in the immediate vicinity are zoned as Primary Forest (PF-80), Primary Agriculture (PA-80), or Forest-Agriculture (FA-80). The proposal is unlikely to affect farming or forestry practices taking place on nearby residential properties; there are similar institutional uses in the area and LDS has not been made aware of any conflict taking place.

Regarding traffic hazards, the applicant has submitted a Trip Generation Analysis which states that the school population and number of staff is not increasing until future expansion. The analysis states that traffic levels will therefore remain the same. The addition of a school-specific parking lot and a drop-off driving aisle will assist in preventing traffic hazards from occurring.

The submitted Trip Generation Analysis will be further discussed later in this report pertaining to Section 1450 and whether a Transportation Impact Analysis (TIA) will be required. Without evidence to the contrary, Staff finds the above criteria are met.

1005 Standards:

- .1 There is no designated minimum lot or parcel size. The Commission shall review each proposal on a case by case basis and determine if the site is adequate for the proposed use. They shall review the site plan of the proposal and determine if the site meets all the provisions of this Ordinance, including the off-street parking requirements listed in Section 1400.
- .2 There are no designated minimum setbacks in this district. The applicant shall submit a letter from the Fire Marshall concerning the necessary setbacks for safety. After reviewing this letter and the adjacent land uses, the Commission shall establish setback requirements for each individual site.

Finding 10: The subject property is approximately 7.36 acres in size, of which only the northern third is proposed for development, including required off-street parking. The submitted site plan also shows that the property can fully contain a new septic system as proposed. On 8/24/2023, the County Sanitarian submitted comment stating that a septic permit application has been submitted (permit no.192-23-000328) and that the proposed system will be able to accommodate the proposed school population numbers. Staff finds the site is an adequate size to contain the proposed use and all facilities necessary to support it.

Regarding setbacks, all structures are shown to be at least 20' from the front and rear property lines, and 15' from side property lines. The applicant has submitted a letter from Columbia River Fire and Rescue which states that "...the proposed building locations are adequately set back from the property lines for safety". Staff finds the above criteria are met.

1006 Signs: Signs shall meet the requirements of Section 1300

Finding 11: The applicant proposes to install one new sign near the property's existing entrance onto Church Road. The criteria and requirements of Section 1300 will be reviewed later in this report.

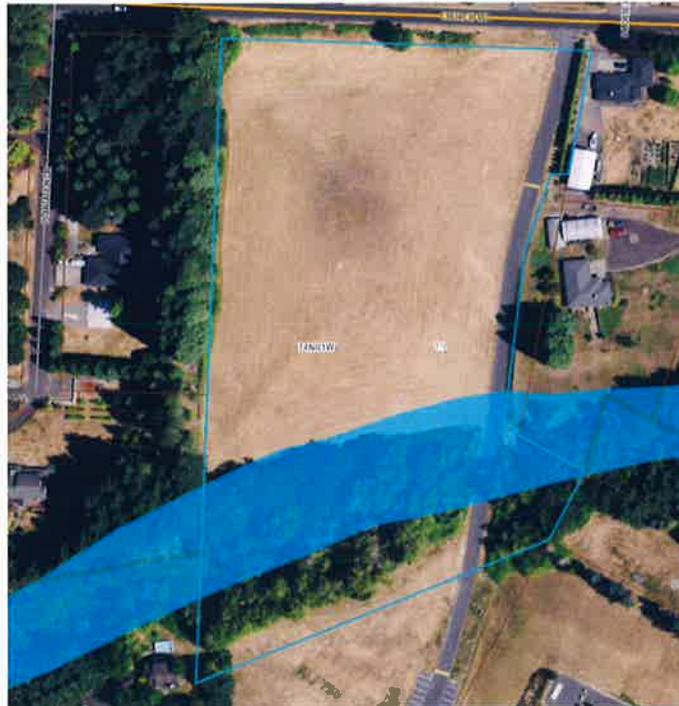
Continuing with Section 1100 of the Columbia County Zoning Ordinance:

Section 1100 FLOOD HAZARD OVERLAY FH

1104 GENERAL PROVISIONS:

- .1 Lands to which this ordinance applies: This zone shall apply to all areas of special flood hazards within the jurisdiction of Columbia County.

Finding 12: Although the subject property contains areas located within Flood Hazard Zone A, this is limited to the area directly surrounding Warren Creek.



No development is proposed within this flood hazard area. Therefore, the criteria of Section 1100 do not apply to this application.

Continuing with Section 1170 of the Columbia County Zoning Ordinance:

Section 1170

RIPARIAN CORRIDORS, WETLANDS, WATER QUALITY, AND FISH AND WILDLIFE HABITAT PROTECTION OVERLAY ZONE RP

1172 Riparian Corridor Standards:

- A. The inventory of Columbia County streams contained in the Oregon Department of Forestry Stream Classification Maps specifies which streams and lakes are fish-bearing. Fish-bearing lakes are identified on the map entitled, "Lakes of Columbia County." A copy of the most current Stream Classification Maps is attached to the Comprehensive Plan, Technical Appendix Part XVI, Article X(B) for reference. The map, "Lakes of Columbia County" is attached to the Comprehensive Plan, Technical Appendix Part XVI, Article X(B), and is incorporated therein. Based upon the stream and lake inventories, the following riparian corridor boundaries shall be established:

[...]

2. Fish-Bearing Streams, Rivers and Sloughs (Less than 1,000 cfs). Along all fish-bearing streams, rivers, and sloughs with an average annual stream flow of less than 1,000 cubic feet per second (cfs), the riparian corridor boundary shall be 50-feet from the top-of-bank, except as provided in CCZO Section 1172(A)(5), below. Average annual stream flow information shall be provided by the Oregon Water Resources Department.

[...]

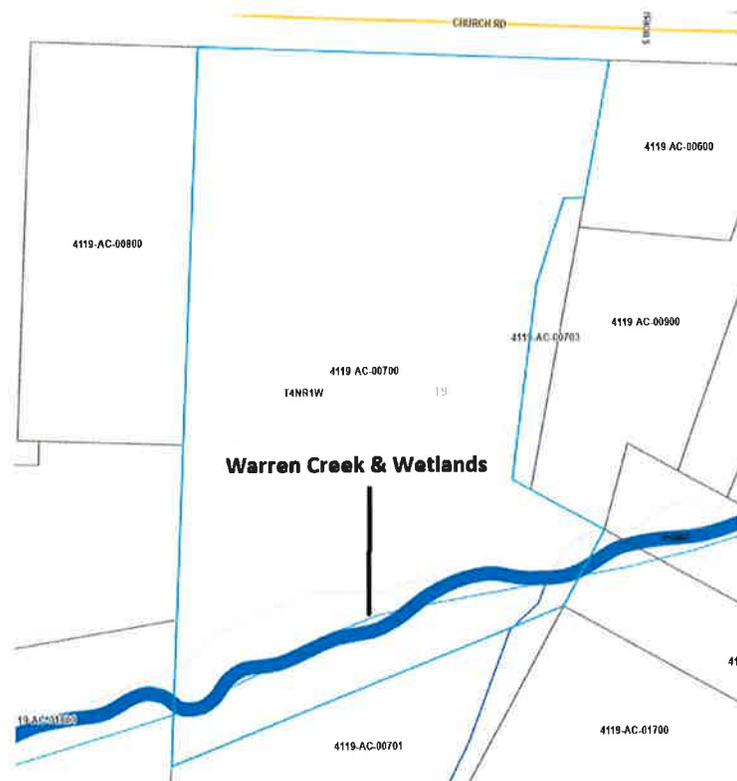
5. Wetlands. Where the riparian corridor includes all or portions of a significant wetland, as identified in the State Wetlands Inventory and Local Wetlands Inventories, the standard distance to the riparian corridor boundary shall be measured from, and include, the upland edge of the wetland. Significant wetlands are also regulated under provisions in the Wetland Overlay Zone, Columbia County Zoning Ordinance, Section 1180.

Finding 13: According to the Oregon Department of Forestry (ODF) Streams map and the Oregon Department of State Lands (DSL) Wetlands Inventory map, the subject property contains an identified fish-bearing stream (Warren Creek) with associated identified wetlands.

Warren Creek Riparian Area



ODF Streams & DSL Wetlands Map



Per the criteria of subsection 1172.2 and 1172.5, there is a 50' protected Riparian Corridor extending from the top-of-bank of Warren Creek and from the upland edge of associated identified wetlands. The submitted site plan indicates that all structures will be greater than 100' from the top of the creek bank. To ensure compliance as the project progresses, a condition of approval will state that a 50' riparian corridor shall be maintained from the top of the stream's bank and the upland edge of the associated identified wetlands.

As the project site is near identified wetlands, LDS sent a Wetland Use Notification to DSL on 8/16/2023. On 9/15/2023, LDS received a response from DSL, which states that the project as submitted will not impact jurisdictional waters or wetlands and does not require a DSL permit.

With preceding discussion and conditions of approval, Staff finds the above criteria will be met.

Continuing with Section 1300 of the Columbia County Zoning Ordinance:

Section 1300 SIGNS

1301 Use: No sign may be established, altered, or expanded hereafter in any district in Columbia County, except in accordance with the provisions outlined in this Section. The sign provisions apply to signs established in conjunction with any use in the county. [Amended by Ordinance 2002-02, eff. 6/12/02].

1302 General Provisions: [Amended by Ordinance 2002-02, eff. 6/12/02].

[...]

.2 **Setbacks:**

- A. All signs shall be situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions and shall not overhang or encroach upon public rights of way.
- B. Unless otherwise specified, all signs in residential zoning districts shall observe the yard setback requirements of the zoning district in which they are located.
- C. No setbacks from property lines shall be required for signs in nonresidential zoning districts except that in all zoning districts, setbacks shall be required at corners as may be necessary to provide adequate corner vision or in cases where a sign is placed adjacent to a street, as provided is 1302.2(D), below.
- D. Setbacks shall be required which comply with setback requirements of the abutting residential zoning district when a sign is placed on a parcel abutting a street (except Highway 30), which separates a non-residential parcel from a residential parcel or when a sign is placed on a property line separating a non-residential parcel from a residential parcel.

Finding 14: The proposed sign would be located along Church Road, across from Rural Residential

(RR-2) zoned properties. As this road separates a non-residential parcel from a residential parcel, the proposed sign must follow setback requirements of the RR-2 zone. The RR-2 zone requires a 30' setback from the front property line and 5' from the rear and side property lines for accessory structures. Per the submitted site plan, the proposed monument side would be located 30' from the front property line and over 5' from all other property lines. The submitted application expresses frustration with this requirement, stating that the required 30' setback is impractical and will make it difficult for passersby to see this sign. Staff notes that the applicant has the option of submitting a variance application if they wish to permit the sign closer than 30' from the property line. Regardless, the sign will meet all applicable setback requirements as proposed.

The proposed sign would be located fully on the subject property and would not overhang or encroach onto Church Road's right-of-way. The applicant has submitted communication from the County Public Works Department stating that the sign would not affect sight distance when set back 30' from the roadway. As the proposed sign is shown 30' from the property line (and thus greater than 30' from the roadway itself), Staff finds the proposed sign would not adversely affect safety or corner vision.

Staff finds the above criteria are met.

- .3 Visual Obstructions: No sign shall be situated in a manner which results in the complete visual obstruction of an existing sign.

Finding 15: There are no existing signs on the subject property or adjacent properties which would be obstructed by the proposed sign. The criterion is met.

- .4 Illuminated Signs: Artificially illuminated signs, or lights used to indirectly illuminate signs, shall be placed, shielded, or deflected so as not to shine into residential dwelling units or structures. The light intensity of an illuminated sign shall not exceed the following standards:
 - A. No exposed reflective type bulb, par spot or incandescent lamp, which exceeds twenty-five (25) Watts, shall be exposed to direct view from a public street or highway, but may be used for indirect light illumination of the display surface of a sign.
 - B. When neon tubing is employed on the exterior or interior of a sign, the capacity of such tubing shall not exceed three hundred (300) milliamperes rating for white tubing or one hundred (100) milliamperes rating for any colored tubing.
 - C. When fluorescent tubes are used for the interior illumination of a sign, such illumination shall not exceed:
 - 1) Within Residential Zoning Districts: Illumination equivalent to four hundred twenty-five (425) milliamperes rating tubing behind a Plexiglas face with tubes spaced at least seven (7) inches apart, center to center.
 - 2) Within Non-Residential Zoning Districts: Illumination equivalent to eight hundred (800) milliamperes rating tubing behind a Plexiglas

face spaced at least nine (9) inches apart, center to center.

Finding 16: The proposed sign would not be illuminated. Staff finds the above criteria are not applicable.

[...]

- .6 Sign Clearance: A minimum of 8 feet above sidewalks and 15 feet above driveways shall be provided under free-standing signs.

Finding 17: The proposed sign is a monument sign which would be installed directly into the ground and would not include any portion hanging over a sidewalk or driveway. This criterion is not applicable.

- 1311 Signs for Essential Services and Public Facilities: The following signs shall be permitted in all districts:

[...]

- .2 Police, fire, school, and hospital directional signs

Finding 18: The proposed sign would be for a private school; the permitting of this sign is expressly allowed per subsection 1311.2.

[...]

- 1313 Commercial and Industrial Districts:

- .3 Aggregate Sign Area Per Parcel.

- A. Except as otherwise provided herein, the maximum permitted area of all signs, including the total area of each face of a double-faced sign, or the sole face of a single faced sign for each parcel, is as follows: 40 square feet; plus
- 1) For the first fifty (50) linear feet of building frontage on a public road, an additional square foot of sign area per linear foot of building frontage on such public road; plus
 - 2) For the next two hundred and twenty (220) linear feet of building frontage on a public road, an additional one-half (½) square foot of sign area per linear foot of building frontage on such public road.
- B. For the purpose of this section, "building frontage" means the linear length of a building facing a public right of way or the linear length of the public right of way facing a building, whichever is smaller.
- C. The area of any legal non-conforming sign which is greater than 200 square feet in size shall not be included in the calculation of maximum sign area per parcel under this Section.
- D. The area of any temporary sign permitted under 1313.7 shall not be included in the calculation of maximum sign area per parcel under this section.

Finding 19: The proposed sign area (not including the supporting structure) would be 18 sq. ft. This is less than the 40 sq. ft. maximum in aggregate sign area allowed outright per parcel. Staff finds the above criteria are met.

- .4 Free Standing Signs: Free standing signs, including ground mounted signs, must comply with the following additional standards:
 - A. Height: Free standing signs shall not exceed 20 feet in height above grade or above road grade, whichever is higher.
 - B. Total Area: The total sign area of all freestanding signs allowed by this section plus the area of all other allowed signs on the parcel shall not exceed the aggregate sign limits for the parcel as provided in Section 1313.3.

[...]

Finding 20: The proposed sign and supporting structure would be 8' in height, which is within the 20' height maximum. Compliance with aggregate sign limits for the subject parcel is discussed in Finding 17. The criteria are met.

Continuing with Section 1400 of the Columbia County Zoning Ordinance:

Section 1400 OFF-STREET PARKING AND LOADING

- 1401 General Provisions: At the time of the erection of a new building, or an addition to an existing building, or any change in the use of an existing building, structure, or land which results in an intensified use by customers, occupants, employees, or other persons, off-street parking and loading shall be provided according to the requirements of this section.
- 1402 Continuing Obligation: The provisions for and maintenance of off-street parking and loading facilities shall be a continuing obligation of the property owner. No building or any other required permit for a structure or use under this or any other applicable rule, ordinance, or regulation shall be issued with respect to off-street parking and loading, or land served by such land, until satisfactory evidence is presented that the property is, and will remain, available for the designated use as a parking or loading facility.
- 1403 Use of Space:
 - .1 Required parking spaces shall be available for parking of vehicles of customers, occupants, and employees.
 - .2 No parking of trucks, equipment, or the conduct of any business activity shall be permitted on the required parking spaces.
 - .3 Required loading spaces shall be available for the loading and unloading of vehicles concerned with the transportation of goods and services.

- .4 Excepting residential and local commercial districts only, loading areas shall not be used for any other purpose than for loading and unloading.
- .5 In any district it shall be unlawful to store or accumulate goods in a loading area in a manner which would render the area temporarily or permanently incapable of immediate use for loading operations.

Finding 21: The subject proposal includes a parking lot (detailed on the submitted Parking and Landscape plan) which will provide parking spaces for parents, faculty, and other school staff. No school activities are proposed or will be permitted on required parking spaces. The proposal does not detail specific loading spaces, and this is not required per the Zoning Ordinance as will be discussed later in this report. There will be an 8' wide, 122' long student drop-off/pick-up aisle. Loading and unloading of goods is not anticipated as part of this proposal. Staff finds the above criteria are met, with further discussion on loading spaces later in this report.

1405 Plans Required: A plot plan shall be submitted in duplicate to the Director with each application for a building permit or for a change of classification to OP. The plot plan shall include the following information:

- .1 Dimensions of the parking lot.
- .2 Access to streets and location of curb cuts.
- .3 Location of individual parking spaces
- .4 Circulation pattern.
- .5 Grade and drainage.
- .6 Abutting property.
- .7 A landscaping plan which shall include the location and names of all vegetation, and the location and size of fencing or other screening material. This plan shall be approved by the Director.

Finding 22: The applicant has submitted a Parking and Landscaping Plan (attached) which details all the above required information. Staff finds the above criteria are met.

1406 Location:

- .1 Spaces required by this section shall be provided on the site of the primary uses, provided that, when practical difficulties prevent their establishment upon the same site, the Planning Director may permit the facility to be located within 300 feet therefrom, measured in a straight line (including streets and alleys) from the nearest property line to the nearest parking space; but in any case the location shall meet all provisions of this ordinance which apply.

[...]

1408 Design Standards:

.1 Scope:

- A. These design standards shall apply to all parking, loading, and maneuvering areas except those for single and two-family residential dwellings on individual lots.
- B. All parking and loading areas shall provide for the turning, maneuvering, and parking of all vehicles on the lots.

Finding 23: The proposed parking lot would be located on the subject property, directly adjacent to the proposed school building development. The Parking lot appears to be designed in a way to accommodate the turning, maneuvering, and parking of all expected vehicles onsite. Staff finds these criteria are met.

[...]

1410 Size:

- .1 The standard size of a parking space shall be 9 feet by 18 feet.
- .2 Handicapped parking spaces shall be 12 feet by 18 feet.
- .3 Parallel parking, the length of the parking space shall be increased to 22 feet.

1411 Aisles: Aisles shall not be less than:

- .1 25'0" in width for 90 degree parking;

[...]

1412 Access: There shall be no more than one 45 foot wide curb cut driveway per 150 feet of street frontage, or fraction thereof, permitted per site.

Finding 24: Each parking space identified on the submitted Parking and Landscape plan is identified as being 9'x18' in size, meeting the standard set by subsection 1410.1. However, the two identified handicapped parking spaces are noted as being 9' by 18' as well; per subsection 1410.2 these spaces must be 12' by 18' instead. To ensure compliance with this requirement, a condition of approval will require the applicant to submit an updated Parking Plan detailing 12'x18' handicapped parking spaces. This will be required prior to acceptance of the Final Site Plan.

All driving aisles are detailed as being 25' in width, and there is only one approximately 20' wide curb cut driveway on the property's frontage on Church Road. Staff finds the above criteria will be met with the previously discussed condition of approval.

1413 Surfacing and Marking:

- .1 The surfacing of each parking area shall meet minimum County standards to handle the weight of the vehicles which will use the parking area. All areas used for parking and maneuvering of vehicles shall be marked in accordance with the approved plan and such marking shall be continuously maintained. Handicapped parking spaces shall be marked with a wheelchair symbol.
- .2 The parking and loading areas for commercial, industrial, or apartment uses shall be paved with concrete, asphaltic concrete, or another comparable surface.

1414 Drainage and Lighting: Adequate drainage shall be provided to dispose of the run-off generated by the impervious surface area to the parking area. The drainage system shall function so it will not adversely affect adjoining property. Artificial lighting shall be provided in such a manner as to insure the safety of the parking area without interfering with adjoining properties or creating traffic hazards on adjoining streets.

Finding 25: To ensure compliance as the proposed parking lot is developed and maintained, a condition of approval will state the criteria of subsection 1413.1. This will ensure that all the parking lot is built, marked, and maintained in accordance with County standards and the approved Parking Plan.

Regarding drainage and lighting, landscaped detention swales and swale groundcover are shown surrounding and throughout the proposed parking lot. The applicant states that "The proposed grading in the parking lots has been designed to adequately drain the impervious surface to a central detention swale" which would overflow into a larger infiltration swale. In turn, this larger swale has an overflow weir and ditch which would convey stormwater south to the Warren Creek riparian area during 100-year storm events. The specific requirements of the County's Stormwater and Erosion Control (SEC) will be discussed later in this report.

The submitted illumination plan shows that the parking lot will be provided with adequate lighting coverage. Per the mapped lighting coverage contours, the proposed lighting will not interfere with adjacent properties or create traffic hazards.

With the previously discussed condition of approval, Staff finds the above criteria will be met.

1415 Parking Areas: All parking areas, excluding one and two-family dwellings, shall meet the following requirements:

- .1 All parking areas of less than 20 parking spaces shall have one handicapped parking space. Parking areas with more than 20 spaces shall provide one handicapped parking space for every 50 standard parking spaces.

- .2 All parking areas shall be divided into bays of not more than 20 parking spaces. Between, and at the end of each parking bay, there shall be planters which have a minimum width of 5 feet and be at least 17 feet in length. Each planter shall contain one major structural tree and ground cover which has been deemed appropriate by the Director. Truck loading areas need not comply with the preceding requirements.
- .3 Parking areas shall be separated from the exterior wall of a structure, exclusive of paved pedestrian entranceways, by a 5 foot strip of landscaping.

Finding 26: There are 41 proposed parking spaces in total, including two accessible handicapped stalls. The Parking plan shows that parking areas are divided into bays of no more than 7 stalls which are divided by planters which exceed the size requirements of subsection 1415.2. These planters include Chinese Dogwood for the structural tree and Kinnikinic for ground cover. Parking areas are separated from exterior walls of the proposed structures by at least 5 feet strips of landscaping. Staff finds the above criteria are met.

- .4 Industrial or commercial parking areas, which abut a residential or apartment district, shall meet the building setback of the most restrictive adjoining residential or apartment district.
- .5 When industrial or commercial parking areas adjoin a residential or apartment district, there shall be a sight obscuring planting, which is at least 80 percent opaque and when viewed horizontally from between 2 and 8 feet above ground level. This planting shall be composed of materials which are an adequate size so as to achieve the required degree of screening within 12 months after installation.
- .6 Parking areas shall be set back from a lot or parcel line adjoining a street. The setback area shall be landscaped.
- .7 All parking area setbacks shall be landscaped with major trees, shrubs, and ground cover as approved by the Director.
- .8 A minimum of 10 percent of the parking area shall be landscaped and maintenance of the landscaping shall be the owner's responsibility.

Finding 27: As the proposed parking area is not residential or industrial in nature, it will be considered as a commercial parking area for the purposes of this section. The subject property abuts residential (RR-2) zoned properties on the east and west sides which have 30' setbacks for dwellings. The proposed parking lot is greater than 30' from the property lines abutting these properties. Regarding sight obscuring planting, Staff finds the Parking and Landscape plan shows adequate screening shrubs and trees separating the parking lot from both adjacent properties. The parking lot is shown to be set back 13' from Church Road, and this buffer area is filled with screening trees, screening shrubs, and ground cover. Per the submitted narrative, the total parking lot area is 23,952 square feet in size which includes 4,421 square feet of landscaping. Therefore, approximately 18.5% of the total parking area is landscaped. Staff finds all the above criteria are met.

- .9 Internal pedestrian connections shall be provided in parking lots with greater than ten (10) parking spaces. These connections shall be a minimum of five (5) feet wide and distinguished from vehicular areas through changes in elevation or contrasting paving materials (such as light-color concrete inlay between asphalt). Paint or thermo-plastic striping and similar types of non-permanent applications may be approved for crossings of parking lot areas that do not exceed 24 feet in crossing length.

[...]

Finding 28: The Parking and Landscape plan proposed a 9' wide pedestrian walkway connection from the parking lot to the school facilities. This walkway will be concrete to contrast with the pavement of the surrounding parking lot. The above criterion is met.

1416 Minimum Required Off-Street Parking Spaces:

[...]

- .2 Public and Semi-Public Buildings and Uses:

[...]

Elementary, Junior High and equivalent private or parochial school: One space for 84 square feet of floor area in the main auditorium or 1 space for each 12 seats or 24 feet of bench length, whichever is greater.

Finding 29: The submitted application states that there are 150 total classroom seats divided between the 7 proposed classroom structures. With one parking space required for every 12 seats, a total of 13 parking spots is required by subsection 1416. The applicant proposes 41 spaces, well in excess of this minimum requirement. Staff finds this criterion is met.

[...]

1419 Minimum Required Bicycle Parking Spaces:

- .1 All Public and Semi-Public buildings and uses, Retail uses, Apartment Dwelling uses and Commercial Recreation uses where required new vehicle parking areas exceed 10 motor vehicle spaces must include a designated area for bicycle parking within 50 feet of a public entrance.
- .2 The following are the required number of bicycle parking spaces:

[...]

C. Schools. Elementary and junior high schools, including private or parochial, shall provide one bicycle parking space for every 10 students and employees. High schools shall provide one bicycle parking space for

every five (5) students and employees. All spaces shall be sheltered under an eave, overhang, independent structure, or similar cover.

Finding 30: As the proposed parking lot will include more than 10 vehicle parking spaces, minimum bicycle parking spaces standards apply. There will be a total school population of 150-170 people including both students and staff according to additional information submitted by the applicant. Therefore, a total of 17 sheltered bicycle parking spaces are required. The Parking and Landscape plan proposed a bicycle parking area near the front entry sidewalk to the school facilities. Although the submitted narrative stated that this parking area will have room for 25 bicycles, the Parking plan itself states that only 12 bicycle parking spaces will be provided. To rectify this, a condition of approval will require a note on the Final Site Plan stating that there will be at least 17 bicycle parking spaces provided. With this condition, Staff finds the above criteria will be met.

Continuing with Section 1450 of the Columbia County Zoning Ordinance:

Section 1450 Transportation Impact Analysis

1450 Transportation Impact Analysis: A Transportation Impact Analysis (TIA) must be submitted with a land use application if the proposal is expected to involve one or more of the conditions in 1450.1 (below) in order to minimize impacts on and protect transportation facilities, consistent with Section 660-012-0045(2)(b) and (e) of the State Transportation Planning Rule.

- .1 Applicability – A TIA shall be required to be submitted to the County with a land use application if the proposal is expected to involve one (1) or more of the following:
 - A. Changes in land use designation, or zoning designation that will generate more vehicle trip ends.
 - B. Projected increase in trip generation of 25 or more trips during either the AM or PM peak hour, or more than 400 daily trips.
 - C. Potential impacts to intersection operations.
 - D. Potential impacts to residential areas or local roadways, including any non- residential development that will generate traffic through a residential zone.
 - E. Potential impacts to pedestrian and bicycle routes, including, but not limited to school routes and multimodal roadway improvements identified in the TSP.
 - F. The location of an existing or proposed access driveway does not meet minimum spacing or sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles

are likely to queue or hesitate at an approach or access connection, thereby creating a safety hazard.

- G. A change in internal traffic patterns may cause safety concerns.
 - H. A TIA is required by ODOT pursuant with OAR 734-051.
 - I. Projected increase of five trips by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) per day, or an increase in use of adjacent roadways by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) by 10 percent.
- .2 Consistent with the County's Guidelines for Transportation Impact Analysis (TIA), a landowner or developer seeking to develop/redevelop property shall contact the County at the project's outset. The County will review existing transportation data to establish whether a TIA is required. It is the responsibility of the applicant to provide enough detailed information for the County to make a determination. An applicant should have the following prepared, preferably in writing:

[...]

Finding 31: Submitted application materials state that the total school population will be between 150 and 170 people, with 130-150 of that being students along with 20 staff. The Trip Generation Analysis prepared by the applicant projects a total trip count of 103 during the weekday peak hour based on a staff count of 18 employees. The applicant states that because the Columbia County Christian School already exists on the property to the south with a total population last school year of 150, there will be no net increase in traffic, so subsection 1450.1(B) is not triggered. School-related traffic has always used the existing access onto Church Road to avoid congestion on Highway 30, so no change in traffic patterns is proposed. The addition of a pick-up/drop-off lane will also assist in reducing traffic congestion and hazards. For these reasons, the applicant states that a Traffic Impact Analysis is not necessary.

After reviewing LDS files for the Columbia County Christian School and its development over the years, Staff found that the school's existing septic system was last authorized for a total school population of 125 in 2021 (file no. 192-21-000311-AUTH). Based on this, it appears the proposed use would constitute an increase of 25 students from the County's last approval. The Columbia County Christian School has never been evaluated with the criteria in Section 1450 as existing development was approved prior to implementation of Transportation Impact Analysis (TIA) requirements in 2017.

The 7th generation ITE Trip Generation Handbook, states an average trip generation rate of 0.9 trips per student in the A.M. weekday peak hour for a K-8 private school. There would be a total of 22.5 additional trips in the A.M. peak hour, and 15.25 additional trips in the P.M. peak hour. These trip generation numbers do not trigger a TIA under the provisions of 1450.1(B). No evidence available to Staff that indicates that any other TIA requirement would be triggered. Staff finds a TIA will not be required for this proposal.

Continuing with Section 1550 of the Columbia County Zoning Ordinance:

Section 1550 SITE DESIGN REVIEW

The Site Design Review process shall apply to all new development, redevelopment, expansion, or improvement of all community, governmental, institutional, commercial, industrial and multi-family residential (4 or more units) uses in the County.

1551. Types of Site Design Review:

- A. Type 1: Projects, developments and building expansions which meet any of the following criteria:
 - 1. are less than 5,000 sq.ft., and are less than 10% of the square footage of an existing structure.
 - 2. Increase the number of dwelling units in a multi-family project.
 - 3. Increase the height of an existing building.
- B. Type 2: Projects, developments and building expansions which meet any of the following criteria:
 - 1. have an area of 5,000 sq.ft. or more, or are 10% or more of the square footage of an existing structure.
 - 2. Change the category of use (e.g., commercial to industrial, etc.).
 - 3. New off-site advertising signs or billboards.
 - 4. Any project meeting any of the Type 2 criteria shall be deemed a Type 2 Design Review application.

1552 Design Review Process: The Planning Director shall review and decide all Type 1 Site Design Review applications. The Planning Commission shall review all Type 2 Design Review applications. Applications shall be processed in accordance with Sections 1600 and 1700 of this ordinance.

Finding 32: The submitted application proposes approximately 15,048 square feet of new structures. Therefore, the proposal will be reviewed as a Type 2 Site Design Review in accordance with subsection 1551.

1553 Pre-application Conference: A pre-application conference is required for all projects applying for a Site Design Review, unless the Director or his/her designate determines it is unnecessary. The submittal requirements for each application are as defined in this section and the standards of the applicable zone, and will be determined and explained to the applicant at the pre- application conference.

- 1554 Pre-application Conference Committee: The committee shall be appointed by the Planning Director and shall consist of at least the following officials, or their designated staff members. Only affected officials need to be present at each preapplication conference.
- A. The County Planning Director.
 - B. The County Director of Public Works.
 - C. The Fire Marshal of the appropriate Rural Fire District.
 - D. The County Building Official.
 - E. The County Sanitarian.
 - F. A city representative, for projects inside Urban Growth Boundaries. G. Other appointees by the Planning Director, such as an Architect, Landscape Architect, real estate agent, appropriate officials, etc.

Finding 33: A pre-application conference was held regarding this proposal on 7/27/2021 in-person at the Columbia County Courthouse. At this conference, representatives from affected County agencies explained permitting and regulatory requirements regarding the applicant's proposal. Staff finds the requirement for a pre-application conference has been met.

- 1555 Submittal documents: The following documents, when applicable, are required for a Site Design Review. The scope of the drawings and documents to be included will be determined at the pre-application conference by the Pre-application Conference Committee, and a Site Design Review Submittal Checklist will be given to the applicant, documenting which items are deemed not applicable or not necessary to determine compliance with County and State standards, with a short explanation given for each item so determined.

- A. History.
- B. Project narrative.
- C. Existing site plan.
- D. Proposed site plan.
- E. Grading plan.
- F. Drainage plan.
- G. Wetland mitigation plan.
- H. Landscaping plan.
- I. Architectural plans.
- J. Sign drawings.
- K. Access, parking and circulation plan.
- L. Impact assessment.
- M. Site Design Review Submittal Checklist.

1556 Site Plan Submittal and Analysis: The applicant shall submit an application and any necessary supplemental information as required by this ordinance to the Land Development Services Department. The Planning Director or designate shall review the application and check its completeness and conformance with this ordinance. Once a Type 2 application is deemed complete, it shall be scheduled for the earliest possible hearing before the Planning Commission. A staff report shall be prepared and sent to the applicant, the Planning Commission, and any interested party requesting a copy.

[...]

1558 Planning Commission Review: The Planning Commission shall hold a public hearing for all Type 2 Design Review applications according to Sections 1603, 1604 and 1608 of this ordinance. If the Planning Commission determines that the proposed development meets the provisions of this ordinance, it may approve the project. The Planning Commission may attach any reasonable conditions to its approval of a site plan.

Finding 34: The applicant first submitted the application for this proposed Type 2 Site Design Review on 7/25/2023. The application was then deemed complete by the Planning Manager on 8/10/2023, and the proposal was scheduled for the soonest available Planning Commission hearing. Notice was sent out to adjacent property owners and all affected government agencies on August 16th, 2023.

The submitted application materials include all applicable submittal documents listed in subsection 1555. All application materials are included as attachments to this report. Staff finds the above criteria are met and the subject proposal can be reviewed by the Planning Commission per the provisions of subsection 1558. The Planning Commission may attach any conditions to its approval deemed reasonable.

[...]

1559 Compliance: Conditions placed upon the development of a site are also placed upon any building permits issued for the same site. These conditions shall be met by the developer prior to an occupancy permit being issued by the Building Official, or as an alternative, a bond shall be posted equal to 125% of the estimated cost of the unfinished work, to ensure completion within 1 year of occupancy. If all improvements are not completed within the 1-year bond period, the County may use the bond to complete the work.

Finding 35: Conditions of approval listed in this Staff Report or added by the Planning Commission must be satisfied prior to the authorization of any activity relating to the subject proposal and prior to the issuance of any building permits.

1560 Existing Site Plan: The degree of detail in the existing site plan shall be appropriate to the scale of the proposal, or to special site features requiring careful design. An existing site plan shall include the following, unless it is determined by the Planning Director that the information is not applicable or is not necessary to determine compliance with

County and State standards, and a short explanation will be given for each item so determined:

- A. A vicinity map showing location of the property in relation to adjacent properties, roads, pedestrian ways and bikeways, and utility access. Site features, manmade or natural, which cross property boundaries are to be shown.
- B. A site description map at a suitable scale (i.e. 1"=100'; 1"=50'; or 1"=20') showing parcel boundaries and gross area, including the following elements, when applicable:
 - 1. Contour lines at the following minimum intervals:
 - a. 2 foot intervals for slopes 0-20%;
 - b. 5 or 10 foot intervals for slopes exceeding 20%;
 - c. Identification of areas exceeding 35% slope.
 - 2. In special areas, a detailed slope analysis may be required. Sources for slope analysis include maps located at the U.S. Natural Resources Conservation Service office.
 - 3. Potential natural hazard areas, including potential flood or high ground water, landslide, erosion, and drainage ways. An engineering geologic study may be required.
 - 4. Wetland areas, springs, wildlife habitat areas, wooded areas, and surface features such as mounds and large rock outcroppings
 - 5. Streams and stream corridors.
 - 6. Location, species and size of existing trees proposed to be removed.
 - 7. Significant noise sources.
 - 8. Existing structures, improvements, utilities, easements and other development.
 - 9. Adjacent property structures and/or uses.

Finding 36: The applicant has submitted an existing conditions plan which shows that the property is vacant excepting the driveway coming off Church Road, which they have labeled as "Church Lane". Natural features including slope contours and Warren Creek along with 100' and 50' setbacks from the creek's top-of-bank are marked. Staff finds this site plan is appropriate to the scale of the proposal and these criteria are met.

1561 Proposed Site Plan: A complete application for design review shall be submitted, including the following plans, which may be combined, as appropriate, onto one or more drawings, unless it is determined by the Planning Director that the information is not applicable or is not necessary to determine compliance with County and State standards, and a short explanation will be given for each item so determined:

- A. Site Plan: The site plan shall be drawn at a suitable scale (i.e. 1"=100', 1"=50', or 1"=20') and shall include the following:
1. The applicant's entire property and the surrounding area to a distance sufficient to determine the relationships between the applicant's property and proposed development and adjacent properties and developments.
 2. Boundary lines and dimensions of the property and all proposed property lines. Future buildings in phased development shall be indicated.
 3. Identification information, including names and addresses of project designers.
 4. Natural features which will be utilized in the site plan.
 5. Location, dimensions and names of all existing or platted roads or other public ways, easements, and railroad rights-of-way on or adjacent to the property, city limits, section lines and corners, and monuments.
 6. Location and dimensions of all existing structures, improvements, or utilities to remain, and structures to be removed, all drawn to scale.
 7. Historic structures, as designated in the Comprehensive Plan.
 8. Approximate location and size of storm water retention or detention facilities and storm drains.
 9. Location and exterior dimensions of all proposed structures and impervious surfaces.
 10. Location and dimension of parking and loading areas, pedestrian and bicycle circulation, and related access ways. Individual parking spaces shall be shown.
 11. Orientation of structures, showing entrances and exits.
 12. All exterior lighting, showing type, height, wattage, and hours of use.
 13. Drainage, Stormwater and Erosion Control, including possible adverse effects on adjacent lands.
 14. Service areas for waste disposal and recycling.

15. Noise sources, with estimated hours of operation and decibel levels at the property boundaries.
16. Goal 5 Resource Protection Plans. Indicate how project will protect streams, wetlands, riparian areas, natural areas, and fish and wildlife habitat from negative impacts.
17. A landscaping plan which includes, if applicable:
 - a. Location and height of fences, buffers, and screening;
 - b. Location of terraces, decks, shelters, play areas, and common open spaces;
 - c. Location, type, size, and species of existing and proposed shrubs and trees; and
 - d. A narrative which addresses soil conditions and erosion control measures

Finding 37: The applicant submitted a proposed site plan for the subject property as well. The site plan is scaled appropriately and shows all proposed development and structures in relation to the required 50' Riparian Corridor extending from Warren Creek. The location and dimensions of proposed parking areas is shown as well. Locations of proposed stormwater facilities are noted, including retention swales in the parking lot and southeast of the main cluster of modular classrooms. The specific requirements of the County's Stormwater and Erosion Control (SEC) Ordinance will be addressed later in this report. Regarding lighting, the applicant submitted an illumination plan which details the lighting type and coverage of proposed light fixtures. The submitted Parking and Landscaping plan includes the location, type, and species of proposed landscaping trees and shrubbery, including for screening purposes.

Staff notes that the proposed site plan shows areas for future development of a multi-purpose hall, covered play area, and open playground. These structures are not being authorized or reviewed by this Staff Report and may require separate additional permitting in the future. A condition of approval will state this disclaimer.

Staff finds that all above applicable requirements are shown on the proposed site plan and on other plans included with the application. The above criteria are met.

- B. Grading Plans: A preliminary grading plan indicating where and to what extent grading will take place, including general contour lines, slope ratios, slope stabilization proposals, and natural resource protection proposals.

Finding 38: The applicant submitted a preliminary grading plan which shows general slope contour lines on the property. This plan also identifies stormwater facilities specifically designed to work with proposed grading to process runoff generated by increased impervious surface. Notes on the plan state that impervious surfaces and landscape areas will be sloped towards drainage facilities. The submitted

narrative also states that “No construction or grading is proposed within 150 feet of the Riparian Corridor or within 200 feet of Warren Creek” With this, Staff finds the grading plan meets applicable requirements.

C. Architectural Drawings:

1. Building elevations and sections;
2. Building materials (color and type);
3. Floor plan.

D. Signs: (see also Zoning Ordinance Section 1300)

1. Freestanding sign:
 - a. Location of sign on site plan;
 - b. Elevation of sign (indicate size, total height, height between bottom of sign and ground, color, materials, and means of illumination).

[...]

Finding 39: The applicant has submitted architectural plans detailing floor plans, building elevations, and sections for proposed modular classroom structures. However, this plan does not include architectural plans for the restrooms or other non-classroom structures shown on the site plan. This can be rectified with a condition of approval requiring the applicant to submit architectural plans for all proposed structures prior to building permit issuance. Regarding the proposed sign, the location is shown on the submitted site plan, and architectural details such as elevations and sections are shown in the submitted sign plan. Staff finds the above criteria will be met with the previous discussed condition.

1562 Landscaping: Buffering, Screening and Fencing:

A. General Provisions:

1. Existing plant materials on a site shall be protected to prevent erosion. Existing trees and shrubs may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the trees or shrubs.
2. All wooded areas, significant clumps or groves of trees, and specimen conifers, oaks or other large deciduous trees, shall be preserved or replaced by new plantings of similar size or character.

Finding 40: All existing trees on the property are in its southern portion along Warren Creek. No cutting or removal of trees is included as part of this proposal. The proposed development site will be located near the access to Church Road, in an area which is currently mostly grassland with few shrubs. The

new shrub and tree plantings included in the Parking and Landscaping plan will greatly increase the amount of plant materials on this property and far outnumber any shrubs removed. Staff finds the above criteria are met.

B. Buffering Requirements:

1. Buffering and/or screening are required to reduce the impacts on adjacent uses which are of a different type. When different uses are separated by a right of way, buffering, but not screening, may be required.
2. A buffer consists of an area within a required setback adjacent to a property line, having a width of up to 10 feet, except where the Planning Commission requires a greater width, and a length equal to the length of the property line adjacent to the abutting use or uses.
3. Buffer areas shall be limited to utilities, screening, pedestrian and bicycle paths, and landscaping. No buildings, roads, or parking areas shall be allowed in a buffer area.
4. The minimum improvements within a buffer area shall include:
 - a. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than 10 feet high for deciduous trees and 5 feet high for evergreen trees, measured from the ground to the top of the tree after planting. Spacing of trees at maturity shall be sufficient to provide a year-round buffer.
 - b. In addition, at least one 5-gallon shrub shall be planted for each 100 square feet of required buffer area.
 - c. The remaining area shall be planted in grass or ground cover, or spread with bark mulch or other appropriate ground cover (e.g. round rock). Pedestrian and bicycle paths are permitted in buffer areas.

C. Screening Requirements:

1. Where screening is required, the following standards shall apply in addition to those required for buffering:
 - a. A hedge of evergreen shrubs shall be planted which will form a four foot high continuous screen within two years of planting; or,
 - b. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulch; or,

- c. A five foot or taller fence or wall shall be constructed to provide a continuous sight obscuring screen. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.
2. When the new use is downhill from the adjoining zone or use being protected, the prescribed heights of required fences, walls, or landscape screening along the common property line shall be measured from the actual grade of the adjoining property at the common property line. This requirement may be waived by the adjacent property owner.
3. If four or more off-street parking spaces are required, off-street parking adjacent to a public road shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. Such landscaping shall consist of landscaped berms or shrubbery at least 4 feet in total height at maturity. Additionally, one tree shall be provided for each 50 lineal feet of street frontage or fraction thereof.
4. Landscaped parking areas may include special design features such as landscaped berms, decorative walls, and raised planters.
5. Loading areas, outside storage, and service facilities must be screened from adjoining properties.

Finding 41: The applicant's Parking and Landscaping plan details a 13' wide buffer area between the proposed parking lot and the property's north parcel line along Church Road. Church Road separates this institutional use from residential-zoned properties, which are additionally found to the east and west of the subject property. The buffer area along Church Road will consist of screening trees every 12' and screening shrubs every 5'. These trees will be 8' tall, meeting the 5' minimum requirement. No parking, utility, or structures are proposed for this buffer area. Additional screening requirements are not applicable to this buffer area as Church Road separates the subject property from differing adjacent uses.

The submitted Parking and Landscaping Plan does not show buffer areas or screening along the residentially zoned properties to the east and west of the subject site, which is required by subsection 1562(B)(1). To bring this plan into compliance, a condition of approval prior to the acceptance of the Final Site Plan will require the applicant to submit a revised landscaping plan meeting the buffering and screening requirements of subsections 1562(B) and (C).

With this condition of approval, Staff finds these criteria will be met.

D. Fences and Walls:

1. Fences, walls or combinations of earthen berms and fences or walls up to four feet in height may be constructed within a required front yard. Rear

and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height.

2. The prescribed heights of required fences, walls, or landscaping shall be measured from the lowest of the adjoining levels of finished grade.
3. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.
4. Re-vegetation: Where natural vegetation or topsoil has been removed in areas not occupied by structures or landscaping, such areas shall be replanted to prevent erosion.

Finding 42: No fences or walls are proposed. The submitted narrative states that “All areas where vegetation or topsoil has been removed will be replanted to prevent erosion...”. Staff finds the above criteria are met.

1563 Standards for Approval:

The Planning Commission or Director shall make a finding with respect to each of the following criteria when approving, approving with conditions, or denying an application:

- A. Flood Hazard Areas: See CCZO §1100, Flood Hazard Overlay Zone. All development in Flood Hazard Areas must comply with State and Federal Guidelines.
- B. Wetlands and Riparian Areas: Alteration of wetlands and riparian areas shall be in compliance with State and Federal laws.
- C. Natural Areas and Features: To the greatest practical extent possible, natural areas and features of the site shall be preserved.
- D. Historic and Cultural sites and structures: All historic and culturally significant sites and structures identified in the 1984 Comprehensive Plan, or identified for inclusion in the County Periodic Review, shall be protected if they still exist.
- E. Lighting: All outdoor lights shall be shielded so as to not shine directly on adjacent properties and roads.
- F. Energy Conservation: Buildings should be oriented to take advantage of natural energy saving elements such as the sun, landscaping and land forms.
- G. Transportation Facilities: Off-site auto and pedestrian facilities may be required by the Planning Commission, Planning Director or Public Works Director

consistent with the Columbia County Road Standards and the Columbia County Transportation Systems Plan.

Finding 43: Regarding (A)(B)&(C) above, a portion of the subject property is located within a flood hazard area per FEMA FIRM Panel 41009C0453D, but all proposed development will be located outside of this area. The subject site does contain identified wetlands per the Oregon DSL Statewide Wetland Inventory Map. The identified wetlands and required riparian corridor setbacks are discussed in detail in finding 11. The St. Helens-Columbia City CPAC Beak Maps do not indicate that this area is designated as a protected natural area or big game habitat. Staff finds that this proposal is compliant with the criteria in 1563(A)(B) and (C) with conditions discussed previously in this report. Subsection 1563(D) is not applicable as the property contains no structures.

Regarding Sections 1563(E) the applicant states that proposed lighting has been "...designed to shield adjacent properties from light spill". The submitted illumination plan demonstrates this, as light coverage contours are not shown on any adjacent properties. Regarding 1563(F), the applicant states that the modular classrooms will be oriented to take advantage of natural light, and the grading and drainage plans take advantage of the existing natural drainage patterns. Staff finds that the criteria in Sections 1563(E) and (F) are met.

Regarding Section 1563(G), the proposal requested does not appear to warrant any off-site transportation facilities or pedestrian facilities. As previously stated in this report, the proposal will not trigger a Transportation Impact Analysis. LDS has not received comment from the Public Works Department requiring any off-site facilities. For these reasons, staff finds that the criteria in Section 1563(G) are met.

1564 Final Site Plan Approval:

If the Planning Director or Planning Commission approves a preliminary site plan, the applicant shall finalize all the site drawings and submit them to the Director for review. If the Director finds the final site plan conforms with the preliminary site plan, as approved by the Director or Planning Commission, the Director shall give approval to the final site plan. Minor differences between the preliminary site plan and the final site plan may be approved by the Director. These plans shall be attached to the building permit application and shall become a part of that permit

Finding 44: Pursuant to the above criteria, the Applicant shall submit a final site plan which conforms with all conditions of approval and the approved preliminary site plans. This requirement will be listed as a condition of approval prior to any building permit issuance.

Continuing with the Columbia County Stormwater and Erosion Control Ordinance:

I. INTRODUCTION

[...]

B. Applicability

1. Provisions of this ordinance apply to:
 - a. Building permits for residential, commercial, industrial and accessory uses that involve disturbing more than 2000 square feet of land or activities disturbing more than 1000 square feet of land on sites with known and apparent erosion problems;
 - b. Grading permits that involve disturbing more than 2000 square feet of land or activities disturbing more than 1000 square feet of land on sites with known and apparent erosion problems;
 - c. Applications for partitions and subdivisions;
 - d. Drainage modifications involving the construction of storm pipes, culverts, channels, embankments, or other flow-altering structures in any stream, stormwater facility, or wetland; and e. Construction of new public roads.

[...]

Finding 45: The proposed requested for DR 24-01 will require commercial building permits for the 15,840 sq. ft. of proposed new structures. The provisions of the Columbia County Stormwater and Erosion Control Ordinance will apply to these required commercial building permits as more than 2,000 square feet of land will be disturbed or built on.

[...]

II. GENERAL REQUIREMENTS

The following requirements apply to all activities regulated under this ordinance:

A. Additional erosion control measures

Where the measures prescribed in this ordinance are insufficient to prevent materials, in quantities that harm beneficial uses and violate State Water Quality Standards, from entering the county's water resources or adjacent properties, the county may require additional measures from the Erosion Control Manual to be implemented.

Finding 46: There is no evidence presented to suggest that the erosion control measures prescribed in the County's SEC Ordinance will be insufficient to prevent degradation of the County's water resources. The criterion is met.

B. Drainage leaving a site

1. Runoff discharges from a site shall occur at their natural location and elevation, unless runoff is conveyed in a constructed system, approved by the county.

2. Surface runoff exiting a parcel shall be discharged with adequate energy dissipators within the development site to prevent downstream damage.

C. Stormwater and sanitary sewers

Connecting storm sewers, roof drains, or other stormwater or groundwater carrying pipes and culverts to sanitary sewers or septic systems is prohibited. Allowing surface storm drainage from ditches, overland flow, or through other means to drain into sanitary sewers or septic systems is also prohibited.

D. Fills in flood storage areas

In order to control flooding of downstream properties, all wetland fills and fills of low areas where runoff is naturally stored during 100-year storms, must be mitigated by creation of an equivalent amount of runoff storage within 1000 feet of the filled site.

Finding 47: The submitted Stormwater Report and Stormwater and Erosion Control Plan indicate that no runoff will be discharged off-site. Further, no fill in wetlands or flood storage areas is proposed, and no discharge into septic or sewer systems is proposed either. The above criteria are not applicable.

E. Conveyance

1. Conveyance systems shall be designed to carry runoff from the 25-year storm where the contributing drainage area is less than 40 acres and the 100-year storm where the contributing drainage area exceeds 40 acres.
2. Runoff from the 100-year storm may leave pipes and channels, but shall not rise to elevations more than one (1) foot below that of the lowest finished floor of buildings.

Finding 48: Proposed facilities will be sufficient to retain stormwater on-site through the 100-year storm event. The use of an overflow conveyance weir connecting to Warren Creek's riparian area to the south will only be necessary during the 100-year storm event and follows the natural drainage pattern of the property. The above criteria are met.

[...]

G. Design Parameters

1. Analysis to determine the pre and post-development flows from a site shall be based on the Santa Barbara Urban Hydrograph (SBUH) method as described in Appendix C.
2. Runoff curve numbers used in analysis of runoff shall be based on those contained in Appendix B.
3. Design of biofiltration swales shall be in accordance with Appendix D.

- H. Sites with Septic Systems On sites with septic systems where construction of stormwater facilities may disrupt the biotic action of the septic system, approval of the stormwater facility by the County Sanitarian is required.
- I. Other Permits Meeting the requirements of this ordinance does not eliminate the need to secure other required approvals and permits from other jurisdictions for activities covered under this ordinance. Other permits include, but are not limited to, NPDES Stormwater Permits, wetland permits, flood plain permits, Department of Geology and Mineral Industries (DOGAMI) permits, and water rights permits.

Finding 49: The submitted Stormwater Report uses the Santa Barbara Urban Hydrograph (SBUH) method to determine pre and post development flows. Runoff curve numbers are based on those contained in Appendix B of the SEC Ordinance. There is no indication to Staff that the proposed Stormwater facilities will interfere with the proposed septic system. The applicant will be responsible for obtaining any necessary permits from other jurisdictions. The above criteria are met.

III. STANDARDS SPECIFIC TO ACTIVITIES

The following requirements apply, in addition to the General Requirements above, to activities meeting the Applicability portion of this ordinance. Requirements citing a section number refer to the portion of the Erosion Control Manual (ECM) where a complete description of the practice can be found. Erosion control practices shall be installed and maintained as prescribed in the manual.

[...]

- B. Building Permits for Commercial, Industrial, Multi-Family, and Associated Accessory Uses
 - 1. *Erosion Control*
 - a. Required Measures
 - i. A Gravel Construction Entrance (ECM-Section 3.3.1) shall be installed prior to the beginning of grading.
 - ii. Where slopes exceed 5%, a Sediment Fence (ECMSection 3.3.2) shall be installed at the base of the disturbed area or dirt stockpiles.
 - iii. On slopes exceeding 10%, sediment fences are required at intervals specified in Table 3-2 of the Erosion Control Manual.
 - iv. As an alternative to a sediment fence, vegetated and undisturbed buffers at the base of the slope on the subject property can be utilized. Slopes above the buffer cannot exceed 10% and the buffer width must be at least equal to the uphill-disturbed area draining to it.

- v. During wet weather, October 1-April 30, a 6-mil plastic sheet cover (ECM-Section 3.3.9) or a minimum 2" of straw mulch cover shall be required on stockpiles where sediment is eroding and leaving the subject property or entering a water resource.
- vi. Ground cover shall be reestablished prior to removing the erosion control measures described above (ECM-Section 3.3.6).

Finding 50: The submitted Erosion and Sediment Control Plan indicates that a gravel construction entrance will be implemented near the property's entrance onto Church Road. A sediment fence will be placed at the edge of site development, ensuring that no sediment will enter Warren Creek. Proposed soil stockpiles will be protected by plastic sheeting as required. Although not noted on the plan, ground cover shall be reestablished prior to removal of erosion control measures. To ensure compliance, a condition of approval will state that the applicant shall submit a Final Erosion Control Plan that complies with all required measures above prior to building permit issuance. With this condition, Staff finds the above criteria can be met.

b. Erosion Control Plan

- i. A Final Erosion Control Plan is required.
- ii. The plan shall be prepared by an Engineer.
- iii. The plan shall specify use of the erosion control measures outlined above, plus additional measures as may be necessary to prevent sediment from leaving the subject property or entering a water resource.
- iv. The plan shall be completed in the format specified in Section IV.
- v. The plan shall be submitted to the county with the building permit application.
- vi. A building permit will not be issued until the plan is approved by the county

Finding 51: The applicant will be required to submit a Final Erosion Control Plan prior to acceptance of the Final Site Plan. As noted in Finding 50, the use of all required erosion control measures shall be specified on this plan as a condition of approval. Staff will review this final plan for compliance for all required measures. The above criteria will be met.

2. Long Term Water Quality Protection

a. Required Treatment Measures

- i. Runoff from parking lots, driveways, and other exposed traffic areas shall be treated using one of the following treatment

methods: biofiltration swales, vegetative filter strips, or alternative treatment methods

- ii. Treatment methods shall be sized to treat the water quality storm.
 - iii. Biofiltration swales and vegetative filter strips shall be sized for a 9-minute hydraulic residence time.
 - iv. Oil/water separators shall be required for activities exhibiting a significant risk of high oil loading in runoff, oil spills, or illegal dumping of oil or grease.
- b. Required Runoff Control Measures
- i. Runoff from the development site shall be controlled such that the following criteria are met:
 - A) The peak flows for the 10 and 100-year design storms after development does not exceed the respective pre-development peak flows.
 - B) The peak flow for the 2-year design storm after development does not exceed one-half the predevelopment peak flow for the 2-year storm.
 - ii. Discharges directly into tidal waterbodies are exempt from the above runoff control measures, but not treatment requirements.
- c. Stormwater Plan
- i. A Final Stormwater Plan is required.
 - ii. The plan shall be prepared by an Engineer.
 - iii. The plan shall specify use of the treatment and runoff control measures outlined above.
 - iv. The plan shall be completed in the format specified in Section IV.
 - v. The plan shall be submitted to the county with the building permit application.
 - vi. A building permit will not be issued until the plan is approved by the county.

Finding 52: The submitted Grading and Stormwater Plan complies with all required runoff and treatment measures listed in subsections III(B)(2)(a) & (b). Post-development peak flow for the 2-year storm event is less than half of pre-development peak flow. Post-development peak flows for the 10-year and 100-year storm events are each less than respective pre-development peak flows. A Final Stormwater Plan will be required prior to acceptance of the Final Site Plan. Staff finds the above criteria are met.

IV. OTHER PROVISIONS

A. Preliminary Erosion Control Plan

A preliminary erosion control plan shall contain the information outlined below. The information shall be shown on one or more plan sheets that are drawn to scale. Narrative information can be included as notes on the plans.

1. Existing Conditions Plan showing:
 - a. Existing topography and flow directions for site runoff, including slope percentages
 - b. Existing drainage features including streams, ditches, ponds, and wetlands, on or adjacent to the site
 - c. Existing structures on the site
 - d. Existing vegetation on the site
 - e. Soil types on the site and an indication of their erosion potential
2. Site Plan showing:
 - a. Property boundaries, both existing and proposed
 - b. Adjacent land uses
 - c. Conceptual erosion control plan discussing which erosion control measures will be utilized with an indication of their approximate location
 - d. For commercial, multi-family, and industrial subdivisions, approximate locations of proposed structures on the site

Finding 52: All the above information is present on the submitted Existing Conditions and Erosion and Sediment Control Plan. Soil types on the site are shown in the Stormwater Report. Staff finds the above criteria are met.

B. Final Erosion Control Plan

A final erosion control plan shall contain the information outlined below. The information shall be shown on one or more plan sheets that are drawn to scale. Narrative information can be included as notes on the plans.

1. Existing Conditions Plan The information provided for the preliminary erosion plan is sufficient, assuming that information accurately reflects the current state of the site. If significant changes have occurred to the site, a revised existing conditions plan is required.
2. Site Plan showing:
 - a. Property boundaries, both existing and proposed, with dimensions
 - b. For commercial, multi-family, and industrial subdivisions, approximate locations of proposed structures on the site
3. Erosion Control Plan showing:

- a. Locations and sizes (areas or lengths) of erosion control measures proposed to be used on the site during construction and after construction is completed.
- b. Maintenance schedule for insuring the erosion control measures continue to function as they are designed to function.
- c. For those measures requiring sizing calculations, a summary of the design calculations. This summary can be submitted in report form rather than shown on the plans.
- d. Contingency plan discussing additional erosion control measures to be applied if the proposed measures fail or are insufficient to control erosion.
- e. Discussion of how the site will be secured to prevent stormwater and erosion measures from being vandalized. A security fence with a locked gate or an on-site security guard are examples of methods to secure a large site.

[...]

Finding 53: The Existing Conditions Plan provided with the preliminary Erosion and Sediment Control Plan will be sufficient to satisfy (1) above. As a condition of approval prior to acceptance of the Final Site Plan, the applicant shall submit a Final Erosion Control Plan complying with all requirements listed in the County's SEC Ordinance. With this condition, Staff finds the above criteria will be met.

D. Preliminary Stormwater Plan

1. Purpose

The purpose of the preliminary stormwater plan is to determine whether a proposal can meet the requirements set forth in this ordinance. In general, the preliminary stormwater plan identifies how runoff originating on the site or flowing through the site is presently controlled and how this will change due to the proposed development activity.

2. Format The preliminary stormwater control plan shall include a report and plan sheets drawn to scale. The report and plans shall be stamped, signed, and dated by an engineer.

3. Contents

a. Preliminary Stormwater Report

The preliminary stormwater report shall contain the following information:

i. Site Location Map

At a minimum a USGS 7.5 minute topo series map shall be used showing the following information:

- A) Site boundaries or site location for small sites
- B) Contributing drainage areas and their acreage

- ii. Soils map from the Columbia County Soil Survey with the site highlighted
- iii. Flood plain map with the site highlighted, if the site is in a flood plain
- iv. Discussion of the methods to be used to treat runoff from paved surfaces on the site
- v. Discussion of the methods to be used to control the flow of stormwater runoff from the developed site. If infiltration is proposed, the discussion should include an analysis of the capability of on-site soils for infiltration of runoff, including the potential impacts on slope stability and on-site sewage systems.
- vi. Calculations of the pre-development and post-development runoff from the site
- vii. Preliminary sizing calculations for the proposed stormwater facilities
- viii. Discussion of who will maintain the stormwater facilities constructed in conjunction with the project
- ix. Listing of additional permits (e.g., wetland, flood plain, etc.) that may be required for the project

b. Existing Conditions Plan

This plan shall show the information outlined below. If a preliminary erosion control plan is completed for the project, the same Existing Conditions Plan can be utilized.

- i. Existing topography in 2-foot contours
- ii. Existing drainage features including streams, ditches, ponds, and wetlands, on or adjacent to the site
- iii. Existing structures on the site
- iv. Existing septic systems on the site
- v. Existing vegetation on the site
- vi. Soil types on the site

c. Preliminary Development Plan

This plan shall include the following information:

- i. Existing and proposed property boundaries, easements, and rightof-ways
- ii. Proposed building, septic systems, and road locations, if known

- iii. Approximate location and size of proposed stormwater facilities, including typical cross-sections of the proposed facilities

Finding 54: The applicant has submitted an engineered Stormwater Report, existing conditions plan, and a Grading and Stormwater Plan which shows all proposed development and stormwater facilities. All requirements listed in subsection III(D) are included or addressed in the applicant's submittal documents excepting cross-sections of proposed facilities. As a condition of approval, the Final Stormwater Plan shall include cross-sections of these facilities. With this, the above criteria will be met.

E. Final Stormwater Plan

1. Purpose

The final stormwater plan provides the final design and analysis of stormwater facilities on the site. The final stormwater plan consists of engineering construction plans and a detailed discussion, in report form, of the various aspects of stormwater design on the project.

[...]

Finding 55: The applicant will be required to submit an engineered Final Stormwater Plan meeting all requirements of subsection III(E). A condition of approval will require the applicant to submit this Final Stormwater Plan prior to issuance of any building permits associated with this project. As noted in the preceding finding, cross-sections of proposed stormwater facilities will be required. Staff finds the above criteria will be met.

COMMENTS:

Leo Stoddard: Attached.

County Building Official: Applicant will be required to obtain all building, electrical, plumbing, and mechanical permits for this project.

County Sanitarian: Septic permit application submitted (192-23-000328) pending land use approval. The septic system is designed to accommodate the students and staff numbers presented.

County Assessor: We are working with them on a tax exemption for this property. It has not been completed.

Warren Water Association: Have reviewed the proposal and have no objection to its approval as submitted.

Columbia River PUD: Have reviewed the proposal and have no objection to its approval as submitted.

Columbia River Fire and Rescue: Attached.

CONCLUSION, RECOMMENDATION & CONDITIONS:

Based on the above findings, Planning Staff recommends **APPROVAL** of this Type 2 Site Design Review (**DR 24-01**) to permit 15,840 sq. ft. of new structures for the Columbia County Christian School in the Community Service – Institutional (CS-I) Zone, subject to the following conditions:

CONDITIONS OF APPROVAL:

1. **This Design Review shall remain valid for two (2) years from the date of the final decision.** This permit shall become void unless the proposal has commenced in conformance with all conditions and restrictions established herein within the two-year validity period. Extensions of time may be granted by the Planning Commission if requested in writing with the appropriate fee before the expiration date, given the applicant is not responsible for failure to develop.
2. Public and private schools shall be on lots or parcels which meet the minimum requirements set by State Statute
3. The surfacing of each parking area shall meet minimum County standards to handle the weight of the vehicles which will use the parking area. All areas used for parking and maneuvering of vehicles shall be marked in accordance with the approved plan and such marking shall be continuously maintained. Handicapped parking spaces shall be marked with a wheelchair symbol.
4. The proposed structures shall be sited as presented in the applicant's submitted site plans and specifications reviewed and approved by the Planning Commission
5. Any changes to approved plan(s) and/or elevations shall be reviewed and approved by the County prior to implementation. All work shall accurately reflect County approved plans.
6. The applicant shall obtain all necessary building, plumbing, mechanical, and electrical permits for the subject proposal.
7. A 50' Riparian Corridor extending from top-of-bank of Warren Creek and associated wetlands on the subject property shall be maintained.
8. Future development detailed on the submitted site plan is not evaluated or approved by this Design Review.
9. The following shall be submitted to LDS prior to the acceptance of a Final Site Plan:
 - a An updated parking plan detailing 12'x 18' handicapped parking spaces.
 - b The Final Site Plan shall contain a note stating that there will be at least 17 bicycle parking spaces provided.

- c A revised landscaping plan meeting the buffering and screening requirements of subsections 1562(B) and (C).
- d A letter from the Warren Water Association stating that they will supply water for proposed school usage and any necessary fire suppression systems.

10. The following shall be completed prior to the issuance of any Building Permits:

- a The applicant shall submit a Final Site Plan which conforms with all conditions of approval and the approved preliminary site plans.
- b The applicant shall submit architectural plans for all proposed structures.
- c The applicant shall submit a Final Erosion Control Plan detailing compliance with all required measures listed in the Columbia County Stormwater and Erosion Control Ordinance.
- d The applicant shall submit a Final Stormwater Plan detailing compliance with all required measures listed in the Columbia County Stormwater and Erosion Control Ordinance. Cross sections of proposed stormwater facilities shall be included.

11. **Prior to final inspection or Certificate of Occupancy issuance for this proposal**, the following conditions shall be met:

- a All improvements per approved plans shall be installed (e.g. final site plan, erosion control measures, etc.)

ATTACHMENTS:

Submitted application materials and plans
Zoning, Aerial, Address & Vicinity Maps
Leo Stoddard 8/21/2023 Comment
CRF&R 9/7/2023 Comment

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES
COURTHOUSE
230 STRAND
ST. HELENS, OREGON 97051
(503) 397-1501

192-23-000249-
PLNG
File No. DR 24-01

General Application

GENERAL LAND USE PERMIT APPLICATION

TYPE OF PERMIT: Zone Change Temporary Permit
 Site Design Review Resource Management Plan

Other: _____

APPLICANT: Name: Matthew Alexander

Mailing address: 58640 McNulty Way, St. Helens, OR, 97051

Phone No.: Office 503-396-6651 Home _____

Are you the property owner? owner's agent?

PROPERTY OWNER: same as above, OR:

Name: Juli Tussing - Board-owned by Warren Community Fellowship

Mailing Address: PO Box 448, St. Helens, OR 97051

PROPERTY ADDRESS (if assigned): Off of Church Road and Church Lane

34740 Church Rd

TAX ACCOUNT NO.: ⁸⁶⁸⁰ 4119-AC-00700 Acres: 7.36 Zoning: CS-1

Acres: _____ Zoning: _____

Acres: _____ Zoning: _____

PRESENT USES: (farm, forest, bush, residential, etc.)

Use:	Approx. Acres
<u>Vacant land</u>	<u>7.36</u>
_____	_____
_____	_____
Total acres (must agree with above):	<u>7.36</u>

RECEIVED

SEP 05 2023

Jake Renney

From: Matthew Alexander <matt@lowercolumbiaenr.com>
Sent: Tuesday, September 5, 2023 9:35 AM
To: Jake Renney
Subject: RE: DR 24-01

Hey Jake,

Sorry about that. I heard a few different numbers while writing that and forgot to update. The total population will be between 150 and 170 (students and staff combined) which will break down into approximately 130-150 students and 20 teachers/staff. The student body is a bit of a variable but shouldn't exceed 150.

Thanks,

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC

Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaenr.com

From: Jake Renney <Jake.Renney@columbiacountyor.gov>
Sent: Thursday, August 31, 2023 3:16 PM
To: Matthew Alexander <matt@lowercolumbiaenr.com>
Subject: DR 24-01

Hi Matt,

I have another quick question about the Christian School design review (DR 24-01). The narrative states a few different numbers for the school population: 130, 150, and 175. Can you please clarify how many students and staff there will be?

Thank you,

Jake Renney

Assistant Planner

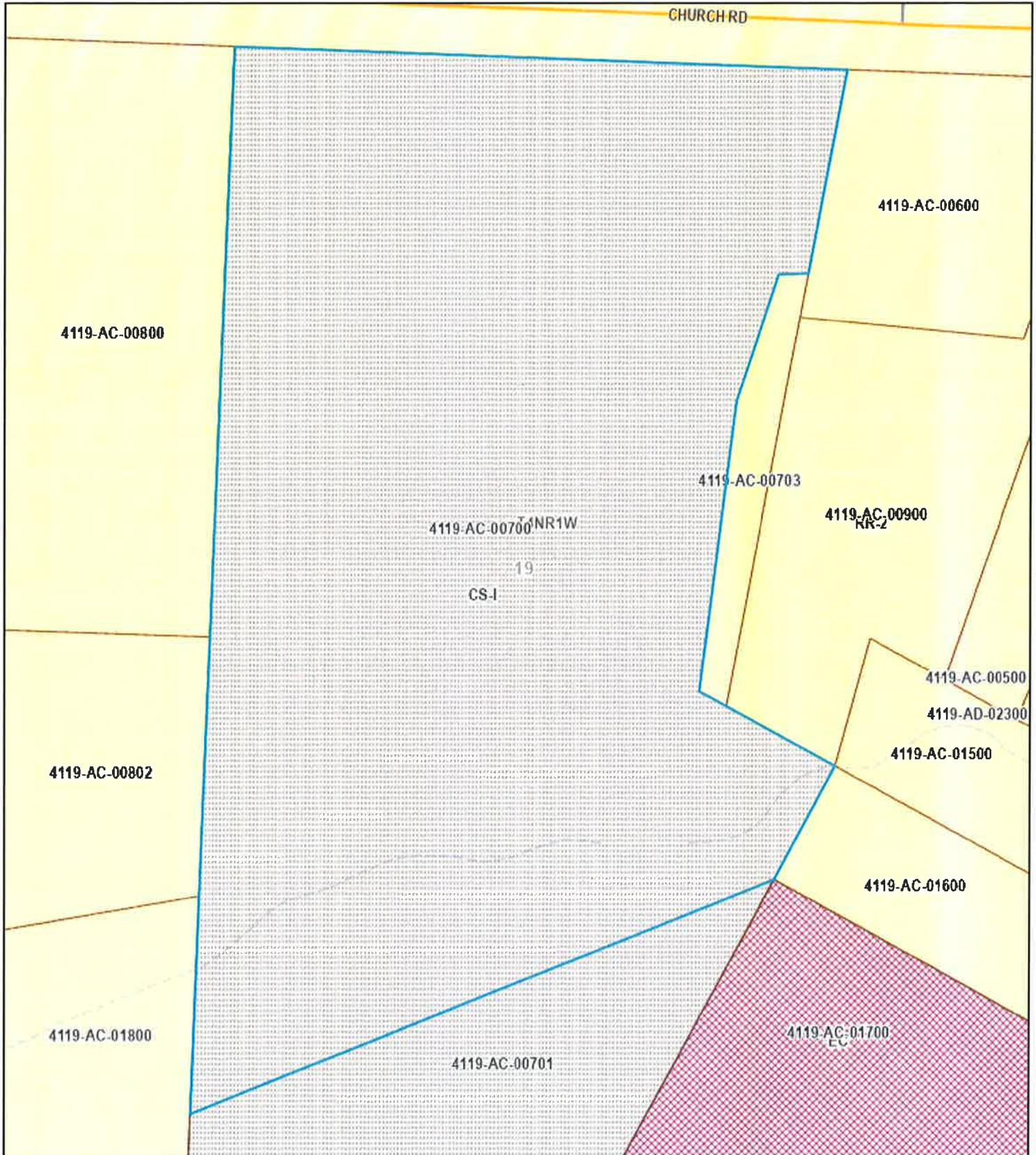
(503) 397-7217

Jake.Renney@columbiacountyor.gov

Effective January 2022 the Land Development Services office has moved to a new location at 445 Port Avenue in St. Helens.



DR 24-01 Zoning Map



7/25/2023 4:09 PM

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DR 24-01 Aerial Map



CHURCH RD

4119-AC-00600

4119-AC-00800

4119-AC-00703

4119-AC-00900

4119-AC-00700 T1NR1W

19

4119-AC-00500

4119-AD-02300

4119-AC-01500

4119-AC-00802

4119-AC-01600

4119-AC-01800

4119-AC-01700

4119-AC-00701

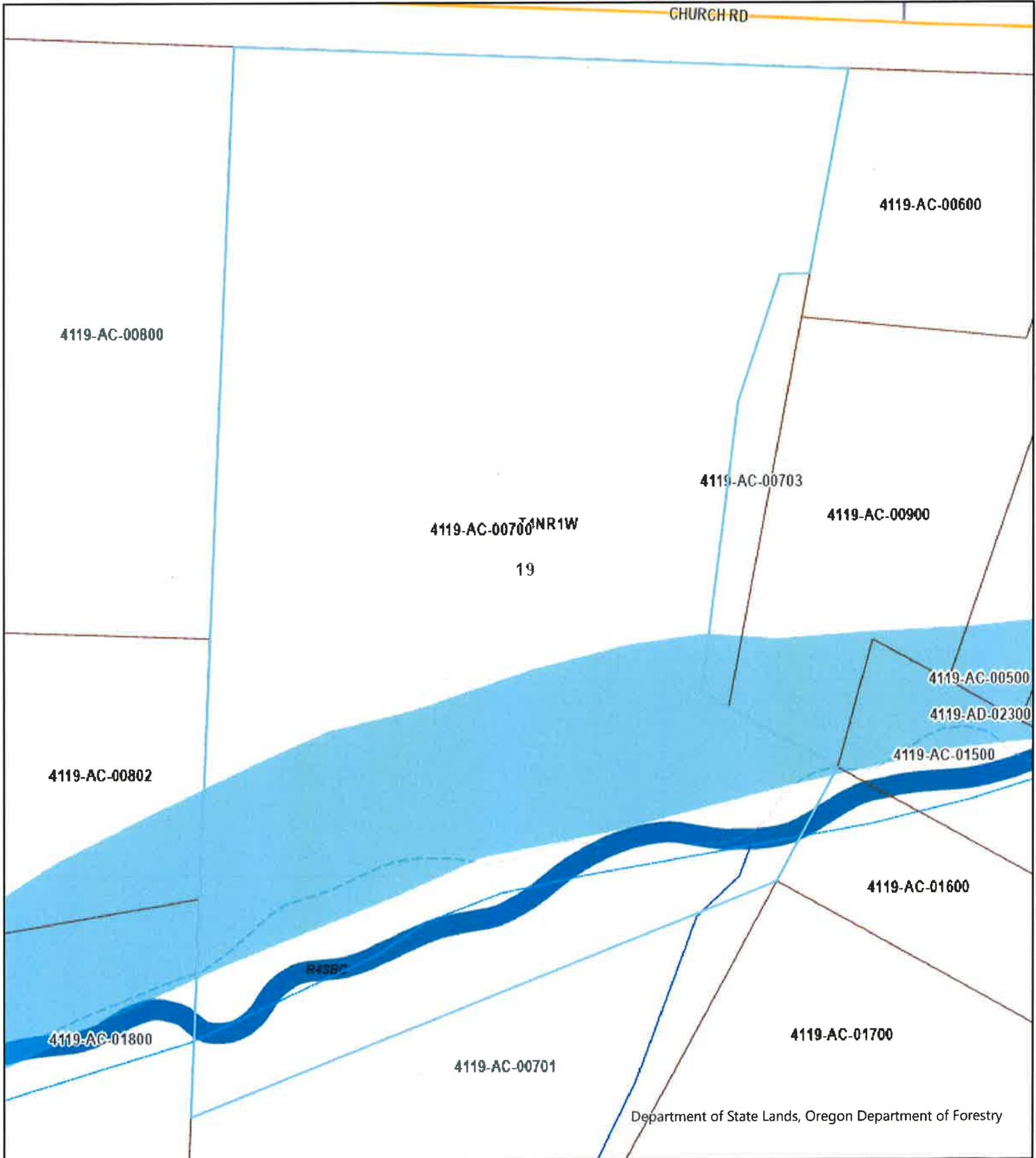
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DR 24-01 Wetlands & Floodplain Map



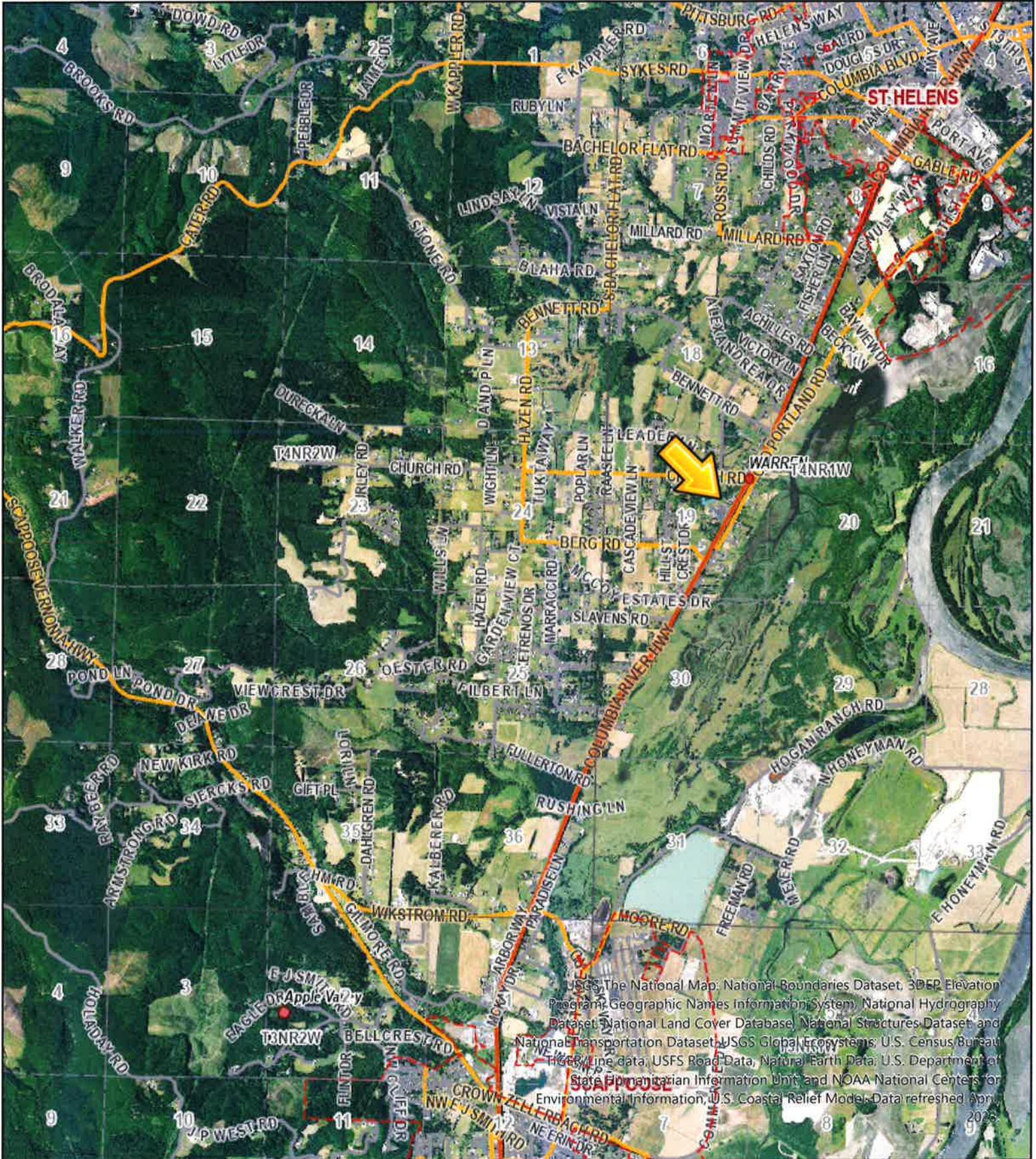
7/25/2023 4:10 PM

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DR 24-01 Vicinity Map



USGS, The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS Global Ecosystems; U.S. Census Bureau TIGER/Line data; USFS Road Data; Natural Earth Data; U.S. Department of State, Panamint Information Unit; and NOAA National Centers for Environmental Information, U.S. Coastal Relief Model. Data refreshed April 2023.

7/25/2023 4:12 PM

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RECEIVED
AUG 21 2023
Land Development Services

Jake Renney

From: Leo Stoddard <leostoddard@blueflagrealty.com>
Sent: Monday, August 21, 2023 4:05 PM
To: Jake Renney
Subject: Public Comment for File #DR24-01

You don't often get email from leostoddard@blueflagrealty.com. [Learn why this is important](#)

Hello Jake and the Columbia County Planning Commission,

We were notified of this public hearing for Columbia County Christian School (File #DR24-01). We are writing to let you know that we are in support of this project and are very excited to see this school expand in our neighborhood. The services they offer to our community and children is greatly appreciated and we hope that the County aids in this building project.

Thank you,

Leo Stoddard
Warren Professional Building LLC



Columbia River Fire & Rescue

PREVENTION DIVISION

270 Columbia Blvd * St Helens, Oregon * 97051
Phone (503)-397-2990 * www.crrf.com * FAX (503)-397-3198

07 September 2023

To: Matt Alexander
Lower Columbia Engineering, LLC
58640 McNulty Way
St. Helens, OR 97051



Re: Columbia County Christian School

Dear Mr. Alexander,

I have reviewed the Columbia County Christian School land use drawings including the proposed building locations relative to the property lines. The CS-I zone has no designated minimum setbacks per CCZO 1005.2 and I have concluded that the proposed building locations are adequately set back from the property lines for safety.

Respectfully,

A handwritten signature in black ink, appearing to read 'Tad Pedersen'.

Randolph "Tad" Pedersen
Fire Marshal
Columbia River Fire & Rescue

COLUMBIA COUNTY LAND DEVELOPMENT SERVICES
STAFF REPORT
September 20, 2023
Site Design Review- Type 2

FILE NUMBER: DR 24-01

APPLICANT: Matthew Alexander
58640 McNulty Way
St. Helens, OR 97051

OWNER: Warren Community Fellowship
P.O. Box 448
St. Helens, OR 97051

LOCATION: The property is located on the south side of Church Road.

TAX MAP ID #: 4119-AC-0700 (Tax Account #8680)

ZONING: Community Service – Institutional (CS-I)

SIZE: ~ 7.36 acres

REQUEST: To construct new structures and facilities for the Columbia County Christian School.

APPLICABLE REVIEW CRITERIA:

<u>Columbia County Zoning Ordinance</u>	<u>Page #</u>
Section 1000 Community Service – Institutional	5
Section 1100 Flood Hazard Overlay	8
Section 1170 Riparian Corridors	8
Section 1300 Signs	11
Section 1400 Off-Street Parking	14
Section 1450 Transportation Impact Analysis	20
Section 1550 Site Design Review	22
<u>Columbia County Stormwater & Erosion Control Ordinance</u>	32

SUMMARY:

The applicant, Matthew Alexander of Lower Columbia Engineering, is proposing the construction of 15,840 sq. ft. of new structures for the Columbia County Christian School along with a 41-stall parking lot and new septic system. The subject property is approximately 7.36 acres in size and accesses directly off Church Road. 11 individual modular structures are proposed, including 7 classrooms. The property is zoned Community Service Institutional (CS-I). The property is currently vacant with no development other than a driveway which connects north to Church Road and south to an adjacent parcel. This parcel directly to the south contains the associated Warren Community Fellowship Church.

The proposed structures would be constructed in the north of the property near the entrance to Church Road. A septic drain field is proposed directly south of the school buildings. The submitted application includes a narrative along with site, architectural, stormwater, erosion control, grading, parking, landscaping, utility, and illumination plans. Also included is a Trip Generation Analysis.

On 8/17/2023, LDS received comment from the County Building Official stating that the owner will be required to obtain all necessary building permits. This requirement will be reflected as a condition of approval accordingly. Also on 8/17/2023, LDS received comment from the County Assessor stating that their office is working with the property owner on a tax exemption which has not been completed. On 8/28/2023 LDS received comment from Columbia River PUD stating that they've reviewed the proposal and have no objection to its approval as submitted.

The applicant proposes to use the Warren Water Association as the school's water source. Submitted together with the application is a letter and email communication with the Association indicating that the applicant has applied for water service and is likely to receive approval. On 8/23/2023, LDS received comment from the association stating that they have reviewed the proposal and have no objection to its approval as submitted. To ensure the availability of water for the proposed school, a condition of approval will require the applicant submit a letter from the Warren Water Association stating that they will supply water for school usage and any necessary fire suppression systems. This condition shall be met prior to acceptance of the Final Site Plan.

Natural features of the site are as follows. According to the Oregon Department of Forestry (ODF) Statewide Streams map, Warren Creek, which is fish-bearing, runs through the south end of the property. Per the Oregon Department of State Lands (DSL) Wetland Inventory map, there are identified wetlands associated with this stream. The Scappoose-Spitzenberg Beak map shows that the subject property is not identified as Big Game Habitat or any other protected natural area. A portion of the subject property in the immediate vicinity of Warren Creek is within Flood Hazard Zone A according to FEMA FIRM Panel 41009C0453D. Emergency services to the area are provided by Columbia River Fire & Rescue and the Columbia County Sheriff. Staff visited the site on 9/13/2023 to confirm the information provided in the application and on County GIS maps.

The remainder of this report will discuss to what extent this proposal meets the applicable standards of the Columbia County Zoning and Stormwater and Erosion Control Ordinances.

Site Visit Pictures

Proposed Site of Development



View of Access from Church Road



Zoning & Aerial Maps of Subject Property



REVIEW CRITERIA & FINDINGS:

COLUMBIA COUNTY ZONING ORDINANCE:

Beginning with Section 1000 of the Columbia County Zoning Ordinance:

Section 1000 COMMUNITY SERVICE - INSTITUTIONAL CS-I

1001 The purpose of this section is to provide for the review and approval of the location and development of special uses which, by reason of their public convenience, necessity, and unusual character or effect on the neighborhood, may not be suitable for listing with the other sections of this Ordinance. The CS-I district is intended to provide a mechanism for the establishment of public and private facilities necessary to meet the demand for the various types of public assemblies and public and private institutional facilities. This district is intended to function as a regular district within the Community Service designation.

1002 Permitted Uses:

- .1 Schools, public or private, and their accompanying sports facilities.

Finding 1: The subject property is zoned Community Service – Institutional (CS-I). The applicant proposes to construct facilities for the Columbia County Christian School, which is a “...recently established private parochial school...” The school is current housed within the Warren Community Fellowship Church on an adjacent parcel. Staff finds the proposal is a permitted use in the CS-I zone per subsection 1002.1.

1003 **Restrictions and Conditions:** These public facilities have a direct impact upon adjoining properties. The Commission shall study each request to establish a new CS-I use and shall attach adequate conditions to the approval of a CS-I use to insure the adverse impact of the institutional use upon the adjoining land uses have been mitigated.

Conditions shall include:

- .1 Landscaping, berming, fencing, or screening.

Finding 2: The applicant submitted a combined Parking and Landscape plan. The plan details areas with proposed detention and retention swales, as well as shrubbery and street trees. Applicable Design Review landscaping criteria and requirements will be discussed later in this report.

- .2 Increased off street parking.

Finding 3: Off-street parking requirements provided in Section 1400 will be discussed in detail later in this report.

- .3 Limitations on the type and amount of external lighting.

Finding 4: The application submitted an illumination plan detailing areas of lighting coverage and types of lighting used. Applicable design review criteria regarding lighting will be reviewed later in this report. The Planning Commission may attach conditions limiting the type and amount of external lighting used.

- .4 Limitations on the number and location of access points which connect with County roads or public ways.

Finding 5: The proposed facilities will access Church Road directly through an existing driveway to the north. This existing driveway also connects southward to the associated Warren Community Fellowship Church and its access to Highway 30. The Commission may attach limitations to access points deemed necessary.

- .5 The Commission may attach as many conditions, such as setbacks, screening, off-street parking and unloading, construction standards, maintenance and landscaping requirements, as it deems necessary to protect the public health, safety, welfare, the adjoining property owners, and the public interest.

Finding 6: The Commission may attach conditions relating to the criteria listed above as deemed necessary.

[...]

- .8 Public and private schools shall be on lots or parcels which meet the minimum requirements set by State Statute.

Finding 7: To ensure compliance with State Statute, the above criterion will be included as a condition of approval. Staff finds this criterion will be met.

[...]

- .10 Off-street parking shall be provided as required in Section 1400.

Finding 8: The applicant submitted a parking plan with this proposal. Compliance with the off-street parking requirements in Section 1400 will be discussed later in this report.

1004 Before a new Community Service - Institutional use is approved outside an Urban Growth Boundary, the Commission must find that the CS-I use:

- .1 Is consistent with the character of the area.
- .2 Will not adversely affect natural resources in the area.
- .3 Will not conflict with farm or forest use in the area.
- .4 Will not create any traffic hazards.

Finding 9: This request to build facilities for a private religious school is consistent with the surrounding area which contains numerous churches as well as residences which could utilize the facilities. The neighboring parcel directly to the south contains the church associated with this proposed religious school and is owned by the same property owner. On 8/21/2023, LDS received comment from a nearby property owner, Leo Stoddard, in support of the proposal. The comment states regarding the associated church that “The services they offer to our community and children is greatly appreciated...” Staff finds the proposal is consistent with the character of the area containing residential, commercial, and other institutional uses.

Regarding natural resources and farm and forestry uses, Staff finds no reason to believe the proposal will cause conflict. Though the property does contain Warren Creek and associated wetlands, proposed development is further than 100’ away. No properties in the immediate vicinity are zoned as Primary Forest (PF-80), Primary Agriculture (PA-80), or Forest-Agriculture (FA-80). The proposal is unlikely to affect farming or forestry practices taking place on nearby residential properties; there are similar institutional uses in the area and LDS has not been made aware of any conflict taking place.

Regarding traffic hazards, the applicant has submitted a Trip Generation Analysis which states that the school population and number of staff is not increasing until future expansion. The analysis states that traffic levels will therefore remain the same. The addition of a school-specific parking lot and a drop-off driving aisle will assist in preventing traffic hazards from occurring.

The submitted Trip Generation Analysis will be further discussed later in this report pertaining to Section 1450 and whether a Transportation Impact Analysis (TIA) will be required. Without evidence to the contrary, Staff finds the above criteria are met.

1005 Standards:

- .1 There is no designated minimum lot or parcel size. The Commission shall review each proposal on a case by case basis and determine if the site is adequate for the proposed use. They shall review the site plan of the proposal and determine if the site meets all the provisions of this Ordinance, including the off-street parking requirements listed in Section 1400.
- .2 There are no designated minimum setbacks in this district. The applicant shall submit a letter from the Fire Marshall concerning the necessary setbacks for safety. After reviewing this letter and the adjacent land uses, the Commission shall establish setback requirements for each individual site.

Finding 10: The subject property is approximately 7.36 acres in size, of which only the northern third is proposed for development, including required off-street parking. The submitted site plan also shows that the property can fully contain a new septic system as proposed. On 8/24/2023, the County Sanitarian submitted comment stating that a septic permit application has been submitted (permit no.192-23-000328) and that the proposed system will be able to accommodate the proposed school population numbers. Staff finds the site is an adequate size to contain the proposed use and all facilities necessary to support it.

Regarding setbacks, all structures are shown to be at least 20' from the front and rear property lines, and 15' from side property lines. The applicant has submitted a letter from Columbia River Fire and Rescue which states that "...the proposed building locations are adequately set back from the property lines for safety". Staff finds the above criteria are met.

1006 Signs: Signs shall meet the requirements of Section 1300

Finding 11: The applicant proposes to install one new sign near the property's existing entrance onto Church Road. The criteria and requirements of Section 1300 will be reviewed later in this report.

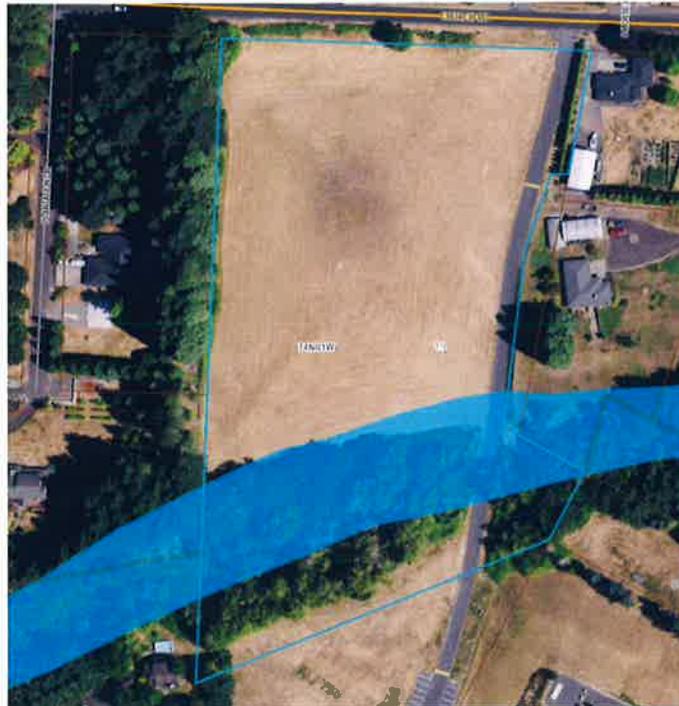
Continuing with Section 1100 of the Columbia County Zoning Ordinance:

Section 1100 FLOOD HAZARD OVERLAY FH

1104 GENERAL PROVISIONS:

- .1 Lands to which this ordinance applies: This zone shall apply to all areas of special flood hazards within the jurisdiction of Columbia County.

Finding 12: Although the subject property contains areas located within Flood Hazard Zone A, this is limited to the area directly surrounding Warren Creek.



No development is proposed within this flood hazard area. Therefore, the criteria of Section 1100 do not apply to this application.

Continuing with Section 1170 of the Columbia County Zoning Ordinance:

Section 1170

RIPARIAN CORRIDORS, WETLANDS, WATER QUALITY, AND FISH AND WILDLIFE HABITAT PROTECTION OVERLAY ZONE RP

1172 Riparian Corridor Standards:

- A. The inventory of Columbia County streams contained in the Oregon Department of Forestry Stream Classification Maps specifies which streams and lakes are fish-bearing. Fish-bearing lakes are identified on the map entitled, "Lakes of Columbia County." A copy of the most current Stream Classification Maps is attached to the Comprehensive Plan, Technical Appendix Part XVI, Article X(B) for reference. The map, "Lakes of Columbia County" is attached to the Comprehensive Plan, Technical Appendix Part XVI, Article X(B), and is incorporated therein. Based upon the stream and lake inventories, the following riparian corridor boundaries shall be established:

[...]

2. Fish-Bearing Streams, Rivers and Sloughs (Less than 1,000 cfs). Along all fish-bearing streams, rivers, and sloughs with an average annual stream flow of less than 1,000 cubic feet per second (cfs), the riparian corridor boundary shall be 50-feet from the top-of-bank, except as provided in CCZO Section 1172(A)(5), below. Average annual stream flow information shall be provided by the Oregon Water Resources Department.

[...]

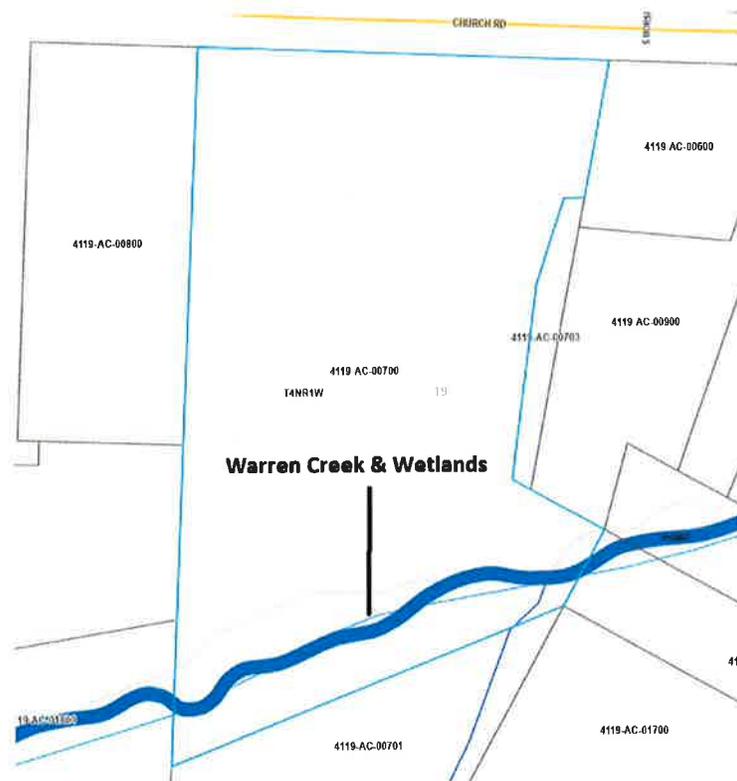
5. Wetlands. Where the riparian corridor includes all or portions of a significant wetland, as identified in the State Wetlands Inventory and Local Wetlands Inventories, the standard distance to the riparian corridor boundary shall be measured from, and include, the upland edge of the wetland. Significant wetlands are also regulated under provisions in the Wetland Overlay Zone, Columbia County Zoning Ordinance, Section 1180.

Finding 13: According to the Oregon Department of Forestry (ODF) Streams map and the Oregon Department of State Lands (DSL) Wetlands Inventory map, the subject property contains an identified fish-bearing stream (Warren Creek) with associated identified wetlands.

Warren Creek Riparian Area



ODF Streams & DSL Wetlands Map



Per the criteria of subsection 1172.2 and 1172.5, there is a 50' protected Riparian Corridor extending from the top-of-bank of Warren Creek and from the upland edge of associated identified wetlands. The submitted site plan indicates that all structures will be greater than 100' from the top of the creek bank. To ensure compliance as the project progresses, a condition of approval will state that a 50' riparian corridor shall be maintained from the top of the stream's bank and the upland edge of the associated identified wetlands.

As the project site is near identified wetlands, LDS sent a Wetland Use Notification to DSL on 8/16/2023. On 9/15/2023, LDS received a response from DSL, which states that the project as submitted will not impact jurisdictional waters or wetlands and does not require a DSL permit.

With preceding discussion and conditions of approval, Staff finds the above criteria will be met.

Continuing with Section 1300 of the Columbia County Zoning Ordinance:

Section 1300 SIGNS

1301 Use: No sign may be established, altered, or expanded hereafter in any district in Columbia County, except in accordance with the provisions outlined in this Section. The sign provisions apply to signs established in conjunction with any use in the county. [Amended by Ordinance 2002-02, eff. 6/12/02].

1302 General Provisions: [Amended by Ordinance 2002-02, eff. 6/12/02].

[...]

.2 Setbacks:

- A. All signs shall be situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions and shall not overhang or encroach upon public rights of way.
- B. Unless otherwise specified, all signs in residential zoning districts shall observe the yard setback requirements of the zoning district in which they are located.
- C. No setbacks from property lines shall be required for signs in nonresidential zoning districts except that in all zoning districts, setbacks shall be required at corners as may be necessary to provide adequate corner vision or in cases where a sign is placed adjacent to a street, as provided is 1302.2(D), below.
- D. Setbacks shall be required which comply with setback requirements of the abutting residential zoning district when a sign is placed on a parcel abutting a street (except Highway 30), which separates a non-residential parcel from a residential parcel or when a sign is placed on a property line separating a non-residential parcel from a residential parcel.

Finding 14: The proposed sign would be located along Church Road, across from Rural Residential

(RR-2) zoned properties. As this road separates a non-residential parcel from a residential parcel, the proposed sign must follow setback requirements of the RR-2 zone. The RR-2 zone requires a 30' setback from the front property line and 5' from the rear and side property lines for accessory structures. Per the submitted site plan, the proposed monument side would be located 30' from the front property line and over 5' from all other property lines. The submitted application expresses frustration with this requirement, stating that the required 30' setback is impractical and will make it difficult for passersby to see this sign. Staff notes that the applicant has the option of submitting a variance application if they wish to permit the sign closer than 30' from the property line. Regardless, the sign will meet all applicable setback requirements as proposed.

The proposed sign would be located fully on the subject property and would not overhang or encroach onto Church Road's right-of-way. The applicant has submitted communication from the County Public Works Department stating that the sign would not affect sight distance when set back 30' from the roadway. As the proposed sign is shown 30' from the property line (and thus greater than 30' from the roadway itself), Staff finds the proposed sign would not adversely affect safety or corner vision.

Staff finds the above criteria are met.

- .3 Visual Obstructions: No sign shall be situated in a manner which results in the complete visual obstruction of an existing sign.

Finding 15: There are no existing signs on the subject property or adjacent properties which would be obstructed by the proposed sign. The criterion is met.

- .4 Illuminated Signs: Artificially illuminated signs, or lights used to indirectly illuminate signs, shall be placed, shielded, or deflected so as not to shine into residential dwelling units or structures. The light intensity of an illuminated sign shall not exceed the following standards:
 - A. No exposed reflective type bulb, par spot or incandescent lamp, which exceeds twenty-five (25) Watts, shall be exposed to direct view from a public street or highway, but may be used for indirect light illumination of the display surface of a sign.
 - B. When neon tubing is employed on the exterior or interior of a sign, the capacity of such tubing shall not exceed three hundred (300) milliamperes rating for white tubing or one hundred (100) milliamperes rating for any colored tubing.
 - C. When fluorescent tubes are used for the interior illumination of a sign, such illumination shall not exceed:
 - 1) Within Residential Zoning Districts: Illumination equivalent to four hundred twenty-five (425) milliamperes rating tubing behind a Plexiglas face with tubes spaced at least seven (7) inches apart, center to center.
 - 2) Within Non-Residential Zoning Districts: Illumination equivalent to eight hundred (800) milliamperes rating tubing behind a Plexiglas

face spaced at least nine (9) inches apart, center to center.

Finding 16: The proposed sign would not be illuminated. Staff finds the above criteria are not applicable.

[...]

- .6 Sign Clearance: A minimum of 8 feet above sidewalks and 15 feet above driveways shall be provided under free-standing signs.

Finding 17: The proposed sign is a monument sign which would be installed directly into the ground and would not include any portion hanging over a sidewalk or driveway. This criterion is not applicable.

- 1311 Signs for Essential Services and Public Facilities: The following signs shall be permitted in all districts:

[...]

- .2 Police, fire, school, and hospital directional signs

Finding 18: The proposed sign would be for a private school; the permitting of this sign is expressly allowed per subsection 1311.2.

[...]

- 1313 Commercial and Industrial Districts:

- .3 Aggregate Sign Area Per Parcel.

- A. Except as otherwise provided herein, the maximum permitted area of all signs, including the total area of each face of a double-faced sign, or the sole face of a single faced sign for each parcel, is as follows: 40 square feet; plus
- 1) For the first fifty (50) linear feet of building frontage on a public road, an additional square foot of sign area per linear foot of building frontage on such public road; plus
 - 2) For the next two hundred and twenty (220) linear feet of building frontage on a public road, an additional one-half (½) square foot of sign area per linear foot of building frontage on such public road.
- B. For the purpose of this section, "building frontage" means the linear length of a building facing a public right of way or the linear length of the public right of way facing a building, whichever is smaller.
- C. The area of any legal non-conforming sign which is greater than 200 square feet in size shall not be included in the calculation of maximum sign area per parcel under this Section.
- D. The area of any temporary sign permitted under 1313.7 shall not be included in the calculation of maximum sign area per parcel under this section.

Finding 19: The proposed sign area (not including the supporting structure) would be 18 sq. ft. This is less than the 40 sq. ft. maximum in aggregate sign area allowed outright per parcel. Staff finds the above criteria are met.

- .4 Free Standing Signs: Free standing signs, including ground mounted signs, must comply with the following additional standards:
 - A. Height: Free standing signs shall not exceed 20 feet in height above grade or above road grade, whichever is higher.
 - B. Total Area: The total sign area of all freestanding signs allowed by this section plus the area of all other allowed signs on the parcel shall not exceed the aggregate sign limits for the parcel as provided in Section 1313.3.

[...]

Finding 20: The proposed sign and supporting structure would be 8' in height, which is within the 20' height maximum. Compliance with aggregate sign limits for the subject parcel is discussed in Finding 17. The criteria are met.

Continuing with Section 1400 of the Columbia County Zoning Ordinance:

Section 1400 OFF-STREET PARKING AND LOADING

- 1401 General Provisions: At the time of the erection of a new building, or an addition to an existing building, or any change in the use of an existing building, structure, or land which results in an intensified use by customers, occupants, employees, or other persons, off-street parking and loading shall be provided according to the requirements of this section.
- 1402 Continuing Obligation: The provisions for and maintenance of off-street parking and loading facilities shall be a continuing obligation of the property owner. No building or any other required permit for a structure or use under this or any other applicable rule, ordinance, or regulation shall be issued with respect to off-street parking and loading, or land served by such land, until satisfactory evidence is presented that the property is, and will remain, available for the designated use as a parking or loading facility.
- 1403 Use of Space:
 - .1 Required parking spaces shall be available for parking of vehicles of customers, occupants, and employees.
 - .2 No parking of trucks, equipment, or the conduct of any business activity shall be permitted on the required parking spaces.
 - .3 Required loading spaces shall be available for the loading and unloading of vehicles concerned with the transportation of goods and services.

- .4 Excepting residential and local commercial districts only, loading areas shall not be used for any other purpose than for loading and unloading.
- .5 In any district it shall be unlawful to store or accumulate goods in a loading area in a manner which would render the area temporarily or permanently incapable of immediate use for loading operations.

Finding 21: The subject proposal includes a parking lot (detailed on the submitted Parking and Landscape plan) which will provide parking spaces for parents, faculty, and other school staff. No school activities are proposed or will be permitted on required parking spaces. The proposal does not detail specific loading spaces, and this is not required per the Zoning Ordinance as will be discussed later in this report. There will be an 8' wide, 122' long student drop-off/pick-up aisle. Loading and unloading of goods is not anticipated as part of this proposal. Staff finds the above criteria are met, with further discussion on loading spaces later in this report.

1405 Plans Required: A plot plan shall be submitted in duplicate to the Director with each application for a building permit or for a change of classification to OP. The plot plan shall include the following information:

- .1 Dimensions of the parking lot.
- .2 Access to streets and location of curb cuts.
- .3 Location of individual parking spaces
- .4 Circulation pattern.
- .5 Grade and drainage.
- .6 Abutting property.
- .7 A landscaping plan which shall include the location and names of all vegetation, and the location and size of fencing or other screening material. This plan shall be approved by the Director.

Finding 22: The applicant has submitted a Parking and Landscaping Plan (attached) which details all the above required information. Staff finds the above criteria are met.

1406 Location:

- .1 Spaces required by this section shall be provided on the site of the primary uses, provided that, when practical difficulties prevent their establishment upon the same site, the Planning Director may permit the facility to be located within 300 feet therefrom, measured in a straight line (including streets and alleys) from the nearest property line to the nearest parking space; but in any case the location shall meet all provisions of this ordinance which apply.

[...]

1408 Design Standards:

.1 Scope:

- A. These design standards shall apply to all parking, loading, and maneuvering areas except those for single and two-family residential dwellings on individual lots.
- B. All parking and loading areas shall provide for the turning, maneuvering, and parking of all vehicles on the lots.

Finding 23: The proposed parking lot would be located on the subject property, directly adjacent to the proposed school building development. The Parking lot appears to be designed in a way to accommodate the turning, maneuvering, and parking of all expected vehicles onsite. Staff finds these criteria are met.

[...]

1410 Size:

- .1 The standard size of a parking space shall be 9 feet by 18 feet.
- .2 Handicapped parking spaces shall be 12 feet by 18 feet.
- .3 Parallel parking, the length of the parking space shall be increased to 22 feet.

1411 Aisles: Aisles shall not be less than:

- .1 25'0" in width for 90 degree parking;

[...]

1412 Access: There shall be no more than one 45 foot wide curb cut driveway per 150 feet of street frontage, or fraction thereof, permitted per site.

Finding 24: Each parking space identified on the submitted Parking and Landscape plan is identified as being 9'x18' in size, meeting the standard set by subsection 1410.1. However, the two identified handicapped parking spaces are noted as being 9' by 18' as well; per subsection 1410.2 these spaces must be 12' by 18' instead. To ensure compliance with this requirement, a condition of approval will require the applicant to submit an updated Parking Plan detailing 12'x18' handicapped parking spaces. This will be required prior to acceptance of the Final Site Plan.

All driving aisles are detailed as being 25' in width, and there is only one approximately 20' wide curb cut driveway on the property's frontage on Church Road. Staff finds the above criteria will be met with the previously discussed condition of approval.

1413 Surfacing and Marking:

- .1 The surfacing of each parking area shall meet minimum County standards to handle the weight of the vehicles which will use the parking area. All areas used for parking and maneuvering of vehicles shall be marked in accordance with the approved plan and such marking shall be continuously maintained. Handicapped parking spaces shall be marked with a wheelchair symbol.
- .2 The parking and loading areas for commercial, industrial, or apartment uses shall be paved with concrete, asphaltic concrete, or another comparable surface.

1414 Drainage and Lighting: Adequate drainage shall be provided to dispose of the run-off generated by the impervious surface area to the parking area. The drainage system shall function so it will not adversely affect adjoining property. Artificial lighting shall be provided in such a manner as to insure the safety of the parking area without interfering with adjoining properties or creating traffic hazards on adjoining streets.

Finding 25: To ensure compliance as the proposed parking lot is developed and maintained, a condition of approval will state the criteria of subsection 1413.1. This will ensure that all the parking lot is built, marked, and maintained in accordance with County standards and the approved Parking Plan.

Regarding drainage and lighting, landscaped detention swales and swale groundcover are shown surrounding and throughout the proposed parking lot. The applicant states that "The proposed grading in the parking lots has been designed to adequately drain the impervious surface to a central detention swale" which would overflow into a larger infiltration swale. In turn, this larger swale has an overflow weir and ditch which would convey stormwater south to the Warren Creek riparian area during 100-year storm events. The specific requirements of the County's Stormwater and Erosion Control (SEC) will be discussed later in this report.

The submitted illumination plan shows that the parking lot will be provided with adequate lighting coverage. Per the mapped lighting coverage contours, the proposed lighting will not interfere with adjacent properties or create traffic hazards.

With the previously discussed condition of approval, Staff finds the above criteria will be met.

1415 Parking Areas: All parking areas, excluding one and two-family dwellings, shall meet the following requirements:

- .1 All parking areas of less than 20 parking spaces shall have one handicapped parking space. Parking areas with more than 20 spaces shall provide one handicapped parking space for every 50 standard parking spaces.

- .2 All parking areas shall be divided into bays of not more than 20 parking spaces. Between, and at the end of each parking bay, there shall be planters which have a minimum width of 5 feet and be at least 17 feet in length. Each planter shall contain one major structural tree and ground cover which has been deemed appropriate by the Director. Truck loading areas need not comply with the preceding requirements.
- .3 Parking areas shall be separated from the exterior wall of a structure, exclusive of paved pedestrian entranceways, by a 5 foot strip of landscaping.

Finding 26: There are 41 proposed parking spaces in total, including two accessible handicapped stalls. The Parking plan shows that parking areas are divided into bays of no more than 7 stalls which are divided by planters which exceed the size requirements of subsection 1415.2. These planters include Chinese Dogwood for the structural tree and Kinnikinic for ground cover. Parking areas are separated from exterior walls of the proposed structures by at least 5 feet strips of landscaping. Staff finds the above criteria are met.

- .4 Industrial or commercial parking areas, which abut a residential or apartment district, shall meet the building setback of the most restrictive adjoining residential or apartment district.
- .5 When industrial or commercial parking areas adjoin a residential or apartment district, there shall be a sight obscuring planting, which is at least 80 percent opaque and when viewed horizontally from between 2 and 8 feet above ground level. This planting shall be composed of materials which are an adequate size so as to achieve the required degree of screening within 12 months after installation.
- .6 Parking areas shall be set back from a lot or parcel line adjoining a street. The setback area shall be landscaped.
- .7 All parking area setbacks shall be landscaped with major trees, shrubs, and ground cover as approved by the Director.
- .8 A minimum of 10 percent of the parking area shall be landscaped and maintenance of the landscaping shall be the owner's responsibility.

Finding 27: As the proposed parking area is not residential or industrial in nature, it will be considered as a commercial parking area for the purposes of this section. The subject property abuts residential (RR-2) zoned properties on the east and west sides which have 30' setbacks for dwellings. The proposed parking lot is greater than 30' from the property lines abutting these properties. Regarding sight obscuring planting, Staff finds the Parking and Landscape plan shows adequate screening shrubs and trees separating the parking lot from both adjacent properties. The parking lot is shown to be set back 13' from Church Road, and this buffer area is filled with screening trees, screening shrubs, and ground cover. Per the submitted narrative, the total parking lot area is 23,952 square feet in size which includes 4,421 square feet of landscaping. Therefore, approximately 18.5% of the total parking area is landscaped. Staff finds all the above criteria are met.

- .9 Internal pedestrian connections shall be provided in parking lots with greater than ten (10) parking spaces. These connections shall be a minimum of five (5) feet wide and distinguished from vehicular areas through changes in elevation or contrasting paving materials (such as light-color concrete inlay between asphalt). Paint or thermo-plastic striping and similar types of non-permanent applications may be approved for crossings of parking lot areas that do not exceed 24 feet in crossing length.

[...]

Finding 28: The Parking and Landscape plan proposed a 9' wide pedestrian walkway connection from the parking lot to the school facilities. This walkway will be concrete to contrast with the pavement of the surrounding parking lot. The above criterion is met.

1416 Minimum Required Off-Street Parking Spaces:

[...]

- .2 Public and Semi-Public Buildings and Uses:

[...]

Elementary, Junior High and equivalent private or parochial school: One space for 84 square feet of floor area in the main auditorium or 1 space for each 12 seats or 24 feet of bench length, whichever is greater.

Finding 29: The submitted application states that there are 150 total classroom seats divided between the 7 proposed classroom structures. With one parking space required for every 12 seats, a total of 13 parking spots is required by subsection 1416. The applicant proposes 41 spaces, well in excess of this minimum requirement. Staff finds this criterion is met.

[...]

1419 Minimum Required Bicycle Parking Spaces:

- .1 All Public and Semi-Public buildings and uses, Retail uses, Apartment Dwelling uses and Commercial Recreation uses where required new vehicle parking areas exceed 10 motor vehicle spaces must include a designated area for bicycle parking within 50 feet of a public entrance.
- .2 The following are the required number of bicycle parking spaces:

[...]

C. Schools. Elementary and junior high schools, including private or parochial, shall provide one bicycle parking space for every 10 students and employees. High schools shall provide one bicycle parking space for

every five (5) students and employees. All spaces shall be sheltered under an eave, overhang, independent structure, or similar cover.

Finding 30: As the proposed parking lot will include more than 10 vehicle parking spaces, minimum bicycle parking spaces standards apply. There will be a total school population of 150-170 people including both students and staff according to additional information submitted by the applicant. Therefore, a total of 17 sheltered bicycle parking spaces are required. The Parking and Landscape plan proposed a bicycle parking area near the front entry sidewalk to the school facilities. Although the submitted narrative stated that this parking area will have room for 25 bicycles, the Parking plan itself states that only 12 bicycle parking spaces will be provided. To rectify this, a condition of approval will require a note on the Final Site Plan stating that there will be at least 17 bicycle parking spaces provided. With this condition, Staff finds the above criteria will be met.

Continuing with Section 1450 of the Columbia County Zoning Ordinance:

Section 1450 Transportation Impact Analysis

1450 Transportation Impact Analysis: A Transportation Impact Analysis (TIA) must be submitted with a land use application if the proposal is expected to involve one or more of the conditions in 1450.1 (below) in order to minimize impacts on and protect transportation facilities, consistent with Section 660-012-0045(2)(b) and (e) of the State Transportation Planning Rule.

- .1 Applicability – A TIA shall be required to be submitted to the County with a land use application if the proposal is expected to involve one (1) or more of the following:
 - A. Changes in land use designation, or zoning designation that will generate more vehicle trip ends.
 - B. Projected increase in trip generation of 25 or more trips during either the AM or PM peak hour, or more than 400 daily trips.
 - C. Potential impacts to intersection operations.
 - D. Potential impacts to residential areas or local roadways, including any non- residential development that will generate traffic through a residential zone.
 - E. Potential impacts to pedestrian and bicycle routes, including, but not limited to school routes and multimodal roadway improvements identified in the TSP.
 - F. The location of an existing or proposed access driveway does not meet minimum spacing or sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles

are likely to queue or hesitate at an approach or access connection, thereby creating a safety hazard.

- G. A change in internal traffic patterns may cause safety concerns.
 - H. A TIA is required by ODOT pursuant with OAR 734-051.
 - I. Projected increase of five trips by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) per day, or an increase in use of adjacent roadways by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) by 10 percent.
- .2 Consistent with the County's Guidelines for Transportation Impact Analysis (TIA), a landowner or developer seeking to develop/redevelop property shall contact the County at the project's outset. The County will review existing transportation data to establish whether a TIA is required. It is the responsibility of the applicant to provide enough detailed information for the County to make a determination. An applicant should have the following prepared, preferably in writing:

[...]

Finding 31: Submitted application materials state that the total school population will be between 150 and 170 people, with 130-150 of that being students along with 20 staff. The Trip Generation Analysis prepared by the applicant projects a total trip count of 103 during the weekday peak hour based on a staff count of 18 employees. The applicant states that because the Columbia County Christian School already exists on the property to the south with a total population last school year of 150, there will be no net increase in traffic, so subsection 1450.1(B) is not triggered. School-related traffic has always used the existing access onto Church Road to avoid congestion on Highway 30, so no change in traffic patterns is proposed. The addition of a pick-up/drop-off lane will also assist in reducing traffic congestion and hazards. For these reasons, the applicant states that a Traffic Impact Analysis is not necessary.

After reviewing LDS files for the Columbia County Christian School and its development over the years, Staff found that the school's existing septic system was last authorized for a total school population of 125 in 2021 (file no. 192-21-000311-AUTH). Based on this, it appears the proposed use would constitute an increase of 25 students from the County's last approval. The Columbia County Christian School has never been evaluated with the criteria in Section 1450 as existing development was approved prior to implementation of Transportation Impact Analysis (TIA) requirements in 2017.

The 7th generation ITE Trip Generation Handbook, states an average trip generation rate of 0.9 trips per student in the A.M. weekday peak hour for a K-8 private school. There would be a total of 22.5 additional trips in the A.M. peak hour, and 15.25 additional trips in the P.M. peak hour. These trip generation numbers do not trigger a TIA under the provisions of 1450.1(B). No evidence available to Staff that indicates that any other TIA requirement would be triggered. Staff finds a TIA will not be required for this proposal.

Continuing with Section 1550 of the Columbia County Zoning Ordinance:

Section 1550 SITE DESIGN REVIEW

The Site Design Review process shall apply to all new development, redevelopment, expansion, or improvement of all community, governmental, institutional, commercial, industrial and multi-family residential (4 or more units) uses in the County.

1551. Types of Site Design Review:

- A. Type 1: Projects, developments and building expansions which meet any of the following criteria:
 - 1. are less than 5,000 sq.ft., and are less than 10% of the square footage of an existing structure.
 - 2. Increase the number of dwelling units in a multi-family project.
 - 3. Increase the height of an existing building.

- B. Type 2: Projects, developments and building expansions which meet any of the following criteria:
 - 1. have an area of 5,000 sq.ft. or more, or are 10% or more of the square footage of an existing structure.
 - 2. Change the category of use (e.g., commercial to industrial, etc.).
 - 3. New off-site advertising signs or billboards.
 - 4. Any project meeting any of the Type 2 criteria shall be deemed a Type 2 Design Review application.

1552 Design Review Process: The Planning Director shall review and decide all Type 1 Site Design Review applications. The Planning Commission shall review all Type 2 Design Review applications. Applications shall be processed in accordance with Sections 1600 and 1700 of this ordinance.

Finding 32: The submitted application proposes approximately 15,048 square feet of new structures. Therefore, the proposal will be reviewed as a Type 2 Site Design Review in accordance with subsection 1551.

1553 Pre-application Conference: A pre-application conference is required for all projects applying for a Site Design Review, unless the Director or his/her designate determines it is unnecessary. The submittal requirements for each application are as defined in this section and the standards of the applicable zone, and will be determined and explained to the applicant at the pre- application conference.

- 1554 Pre-application Conference Committee: The committee shall be appointed by the Planning Director and shall consist of at least the following officials, or their designated staff members. Only affected officials need to be present at each preapplication conference.
- A. The County Planning Director.
 - B. The County Director of Public Works.
 - C. The Fire Marshal of the appropriate Rural Fire District.
 - D. The County Building Official.
 - E. The County Sanitarian.
 - F. A city representative, for projects inside Urban Growth Boundaries. G. Other appointees by the Planning Director, such as an Architect, Landscape Architect, real estate agent, appropriate officials, etc.

Finding 33: A pre-application conference was held regarding this proposal on 7/27/2021 in-person at the Columbia County Courthouse. At this conference, representatives from affected County agencies explained permitting and regulatory requirements regarding the applicant's proposal. Staff finds the requirement for a pre-application conference has been met.

- 1555 Submittal documents: The following documents, when applicable, are required for a Site Design Review. The scope of the drawings and documents to be included will be determined at the pre-application conference by the Pre-application Conference Committee, and a Site Design Review Submittal Checklist will be given to the applicant, documenting which items are deemed not applicable or not necessary to determine compliance with County and State standards, with a short explanation given for each item so determined.

- A. History.
- B. Project narrative.
- C. Existing site plan.
- D. Proposed site plan.
- E. Grading plan.
- F. Drainage plan.
- G. Wetland mitigation plan.
- H. Landscaping plan.
- I. Architectural plans.
- J. Sign drawings.
- K. Access, parking and circulation plan.
- L. Impact assessment.
- M. Site Design Review Submittal Checklist.

1556 Site Plan Submittal and Analysis: The applicant shall submit an application and any necessary supplemental information as required by this ordinance to the Land Development Services Department. The Planning Director or designate shall review the application and check its completeness and conformance with this ordinance. Once a Type 2 application is deemed complete, it shall be scheduled for the earliest possible hearing before the Planning Commission. A staff report shall be prepared and sent to the applicant, the Planning Commission, and any interested party requesting a copy.

[...]

1558 Planning Commission Review: The Planning Commission shall hold a public hearing for all Type 2 Design Review applications according to Sections 1603, 1604 and 1608 of this ordinance. If the Planning Commission determines that the proposed development meets the provisions of this ordinance, it may approve the project. The Planning Commission may attach any reasonable conditions to its approval of a site plan.

Finding 34: The applicant first submitted the application for this proposed Type 2 Site Design Review on 7/25/2023. The application was then deemed complete by the Planning Manager on 8/10/2023, and the proposal was scheduled for the soonest available Planning Commission hearing. Notice was sent out to adjacent property owners and all affected government agencies on August 16th, 2023.

The submitted application materials include all applicable submittal documents listed in subsection 1555. All application materials are included as attachments to this report. Staff finds the above criteria are met and the subject proposal can be reviewed by the Planning Commission per the provisions of subsection 1558. The Planning Commission may attach any conditions to its approval deemed reasonable.

[...]

1559 Compliance: Conditions placed upon the development of a site are also placed upon any building permits issued for the same site. These conditions shall be met by the developer prior to an occupancy permit being issued by the Building Official, or as an alternative, a bond shall be posted equal to 125% of the estimated cost of the unfinished work, to ensure completion within 1 year of occupancy. If all improvements are not completed within the 1-year bond period, the County may use the bond to complete the work.

Finding 35: Conditions of approval listed in this Staff Report or added by the Planning Commission must be satisfied prior to the authorization of any activity relating to the subject proposal and prior to the issuance of any building permits.

1560 Existing Site Plan: The degree of detail in the existing site plan shall be appropriate to the scale of the proposal, or to special site features requiring careful design. An existing site plan shall include the following, unless it is determined by the Planning Director that the information is not applicable or is not necessary to determine compliance with

County and State standards, and a short explanation will be given for each item so determined:

- A. A vicinity map showing location of the property in relation to adjacent properties, roads, pedestrian ways and bikeways, and utility access. Site features, manmade or natural, which cross property boundaries are to be shown.
- B. A site description map at a suitable scale (i.e. 1"=100'; 1"=50'; or 1"=20') showing parcel boundaries and gross area, including the following elements, when applicable:
 - 1. Contour lines at the following minimum intervals:
 - a. 2 foot intervals for slopes 0-20%;
 - b. 5 or 10 foot intervals for slopes exceeding 20%;
 - c. Identification of areas exceeding 35% slope.
 - 2. In special areas, a detailed slope analysis may be required. Sources for slope analysis include maps located at the U.S. Natural Resources Conservation Service office.
 - 3. Potential natural hazard areas, including potential flood or high ground water, landslide, erosion, and drainage ways. An engineering geologic study may be required.
 - 4. Wetland areas, springs, wildlife habitat areas, wooded areas, and surface features such as mounds and large rock outcroppings
 - 5. Streams and stream corridors.
 - 6. Location, species and size of existing trees proposed to be removed.
 - 7. Significant noise sources.
 - 8. Existing structures, improvements, utilities, easements and other development.
 - 9. Adjacent property structures and/or uses.

Finding 36: The applicant has submitted an existing conditions plan which shows that the property is vacant excepting the driveway coming off Church Road, which they have labeled as "Church Lane". Natural features including slope contours and Warren Creek along with 100' and 50' setbacks from the creek's top-of-bank are marked. Staff finds this site plan is appropriate to the scale of the proposal and these criteria are met.

1561 Proposed Site Plan: A complete application for design review shall be submitted, including the following plans, which may be combined, as appropriate, onto one or more drawings, unless it is determined by the Planning Director that the information is not applicable or is not necessary to determine compliance with County and State standards, and a short explanation will be given for each item so determined:

- A. Site Plan: The site plan shall be drawn at a suitable scale (i.e. 1"=100', 1"=50', or 1"=20') and shall include the following:
1. The applicant's entire property and the surrounding area to a distance sufficient to determine the relationships between the applicant's property and proposed development and adjacent properties and developments.
 2. Boundary lines and dimensions of the property and all proposed property lines. Future buildings in phased development shall be indicated.
 3. Identification information, including names and addresses of project designers.
 4. Natural features which will be utilized in the site plan.
 5. Location, dimensions and names of all existing or platted roads or other public ways, easements, and railroad rights-of-way on or adjacent to the property, city limits, section lines and corners, and monuments.
 6. Location and dimensions of all existing structures, improvements, or utilities to remain, and structures to be removed, all drawn to scale.
 7. Historic structures, as designated in the Comprehensive Plan.
 8. Approximate location and size of storm water retention or detention facilities and storm drains.
 9. Location and exterior dimensions of all proposed structures and impervious surfaces.
 10. Location and dimension of parking and loading areas, pedestrian and bicycle circulation, and related access ways. Individual parking spaces shall be shown.
 11. Orientation of structures, showing entrances and exits.
 12. All exterior lighting, showing type, height, wattage, and hours of use.
 13. Drainage, Stormwater and Erosion Control, including possible adverse effects on adjacent lands.
 14. Service areas for waste disposal and recycling.

15. Noise sources, with estimated hours of operation and decibel levels at the property boundaries.
16. Goal 5 Resource Protection Plans. Indicate how project will protect streams, wetlands, riparian areas, natural areas, and fish and wildlife habitat from negative impacts.
17. A landscaping plan which includes, if applicable:
 - a. Location and height of fences, buffers, and screening;
 - b. Location of terraces, decks, shelters, play areas, and common open spaces;
 - c. Location, type, size, and species of existing and proposed shrubs and trees; and
 - d. A narrative which addresses soil conditions and erosion control measures

Finding 37: The applicant submitted a proposed site plan for the subject property as well. The site plan is scaled appropriately and shows all proposed development and structures in relation to the required 50' Riparian Corridor extending from Warren Creek. The location and dimensions of proposed parking areas is shown as well. Locations of proposed stormwater facilities are noted, including retention swales in the parking lot and southeast of the main cluster of modular classrooms. The specific requirements of the County's Stormwater and Erosion Control (SEC) Ordinance will be addressed later in this report. Regarding lighting, the applicant submitted an illumination plan which details the lighting type and coverage of proposed light fixtures. The submitted Parking and Landscaping plan includes the location, type, and species of proposed landscaping trees and shrubbery, including for screening purposes.

Staff notes that the proposed site plan shows areas for future development of a multi-purpose hall, covered play area, and open playground. These structures are not being authorized or reviewed by this Staff Report and may require separate additional permitting in the future. A condition of approval will state this disclaimer.

Staff finds that all above applicable requirements are shown on the proposed site plan and on other plans included with the application. The above criteria are met.

- B. Grading Plans: A preliminary grading plan indicating where and to what extent grading will take place, including general contour lines, slope ratios, slope stabilization proposals, and natural resource protection proposals.

Finding 38: The applicant submitted a preliminary grading plan which shows general slope contour lines on the property. This plan also identifies stormwater facilities specifically designed to work with proposed grading to process runoff generated by increased impervious surface. Notes on the plan state that impervious surfaces and landscape areas will be sloped towards drainage facilities. The submitted

narrative also states that “No construction or grading is proposed within 150 feet of the Riparian Corridor or within 200 feet of Warren Creek” With this, Staff finds the grading plan meets applicable requirements.

C. Architectural Drawings:

1. Building elevations and sections;
2. Building materials (color and type);
3. Floor plan.

D. Signs: (see also Zoning Ordinance Section 1300)

1. Freestanding sign:
 - a. Location of sign on site plan;
 - b. Elevation of sign (indicate size, total height, height between bottom of sign and ground, color, materials, and means of illumination).

[...]

Finding 39: The applicant has submitted architectural plans detailing floor plans, building elevations, and sections for proposed modular classroom structures. However, this plan does not include architectural plans for the restrooms or other non-classroom structures shown on the site plan. This can be rectified with a condition of approval requiring the applicant to submit architectural plans for all proposed structures prior to building permit issuance. Regarding the proposed sign, the location is shown on the submitted site plan, and architectural details such as elevations and sections are shown in the submitted sign plan. Staff finds the above criteria will be met with the previous discussed condition.

1562 Landscaping: Buffering, Screening and Fencing:

A. General Provisions:

1. Existing plant materials on a site shall be protected to prevent erosion. Existing trees and shrubs may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the trees or shrubs.
2. All wooded areas, significant clumps or groves of trees, and specimen conifers, oaks or other large deciduous trees, shall be preserved or replaced by new plantings of similar size or character.

Finding 40: All existing trees on the property are in its southern portion along Warren Creek. No cutting or removal of trees is included as part of this proposal. The proposed development site will be located near the access to Church Road, in an area which is currently mostly grassland with few shrubs. The

new shrub and tree plantings included in the Parking and Landscaping plan will greatly increase the amount of plant materials on this property and far outnumber any shrubs removed. Staff finds the above criteria are met.

B. Buffering Requirements:

1. Buffering and/or screening are required to reduce the impacts on adjacent uses which are of a different type. When different uses are separated by a right of way, buffering, but not screening, may be required.
2. A buffer consists of an area within a required setback adjacent to a property line, having a width of up to 10 feet, except where the Planning Commission requires a greater width, and a length equal to the length of the property line adjacent to the abutting use or uses.
3. Buffer areas shall be limited to utilities, screening, pedestrian and bicycle paths, and landscaping. No buildings, roads, or parking areas shall be allowed in a buffer area.
4. The minimum improvements within a buffer area shall include:
 - a. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than 10 feet high for deciduous trees and 5 feet high for evergreen trees, measured from the ground to the top of the tree after planting. Spacing of trees at maturity shall be sufficient to provide a year-round buffer.
 - b. In addition, at least one 5-gallon shrub shall be planted for each 100 square feet of required buffer area.
 - c. The remaining area shall be planted in grass or ground cover, or spread with bark mulch or other appropriate ground cover (e.g. round rock). Pedestrian and bicycle paths are permitted in buffer areas.

C. Screening Requirements:

1. Where screening is required, the following standards shall apply in addition to those required for buffering:
 - a. A hedge of evergreen shrubs shall be planted which will form a four foot high continuous screen within two years of planting; or,
 - b. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulch; or,

- c. A five foot or taller fence or wall shall be constructed to provide a continuous sight obscuring screen. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.
2. When the new use is downhill from the adjoining zone or use being protected, the prescribed heights of required fences, walls, or landscape screening along the common property line shall be measured from the actual grade of the adjoining property at the common property line. This requirement may be waived by the adjacent property owner.
3. If four or more off-street parking spaces are required, off-street parking adjacent to a public road shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. Such landscaping shall consist of landscaped berms or shrubbery at least 4 feet in total height at maturity. Additionally, one tree shall be provided for each 50 lineal feet of street frontage or fraction thereof.
4. Landscaped parking areas may include special design features such as landscaped berms, decorative walls, and raised planters.
5. Loading areas, outside storage, and service facilities must be screened from adjoining properties.

Finding 41: The applicant's Parking and Landscaping plan details a 13' wide buffer area between the proposed parking lot and the property's north parcel line along Church Road. Church Road separates this institutional use from residential-zoned properties, which are additionally found to the east and west of the subject property. The buffer area along Church Road will consist of screening trees every 12' and screening shrubs every 5'. These trees will be 8' tall, meeting the 5' minimum requirement. No parking, utility, or structures are proposed for this buffer area. Additional screening requirements are not applicable to this buffer area as Church Road separates the subject property from differing adjacent uses.

The submitted Parking and Landscaping Plan does not show buffer areas or screening along the residentially zoned properties to the east and west of the subject site, which is required by subsection 1562(B)(1). To bring this plan into compliance, a condition of approval prior to the acceptance of the Final Site Plan will require the applicant to submit a revised landscaping plan meeting the buffering and screening requirements of subsections 1562(B) and (C).

With this condition of approval, Staff finds these criteria will be met.

D. Fences and Walls:

1. Fences, walls or combinations of earthen berms and fences or walls up to four feet in height may be constructed within a required front yard. Rear

and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height.

2. The prescribed heights of required fences, walls, or landscaping shall be measured from the lowest of the adjoining levels of finished grade.
3. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.
4. Re-vegetation: Where natural vegetation or topsoil has been removed in areas not occupied by structures or landscaping, such areas shall be replanted to prevent erosion.

Finding 42: No fences or walls are proposed. The submitted narrative states that “All areas where vegetation or topsoil has been removed will be replanted to prevent erosion...”. Staff finds the above criteria are met.

1563 Standards for Approval:

The Planning Commission or Director shall make a finding with respect to each of the following criteria when approving, approving with conditions, or denying an application:

- A. Flood Hazard Areas: See CCZO §1100, Flood Hazard Overlay Zone. All development in Flood Hazard Areas must comply with State and Federal Guidelines.
- B. Wetlands and Riparian Areas: Alteration of wetlands and riparian areas shall be in compliance with State and Federal laws.
- C. Natural Areas and Features: To the greatest practical extent possible, natural areas and features of the site shall be preserved.
- D. Historic and Cultural sites and structures: All historic and culturally significant sites and structures identified in the 1984 Comprehensive Plan, or identified for inclusion in the County Periodic Review, shall be protected if they still exist.
- E. Lighting: All outdoor lights shall be shielded so as to not shine directly on adjacent properties and roads.
- F. Energy Conservation: Buildings should be oriented to take advantage of natural energy saving elements such as the sun, landscaping and land forms.
- G. Transportation Facilities: Off-site auto and pedestrian facilities may be required by the Planning Commission, Planning Director or Public Works Director

consistent with the Columbia County Road Standards and the Columbia County Transportation Systems Plan.

Finding 43: Regarding (A)(B)&(C) above, a portion of the subject property is located within a flood hazard area per FEMA FIRM Panel 41009C0453D, but all proposed development will be located outside of this area. The subject site does contain identified wetlands per the Oregon DSL Statewide Wetland Inventory Map. The identified wetlands and required riparian corridor setbacks are discussed in detail in finding 11. The St. Helens-Columbia City CPAC Beak Maps do not indicate that this area is designated as a protected natural area or big game habitat. Staff finds that this proposal is compliant with the criteria in 1563(A)(B) and (C) with conditions discussed previously in this report. Subsection 1563(D) is not applicable as the property contains no structures.

Regarding Sections 1563(E) the applicant states that proposed lighting has been "...designed to shield adjacent properties from light spill". The submitted illumination plan demonstrates this, as light coverage contours are not shown on any adjacent properties. Regarding 1563(F), the applicant states that the modular classrooms will be oriented to take advantage of natural light, and the grading and drainage plans take advantage of the existing natural drainage patterns. Staff finds that the criteria in Sections 1563(E) and (F) are met.

Regarding Section 1563(G), the proposal requested does not appear to warrant any off-site transportation facilities or pedestrian facilities. As previously stated in this report, the proposal will not trigger a Transportation Impact Analysis. LDS has not received comment from the Public Works Department requiring any off-site facilities. For these reasons, staff finds that the criteria in Section 1563(G) are met.

1564 Final Site Plan Approval:

If the Planning Director or Planning Commission approves a preliminary site plan, the applicant shall finalize all the site drawings and submit them to the Director for review. If the Director finds the final site plan conforms with the preliminary site plan, as approved by the Director or Planning Commission, the Director shall give approval to the final site plan. Minor differences between the preliminary site plan and the final site plan may be approved by the Director. These plans shall be attached to the building permit application and shall become a part of that permit

Finding 44: Pursuant to the above criteria, the Applicant shall submit a final site plan which conforms with all conditions of approval and the approved preliminary site plans. This requirement will be listed as a condition of approval prior to any building permit issuance.

Continuing with the Columbia County Stormwater and Erosion Control Ordinance:

I. INTRODUCTION

[...]

B. Applicability

1. Provisions of this ordinance apply to:
 - a. Building permits for residential, commercial, industrial and accessory uses that involve disturbing more than 2000 square feet of land or activities disturbing more than 1000 square feet of land on sites with known and apparent erosion problems;
 - b. Grading permits that involve disturbing more than 2000 square feet of land or activities disturbing more than 1000 square feet of land on sites with known and apparent erosion problems;
 - c. Applications for partitions and subdivisions;
 - d. Drainage modifications involving the construction of storm pipes, culverts, channels, embankments, or other flow-altering structures in any stream, stormwater facility, or wetland; and e. Construction of new public roads.

[...]

Finding 45: The proposed requested for DR 24-01 will require commercial building permits for the 15,840 sq. ft. of proposed new structures. The provisions of the Columbia County Stormwater and Erosion Control Ordinance will apply to these required commercial building permits as more than 2,000 square feet of land will be disturbed or built on.

[...]

II. GENERAL REQUIREMENTS

The following requirements apply to all activities regulated under this ordinance:

A. Additional erosion control measures

Where the measures prescribed in this ordinance are insufficient to prevent materials, in quantities that harm beneficial uses and violate State Water Quality Standards, from entering the county's water resources or adjacent properties, the county may require additional measures from the Erosion Control Manual to be implemented.

Finding 46: There is no evidence presented to suggest that the erosion control measures prescribed in the County's SEC Ordinance will be insufficient to prevent degradation of the County's water resources. The criterion is met.

B. Drainage leaving a site

1. Runoff discharges from a site shall occur at their natural location and elevation, unless runoff is conveyed in a constructed system, approved by the county.

2. Surface runoff exiting a parcel shall be discharged with adequate energy dissipators within the development site to prevent downstream damage.

C. Stormwater and sanitary sewers

Connecting storm sewers, roof drains, or other stormwater or groundwater carrying pipes and culverts to sanitary sewers or septic systems is prohibited. Allowing surface storm drainage from ditches, overland flow, or through other means to drain into sanitary sewers or septic systems is also prohibited.

D. Fills in flood storage areas

In order to control flooding of downstream properties, all wetland fills and fills of low areas where runoff is naturally stored during 100-year storms, must be mitigated by creation of an equivalent amount of runoff storage within 1000 feet of the filled site.

Finding 47: The submitted Stormwater Report and Stormwater and Erosion Control Plan indicate that no runoff will be discharged off-site. Further, no fill in wetlands or flood storage areas is proposed, and no discharge into septic or sewer systems is proposed either. The above criteria are not applicable.

E. Conveyance

1. Conveyance systems shall be designed to carry runoff from the 25-year storm where the contributing drainage area is less than 40 acres and the 100-year storm where the contributing drainage area exceeds 40 acres.
2. Runoff from the 100-year storm may leave pipes and channels, but shall not rise to elevations more than one (1) foot below that of the lowest finished floor of buildings.

Finding 48: Proposed facilities will be sufficient to retain stormwater on-site through the 100-year storm event. The use of an overflow conveyance weir connecting to Warren Creek's riparian area to the south will only be necessary during the 100-year storm event and follows the natural drainage pattern of the property. The above criteria are met.

[...]

G. Design Parameters

1. Analysis to determine the pre and post-development flows from a site shall be based on the Santa Barbara Urban Hydrograph (SBUH) method as described in Appendix C.
2. Runoff curve numbers used in analysis of runoff shall be based on those contained in Appendix B.
3. Design of biofiltration swales shall be in accordance with Appendix D.

- H. Sites with Septic Systems On sites with septic systems where construction of stormwater facilities may disrupt the biotic action of the septic system, approval of the stormwater facility by the County Sanitarian is required.
- I. Other Permits Meeting the requirements of this ordinance does not eliminate the need to secure other required approvals and permits from other jurisdictions for activities covered under this ordinance. Other permits include, but are not limited to, NPDES Stormwater Permits, wetland permits, flood plain permits, Department of Geology and Mineral Industries (DOGAMI) permits, and water rights permits.

Finding 49: The submitted Stormwater Report uses the Santa Barbara Urban Hydrograph (SBUH) method to determine pre and post development flows. Runoff curve numbers are based on those contained in Appendix B of the SEC Ordinance. There is no indication to Staff that the proposed Stormwater facilities will interfere with the proposed septic system. The applicant will be responsible for obtaining any necessary permits from other jurisdictions. The above criteria are met.

III. STANDARDS SPECIFIC TO ACTIVITIES

The following requirements apply, in addition to the General Requirements above, to activities meeting the Applicability portion of this ordinance. Requirements citing a section number refer to the portion of the Erosion Control Manual (ECM) where a complete description of the practice can be found. Erosion control practices shall be installed and maintained as prescribed in the manual.

[...]

- B. Building Permits for Commercial, Industrial, Multi-Family, and Associated Accessory Uses
 - 1. *Erosion Control*
 - a. Required Measures
 - i. A Gravel Construction Entrance (ECM-Section 3.3.1) shall be installed prior to the beginning of grading.
 - ii. Where slopes exceed 5%, a Sediment Fence (ECMSection 3.3.2) shall be installed at the base of the disturbed area or dirt stockpiles.
 - iii. On slopes exceeding 10%, sediment fences are required at intervals specified in Table 3-2 of the Erosion Control Manual.
 - iv. As an alternative to a sediment fence, vegetated and undisturbed buffers at the base of the slope on the subject property can be utilized. Slopes above the buffer cannot exceed 10% and the buffer width must be at least equal to the uphill-disturbed area draining to it.

- v. During wet weather, October 1-April 30, a 6-mil plastic sheet cover (ECM-Section 3.3.9) or a minimum 2" of straw mulch cover shall be required on stockpiles where sediment is eroding and leaving the subject property or entering a water resource.
- vi. Ground cover shall be reestablished prior to removing the erosion control measures described above (ECM-Section 3.3.6).

Finding 50: The submitted Erosion and Sediment Control Plan indicates that a gravel construction entrance will be implemented near the property's entrance onto Church Road. A sediment fence will be placed at the edge of site development, ensuring that no sediment will enter Warren Creek. Proposed soil stockpiles will be protected by plastic sheeting as required. Although not noted on the plan, ground cover shall be reestablished prior to removal of erosion control measures. To ensure compliance, a condition of approval will state that the applicant shall submit a Final Erosion Control Plan that complies with all required measures above prior to building permit issuance. With this condition, Staff finds the above criteria can be met.

b. Erosion Control Plan

- i. A Final Erosion Control Plan is required.
- ii. The plan shall be prepared by an Engineer.
- iii. The plan shall specify use of the erosion control measures outlined above, plus additional measures as may be necessary to prevent sediment from leaving the subject property or entering a water resource.
- iv. The plan shall be completed in the format specified in Section IV.
- v. The plan shall be submitted to the county with the building permit application.
- vi. A building permit will not be issued until the plan is approved by the county

Finding 51: The applicant will be required to submit a Final Erosion Control Plan prior to acceptance of the Final Site Plan. As noted in Finding 50, the use of all required erosion control measures shall be specified on this plan as a condition of approval. Staff will review this final plan for compliance for all required measures. The above criteria will be met.

2. Long Term Water Quality Protection

a. Required Treatment Measures

- i. Runoff from parking lots, driveways, and other exposed traffic areas shall be treated using one of the following treatment

methods: biofiltration swales, vegetative filter strips, or alternative treatment methods

- ii. Treatment methods shall be sized to treat the water quality storm.
 - iii. Biofiltration swales and vegetative filter strips shall be sized for a 9-minute hydraulic residence time.
 - iv. Oil/water separators shall be required for activities exhibiting a significant risk of high oil loading in runoff, oil spills, or illegal dumping of oil or grease.
- b. Required Runoff Control Measures
- i. Runoff from the development site shall be controlled such that the following criteria are met:
 - A) The peak flows for the 10 and 100-year design storms after development does not exceed the respective pre-development peak flows.
 - B) The peak flow for the 2-year design storm after development does not exceed one-half the predevelopment peak flow for the 2-year storm.
 - ii. Discharges directly into tidal waterbodies are exempt from the above runoff control measures, but not treatment requirements.
- c. Stormwater Plan
- i. A Final Stormwater Plan is required.
 - ii. The plan shall be prepared by an Engineer.
 - iii. The plan shall specify use of the treatment and runoff control measures outlined above.
 - iv. The plan shall be completed in the format specified in Section IV.
 - v. The plan shall be submitted to the county with the building permit application.
 - vi. A building permit will not be issued until the plan is approved by the county.

Finding 52: The submitted Grading and Stormwater Plan complies with all required runoff and treatment measures listed in subsections III(B)(2)(a) & (b). Post-development peak flow for the 2-year storm event is less than half of pre-development peak flow. Post-development peak flows for the 10-year and 100-year storm events are each less than respective pre-development peak flows. A Final Stormwater Plan will be required prior to acceptance of the Final Site Plan. Staff finds the above criteria are met.

IV. OTHER PROVISIONS

A. Preliminary Erosion Control Plan

A preliminary erosion control plan shall contain the information outlined below. The information shall be shown on one or more plan sheets that are drawn to scale. Narrative information can be included as notes on the plans.

1. Existing Conditions Plan showing:
 - a. Existing topography and flow directions for site runoff, including slope percentages
 - b. Existing drainage features including streams, ditches, ponds, and wetlands, on or adjacent to the site
 - c. Existing structures on the site
 - d. Existing vegetation on the site
 - e. Soil types on the site and an indication of their erosion potential
2. Site Plan showing:
 - a. Property boundaries, both existing and proposed
 - b. Adjacent land uses
 - c. Conceptual erosion control plan discussing which erosion control measures will be utilized with an indication of their approximate location
 - d. For commercial, multi-family, and industrial subdivisions, approximate locations of proposed structures on the site

Finding 52: All the above information is present on the submitted Existing Conditions and Erosion and Sediment Control Plan. Soil types on the site are shown in the Stormwater Report. Staff finds the above criteria are met.

B. Final Erosion Control Plan

A final erosion control plan shall contain the information outlined below. The information shall be shown on one or more plan sheets that are drawn to scale. Narrative information can be included as notes on the plans.

1. Existing Conditions Plan The information provided for the preliminary erosion plan is sufficient, assuming that information accurately reflects the current state of the site. If significant changes have occurred to the site, a revised existing conditions plan is required.
2. Site Plan showing:
 - a. Property boundaries, both existing and proposed, with dimensions
 - b. For commercial, multi-family, and industrial subdivisions, approximate locations of proposed structures on the site
3. Erosion Control Plan showing:

- a. Locations and sizes (areas or lengths) of erosion control measures proposed to be used on the site during construction and after construction is completed.
- b. Maintenance schedule for insuring the erosion control measures continue to function as they are designed to function.
- c. For those measures requiring sizing calculations, a summary of the design calculations. This summary can be submitted in report form rather than shown on the plans.
- d. Contingency plan discussing additional erosion control measures to be applied if the proposed measures fail or are insufficient to control erosion.
- e. Discussion of how the site will be secured to prevent stormwater and erosion measures from being vandalized. A security fence with a locked gate or an on-site security guard are examples of methods to secure a large site.

[...]

Finding 53: The Existing Conditions Plan provided with the preliminary Erosion and Sediment Control Plan will be sufficient to satisfy (1) above. As a condition of approval prior to acceptance of the Final Site Plan, the applicant shall submit a Final Erosion Control Plan complying with all requirements listed in the County's SEC Ordinance. With this condition, Staff finds the above criteria will be met.

D. Preliminary Stormwater Plan

1. Purpose

The purpose of the preliminary stormwater plan is to determine whether a proposal can meet the requirements set forth in this ordinance. In general, the preliminary stormwater plan identifies how runoff originating on the site or flowing through the site is presently controlled and how this will change due to the proposed development activity.

2. Format The preliminary stormwater control plan shall include a report and plan sheets drawn to scale. The report and plans shall be stamped, signed, and dated by an engineer.

3. Contents

a. Preliminary Stormwater Report

The preliminary stormwater report shall contain the following information:

i. Site Location Map

At a minimum a USGS 7.5 minute topo series map shall be used showing the following information:

- A) Site boundaries or site location for small sites
- B) Contributing drainage areas and their acreage

- ii. Soils map from the Columbia County Soil Survey with the site highlighted
- iii. Flood plain map with the site highlighted, if the site is in a flood plain
- iv. Discussion of the methods to be used to treat runoff from paved surfaces on the site
- v. Discussion of the methods to be used to control the flow of stormwater runoff from the developed site. If infiltration is proposed, the discussion should include an analysis of the capability of on-site soils for infiltration of runoff, including the potential impacts on slope stability and on-site sewage systems.
- vi. Calculations of the pre-development and post-development runoff from the site
- vii. Preliminary sizing calculations for the proposed stormwater facilities
- viii. Discussion of who will maintain the stormwater facilities constructed in conjunction with the project
- ix. Listing of additional permits (e.g., wetland, flood plain, etc.) that may be required for the project

b. Existing Conditions Plan

This plan shall show the information outlined below. If a preliminary erosion control plan is completed for the project, the same Existing Conditions Plan can be utilized.

- i. Existing topography in 2-foot contours
- ii. Existing drainage features including streams, ditches, ponds, and wetlands, on or adjacent to the site
- iii. Existing structures on the site
- iv. Existing septic systems on the site
- v. Existing vegetation on the site
- vi. Soil types on the site

c. Preliminary Development Plan

This plan shall include the following information:

- i. Existing and proposed property boundaries, easements, and right-of-ways
- ii. Proposed building, septic systems, and road locations, if known

- iii. Approximate location and size of proposed stormwater facilities, including typical cross-sections of the proposed facilities

Finding 54: The applicant has submitted an engineered Stormwater Report, existing conditions plan, and a Grading and Stormwater Plan which shows all proposed development and stormwater facilities. All requirements listed in subsection III(D) are included or addressed in the applicant's submittal documents excepting cross-sections of proposed facilities. As a condition of approval, the Final Stormwater Plan shall include cross-sections of these facilities. With this, the above criteria will be met.

E. Final Stormwater Plan

1. Purpose

The final stormwater plan provides the final design and analysis of stormwater facilities on the site. The final stormwater plan consists of engineering construction plans and a detailed discussion, in report form, of the various aspects of stormwater design on the project.

[...]

Finding 55: The applicant will be required to submit an engineered Final Stormwater Plan meeting all requirements of subsection III(E). A condition of approval will require the applicant to submit this Final Stormwater Plan prior to issuance of any building permits associated with this project. As noted in the preceding finding, cross-sections of proposed stormwater facilities will be required. Staff finds the above criteria will be met.

COMMENTS:

Leo Stoddard: Attached.

County Building Official: Applicant will be required to obtain all building, electrical, plumbing, and mechanical permits for this project.

County Sanitarian: Septic permit application submitted (192-23-000328) pending land use approval. The septic system is designed to accommodate the students and staff numbers presented.

County Assessor: We are working with them on a tax exemption for this property. It has not been completed.

Warren Water Association: Have reviewed the proposal and have no objection to its approval as submitted.

Columbia River PUD: Have reviewed the proposal and have no objection to its approval as submitted.

Columbia River Fire and Rescue: Attached.

CONCLUSION, RECOMMENDATION & CONDITIONS:

Based on the above findings, Planning Staff recommends **APPROVAL** of this Type 2 Site Design Review (**DR 24-01**) to permit 15,840 sq. ft. of new structures for the Columbia County Christian School in the Community Service – Institutional (CS-I) Zone, subject to the following conditions:

CONDITIONS OF APPROVAL:

1. **This Design Review shall remain valid for two (2) years from the date of the final decision.** This permit shall become void unless the proposal has commenced in conformance with all conditions and restrictions established herein within the two-year validity period. Extensions of time may be granted by the Planning Commission if requested in writing with the appropriate fee before the expiration date, given the applicant is not responsible for failure to develop.
2. Public and private schools shall be on lots or parcels which meet the minimum requirements set by State Statute
3. The surfacing of each parking area shall meet minimum County standards to handle the weight of the vehicles which will use the parking area. All areas used for parking and maneuvering of vehicles shall be marked in accordance with the approved plan and such marking shall be continuously maintained. Handicapped parking spaces shall be marked with a wheelchair symbol.
4. The proposed structures shall be sited as presented in the applicant's submitted site plans and specifications reviewed and approved by the Planning Commission
5. Any changes to approved plan(s) and/or elevations shall be reviewed and approved by the County prior to implementation. All work shall accurately reflect County approved plans.
6. The applicant shall obtain all necessary building, plumbing, mechanical, and electrical permits for the subject proposal.
7. A 50' Riparian Corridor extending from top-of-bank of Warren Creek and associated wetlands on the subject property shall be maintained.
8. Future development detailed on the submitted site plan is not evaluated or approved by this Design Review.
9. The following shall be submitted to LDS prior to the acceptance of a Final Site Plan:
 - a An updated parking plan detailing 12'x 18' handicapped parking spaces.
 - b The Final Site Plan shall contain a note stating that there will be at least 17 bicycle parking spaces provided.

- c A revised landscaping plan meeting the buffering and screening requirements of subsections 1562(B) and (C).
- d A letter from the Warren Water Association stating that they will supply water for proposed school usage and any necessary fire suppression systems.

10. The following shall be completed prior to the issuance of any Building Permits:

- a The applicant shall submit a Final Site Plan which conforms with all conditions of approval and the approved preliminary site plans.
- b The applicant shall submit architectural plans for all proposed structures.
- c The applicant shall submit a Final Erosion Control Plan detailing compliance with all required measures listed in the Columbia County Stormwater and Erosion Control Ordinance.
- d The applicant shall submit a Final Stormwater Plan detailing compliance with all required measures listed in the Columbia County Stormwater and Erosion Control Ordinance. Cross sections of proposed stormwater facilities shall be included.

11. **Prior to final inspection or Certificate of Occupancy issuance for this proposal**, the following conditions shall be met:

- a All improvements per approved plans shall be installed (e.g. final site plan, erosion control measures, etc.)

ATTACHMENTS:

Submitted application materials and plans
Zoning, Aerial, Address & Vicinity Maps
Leo Stoddard 8/21/2023 Comment
CRF&R 9/7/2023 Comment

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES
COURTHOUSE
230 STRAND
ST. HELENS, OREGON 97051
(503) 397-1501

192-23-000249-
PLNG
File No. DR 24-01

General Application

GENERAL LAND USE PERMIT APPLICATION

TYPE OF PERMIT: Zone Change Temporary Permit
 X Site Design Review Resource Management Plan

Other: _____

APPLICANT: Name: Matthew Alexander

Mailing address: 58640 McNulty Way, St. Helens, OR, 97051

Phone No.: Office 503-396-6651 Home _____

Are you the property owner? owner's agent?

PROPERTY OWNER: same as above, OR:

Name: Juli Tussing - Board-owned by Warren Community Fellowship

Mailing Address: PO Box 448, St. Helens, OR 97051

PROPERTY ADDRESS (if assigned): Off of Church Road and Church Lane

34740 Church Rd

TAX ACCOUNT NO.: ⁸⁶⁸⁰ 4119-AC-00700 Acres: 7.36 Zoning: CS-1

_____ Acres: _____ Zoning: _____

_____ Acres: _____ Zoning: _____

PRESENT USES: (farm, forest, bush, residential, etc.)

<u>Use:</u>	<u>Approx. Acres</u>
<u>Vacant land</u>	<u>7.36</u>
_____	_____
_____	_____
Total acres (must agree with above):	<u>7.36</u>

PROPOSED USES:

The proposed use would be a new Christian School Facility

WATER SUPPLY: _____ Private well.

Is the well installed? ____ Yes ____ No

X Community system.

Name Warren Water Association

METHOD OF SEWAGE DISPOSAL: _____ Community Sewer. Name _____

____ Not applicable.

X Septic System.

If Septic, does the subject property already have a system? ____ Yes X No

If no, is the property approved for a Septic System? X Yes ____ No

CONTIGUOUS PROPERTY: List all other properties you own which have boundary lines touching this property:

Tax Account No.

Acres

Co-owners (if any)

N/A

CERTIFICATION:

I hereby certify that all of the above statements, and all other documents submitted, are accurate and true to the best of my knowledge and belief.

Date: 07-25-23

Signature: _____



NOTE: Please attach an accurate and detailed plot plan, including property lines, existing and proposed structures, location of septic tank and drainfield, farm - forest areas, large natural features (cliffs, streams, etc.).

+++++

Planning Department Use Only

Date Rec'd. 7/25/23

Hearing Date: _____

Or: Administrative _____

Receipt No. _____

Stormwater & Erosion Control Fees \$404 + 2%

Zoning: CS-I

Staff Member: _____

+++++

RECEIVED

SEP 05 2023

Jake Renney

From: Matthew Alexander <matt@lowercolumbiaenr.com>
Sent: Tuesday, September 5, 2023 9:35 AM
To: Jake Renney
Subject: RE: DR 24-01

Hey Jake,

Sorry about that. I heard a few different numbers while writing that and forgot to update. The total population will be between 150 and 170 (students and staff combined) which will break down into approximately 130-150 students and 20 teachers/staff. The student body is a bit of a variable but shouldn't exceed 150.

Thanks,

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC

Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaenr.com

From: Jake Renney <Jake.Renney@columbiacountyor.gov>
Sent: Thursday, August 31, 2023 3:16 PM
To: Matthew Alexander <matt@lowercolumbiaenr.com>
Subject: DR 24-01

Hi Matt,

I have another quick question about the Christian School design review (DR 24-01). The narrative states a few different numbers for the school population: 130, 150, and 175. Can you please clarify how many students and staff there will be?

Thank you,

Jake Renney

Assistant Planner

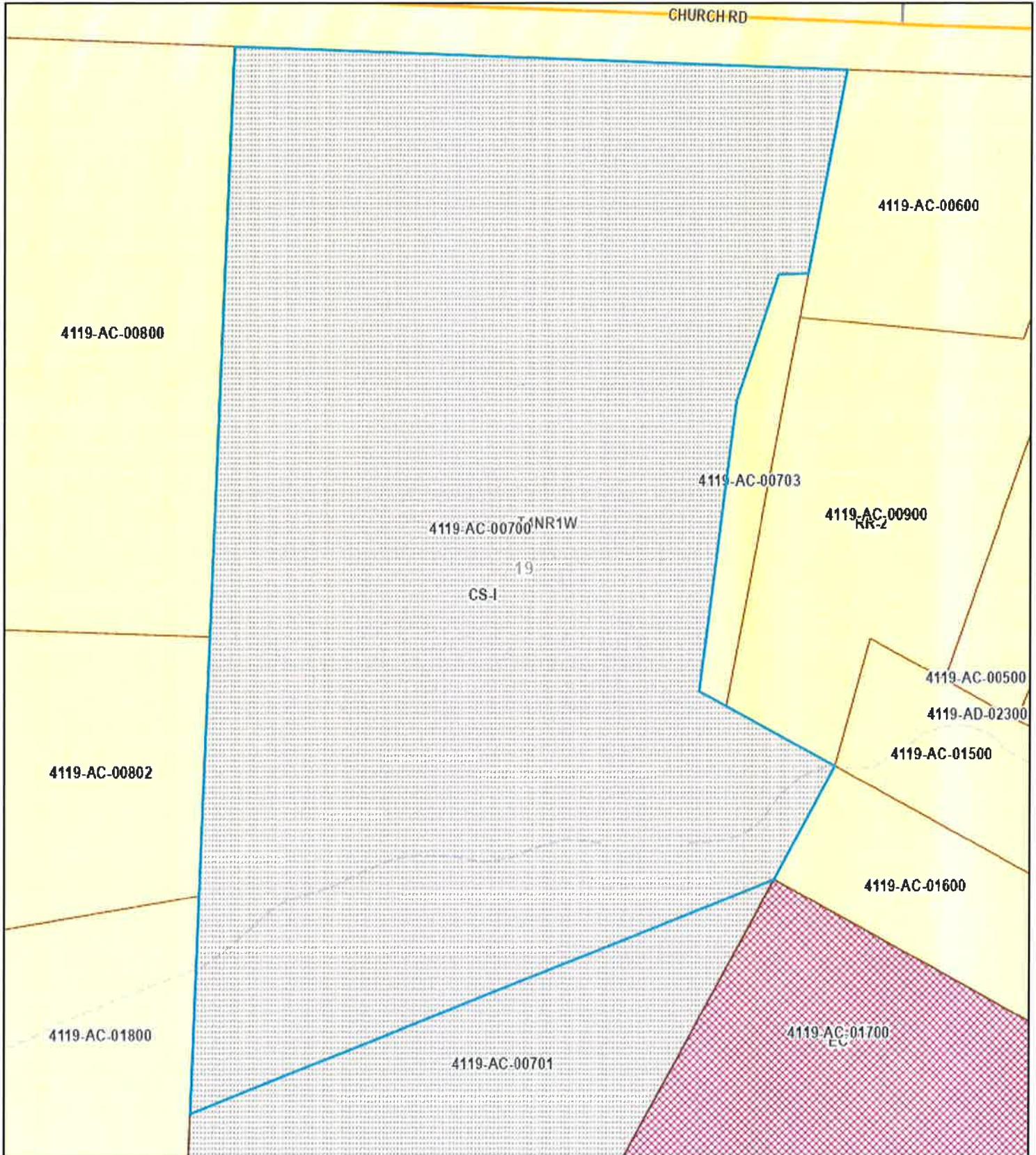
(503) 397-7217

Jake.Renney@columbiacountyor.gov

Effective January 2022 the Land Development Services office has moved to a new location at 445 Port Avenue in St. Helens.



DR 24-01 Zoning Map



7/25/2023 4:09 PM

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Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.



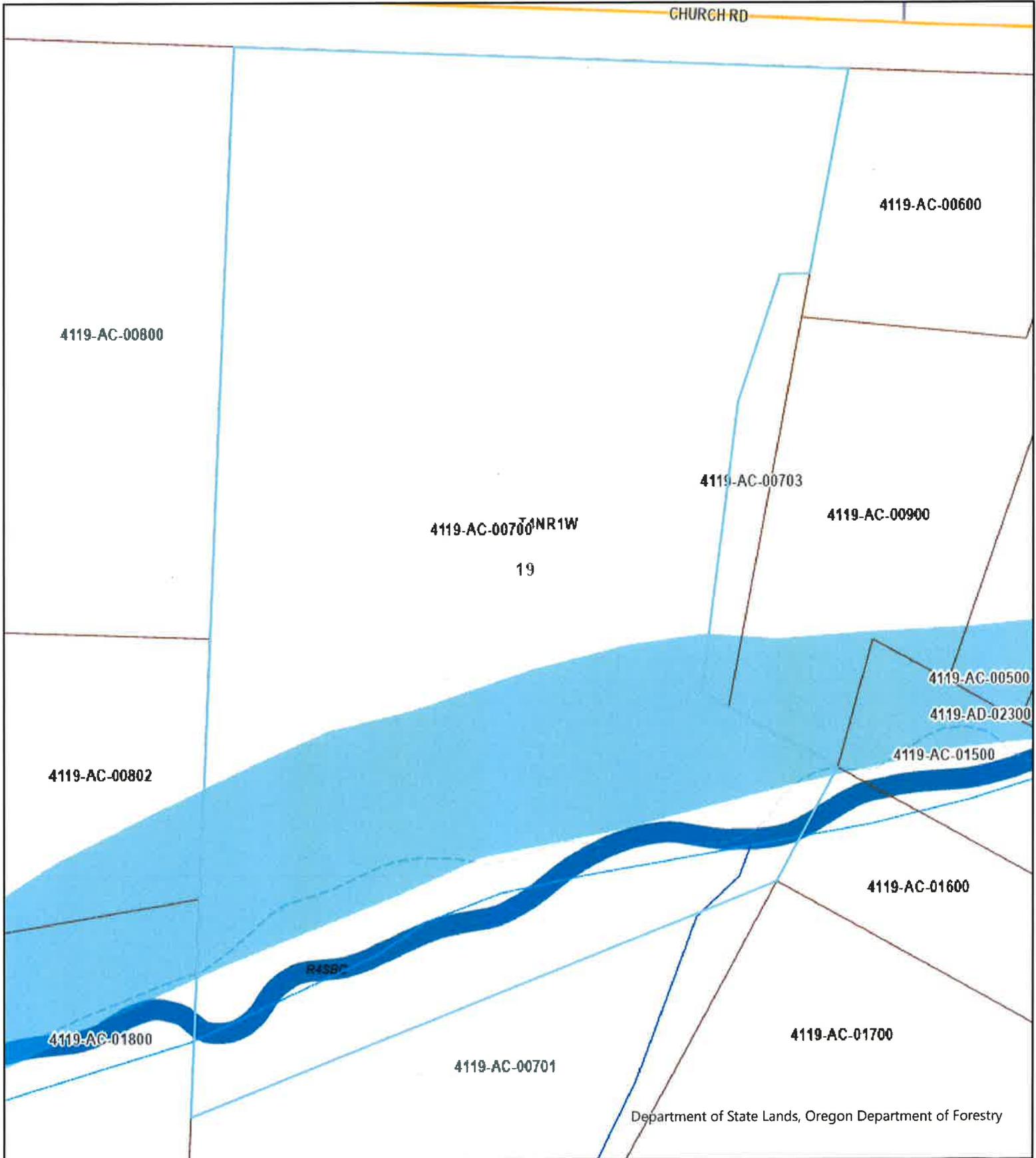
DR 24-01 Aerial Map



7/25/2023 4:10 PM



DR 24-01 Wetlands & Floodplain Map



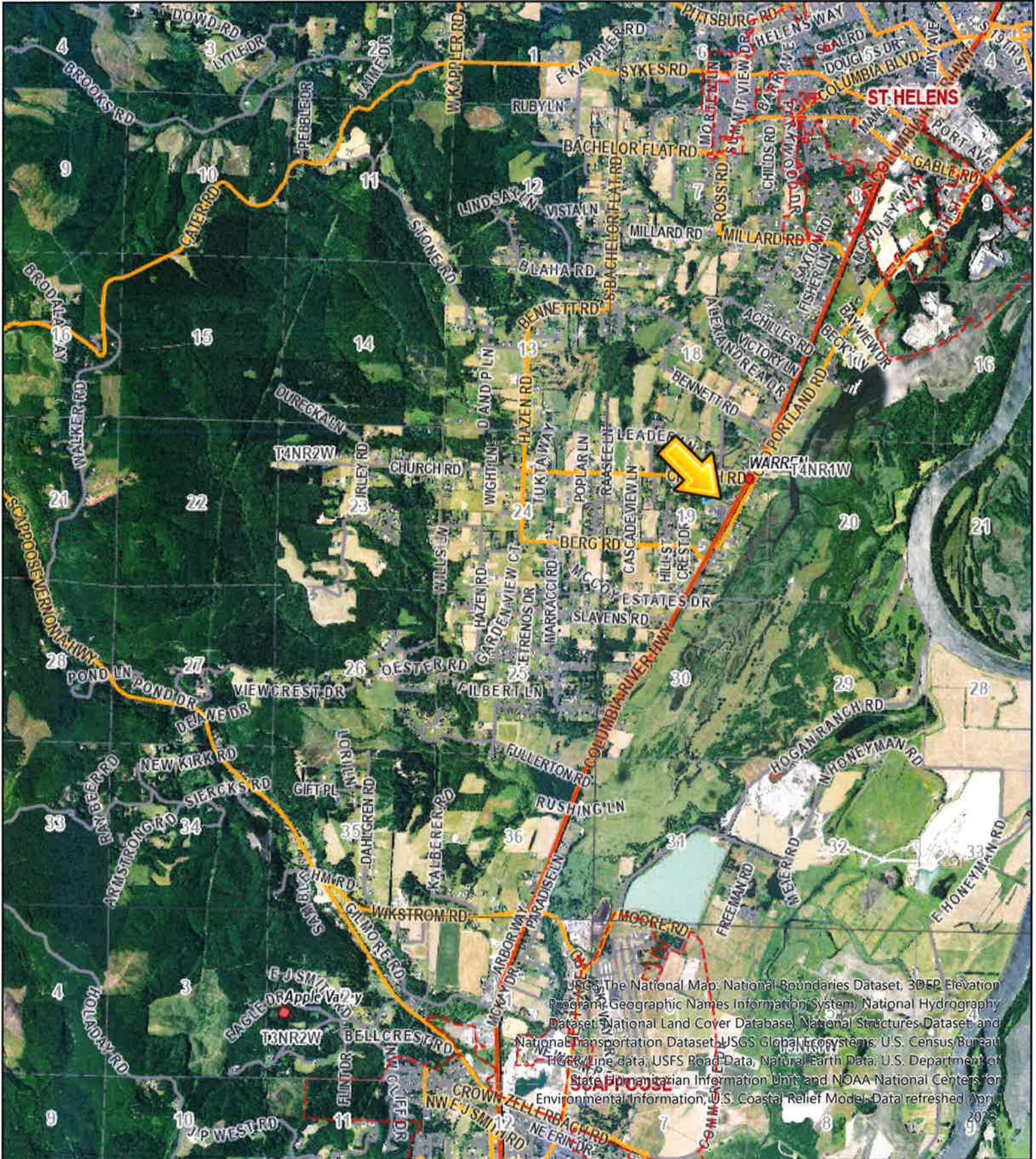
7/25/2023 4:10 PM

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DR 24-01 Vicinity Map



7/25/2023 4:12 PM

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RECEIVED
AUG 21 2023
Land Development Services

Jake Renney

From: Leo Stoddard <leostoddard@blueflagrealty.com>
Sent: Monday, August 21, 2023 4:05 PM
To: Jake Renney
Subject: Public Comment for File #DR24-01

You don't often get email from leostoddard@blueflagrealty.com. [Learn why this is important](#)

Hello Jake and the Columbia County Planning Commission,

We were notified of this public hearing for Columbia County Christian School (File #DR24-01). We are writing to let you know that we are in support of this project and are very excited to see this school expand in our neighborhood. The services they offer to our community and children is greatly appreciated and we hope that the County aids in this building project.

Thank you,

Leo Stoddard
Warren Professional Building LLC



Columbia River Fire & Rescue

PREVENTION DIVISION

270 Columbia Blvd * St Helens, Oregon * 97051
Phone (503)-397-2990 * www.crrf.com * FAX (503)-397-3198

07 September 2023

To: Matt Alexander
Lower Columbia Engineering, LLC
58640 McNulty Way
St. Helens, OR 97051



Re: Columbia County Christian School

Dear Mr. Alexander,

I have reviewed the Columbia County Christian School land use drawings including the proposed building locations relative to the property lines. The CS-I zone has no designated minimum setbacks per CCZO 1005.2 and I have concluded that the proposed building locations are adequately set back from the property lines for safety.

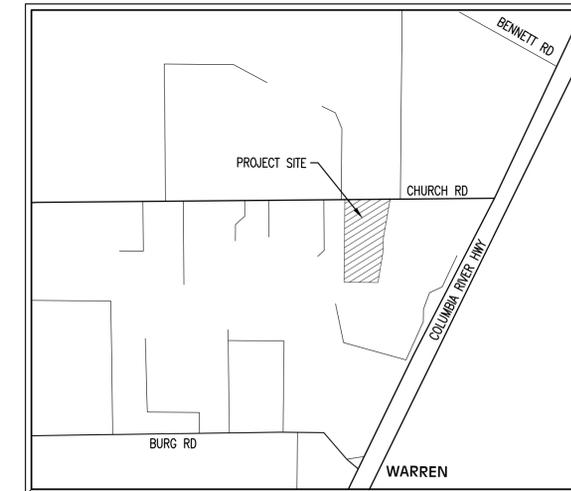
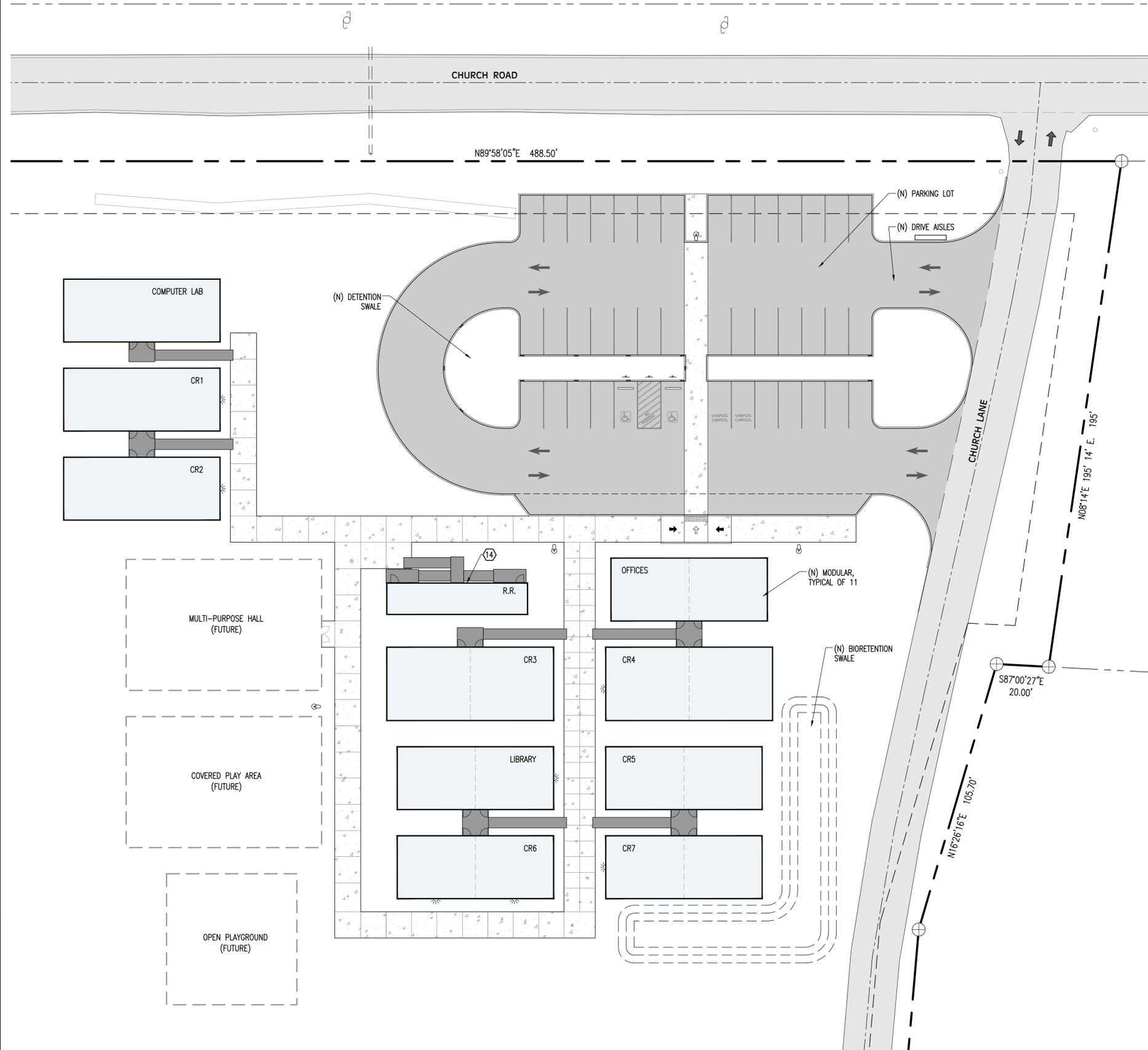
Respectfully,

A handwritten signature in black ink, appearing to read 'Tad Pedersen'.

Randolph "Tad" Pedersen
Fire Marshal
Columbia River Fire & Rescue

COLUMBIA COUNTY CHRISTIAN SCHOOL

CHURCH ROAD & CHURCH LANE
WARREN, OR 97053



EXISTING SITE AREAS

GROSS LOT AREA: 331,106 SQ FT (100%)
 IMPERVIOUS/PAVED AREA: 13,832 SQ FT (4.2%)
 OPEN/LANDSCAPED AREAS: 317,274 SQ FT (95.8%)

PROPOSED SITE AREAS

GROSS LOT AREA: 331,106 SQ FT (100%)
 IMPERVIOUS/PAVED AREA: 57,609 SQ FT (17.4%)
 OPEN/LANDSCAPED AREAS: 273,497 SQ FT (82.6%)
 BUILDING FOOTPRINT: 15,048 SQ FT (4.5%)

GENERAL SITE INFO:

PROJECT NAME: COLUMBIA COUNTY CHRISTIAN SCHOOL
PROPOSED USE: EDUCATIONAL FACILITY
TOTAL LOT AREA: 331,106 SQ FT (APPROX 0.00 ACRES)

NEW BUILDING SIZE: 1,440 SQ FT (EACH)
NEW BUILDING FOOTPRINT: 15,048 SQ FT (TOTAL)
NEW BUILDING HEIGHT: 14'-9" (35' MAX.)

SPECIAL NOTE:

LOWER COLUMBIA ENGINEERING HAS ONLY ADDRESSED THE PROPOSED DESIGN. THESE DRAWINGS ARE INTENDED FOR THE SITE DEVELOPMENT REVIEW CRITERIA REQUIREMENTS. THESE DRAWINGS ARE CONSIDERED PRELIMINARY ONLY.

PROJECT TEAM

ENGINEER & DESIGNER

LOWER COLUMBIA ENGINEERING
 58640 McNULTY WAY
 ST. HELENS, OR 97051
 PHONE: (503) 366-0399

CONTACT: MATTHEW ALEXANDER
 matt@lowercolumbiaenr.com

ENGINEER: ANDREW NIEMI
 andrew@lowercolumbiaenr.com

OWNER

JULI TUSSING
 PO BOX 448
 ST. HELENS, OR 97051
 PHONE: (503) 317-3630
 CONTACT: JULI TUSSING
 juli.tussing@gmail.com

SURVEYOR

DAVE REYNOLDS
 32990 STONE ROAD
 WARREN, OR 97053
 PHONE: (503) 397-5516
 CONTACT: DAVE REYNOLDS

SEPTIC DESIGNER

VALLEY SCIENCE AND ENGINEERING
 3511 PACIFIC BLVD SW
 ALBANY, OR 97321
 PHONE: (541) 812-6625
 CONTACT: CHRISTOPHER COTTON
 christopher.cotton@valmont.com

DRAWING INDEX

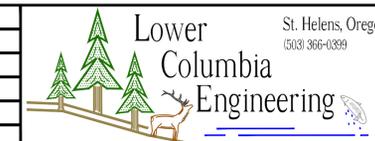
SHEET	DESCRIPTION
GENERAL	
G-1	VICINITY MAP, PLOT PLAN, COVER SHEET
G-2	GENERAL NOTES & LEGENDS
CIVIL	
C-1	EXISTING CONDITIONS PLAN
C-2	EROSION AND SEDIMENT CONTROL PLAN
C-3	OVERALL SITE PLAN
C-3.1	ENLARGED SITE PLAN
C-4	GRADING & STORM WATER PLAN
C-5	PARKING & LANDSCAPE PLAN
C-6	OVERALL UTILITY PLAN
C-6.1	ENLARGED UTILITY PLAN
C-7	ILLUMINATION PLAN
C-8	SIGN PLAN & ELEVATIONS
ARCHITECTURAL	
A-1	MODULAR FLOOR PLAN & ELEVATIONS
DETAILS	
D-1	EROSION AND SEDIMENT CONTROL DETAILS

PROPOSED SITE
 SCALE: 1" = 20'



DATE: 07/17/2023
 PRELIMINARY
 NOT
 FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3456	COVER SHEET
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	SHEET
FILE	D-3456-G-1	DATE 04/13/2023

G-1

GENERAL NOTES

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST OSSC (WITH APPROPRIATE AMENDMENTS) NDS, AISC AND ACI SPECIFICATIONS.
- ALL ROOF FRAMING AND ANCHORAGE IS BY OTHERS, UNLESS NOTED OTHERWISE.
- CONTACT ENGINEER WITH ANY UNCERTAINTIES PRIOR TO PROCEEDING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TEMPORARY SUPPORT OF STRUCTURES AND EMBANKMENTS.
- WINDOWS WITHIN 18" OF FINISHED FLOOR, ANY GLAZING IN DOORS OR WITHIN 24" OF ANY DOOR AND TUB ARE TO BE TEMPERED.
- DO NOT SCALE DRAWINGS.
- ALL DRAINAGE PIPES SHALL MEET THE REQUIREMENTS OF THE CURRENT UNIFORM PLUMBING CODE.
- PROVIDE DOWNSPOUTS AND GUTTERS MEETING THE REQUIREMENTS OF ROOF DRAINAGE PER THE UNIFORM BUILDING CODE.

ELECTRICAL & MECHANICAL NOTES

- ALL WORK SHALL BE DONE PER LOCALLY ADOPTED ELECTRICAL AND MECHANICAL CODE AND COMMONLY ACCEPTED STANDARDS.

EXCAVATION & FOUNDATION NOTES

- CONCRETE DESIGN IS BASED ON A COMPRESSIVE STRENGTH OF 4,000 PSI AFTER 28 DAYS, ALL REINFORCING STEEL SHALL BE A-615 GRADE 60.
- ALL REINFORCING SHALL BE SPLICED AND/OR BENT TO FULLY DEVELOP THE CAPACITY OF THE BAR (38 BAR DIAMETERS MINIMUM).
- ALL FOUNDATIONS SHALL BE CARRIED DOWN TO THE ELEVATIONS SHOWN OR TO SUITABLE UNDISTURBED, FULLY CONSOLIDATED SOIL, FREE OF ORGANIC MATERIAL, WHICHEVER IS LOWER.
- ANY FILL MATERIAL UNDER FOUNDATIONS SHALL BE 3/4" MINUS CRUSHED ROCK, PLACED IN LAYERS NOT EXCEEDING 8" IN DEPTH AND COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY, OR PER GEOTECHNICAL ENGINEERING REPORT.
- ALL BACKFILL SHALL BE EVENLY PLACED IN LAYERS NOT EXCEEDING 8" IN DEPTH AND COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY. REMOVE ANY STANDING WATER PRIOR TO BACKFILLING. BACKFILL SHALL NOT BE PLACED AGAINST WALL UNTIL SUFFICIENT STRENGTH AND SUPPORT HAS BEEN ACHIEVED.
- VERIFY THAT ALL APPROPRIATE UTILITIES HAVE BEEN INSTALLED PRIOR TO EACH PHASE OF WORK.
- ALL CONCRETE MIX Poured IN A NON-CONTROLLED ENVIRONMENT SHALL CONTAIN 5% AIR ENTERTAINMENT PER ASTM C260. ALL WALKING SURFACES SHALL RECEIVE A SLIP RESISTANT SURFACE.
- INSTALL SUITABLE CONSTRUCTION JOINTS IN ALL SLABS AT 16'-0" MAXIMUM, ALL DIRECTIONS.
- FOR STUD FRAMED WALLS, INSTALL (2) #4 CONT. REBAR IN FOUNDATION WALL AND (2) #4 CONT. REBAR IN FOUNDATION BASE MINIMUM, 3" TYPICAL FROM ALL EDGES. INSTALL 5/8" DIAMETER ANCHOR BOLTS AT 4'-0" O.C. WITH (2) MIN. PER PLATE AND 6" FROM PLATE ENDS. BOLTS SHALL HAVE AN EMBEDMENT DEPTH OF 10" AND A 2" HOOK. FOUNDATION DETAILS ON PLANS TAKE PRECEDENT. CONTACT ENGINEER FOR ANY WALLS OVER 4'-0" IN HEIGHT.
- PERMANENT FILLS AND CUTS SHALL NOT SLOPE MORE THAN 2 UNITS HORIZONTAL TO 1 UNIT VERTICAL.
- CONTRACTOR IS RESPONSIBLE FOR ALL SITE DRAINAGE ISSUES. ALL FINISHED GRADES SHALL SLOPE AWAY FROM ALL BUILDINGS WITH APPROPRIATE COLLECTION SYSTEM.

ENTRANCE & EXIT NOTES

- ALL ENTRANCES AND EXTERIOR GROUND FLOOR EXIT DOORS TO BUILDINGS AND FACILITIES SHALL BE MADE ACCESSIBLE TO PERSONS WITH DISABILITIES.
- EXIT DOORS SHALL BE OPERABLE FROM THE INSIDE WITHOUT USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT.
- MANUALLY OPERATED EDGE OR SURFACE MOUNTED FLUSH BOLTS AND SURFACE BOLTS ARE PROHIBITED. WHEN EXIT DOORS ARE USED IN PAIRS AND APPROVED AUTOMATIC FLUSH BOLTS ARE USED, THE DOOR LEAF HAVING THE AUTOMATIC FLUSH BOLTS SHALL HAVE NO DOOR KNOB OR SURFACE MOUNTED HARDWARE. THE UNLATCHED LEAF SHALL NOT REQUIRE MORE THAN ONE OPERATION.
- LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVATED AND WHICH ARE IN A PATH OF TRAVEL SHALL BE OPERABLE WITH A SINGLE EFFORT BY LEVER TYPE HARDWARE. PANIC BARS, PUSH/PULL ACTIVATING BARS OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE. LOCKED EXIT DOORS SHALL OPERATE AS ABOVE IN EGRESS DIRECTION.
- HAND ACTIVATED DOOR OPENING HARDWARE SHALL BE CENTERED BETWEEN 30" AND 44" ABOVE THE FLOOR PER ICC A117.1, SECTION 404.
- THERE SHALL BE A LEVEL AND CLEAR FLOOR OR LANDING ON EACH SIDE OF A DOOR. THE LEVEL AREA SHALL PROVIDE A LENGTH IN THE DIRECTION OF A DOOR SWING OF AT LEAST 60" AND THE LENGTH OPPOSITE THE DIRECTION OF A DOOR SWING OF 48" AS MEASURED AT RIGHT ANGLES TO THE PLANE OF THE DOOR IN THE CLOSED POSITION.
- THE BOTTOM 10" OF ALL DOORS, EXCEPT AUTOMATIC AND SLIDING SHALL HAVE A SMOOTH AND UNINTERRUPTED SURFACE.
- LOCKABLE BUILDING EXIT DOORS MUST HAVE SIGNAGE THAT READS "THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED." PER OSSC SECTION 1010.1.9.4 #2.2.

APPLICABILITY

THE PURPOSE OF THIS SHEET IS TO PROVIDE GENERAL INFORMATION AND REQUIREMENTS FOR ITEMS THAT ARE NOT SPECIFICALLY ADDRESSED WITHIN THE DESIGN PLANS. NOT ALL OF THE GENERAL NOTES OR SPECIFICATIONS PROVIDED ON THIS SHEET ARE APPLICABLE TO THIS PROJECT. SPECIFIC INFORMATION INCLUDED IN THE DESIGN PLANS TAKES PRECEDENT OVER THE GENERAL NOTES PROVIDED ON THIS SHEET. FOR ASPECTS OF THE PROJECT THAT ARE NOT SPECIFICALLY ADDRESSED IN THE DESIGN PLANS OR ON THIS SHEET, THE CONTRACTOR SHOULD FOLLOW COMMON INDUSTRY STANDARDS AND LEVEL OF CARE FOR THIS TYPE OF CONSTRUCTION. FOR SUCH ITEMS, THE CONTRACTOR SHALL PROVIDE A SUBMITTAL THAT DESCRIBES THE PROPOSED WORK IN DETAIL. APPROVAL OF THIS SUBMITTAL BY THE OWNER OR THEIR REPRESENTATIVE IS REQUIRED PRIOR TO PROCEEDING WITH ANY CONSTRUCTION ACTIVITY. CONTACT THE OWNER OR THEIR REPRESENTATIVE WITH ANY QUESTIONS OR UNCERTAINTIES PRIOR TO PROCEEDING WITH BIDDING OR EXECUTING ANY CONSTRUCTION ACTIVITY.

PROJECT SPECIFIC PLANS, DETAILS, & NOTES TAKE PRECEDENCE OVER THESE GENERAL NOTES

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0100. (YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503-246-1987.)

ONE CALL SYSTEM.....1 800 332 2344 or 811
ON LINE <http://www.callbeforeyoudig.org/>

THE PUBLIC WORKS DIRECTOR, SUE LAWRENCE (503) 556-7301, MUST BE NOTIFIED 48 HRS IN ADVANCE TO COORDINATE ANY TAPS OR WATER VALVE OPERATION. THE CONTRACTOR IS NOT ALLOWED TO OPERATE ANY WATER VALVES CONTROLLING FLOW TO NEW PIPING FROM CITY'S POTABLE WATER SYSTEM.

A CITY PERMIT IS REQUIRED TO WORK IN THE PUBLIC R.O.W.



MASTER LEGEND

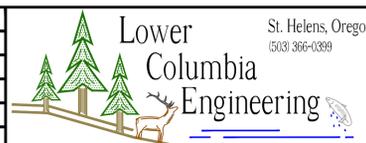
- CLEAN OUT
- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- FIRE HYDRANT
- UTILITY POLE
- STREET LIGHTING
- SIGN
- DRAINAGE FLOW ARROW
- TRAFFIC FLOW ARROW
- (E) TREE
- STREET TREE
- SMALL SHRUB
- SUBJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- (N) UTILITY LINE
- (E) UTILITY LINE
- (E) MAJOR CONTOUR
- (E) MINOR CONTOUR
- (E) FENCE LINE
- (N) PARKING STRIPING
- (E) PARKING STRIPING
- (E) CURB
- (N) CURB
- AC ROADWAY
- (E) CONCRETE SIDEWALK
- (N) CONCRETE SIDEWALK
- (N) VEGETATION
- PUBLIC EASEMENT

ABBREVIATIONS

- MATERIAL**
- AC ASPHALTIC CONCRETE
 - GR GRAVEL
 - PVC POLYVINYL CHLORIDE
- UTILITY**
- COM COMMUNICATIONS LINE
 - GAS GAS LINE
 - H2O WATER LINE
 - PWR POWER LINE
 - SAN SANITARY SEWER LINE
 - STM STORM LINE
 - UTL UTILITY
- GENERAL**
- (E) EXISTING
 - (N) NEW
 - EOG EDGE OF GRAVEL
 - EOP EDGE OF PAVEMENT
 - EOC EDGE OF CONCRETE
 - TOP TOP OF PAVEMENT
 - TOC TOP OF CONCRETE
 - T/CURB TOP OF CURB
 - FL FLOW LINE / GUTTER
 - R.O.W. RIGHT OF WAY
 - MH MANHOLE (RIM/LID)
 - IE INVERT ELEVATION
 - CB CATCH BASIN

DATE: 07/17/2023
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO. 3456	GENERAL NOTES & LEGENDS
DWG. BY MLA	NEW FACILITY
APPR. BY CCCS	SHEET
FILE D-3456-G-2	DATE 05/18/2023

G-2

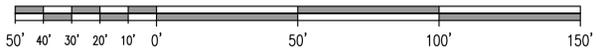
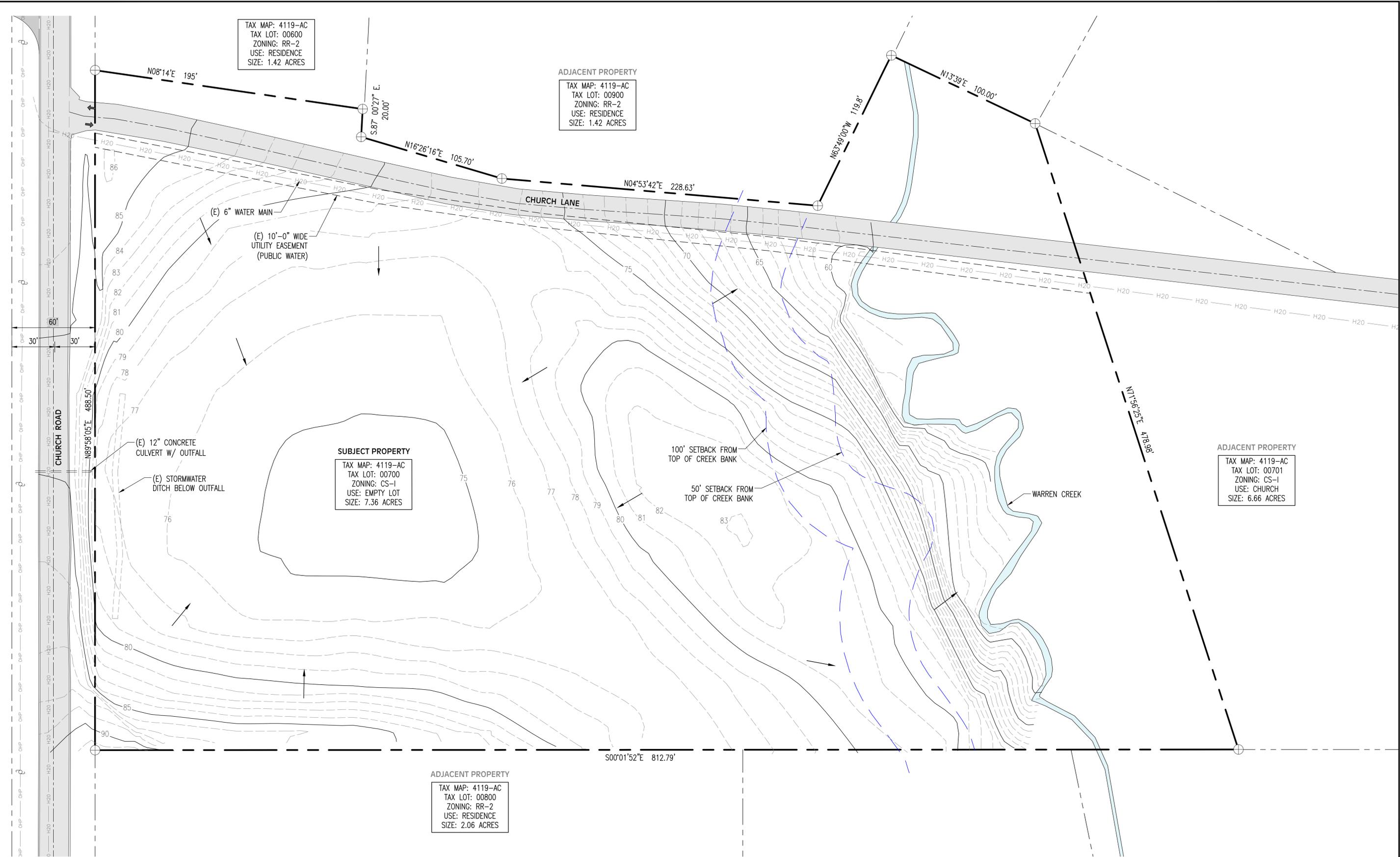
TAX MAP: 4119-AC
 TAX LOT: 00600
 ZONING: RR-2
 USE: RESIDENCE
 SIZE: 1.42 ACRES

ADJACENT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00900
 ZONING: RR-2
 USE: RESIDENCE
 SIZE: 1.42 ACRES

ADJACENT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00701
 ZONING: CS-1
 USE: CHURCH
 SIZE: 6.66 ACRES

SUBJECT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00700
 ZONING: CS-1
 USE: EMPTY LOT
 SIZE: 7.36 ACRES

ADJACENT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00800
 ZONING: RR-2
 USE: RESIDENCE
 SIZE: 2.06 ACRES

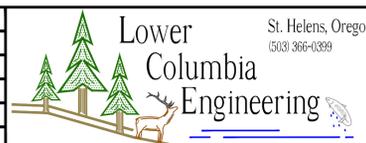


EXISTING CONDITIONS PLAN
 SCALE: 1" = 30'



DATE: 07/17/2023
 PRELIMINARY
 NOT
 FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3456	EXISTING CONDITIONS PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	SHEET
FILE	D-3456-C-1.0	DATE 04/17/2023

C-1

ADJACENT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00900
 ZONING: RR-2
 USE: RESIDENCE
 SIZE: 1.42 ACRES

SUBJECT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00700
 ZONING: CS-1
 USE: EMPTY LOT
 SIZE: 7.36 ACRES

ADJACENT PROPERTY
 TAX MAP: 4119-AC
 TAX LOT: 00800
 ZONING: RR-2
 USE: RESIDENCE
 SIZE: 2.06 ACRES

GRADING, STREET, AND EROSION AND SEDIMENT CONTROL CONSTRUCTION NOTES:

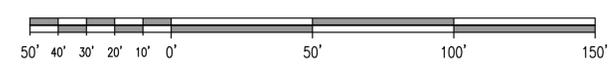
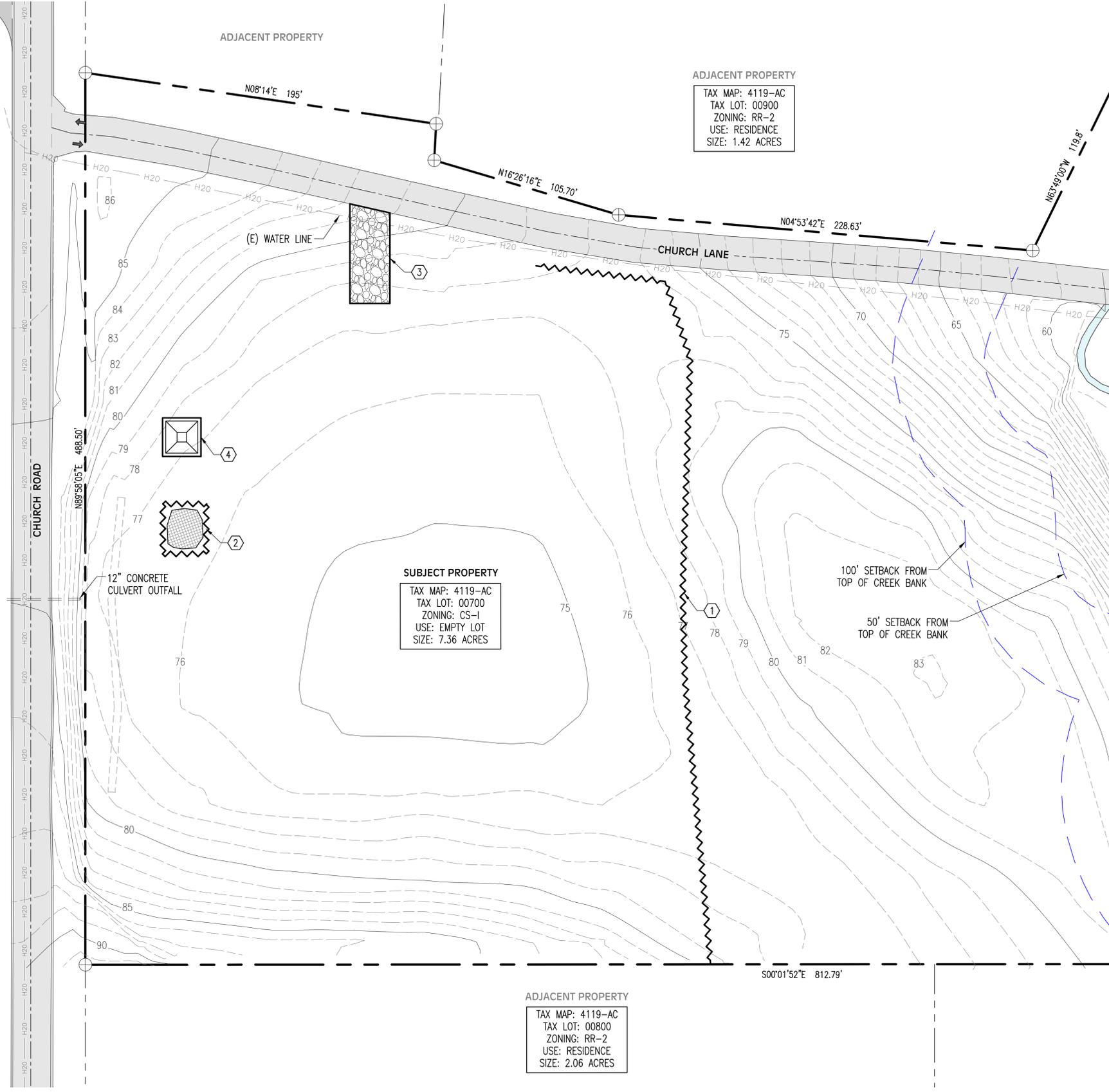
- SEED USED FOR TEMPORARY OR PERMANENT SEEDING SHALL BE COMPOSED OF ONE OF THE FOLLOWING MIXTURES, UNLESS OTHERWISE AUTHORIZED:
 - DWARF GRASS MIX (MIN. 100 LB./AC.)
 - DWARF PERENNIAL RYEGRASS (80% BY WEIGHT)
 - CREeping RED FESCUE (20% BY WEIGHT)
 - STANDARD HEIGHT GRASS MIX (MIN. 100LB./AC.)
 - ANNUAL RYEGRASS (40% BY WEIGHT)
 - TURF-TYPE FESCUE (60% BY WEIGHT)
- SLOPE TO RECEIVE TEMPORARY OR PERMANENT SEEDING SHALL HAVE THE SURFACE ROUGHENED BY MEANS OF TRACK-WALKING OR THE USE OF OTHER APPROVED IMPLEMENTS. SURFACE ROUGHENING IMPROVES SEED BEDDING AND REDUCES RUN-OFF VELOCITY.
- LONG TERM SLOPE STABILIZATION MEASURES SHALL INCLUDE THE ESTABLISHMENT OF PERMANENT VEGETATIVE COVER VIA SEEDING WITH APPROVED MIX AND APPLICATION RATE.
- TEMPORARY SLOPE STABILIZATION MEASURES SHALL INCLUDE: COVERING EXPOSED SOIL WITH PLASTIC SHEETING, STRAW MULCHING, WOOD CHIPS, OR OTHER APPROVED MEASURES.
- STOCKPILED SOIL OR STRIPPINGS SHALL BE PLACED IN A STABLE LOCATION AND CONFIGURATION. DURING "WET WEATHER" PERIODS, STOCKPILES SHALL BE COVERED WITH PLASTIC SHEETING OR STRAW MULCH. SEDIMENT FENCE IS REQUIRED AROUND THE PERIMETER OF THE STOCKPILE.
- EXPOSED CUT OR FILL AREAS SHALL BE STABILIZED THROUGH THE USE OF TEMPORARY SEEDING AND MULCHING, EROSION CONTROL BLANKETS OR MATS, MID-SLOPE SEDIMENT FENCES OR WATTLES, OR OTHER APPROPRIATE MEASURES. SLOPES EXCEEDING 25% MAY REQUIRE ADDITIONAL EROSION CONTROL MEASURES.
- AREAS SUBJECT TO WIND EROSION SHALL USE APPROPRIATE DUST CONTROL MEASURES INCLUDING THE APPLICATION OF A FINE SPRAY OF WATER, PLASTIC SHEETING, STRAW MULCHING, OR OTHER APPROVED MEASURES.
- CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES INCLUDING, BUT NOT LIMITED TO, TIRE WASHES, STREET SWEEPING, AND VACUUMING MAY BE REQUIRED TO INSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
- ACTIVE INLETS TO STORM WATER SYSTEMS SHALL BE PROTECTED THROUGH THE USE OF APPROVED INLET PROTECTION MEASURES. ALL INLET PROTECTION MEASURES ARE TO BE REGULARLY INSPECTED AND MAINTAINED AS NEEDED.
- SATURATED MATERIALS THAT ARE HAULED OFF-SITE MUST BE TRANSPORTED IN WATER-TIGHT TRUCKS TO ELIMINATE SPILLAGE OF SEDIMENT AND SEDIMENT-LADEN WATER.
- AN AREA SHALL BE PROVIDED FOR THE WASHING OUT OF CONCRETE TRUCKS IN A LOCATION THAT DOES NOT PROVIDE RUN-OFF THAT CAN ENTER THE STORM WATER SYSTEM. IF THE CONCRETE WASH-OUT AREA CAN NOT BE CONSTRUCTED GREATER THAN 50' FROM ANY DISCHARGE POINT, SECONDARY MEASURES SUCH AS BERMS OR TEMPORARY SETTLING PITS MAY BE REQUIRED. THE WASH-OUT SHALL BE LOCATED WITHIN SIX FEET OF TRUCK ACCESS AND BE CLEANED WHEN IT REACHES 50% OF THE CAPACITY.
- SWEEPINGS FROM EXPOSED AGGREGATE CONCRETE SHALL NOT BE TRANSFERRED TO THE STORM WATER SYSTEM. SWEEPINGS SHALL BE PICKED UP AND DISPOSED IN THE TRASH.
- AVOID PAVING IN WET WEATHER WHEN PAVING CHEMICALS CAN RUN-OFF INTO THE STORM WATER SYSTEM.
- USE BMPs SUCH AS CHECK-DAMS, BERMS, AND INLET PROTECTION TO PREVENT RUN-OFF FROM REACHING DISCHARGE POINTS.
- COVER CATCH BASINS, MANHOLES, AND OTHER DISCHARGE POINTS WHEN APPLYING SEAL COAT, TACK COAT, ETC. TO PREVENT INTRODUCING THESE MATERIALS TO THE STORM WATER SYSTEM.

ESC LEGEND

	E.O.G.	EDGE OF GRAVEL
	E.O.P.	EDGE OF PAVEMENT
	(E)	EXISTING
	(N)	NEW
		SEDIMENT FENCE (AS REQUIRED)
		ORANGE CONSTRUCTION FENCE (AS REQUIRED)
		PROPERTY LINE
		ADJACENT PROPERTY LINE
		FLOW DIRECTION
		CONSTRUCTION ENTRANCE
		STAGING AREA
		PAVING TO BE REMOVED
		PROPERTY CORNER
		SANITARY SEWER MANHOLE
		STORM WATER SWR. MANHOLE
		FIRE HYDRANT
		CATCH BASIN W/ INLET PROTECTION
		TEMPORARY STOCKPILE
		CONCRETE WASHOUT AREA

- EROSION CONTROL KEYNOTES**
- INSTALL SEDIMENT FENCING AT THE PERIMETER OF SITE DEMOLITION AND GRADING ACTIVITIES. SEE DETAIL 875 ON SHEET D-1.
 - PROPOSED SOILS STOCKPILE AREA (IF NEEDED). PROTECT STOCKPILE WITH PLASTIC SHEETING AS REQUIRED PER DETAIL 810 ON SHEET D-1. PROVIDE SEDIMENT FENCE AROUND SOILS STOCKPILES PER DETAIL 875 ON SHEET D-1.
 - PROVIDE TEMPORARY CONSTRUCTION ENTRANCE PER DETAIL 855 ON SHEET D-1. VERIFY LOCATION IN FIELD..
 - CONCRETE WASHOUT AREA (IF NEEDED), SEE DETAIL 900 ON SHEET D-1.

- EROSION AND SEDIMENT CONTROL BMP IMPLEMENTATION:**
- ALL BASE ESC MEASURES (INLET PROTECTION, PERIMETER SEDIMENT CONTROL, GRAVEL CONSTRUCTION ENTRANCES, ETC.) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN AN INITIAL INSPECTION, PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
 - THE "STAGING", SHALL BE MOVED TO AN APPROPRIATE LOCATION TO ACCOMMODATE IMPROVEMENTS.
 - INLET PROTECTION SHALL BE IN-PLACE IMMEDIATELY FOLLOWING PAVING ACTIVITIES.

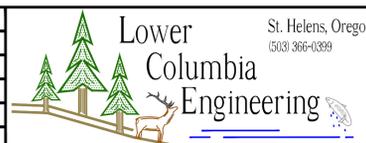


EROSION AND SEDIMENT CONTROL PLAN
 SCALE: 1" = 30'



DATE: 07/17/2023
 PRELIMINARY
 NOT
 FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3456	EROSION AND SEDIMENT CONTROL PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-2.0	DATE 04/17/2023

ADJACENT PROPERTY

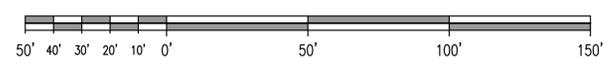
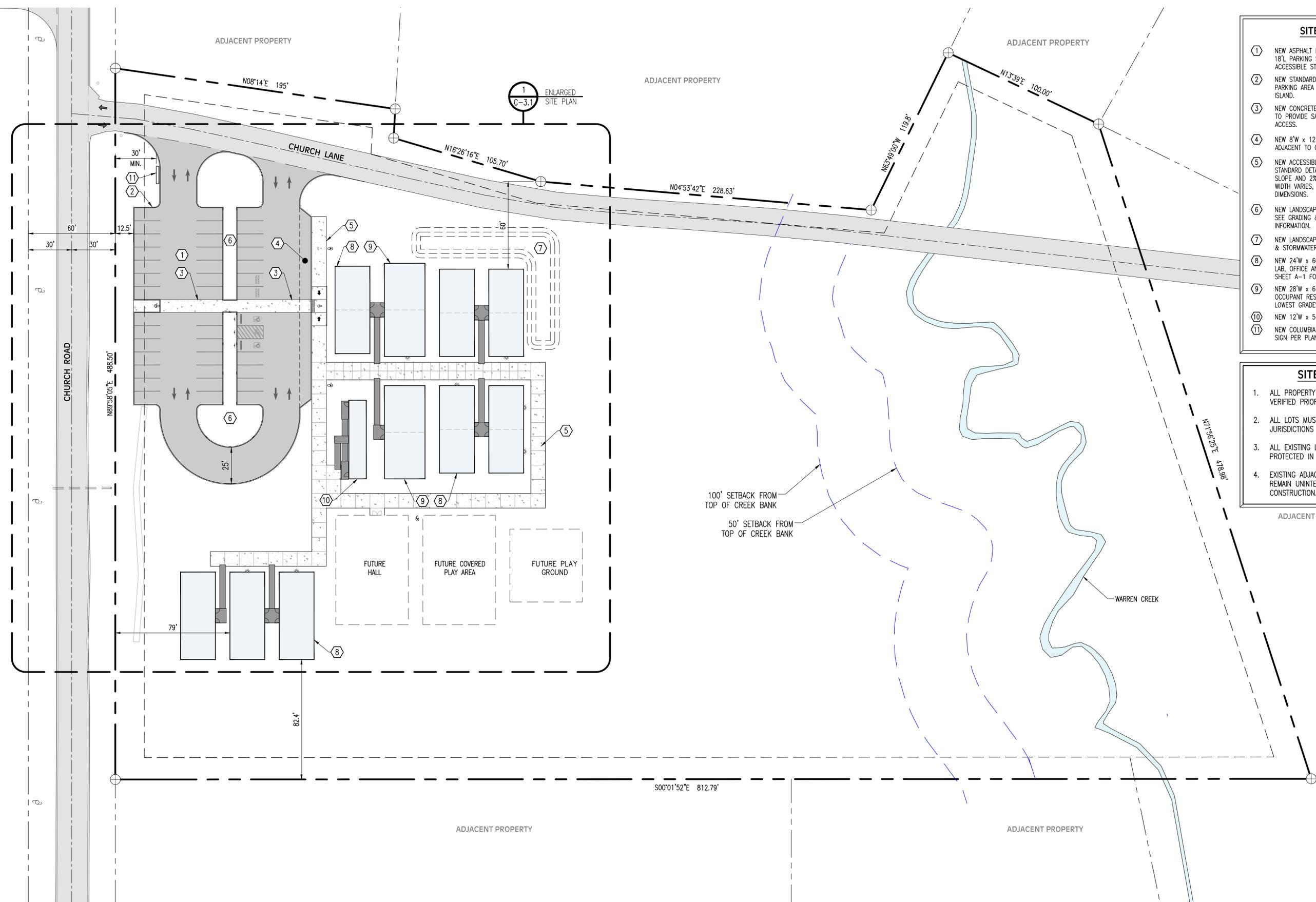
ADJACENT PROPERTY

ADJACENT PROPERTY

- SITE PLAN KEYNOTES**
- ① NEW ASPHALT PARKING LOT WITH (41) STANDARD 9'W x 18'L PARKING STALLS INCLUDING (2) REQUIRED ACCESSIBLE STALLS AND ASSOCIATED ACCESS AISLE.
 - ② NEW STANDARD 6" CURB AT BOUNDARIES OF ASPHALT PARKING AREA AND AROUND LANDSCAPED PARKING ISLAND.
 - ③ NEW CONCRETE SIDEWALK THROUGH PARKING AREA TO PROVIDE SAFE AND ACCESSIBLE PEDESTRIAN ACCESS.
 - ④ NEW 8'W x 122'L STUDENT DROP-OFF/PICK-UP AISLE ADJACENT TO CURB AND SIDEWALK.
 - ⑤ NEW ACCESSIBLE CONCRETE SIDEWALK PER ODOT STANDARD DETAIL RD720. NOT TO EXCEED 5% RUNNING SLOPE AND 2% CROSS SLOPE, TYPICAL. SIDEWALK WIDTH VARIES, SEE SITE PLAN FOR SPECIFIC DIMENSIONS.
 - ⑥ NEW LANDSCAPED DETENTION SWALE IN PARKING ISLAND SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
 - ⑦ NEW LANDSCAPED BIORETENTION SWALE. SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
 - ⑧ NEW 24'W x 60'L MODULAR CLASSROOMS, COMPUTER LAB, OFFICE AND SCHOOL LIBRARY (8 TOTAL). SEE SHEET A-1 FOR FLOOR PLAN AND ELEVATIONS.
 - ⑨ NEW 28'W x 64'L MODULAR CLASSROOM WITH SINGLE OCCUPANT RESTROOM (2 TOTAL) TO BE USED FOR LOWEST GRADES.
 - ⑩ NEW 12'W x 54'L MODULAR RESTROOMS.
 - ⑪ NEW COLUMBIA COUNTY CHRISTIAN SCHOOL MONUMENT SIGN PER PLAN AND ELEVATIONS ON C-8.

- SITE PLAN NOTES**
1. ALL PROPERTY LINES AND EASEMENTS MUST BE VERIFIED PRIOR TO CONSTRUCTION.
 2. ALL LOTS MUST BE VERIFIED BY THE PROPER JURISDICTIONS PRIOR TO CONSTRUCTION.
 3. ALL EXISTING LIGHTS AND STREET SIGNAGE TO BE PROTECTED IN PLACE.
 4. EXISTING ADJACENT BUSINESS OPERATIONS ARE TO REMAIN UNINTERRUPTED AND ONGOING DURING CONSTRUCTION.

ADJACENT PROPERTY

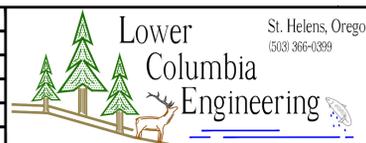


OVERALL SITE PLAN
SCALE: 1" = 30'

NORTH

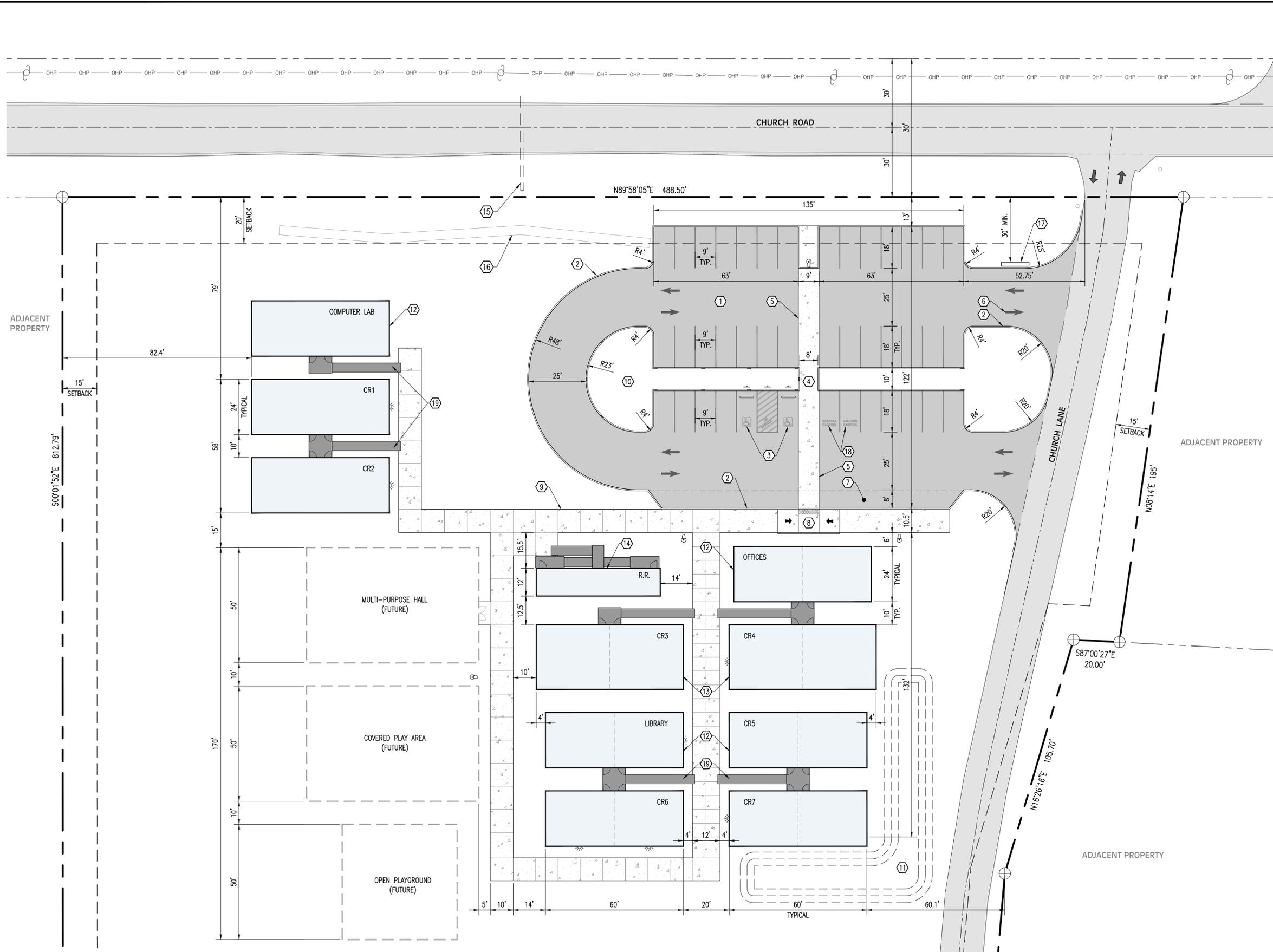
DATE: 07/17/2023
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FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3456	OVERALL SITE PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	SHEET
FILE	D-3456-C-3.0	DATE 04/17/2023

C-3



GENERAL SITE PLAN KEYNOTES

- ① NEW ASPHALT PARKING LOT WITH (41) STANDARD 9'W x 18'L PARKING STALLS INCLUDING (2) REQUIRED ACCESSIBLE STALLS AND ASSOCIATED ACCESS AISLE.
- ② NEW STANDARD 6" CURB AT BOUNDARIES OF ASPHALT PARKING AREA AND AROUND LANDSCAPED PARKING ISLAND.
- ③ NEW 9'W x 18'L ACCESSIBLE PARKING STALLS WITH 9'W x 18'L ACCESS AISLE BETWEEN AND ALL REQUIRED ACCESSIBLE STRIPING AND SIGNAGE PER ODOT.
- ④ NEW CONCRETE SIDEWALK THROUGH PARKING AREA TO PROVIDE SAFE AND ACCESSIBLE PEDESTRIAN ACCESS.
- ⑤ NEW CONCRETE CROSSWALK BETWEEN SIDEWALKS.
- ⑥ NEW DIRECTIONAL ARROW PARKING LOT STRIPING AT ENTRANCES AND WITHIN 24' WIDE DRIVE AISLE.
- ⑦ NEW 8'W x 122'L STUDENT DROP-OFF/PICK-UP AISLE ADJACENT TO CURB AND SIDEWALK.
- ⑧ NEW PARALLEL CURB RAMP AT PARKING LOT.
- ⑨ NEW ACCESSIBLE CONCRETE SIDEWALK PER ODOT STANDARD DETAIL RD720. NOT TO EXCEED 5% RUNNING SLOPE AND 2% CROSS SLOPE, TYPICAL. SIDEWALK WIDTH VARIES, SEE SITE PLAN FOR SPECIFIC DIMENSIONS.
- ⑩ NEW LANDSCAPED DETENTION SWALE IN PARKING ISLAND SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
- ⑪ NEW LANDSCAPED BIORETENTION SWALE. SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
- ⑫ NEW 24'W x 60'L MODULAR CLASSROOMS, COMPUTER LAB, OFFICE AND SCHOOL LIBRARY (8 TOTAL). SEE SHEET A-1 FOR FLOOR PLAN AND ELEVATIONS.
- ⑬ NEW 28'W x 64'L MODULAR CLASSROOM WITH SINGLE OCCUPANT RESTROOM (2 TOTAL) TO BE USED FOR LOWEST GRADES.
- ⑭ NEW 12'W x 54'L MODULAR RESTROOMS.
- ⑮ EXISTING 12" CMP CULVERT UNDER CHURCH ROAD. CULVERT DRAINS TO EXISTING DRAINAGE DITCH ON SUBJECT PROPERTY.
- ⑯ EXISTING DRAINAGE DITCH ADJACENT TO CHURCH ROAD.
- ⑰ NEW COLUMBIA COUNTY CHRISTIAN SCHOOL MONUMENT SIGN PER PLAN AND ELEVATIONS ON C-B.
- ⑱ NEW DEDICATED LONG-TERM VANPOOL/CARPOOL SPACES TO BE LABELED WITH THERMOPLASTIC OR PAINT.
- ⑲ NEW MODULAR RAMPS TO PROVIDE ACCESS TO CLASSROOMS AND ADMIN/SUPPORT SPACES. TYPICAL AT ALL STRUCTURES.

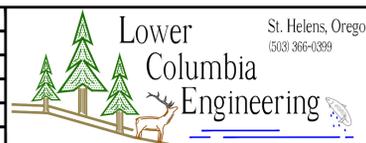


ENLARGED SITE PLAN
SCALE: 1" = 20'



DATE: 07/17/2023
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FOR CONSTRUCTION

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PROJ. NO.	3456	ENLARGED SITE PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-3.1	DATE 04/17/2023

SHEET
C-3.1

ADJACENT PROPERTY

CHURCH ROAD

CHURCH LANE

ADJACENT PROPERTY

ADJACENT PROPERTY

ADJACENT PROPERTY

GRADING/STORMWATER KEYNOTES

- ① EXISTING DRAINAGE DITCH ADJACENT TO CHURCH ROAD TO REMAIN. CRUSHED RIVER ROCK AND PLANTINGS TO BE ADDED AS NEEDED TO BEAUTIFY/IMPROVE DITCH.
- ② EXISTING 12" DIAMETER CMP CULVERT UNDER CHURCH ROAD TO REMAIN.
- ③ NEW PLANTED BIORETENTION SWALE TO PROVIDE INFILTRATION FOR STORMWATER COLLECTED ON-SITE. SWALE TO HAVE WEIR ON SOUTH END TO TAKE ON OVERFLOW IN 100-YEAR EVENT.
- ④ NEW DETENTION SWALE IN PARKING LOT TO COLLECT ALL STORMWATER OFF OF NEW ASPHALT. DETENTION SWALE TO OVERFLOW INTO BIORETENTION SWALE TO THE SOUTH.
- ⑤ NEW 8" HDPE OVERFLOW STORM PIPE FROM PARKING LOT DETENTION SWALE TO SOUTHERN BIORETENTION SWALE.
- ⑥ NEW 4" PVC RAIN DRAIN PIPE TO COLLECT ROOF DRAINS. COLLECTION PIPES TO OUTFALL AT NEW SWALES.
- ⑦ 1'-0" WIDE CURB CUTS IN NEW CURB FOR PARKING LOT STORMWATER FLOW INTO SWALE. CURB CUTS TO BE SPACED AT 20' O.C. MAXIMUM.
- ⑧ NEW ROCK-LINED DITCH FROM SOUTH END OF BIORETENTION SWALE TO RIPARIAN CORRIDOR. DITCH TO SAFELY DIRECT OVERFLOWING STORMWATER DURING A 100-YEAR EVENT.

NOTES:

- 1. ALL IMPERVIOUS SURFACES SHALL HAVE A MINIMUM 1.0% SLOPE TOWARDS COLLECTION SYSTEM.
- 2. ALL WALKWAYS SHALL HAVE A MAXIMUM SLOPE OF 5.0% IN THE DIRECTION OF TRAVEL AND MAXIMUM 2.0% CROSS SLOPE.
- 3. PLAN CAN BE PROVIDED IN CAD FORMAT TO ACCOMMODATE CONSTRUCTION STAKING.
- 4. LANDSCAPE AREAS SHALL BE SLOPED TOWARDS DRAINAGE AREAS AS REQUIRED TO PREVENT PUDDLES.

S00°01'52"E 812.79'

N89°58'05"E 488.50'

N08°14' E 195'

S87°00'27"E 20.00'

N16°26'16"E 105.70'

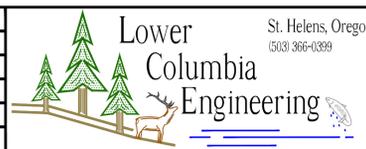


GRADING AND STORMWATER PLAN
SCALE: 1" = 30'



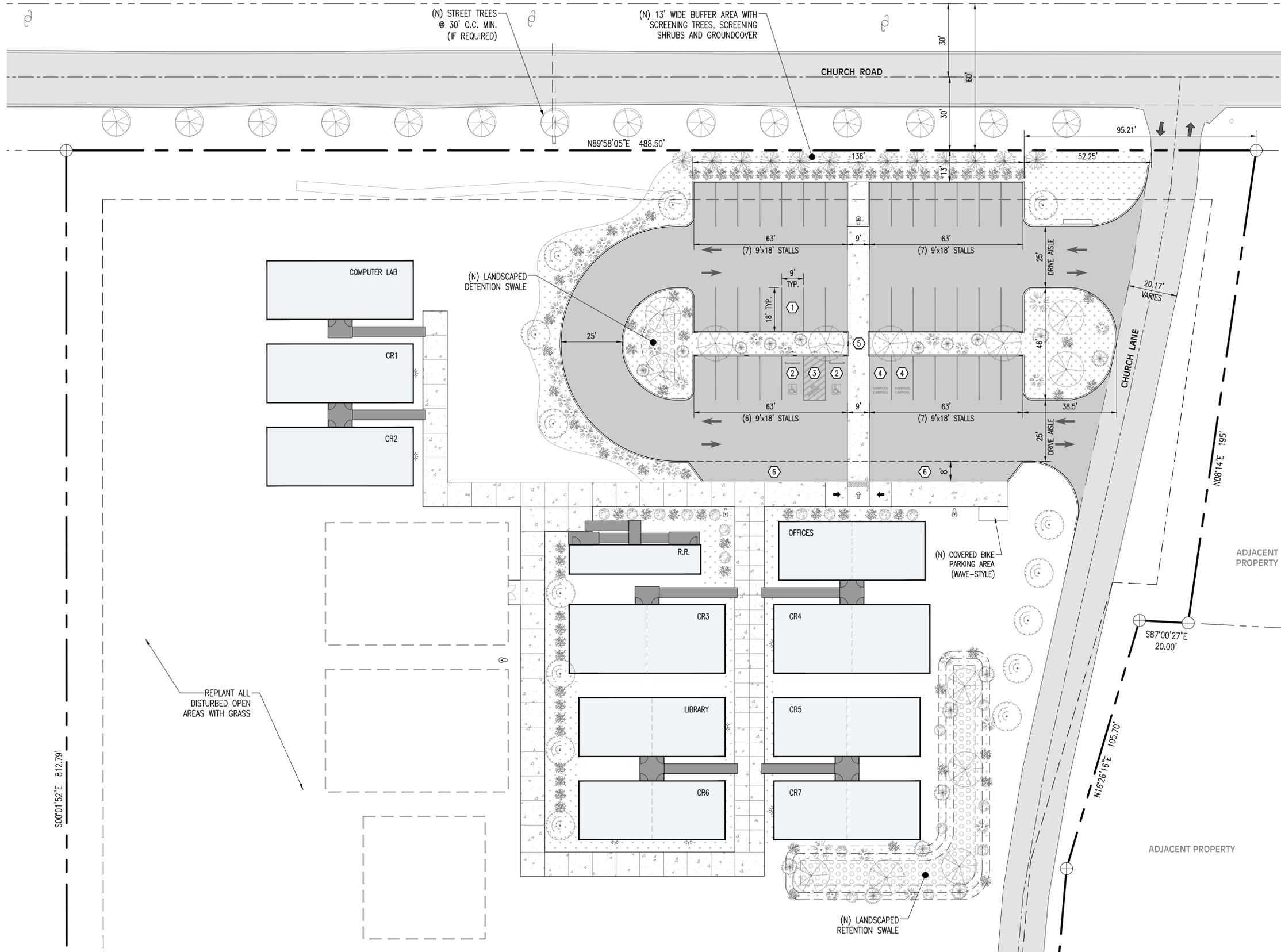
DATE: 07/17/2023
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PROJ. NO.	3456	GRADING & STORM WATER PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	SHEET
FILE	D-3456-C-4.0	DATE 04/17/2023

C-4



LANDSCAPING LEGEND

- STREET TREES – ROCKY MOUNTAIN GLOW MAPLE
DECIDUOUS STREET TREES @ 20 FEET (O.C)
NO GREATER THAN 10' TALL AT THE TIME OF PLANTING
25'x15' AT MATURITY
QUANTITY: 14
- PARKING TREES – CRAPE MYRTLE (LAGERSTROEMIA INDICA)
NO GREATER THAN 6' TALL AT THE TIME OF PLANTING
20'x12' AT MATURITY
QUANTITY: 15
- SWALE TREES – PACIFIC WILLOW (SALIX LUCIDA)
NO GREATER THAN 6' TALL AT THE TIME OF PLANTING
13'x10' AT MATURITY
QUANTITY: 13
- SCREENING TREES
NORTHERN WHITE CEDAR (THUJA OCCIDENTALIS)
4'x8' AT MATURITY
QUANTITY: 14
- SCREENING SHRUBS – OREGON GRAPE (MAHONIA AQUIFOLIUM)
2' TALL AT MATURITY
QUANTITY: 75-85
- IN-FILL SHRUBS – COMMON SNOWBERRY (SYMPHORICARPOS ALBUS)
3' – 6' TALL AND WIDE
QUANTITY: 15 TO 20
- IN-FILL SHRUBS – OCEAN SPRAY (HOLODISCUS DISCOLOR)
4' – 5' TALL
QUANTITY: 15 TO 20
- IN-FILL SHRUBS – KELSEY DOGWOOD (CORNUS SERICEA 'KELSEYII')
24" – 30" TALL AND WIDE
QUANTITY: 35 TO 40
- BOTTOM OF SWALE PLANTS – MIX OF COMMON RUSH (JUNCUS EFFUSUS) AND SLOUGH SEDGE (CAREX OBNUPTA)
1 GALLON AT TIME OF PLANTING
2'-5' TALL AND SPREADING
QUANTITY: 225
- SITE GROUNDCOVER KINNIKINICK (ARCTOSTAPHYLOS UVA-URSI)
- SWALE GROUNDCOVER – SUNMARK® PRAIRIE MIX (SEE D-1 FOR SWALE PLANTING TABLE)

PARKING DETAILS

PARKING USE (EQUIVALENT):	PAROCHIAL SCHOOL
PARKING REQUIREMENT:	1 SPACE PER 12 SEATS
PARKING REQUIRED (PER SEAT):	13 SPACES (150/12 = 12.5)
TOTAL PARKING REQUIRED:	13 SPACES
ADA PARKING REQUIRED:	1 SPACE
TOTAL ON-SITE SPACES PROPOSED:	41 SPACES (2 ADA)
PROPOSED PARKING INFORMATION	
ON-SITE STANDARD SPACES (9'x18'):	41 SPACES (INCLUDES 2 ADA SPACES)
ON-SITE COMPACT SPACES (8'x18'):	0 SPACES
ON-STREET SPACES (8.5'x22.5'):	0 SPACES
ACCESSIBLE SPACES (9'x18'):	2 SPACES
BICYCLE PARKING:	12 SPACES

- ### PARKING KEYNOTES
- ① NEW 9'W x 18'L STANDARD 90-DEGREE PARKING STALL (41 TOTAL), TYPICAL.
 - ② NEW 9'W x 18'L ACCESSIBLE PARKING STALLS WITH ALL REQUIRED ACCESSIBLE STRIPING AND SIGNAGE PER ODOT.
 - ③ NEW 9'W x 18'L ACCESSIBLE PARKING ACCESS AISLE BETWEEN ACCESSIBLE PARKING STALLS.
 - ④ NEW DEDICATED LONG-TERM VANPOOL/CARPOOL. SPACES TO BE LABELED WITH THERMOPLASTIC OR PAINT.
 - ⑤ NEW CONCRETE SIDEWALK THROUGH PARKING AREA TO PROVIDE SAFE AND ACCESSIBLE PEDESTRIAN ACCESS.
 - ⑥ NEW 8'W x 122'L STUDENT DROP-OFF/PICK-UP AISLE ADJACENT TO CURB AND SIDEWALK.

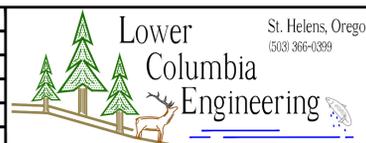


PARKING & LANDSCAPE PLAN
SCALE: 1" = 20'



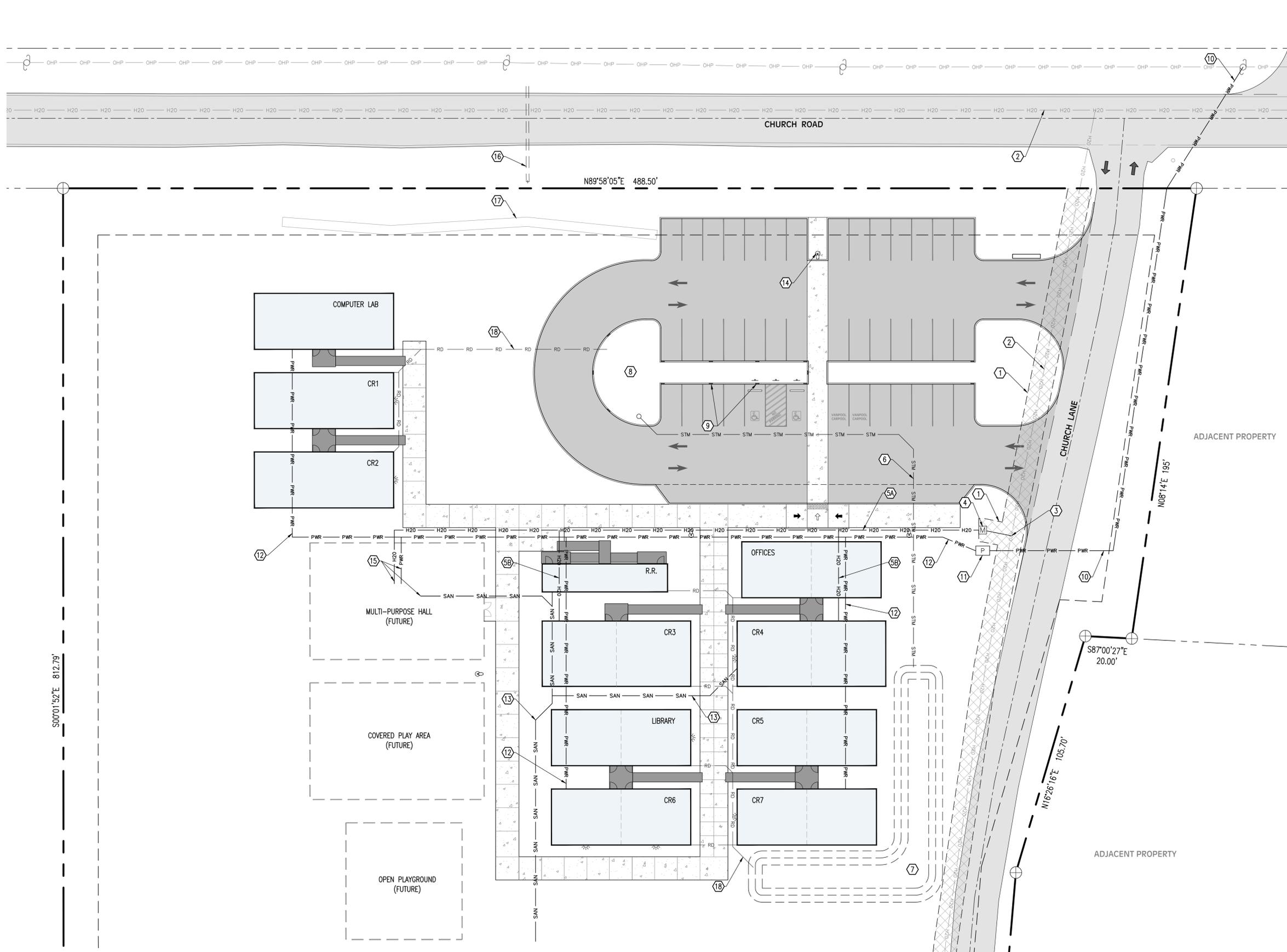
DATE: 07/17/2023
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PROJ. NO.	3456	PARKING & LANDSCAPE PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-5.0	DATE 04/17/2023

SHEET
C-5



ENLARGED UTILITY KEYNOTES

- ① EXISTING 10' WIDE UTILITY EASEMENT AROUND EXISTING 6" PUBLIC WATER MAIN. EASEMENT TO BE REVISED TO INCLUDE NEW WATER SERVICE LINE UP TO AND INCLUDING NEW WATER METER.
- ② EXISTING 6" PUBLIC WATER MAINS IN CHURCH ROAD AND CHURCH LANE.
- ③ NEW 1" WATER SERVICE LATERAL OFF OF EXISTING 6" WATER MAIN IN CHURCH LANE.
- ④ NEW 1" WATER SERVICE METER PER OPSC TABLE 610.4. LOCATE PER PUBLIC WORKS.
- ⑤A NEW 1" WATER SERVICE LINE.
- ⑤B NEW 3/4" WATER LINE TO RESTROOM(S).
- ⑥ NEW OVERFLOW STORM PIPE FROM PARKING LOT DETENTION SWALE TO SOUTHERN RETENTION SWALE (SHOWN FOR REFERENCE). SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
- ⑦ NEW PLANTED BIORETENTION SWALE (SHOWN FOR REFERENCE). SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
- ⑧ NEW DETENTION SWALE IN PARKING LOT (SHOWN FOR REFERENCE). SEE GRADING & STORMWATER PLAN ON C-4 FOR MORE INFORMATION.
- ⑨ 1'-0" WIDE CURB CUTS IN NEW CURB FOR PARKING LOT STORMWATER FLOW INTO SWALE. CURB CUTS TO BE SPACED AT 20' O.C. MAXIMUM.
- ⑩ NEW POWER SERVICE DROP FROM EXISTING POLE IN CHURCH ROAD RIGHT-OF-WAY.
- ⑪ NEW POWER VAULT ON SUBJECT PROPERTY (TO BE COORDINATED WITH CRPUD).
- ⑫ NEW POWER AND TELECOMM CONDUITS TO ALL MODULARS.
- ⑬ NEW 4" PVC SANITARY SEWER LINE FROM RESTROOMS TO SEPTIC TANK.
- ⑭ NEW PARKING LOT LIGHTING (SHOWN FOR REFERENCE). SEE ILLUMINATION PLAN ON C-7 FOR ADDITIONAL INFORMATION AND SITE LIGHTING.
- ⑮ NEW WATER, POWER, TELECOMM AND SANITARY STUB OUTS FOR FUTURE FACILITY EXPANSION.
- ⑯ EXISTING 12" DIAMETER CMP CULVERT UNDER CHURCH ROAD TO REMAIN.
- ⑰ EXISTING DRAINAGE DITCH ADJACENT TO CHURCH ROAD TO REMAIN. CRUSHED RIVER ROCK AND PLANTINGS TO BE ADDED AS NEEDED TO BEAUTIFY/IMPROVE DITCH.
- ⑱ NEW 4" PVC RAIN DRAIN PIPE TO COLLECT ROOF DRAINS. COLLECTION PIPES TO OUTFALL AT NEW SWALES.

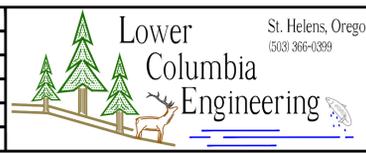


ENLARGED UTILITY PLAN
SCALE: 1" = 20'



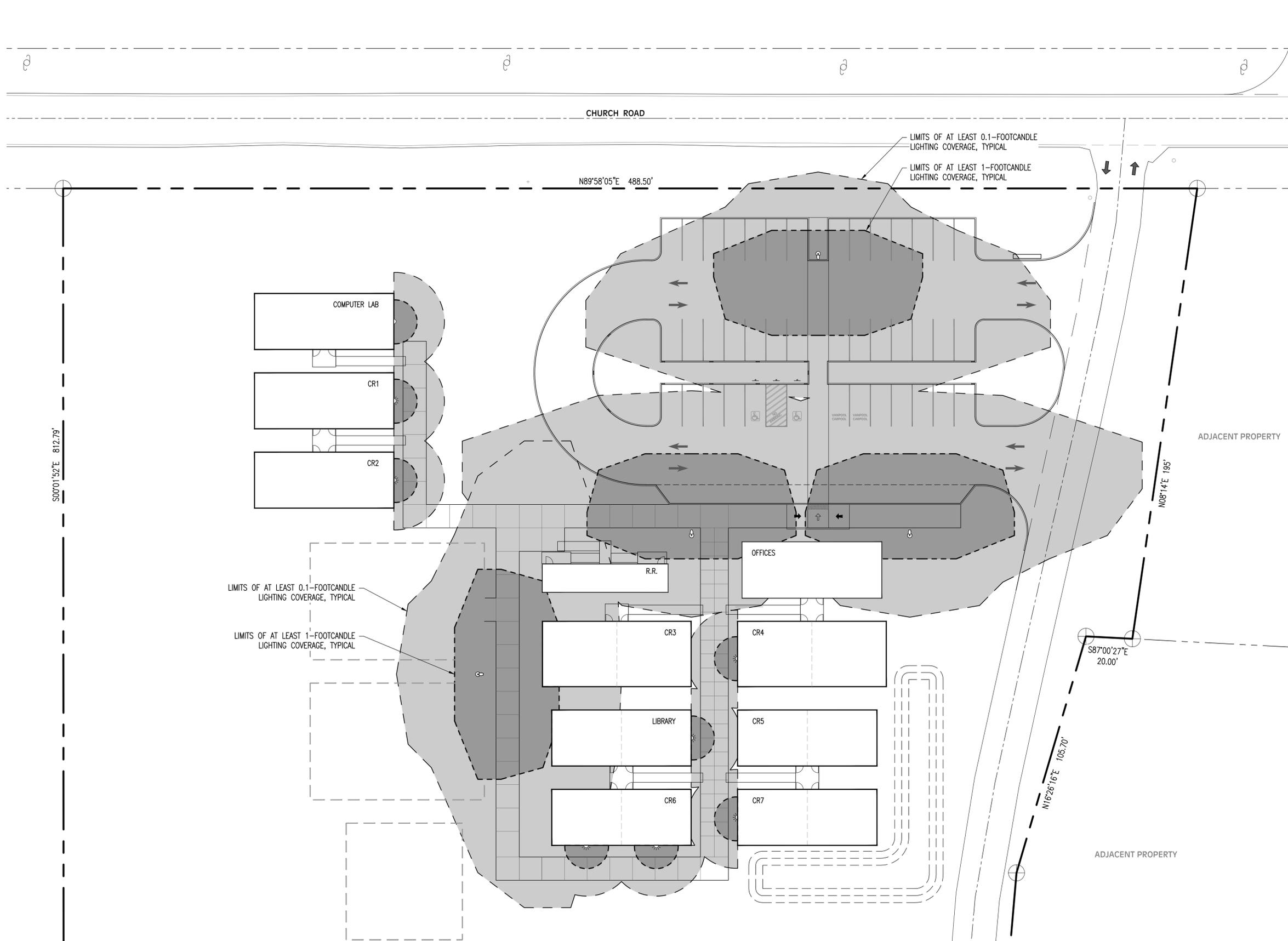
DATE: 07/17/2023
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3456	ENLARGED UTILITY PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-6.1	DATE 04/17/2023

SHEET
C-6.1



ILLUMINATION PLAN LEGEND

- (E) EXISTING
- (N) NEW
- TYP. TYPICAL
- FC FOOTCANDLE
- ⊕ CENTERLINE
- ⊙ PROPERTY CORNER
- ⊙ WOOD UTILITY POLE
- ⊙ METAL STREET LIGHT
- ⊙ POST-MOUNTED SIGN
- ⊙ CATCH BASIN
- ⊙ MONUMENT
- ⊙ LANDSCAPING
- PROJECT PARCEL PROPERTY LINE
- ADJACENT PARCEL PROPERTY LINE
- BOUNDARY OF 1-FOOTCANDLE
- BOUNDARY OF 0.1-FOOTCANDLE
- ▨ AREA OF AT LEAST 1-FOOTCANDLE
- ▨ AREA OF AT LEAST 0.1-FOOTCANDLE

LIGHTING FIXTURE LEGEND

- ⊙ PARKING LOT FIXTURE
LUMARK PRV PREVAIL SERIES AREA LUMINAIRE
SINGLE HEAD MOUNTED AT 20' AGL
- ⊙ WALL MOUNTED FIXTURE
LITHONIA LIGHTING OLWX1 13W 4000K LED WALL
PACK MOUNTED TO BUILDING AT 8' AGL

CONTRACTOR TO PROVIDE FOOTCANDLE (fc) LEVELS AND SHIELDING AS RECOMMENDED BY (I.E.S.) ILLUMINATING ENGINEERING SOCIETY, AND AS SHOWN IN OREGON ENERGY TRUST'S LATEST "FOOTCANDLE LIGHTING GUIDE" TO ILLUMINATE AND ASSURE SAFETY AT WALKWAYS, EXTERIOR ACTIVITY AREAS (DELIVERY AND LOADING), PARKING, MAIN ENTRANCE, AND ALL OTHER EXTERIOR ENTRANCES AND EXITS. ASSURE NO GLARE INTO PUBLIC RIGHT-OF-WAYS OR NEAR BY RESIDENCES.

HORIZONTAL (fc)
BUILDING EXTERIOR:
 AVERAGE MAINTAINED (fc) 1 fc
 RANGE OF MAINTAINED (fc) .5 - 2 fc

PARKING AREA:
 AVERAGE MAINTAINED (fc) 1 fc
 RANGE OF MAINTAINED (fc) .5 - 2 fc

PROVIDE CUT OFF SHIELDS AT EACH LIGHT FIXTURE AS REQUIRED TO COMPLY WITH I.E.S. STANDARDS.

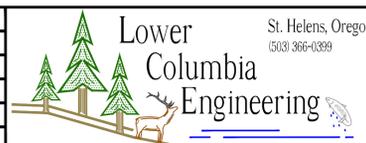


ILLUMINATION PLAN
SCALE: 1"=20'-0"

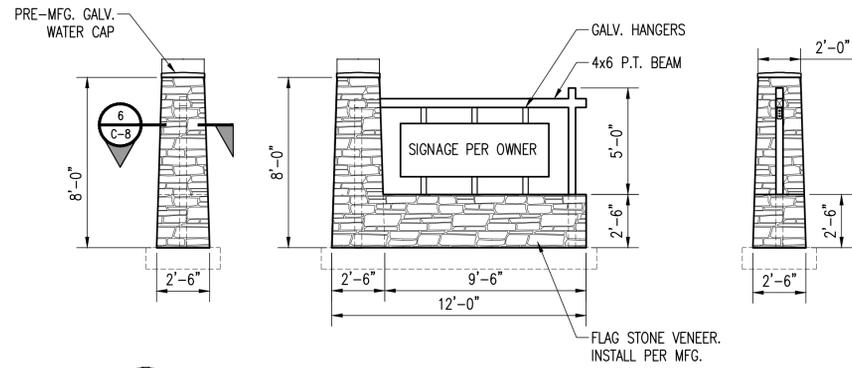


DATE: 07/17/2023
PRELIMINARY
NOT
FOR CONSTRUCTION

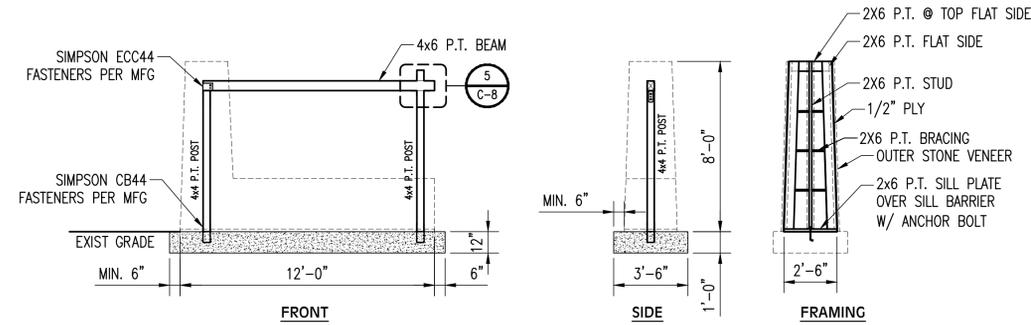
REV.	REVISION RECORD	DATE



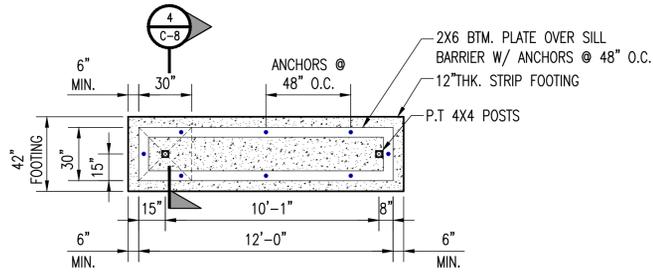
PROJ. NO.	3456	ILLUMINATION PLAN
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-7.0	DATE 05/16/2023



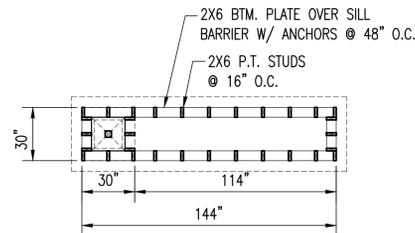
1 ELEVATIONS
C-8 SCALE: 1/4" = 1'-0"



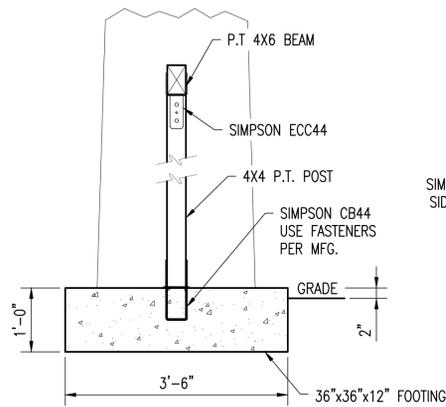
2 SECTIONS
C-8 SCALE: 1/4" = 1'-0"



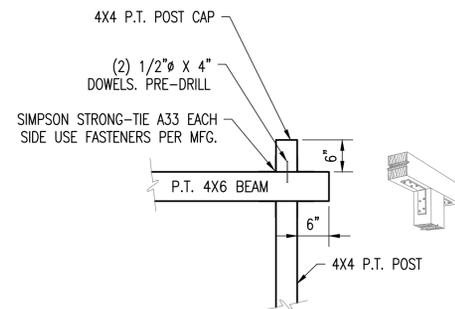
3A FOUNDATION PLAN
C-8 SCALE: 1/4" = 1'-0"



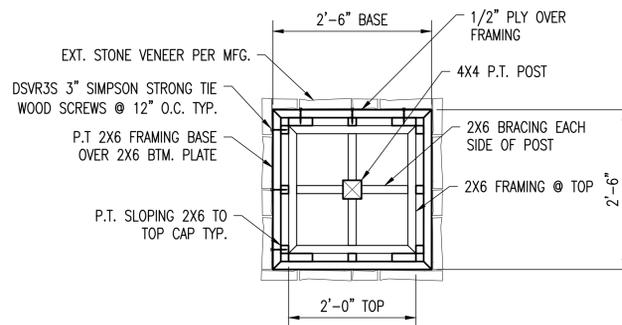
3B FRAMING PLAN
C-8 SCALE: 1/4" = 1'-0"



4 POST FOOTING
C-8 SCALE: 3/4" = 1'-0"



5 POST CONNECTIONS
C-8 SCALE: 3/4" = 1'-0"



6 COLUMN FRAMING PLAN
C-8 SCALE: 3/4" = 1'-0"

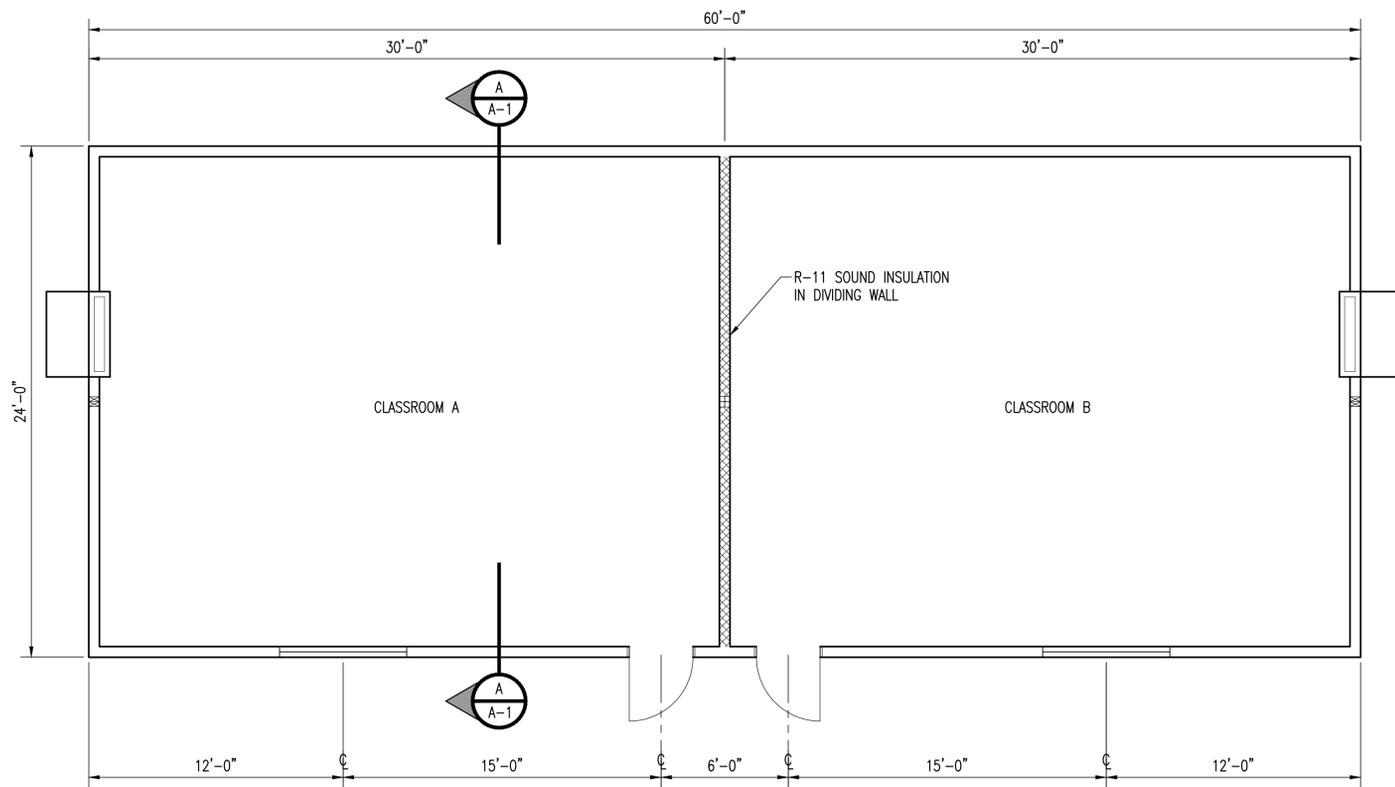
DATE: 07/17/2023
PRELIMINARY
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FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

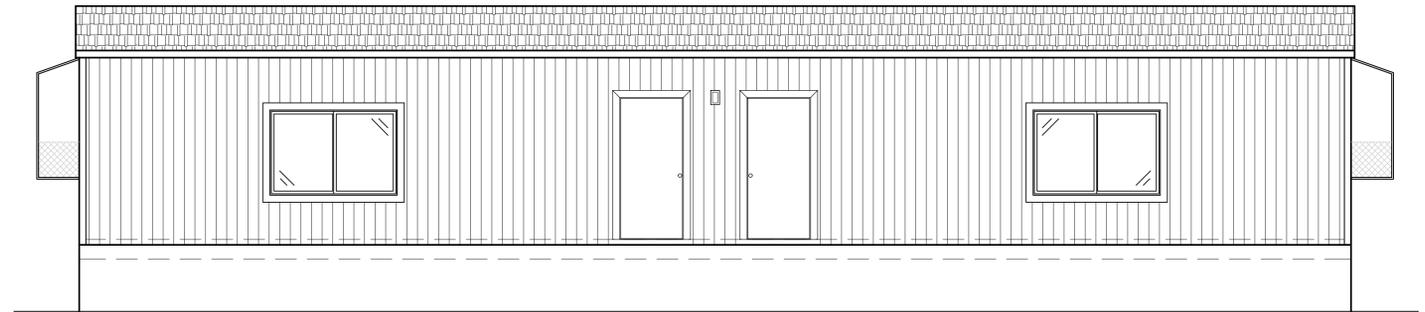


PROJ. NO.	3456	SIGN PLAN & ELEVATIONS
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-C-8	DATE 06/07/2023

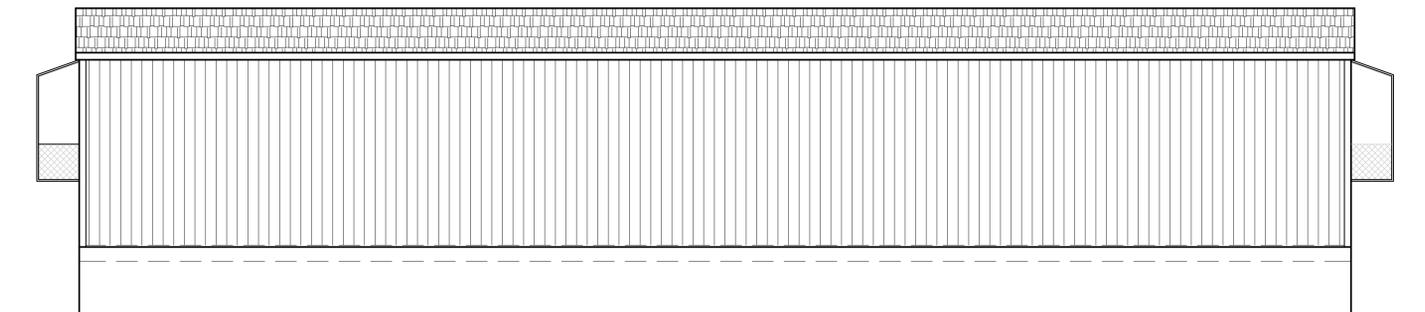
SHEET
C-8



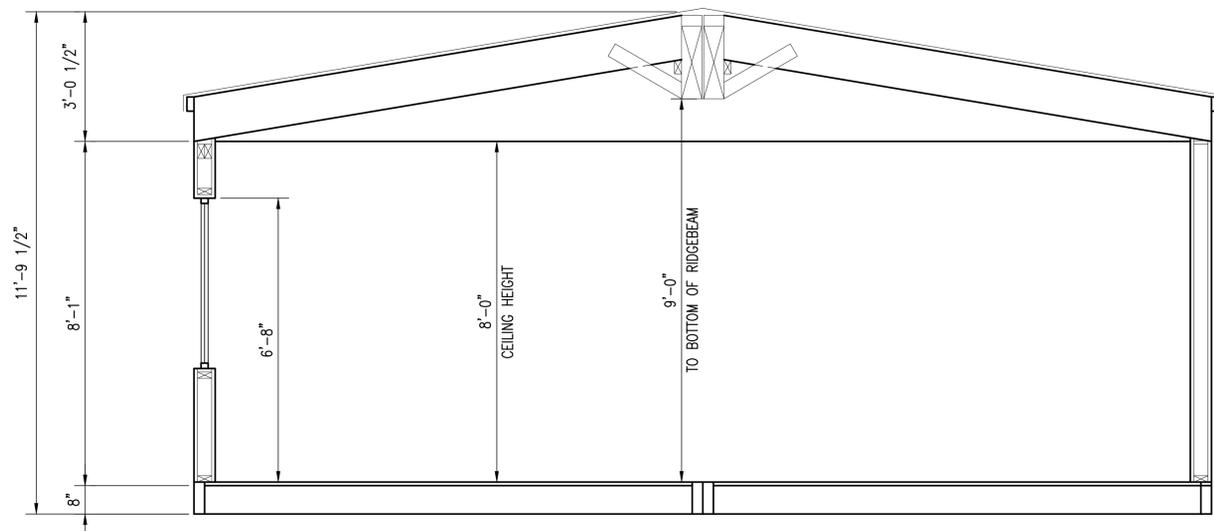
CLASSROOM MODULAR FLOOR PLAN
SCALE: 1/4" = 1'-0"



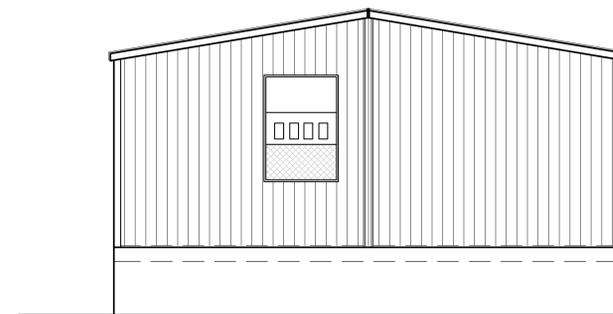
FRONT ELEVATION
SCALE: 1/4" = 1'-0"



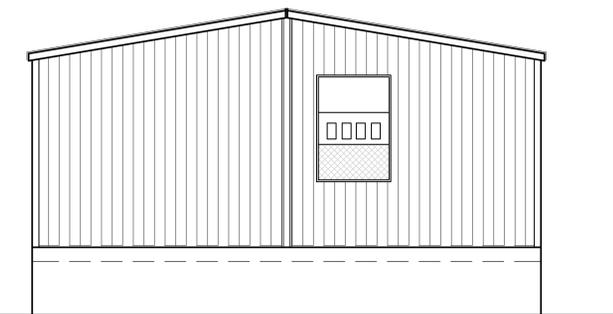
BACK ELEVATION
SCALE: 1/4" = 1'-0"



MODULAR SECTION
SCALE: 1/2" = 1'-0"



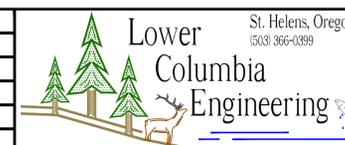
SIDE ELEVATION
SCALE: 1/4" = 1'-0"



SIDE ELEVATION
SCALE: 1/4" = 1'-0"

DATE: 07/17/2023
PRELIMINARY
NOT
FOR CONSTRUCTION

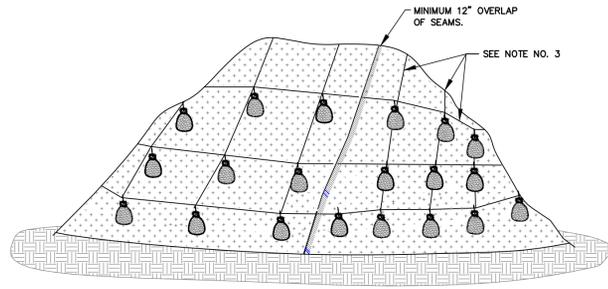
REV.	REVISION RECORD	DATE



PROJ. NO.	3456	MODULAR FLOOR PLAN & ELEVATIONS
DWG. BY	PCD	NEW FACILITY
APPR. BY	CCCS	
FILE	D-3456-A-1	DATE 07/10/2023

SHEET
A-1

FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.



PLASTIC SHEETING

NOTES:

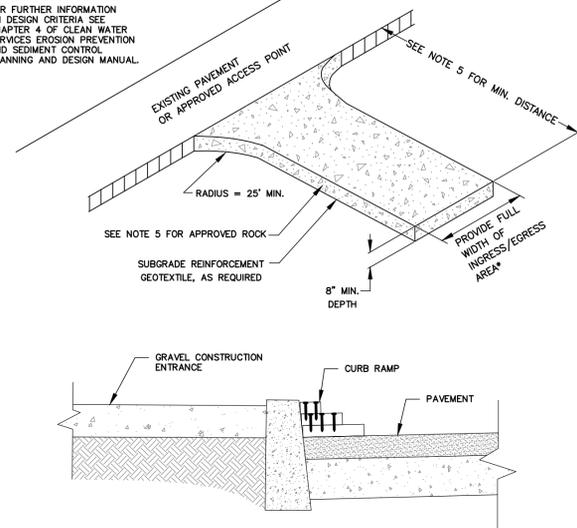
1. MINIMUM 12" OVERLAP OF ALL SEAMS REQUIRED.
2. PERIMETER SEDIMENT CONTROL BMP TO BE INSTALLED A MINIMUM OF 3' FROM TOE OF STOCKPILE.
3. COVERING MAINTAINED TIGHTLY IN PLACE BY USING SANDBAGS OR APPROVED EQUAL ON ROPES WITH A MAXIMUM 10' GRID SPACING IN ALL DIRECTIONS.
4. PLASTIC TO EXTEND MINIMUM 1' BEYOND TOE OF SLOPE.
5. AS APPROPRIATE, BMP'S SHALL BE INSTALLED TO CONVEY WATER DISCHARGE FROM STOCKPILE AREAS.

PLASTIC SHEETING

DRAWING NO. 810 REVISED 10-31-19



FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

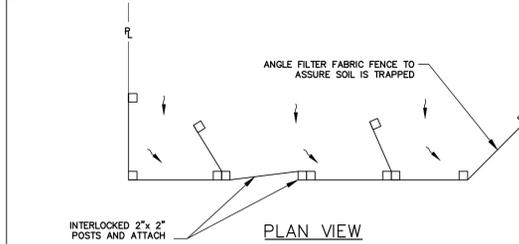


NOTES:

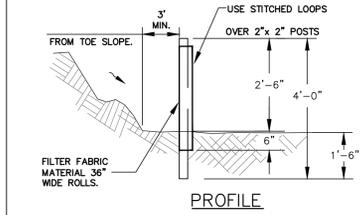
1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEAN OUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
3. WHERE RUNOFF CONTAINING SEDIMENT LADEN WATER IS LEAVING THE SITE VIA THE CONSTRUCTION ENTRANCE, OTHER MEASURES SHALL BE IMPLEMENTED TO DIVERT RUNOFF THROUGH AN APPROVED FILTERING SYSTEM.
4. DIMENSIONS:
 - SINGLE FAMILY: 20' LONG BY 20' WIDE 8" DEEP OF 3/4" MINUS CLEAN ROCK.
 - COMMERCIAL/SITE DEVELOPMENT: 50' LONG BY 20' WIDE 3-6" CLEAN ROCK, GOVERNING AUTHORITY MAY REQUIRE GEOTEXTILE FABRIC TO PREVENT SUB-SOIL PUMPING.

CONSTRUCTION ENTRANCE

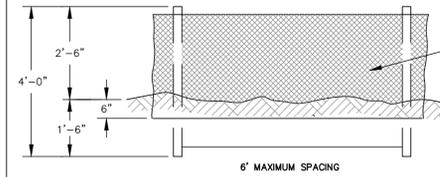
DRAWING NO. 855 REVISED 10-31-19



PLAN VIEW



PROFILE



FRONT VIEW

NOTES:

1. SEDIMENT FENCE TO HAVE STITCHED LOOPS AROUND 2" x 2" POSTS.
2. BURY BOTTOM OF FILTER FABRIC 6" VERTICALLY BELOW FINISHED GRADE.
3. 2" x 2" FIR, PINE OR STEEL FENCE POSTS.
4. POSTS TO BE INSTALLED ON UPHILL SIDE OF SLOPE.
5. COMPACT BOTH SIDES OF FILTER FABRIC TRENCH.
6. PANELS MUST BE PLACED ACCORDING TO SPACING ON DRAWING NO. 940.

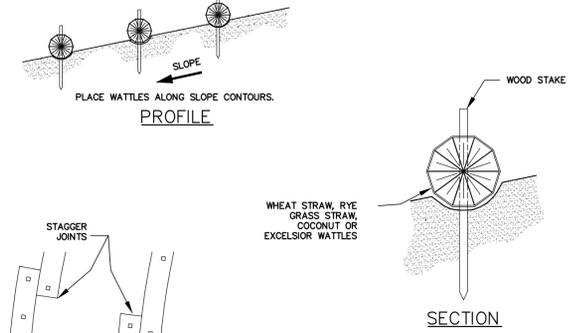
FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

SEDIMENT FENCE

DRAWING NO. 875 REVISED 10-31-19

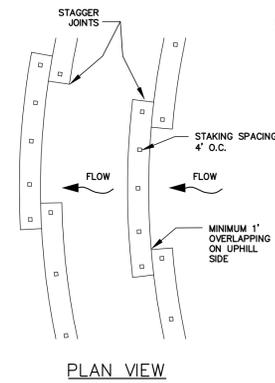


FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.



PROFILE

SECTION



PLAN VIEW

NOTES:

1. STAKING SPECIFICATIONS:
 - a. 1"x2" WOODEN STAKES
 - b. ADDITIONAL STAKES MAY BE INSTALLED ON DOWNHILL SIDE OF WATTLES, ON STEEP SLOPE OR HIGHLY EROSION SOILS.
2. SPACING IN ACCORDANCE WITH DETAIL 940.
3. REMOVE ALL ROCKS, CLODS, VEGETATION OR OTHER OBSTRUCTIONS SO THAT THE INSTALLED WATTLES WILL HAVE DIRECT CONTACT WITH THE SOIL.
4. INSTALL THE WATTLES IN A 2" DEEP TRENCH, INSURING THAT NO GAPS EXIST BETWEEN THE SOIL AND THE BOTTOM OF THE WATTLE. THE ENDS OF ADJACENT WATTLES SHALL BE OVERLAPPED 1 FT. MINIMUM TO PREVENT SEDIMENT PASSING THROUGH THE FIELD JOINT.

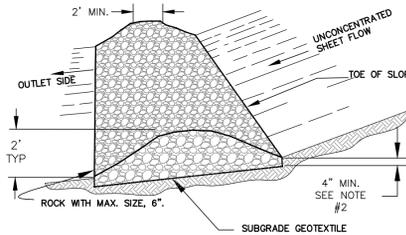
WATTLES

DRAWING NO. 880 REVISED 10-31-19

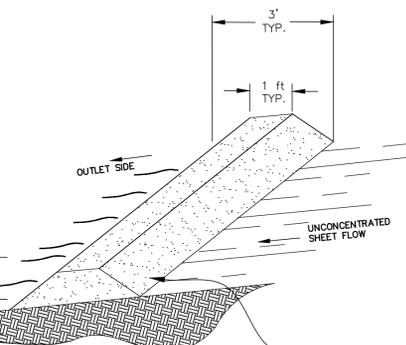


FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

1. DIRECT THE OUTLET SIDE OF THE ROCK/COMPOST FILTER BERMS ONTO A STABILIZED AREA, SUCH AS VEGETATION AND/OR ROCK.
2. EMBED ROCK FILTER BERM A MIN. OF 4" INTO THE EXISTING GROUND/EMBANKMENT.
3. USE ROCK FILTER BERM ON 3H:1V OR FLATTER SIDE SLOPES. WITHIN THE SAFETY CLEAR ZONE. USE 6H:1V OR FLATTER ON SIDE SLOPES.
4. PLACE COMPOST FILTER BERMS ALONG OR ON THE GROUND CONTOUR WITH THE ENDS TURNED UP SLOPE.
5. PRIOR TO INSTALLING A COMPOST FILTER BERM IN A VEGETATED AREA, ENSURE THAT THE VEGETATION IS CUT TO A HEIGHT OF NO GREATER THAN 3" PRIOR TO INSTALLATION.
6. VERIFY THAT COMPOST HAS NOT BEEN CHEMICALLY TREATED AND IS NEED-FREE, PLASTIC-FREE, DECOMPOSED, NON-WOODY PLANT MATERIAL; ANIMAL WASTE IS NOT ALLOWED.



ROCK FILTER BERM



COMPOST FILTER BERM

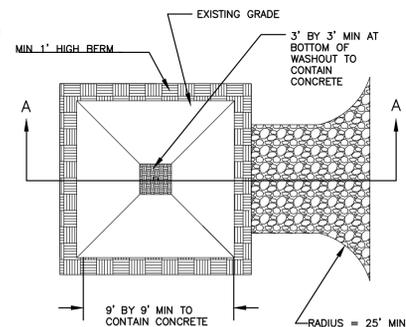
FILTER BERMS
ROCK/COMPOST

DRAWING NO. 890 REVISED 10-31-19

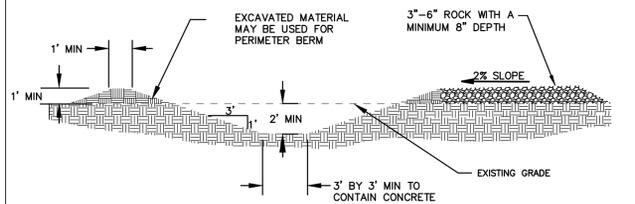


NOTES:

1. WASHOUT FACILITIES SHALL BE MAINTAINED TO PROVIDE ADEQUATE HOLDING CAPACITY WITH A MINIMUM FREEBOARD OF 12 INCHES.
2. WASHOUT FACILITIES MUST BE CLEANED, OR NEW FACILITIES MUST BE CONSTRUCTED AND READY FOR USE ONCE THE WASHOUT IS 75% FULL.
3. IF THE WASHOUT IS NEARING CAPACITY, VACUUM AND DISPOSE OF THE WASTE MATERIAL IN AN APPROVED MANNER.
4. TEMPORARY CONCRETE WASHOUT FACILITIES SHALL BE LOCATED A MINIMUM OF 50 FT FROM SENSITIVE AREAS INCLUDING OPEN DRAINAGE FACILITIES AND WATER SOURCES.
5. CONCRETE WASHOUT FACILITIES SHALL BE CONSTRUCTED AND MAINTAINED IN SUFFICIENT QUANTITY AND SIZE TO CONTAIN ALL LIQUID AND CONCRETE WASTE GENERATED BY WASHOUT OPERATIONS.
6. INSTALL CONCRETE WASHOUT SIGN WITHIN 30 FEET OF TEMPORARY CONCRETE WASHOUT FACILITY.
7. TEMPORARY CONCRETE WASHOUTS MAY BE A PREFABRICATED CONTAINER THAT IS PORTABLE AND REUSABLE.



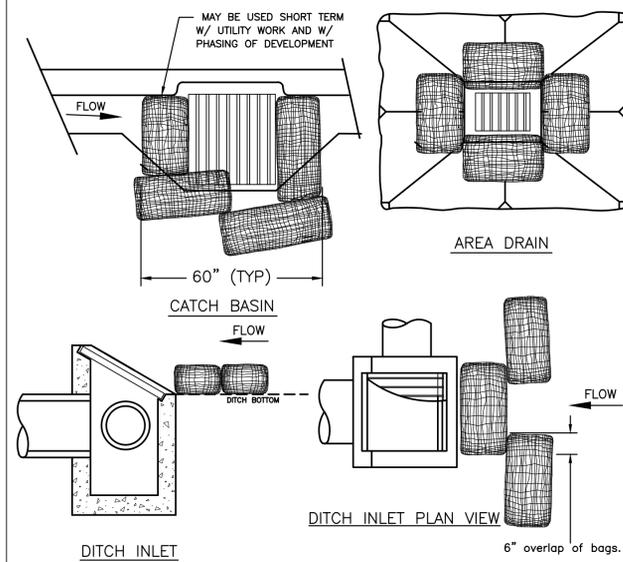
PLAN



SECTION A-A

CONCRETE WASHOUT

DRAWING NO. 900 REVISED 10-31-19



DITCH INLET

DITCH INLET PLAN VIEW

NOTES:

1. ADDITIONAL MEASURES MUST BE CONSIDERED DEPENDING ON SOIL TYPES.
2. BIO-FILTER BAGS SHOULD BE STAKED WHERE APPLICABLE USING (2) 1"x2" WOODEN STAKES OR APPROVED EQUAL PER BAG.
3. WHEN USING 30" BIO-BAGS TO PROTECT A CATCH BASIN YOU HAVE 4 BAGS AND THEY SHALL BE OVERLAPPED BY 6".

FOR FURTHER INFORMATION ON DESIGN CRITERIA SEE CHAPTER 4 OF CLEAN WATER SERVICES EROSION PREVENTION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

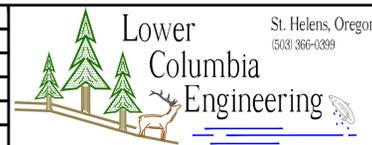
INLET PROTECTION
TYPE 4

DRAWING NO. 915 REVISED 10-31-19



REV.	REVISION RECORD	DATE

DATE: 07/17/2023
PRELIMINARY
NOT
FOR CONSTRUCTION



PROJ. NO. 3456	EROSION AND SEDIMENT CONTROL DETAILS
DWG. BY MLA	NEW FACILITY
APPR. BY CCCS	
FILE D-3456-D-1	DATE 05/16/2023

SHEET
D-1



Lower Columbia Engineering
58640 McNulty Way
St. Helens, OR 97051
503.366.0399

Client: Juli Tussing

Project: Columbia County Christian School
Warren, OR

Stormwater Report
July 18th, 2023
LCE Project No. 3456

The above Seal certifies that Andrew D. Niemi, P.E. has general knowledge of the Columbia County Stormwater requirements.



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Attachment B- Stormwater Calculations.....	6

This report pertains to the proposed private improvements described below based on specific requests by our clients. Lower Columbia Engineering is not responsible for complying with any conditions of approval or adjacent storm drainage issues that are outside of the project area. Contact Lower Columbia Engineering with any questions or uncertainties. Maintenance of this system and verification of property line locations are the responsibility of others.



Project Description

This stormwater design revolves around the construction of a new school located in Warren, Oregon on tax lot 700 (tax map 040119AC) which totals 7.36 acres. For the purposes of this stormwater report, the subject area will consist of 90,899 square feet. For the existing conditions, the entirety of the lot consists of pervious area composed of grasses with gentle slopes. After development, there will be a total of 50,237 square feet of impervious area (new drive aisle, new parking lot, and new buildings) while the remaining 40,662 square feet will remain pervious.

Design Method

Existing stormwater appears to either naturally infiltrate into the ground or sheet flows south where it discharges into Warren Creek. Stormwater management for this school is targeted to minimize the total amount of runoff produced from the increase in impervious area through the use of Low Impact Design methods. Stormwater detained on-site has been designed to infiltrate into the surrounding soils. On-site stormwater management is designed to detain all storm events up through the 100-year storm event.

Table 1. Design Rainfall Storm Events

Design Storm Event	Rainfall Event (Inches)
Water Quality	0.67
2-year	2.00
5-year	2.50
10-year	3.00
25-year	3.40
50-year	3.60
100-year	4.00

Stormwater Analysis

Stormwater events for this project were calculated using the SBUH method given a Type IA storm type within the HydroCAD software system. Western Regional Climate Center's Precipitation Frequency Maps were referenced as well as the Columbia County Stormwater and Erosion Control Ordinance. Design storm events include 2-year, 5-year, 10-year, 25-year, 50-year, and 100-year as depicted in Table 1. Soil Survey Maps from NRCS were referenced to determine the site's soil composition as a majority Aloha silt loam and Wollent silt loam which according to NRCS has a hydrologic soil group of C (see attached soil survey). Infiltration rates were assumed to be 2 inches per hour as facilitated by the proposed stormwater swale growing medium, and drain rock.

Stormwater Management Design

Stormwater runoff from the proposed development will be managed by allowing runoff from parking areas, drive isles, etc. to flow through a series of curb cuts into the proposed detention swales. These detention swales work as LIDA stormwater elements that treat the collected runoff and detain runoff rates from the developed site to the predeveloped values. Anticipated pollutants include typical metals and oils associated with parking lots. Runoff is detained through the 2-year storm event, but has adequate capacity to safely detain stormwater through the 100-year storm event. During rainfall events when the southern swale reaches capacity, an overflow has been added on the south side of the swale to safely convey stormwater through the use of a Cipolletti weir.

The northern stormwater swale has been designed to detain stormwater through the 100-year storm event, as facilitated by a 10" outflow pipe connecting to the southern stormwater swale.



Table 2. Stormwater Swale Information

Swale	Volume (Cubic Feet)	Depth (Feet)	Interior Slope
North	1,619	2	3:1
South	5,899	3	2:1

As seen within Table 3, post development peak flow runoff rates have been maintained to not exceed the pre-development peak flow runoff rates. All runoff is detained with the storm system.

Table 3. Pre versus post construction runoff rates

Design Storm Event	Pre-Development Peak Flow Rate (CFS)	Post-Development Peak Flow Rate (CFS)
Water Quality	0.00	0.00
2-year	0.03	0.00
5-year	0.07	0.11
10-year	0.20	0.16
25-year	0.32	0.22
50-year	0.39	0.25
100-year	0.52	0.34

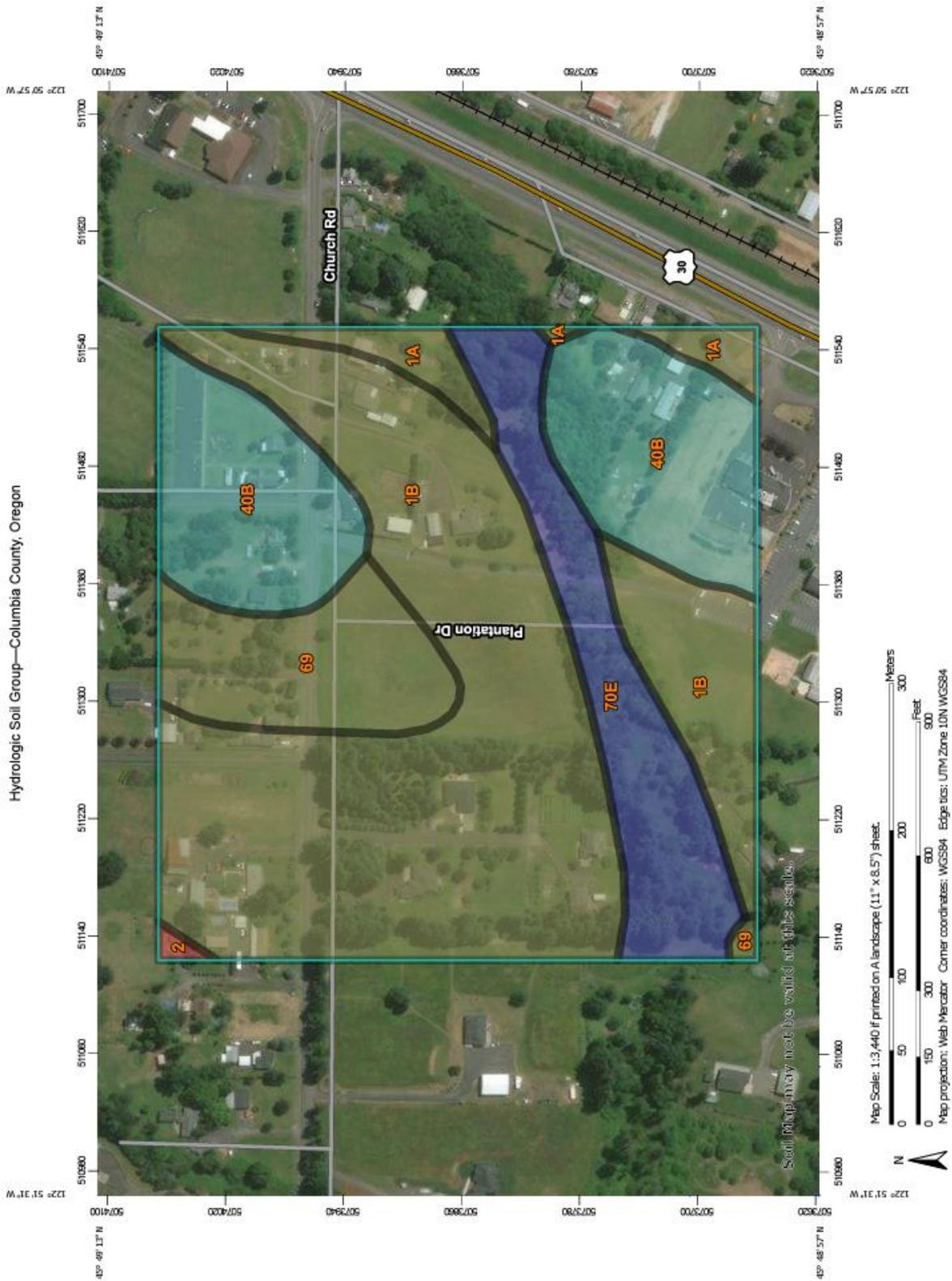
Operations and Maintenance Overview

The proper implementation and maintenance of the proposed on-site facilities is the responsibility of the property owners. It is critical that stormwater infrastructure be kept free of debris in order to facilitate effective conveyance and longevity of the system. Curb cuts shall be cleaned regularly with scheduled inspections to make sure that the inlets aren't plugged by trash, leaves, or any additional debris. Similar inspections and maintenance shall be afforded to the detention swales which shall also be kept free of debris to ensure that sediment does not accumulate within the basin. Vegetation in the swales shall be inspected regularly to ensure plant health; watering may be necessary in the dry season to help establish new plantings. Any plantings that don't take shall be replaced. If excessive planting failures are observed, different plantings may need to be selected to better suit the site conditions. Areas of concern shall be inspected for the first three years to ensure that plantings are healthy and facilities are functioning properly. Beyond this time, the facilities shall continue to be inspected and maintained as needed. Off-site facilities are the responsibility of others and shall not be impacted by site runoff.

Conclusion

On-site stormwater management will be utilized for the Columbia County Christian School through the construction of two detention swales along with curb cuts. Low impact design methods have been incorporated to help facilitate a system that retains stormwater up through the 100-year storm event. This system has been designed to effectively meet the Columbia County requirements. Responsibility for the proper implementation and maintenance of this facility belongs to the property owners.

Attachment A- Soil Survey





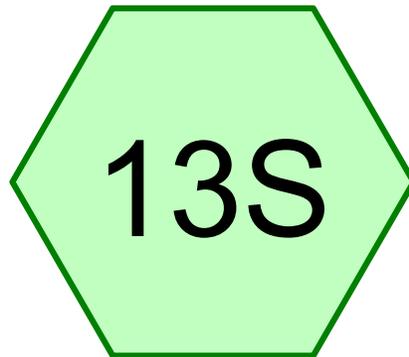
Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
1A	Aloha silt loam, 0 to 3 percent slopes	C/D	1.5	3.6%
1B	Aloha silt loam, 3 to 8 percent slopes	C/D	22.5	51.8%
2	Aloha variant silt loam	D	0.1	0.3%
40B	Quatama silt loam, 3 to 8 percent slopes	C	9.4	21.6%
69	Wollent silt loam	C/D	4.3	10.0%
70E	Xerochrepts, steep	B	5.5	12.8%
Totals for Area of Interest			43.5	100.0%

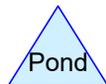
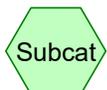


Attachment B- Stormwater Calculations

Existing Conditions



Pervious Area



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Area Listing (selected nodes)

Area (acres)	CN	Description (subcatchment-numbers)
2.087	69	50-75% Grass cover, Fair, HSG B (13S)
2.087	69	TOTAL AREA

3456 Storm Calcs

Type IA 24-hr 00 WQ Rainfall=0.67"

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Time span=0.00-36.00 hrs, dt=0.05 hrs, 721 points

Runoff by SBUH method, Split Pervious/Imperv.

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment13S: Pervious Area

Runoff Area=90,899 sf 0.00% Impervious Runoff Depth=0.00"

Tc=0.0 min CN=69/0 Runoff=0.00 cfs 0.000 af

Total Runoff Area = 2.087 ac Runoff Volume = 0.000 af Average Runoff Depth = 0.00"

100.00% Pervious = 2.087 ac 0.00% Impervious = 0.000 ac

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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Subcatchment 13S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

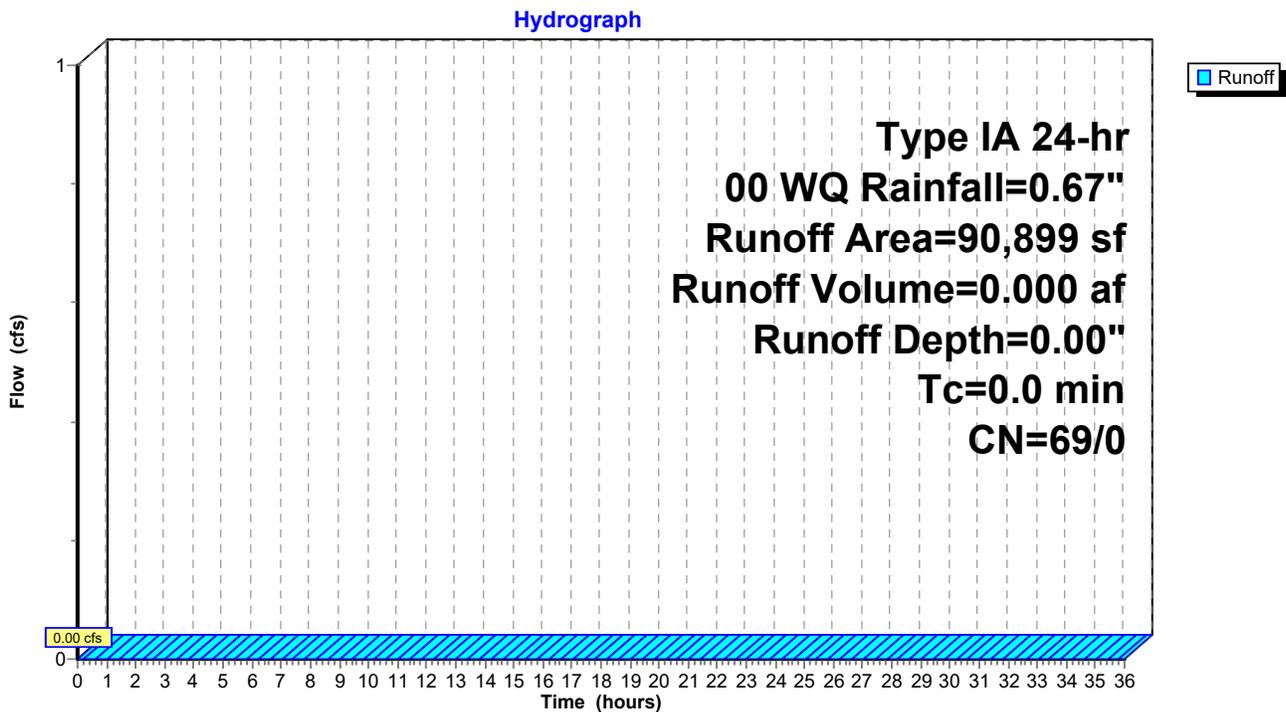
[45] Hint: Runoff=Zero

Runoff = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Depth= 0.00"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 00 WQ Rainfall=0.67"

Area (sf)	CN	Description
90,899	69	50-75% Grass cover, Fair, HSG B
90,899	69	100.00% Pervious Area

Subcatchment 13S: Pervious Area



3456 Storm Calcs

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Type IA 24-hr 100YR Rainfall=4.00"

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Time span=0.00-36.00 hrs, dt=0.05 hrs, 721 points

Runoff by SBUH method, Split Pervious/Imperv.

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment13S: Pervious Area

Runoff Area=90,899 sf 0.00% Impervious Runoff Depth=1.27"

Tc=0.0 min CN=69/0 Runoff=0.52 cfs 0.220 af

Total Runoff Area = 2.087 ac Runoff Volume = 0.220 af Average Runoff Depth = 1.27"

100.00% Pervious = 2.087 ac 0.00% Impervious = 0.000 ac

3456 Storm Calcs

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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Subcatchment 13S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

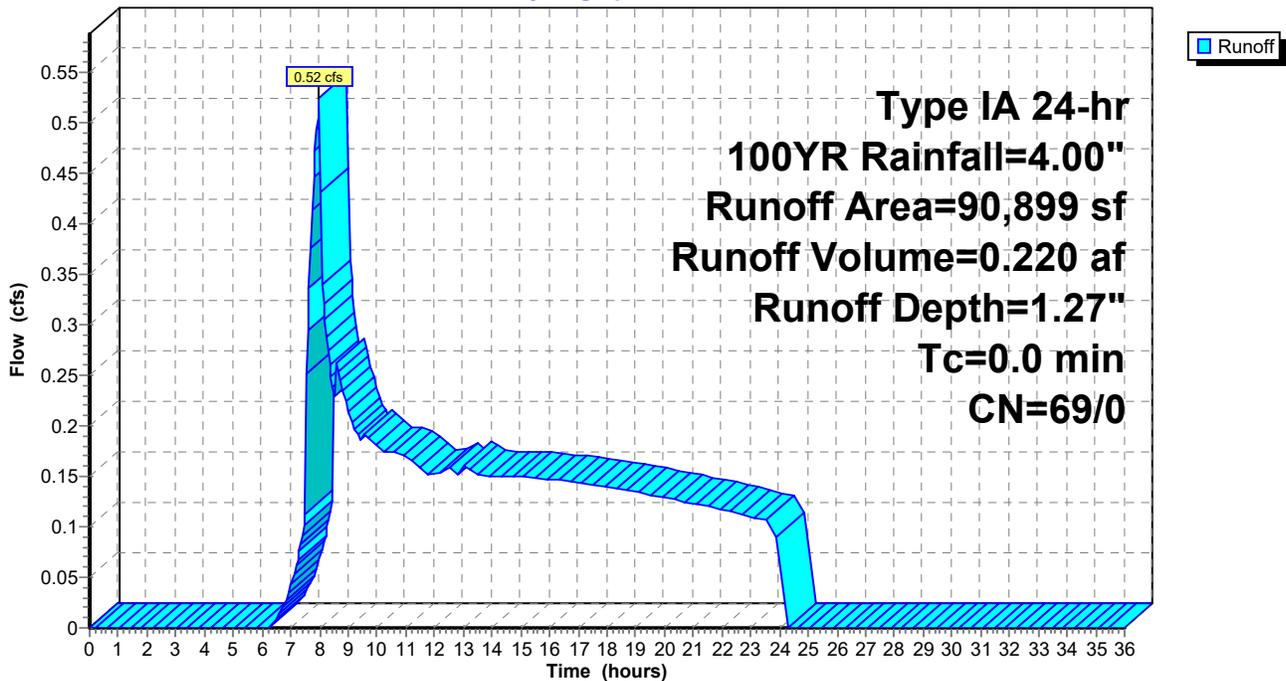
Runoff = 0.52 cfs @ 7.98 hrs, Volume= 0.220 af, Depth= 1.27"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 100YR Rainfall=4.00"

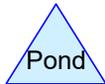
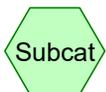
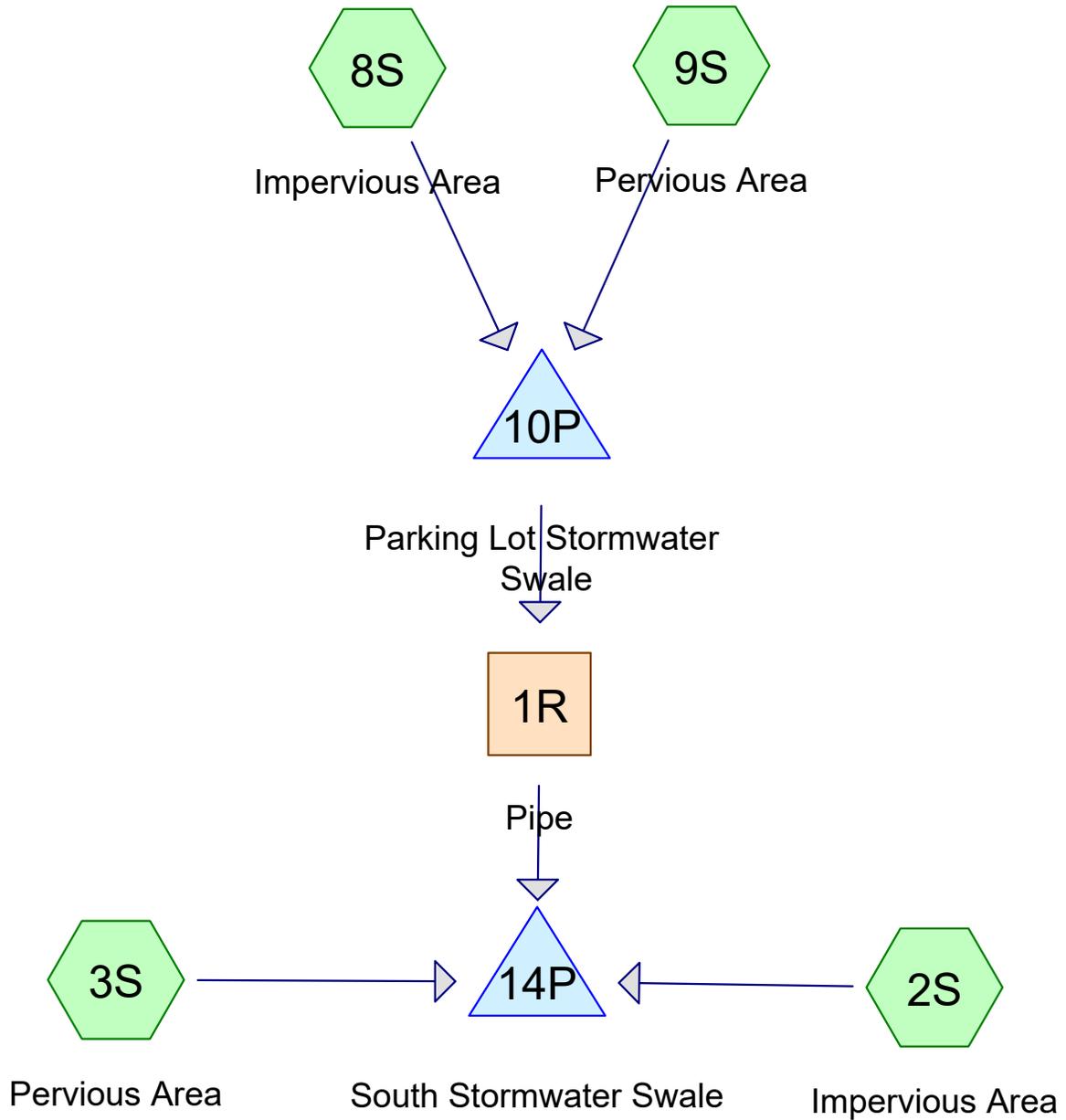
Area (sf)	CN	Description
90,899	69	50-75% Grass cover, Fair, HSG B
90,899	69	100.00% Pervious Area

Subcatchment 13S: Pervious Area

Hydrograph



Proposed Conditions



3456 Storm Calcs

Area Listing (selected nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.933	69	50-75% Grass cover, Fair, HSG B (3S, 9S)
1.153	98	Paved parking, HSG C (2S, 8S)
2.087	85	TOTAL AREA

3456 Storm Calcs

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Pipe Listing (selected nodes)

Line#	Node Number	In-Invert (feet)	Out-Invert (feet)	Length (feet)	Slope (ft/ft)	n	Diam/Width (inches)	Height (inches)	Inside-Fill (inches)
1	1R	78.30	77.33	193.3	0.0050	0.010	8.0	0.0	0.0

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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Subcatchment 2S: Impervious Area

[46] Hint: $T_c=0$ (Instant runoff peak depends on dt)

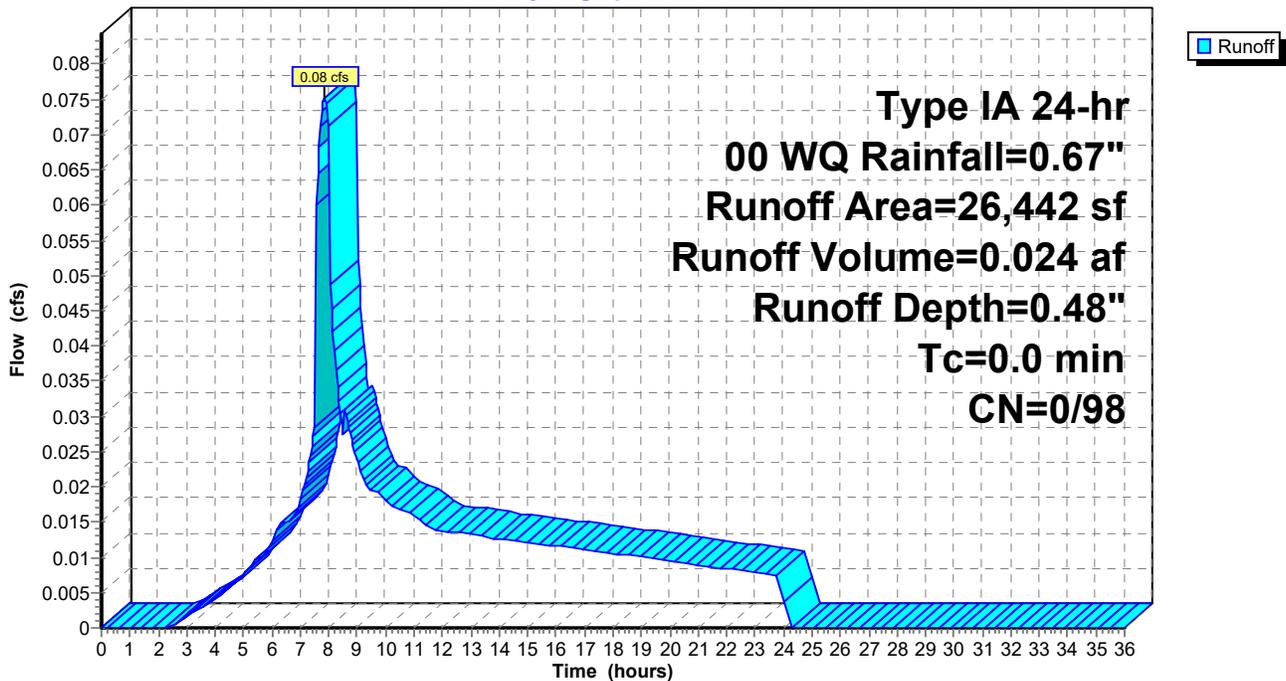
Runoff = 0.08 cfs @ 7.85 hrs, Volume= 0.024 af, Depth= 0.48"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 00 WQ Rainfall=0.67"

Area (sf)	CN	Description
26,442	98	Paved parking, HSG C
26,442	98	100.00% Impervious Area

Subcatchment 2S: Impervious Area

Hydrograph



3456 Storm Calcs

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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Subcatchment 3S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

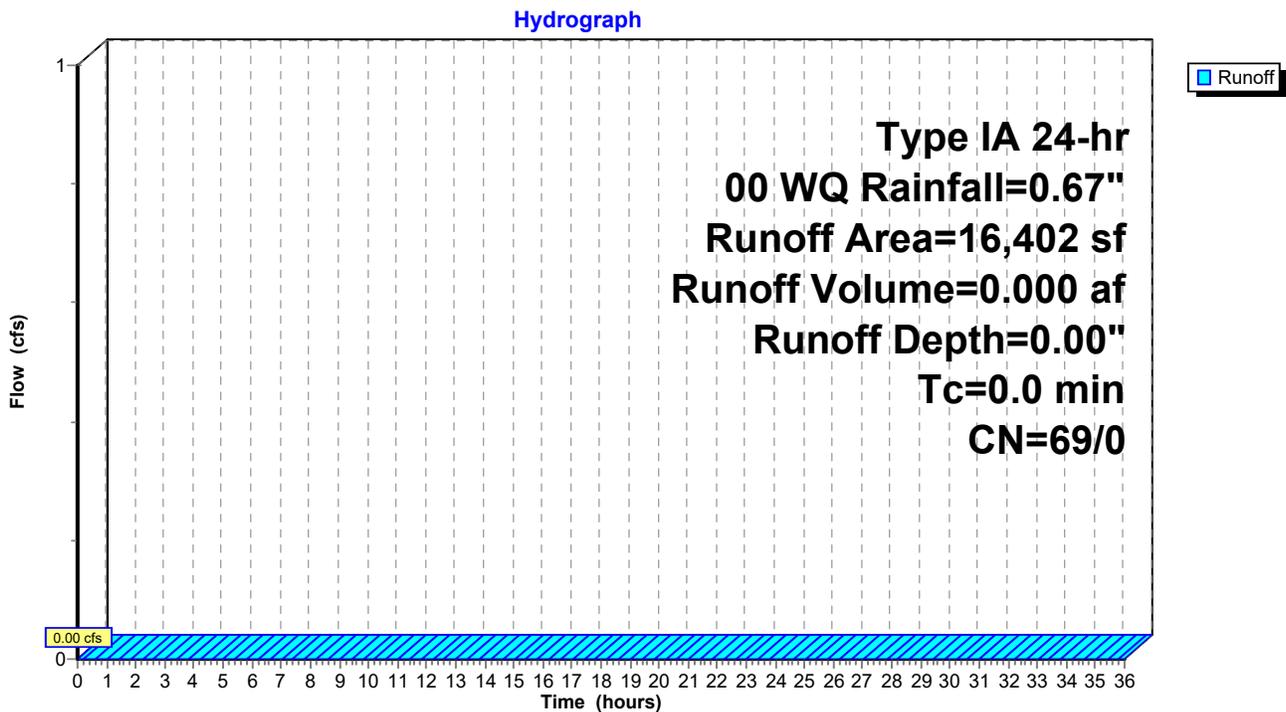
[45] Hint: Runoff=Zero

Runoff = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Depth= 0.00"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 00 WQ Rainfall=0.67"

Area (sf)	CN	Description
16,402	69	50-75% Grass cover, Fair, HSG B
16,402	69	100.00% Pervious Area

Subcatchment 3S: Pervious Area



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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Subcatchment 8S: Impervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

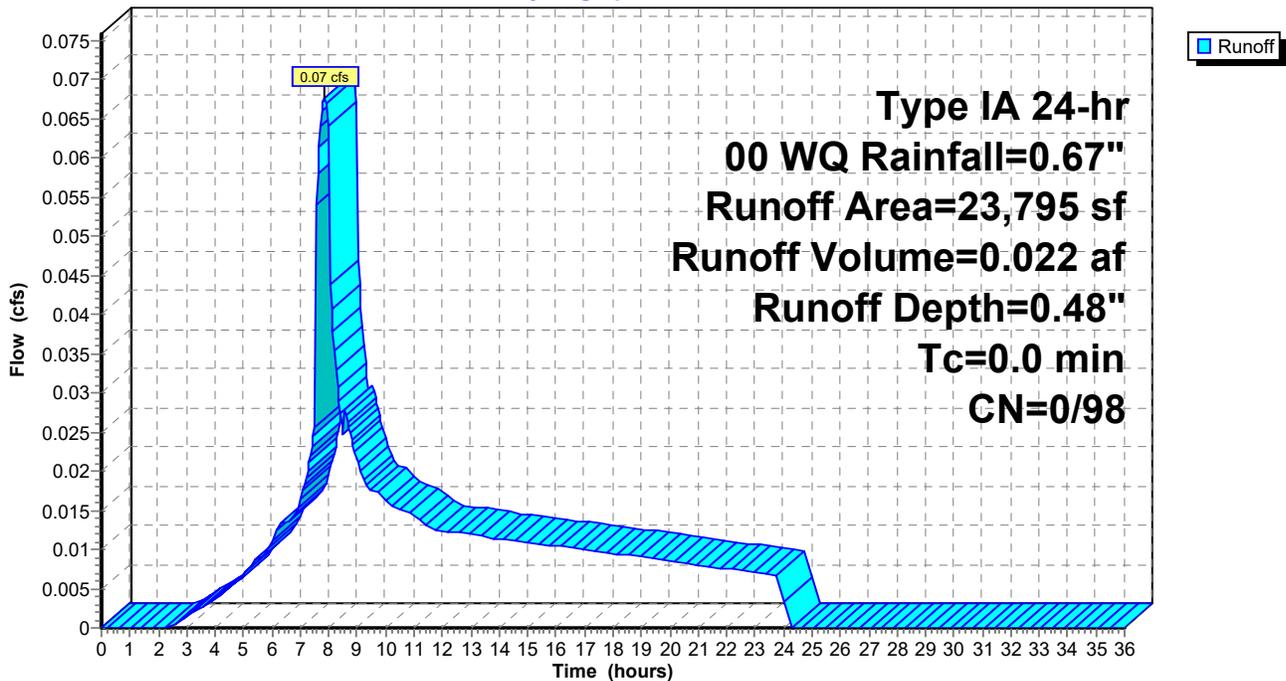
Runoff = 0.07 cfs @ 7.85 hrs, Volume= 0.022 af, Depth= 0.48"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 00 WQ Rainfall=0.67"

Area (sf)	CN	Description
23,795	98	Paved parking, HSG C
23,795	98	100.00% Impervious Area

Subcatchment 8S: Impervious Area

Hydrograph



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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Subcatchment 9S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

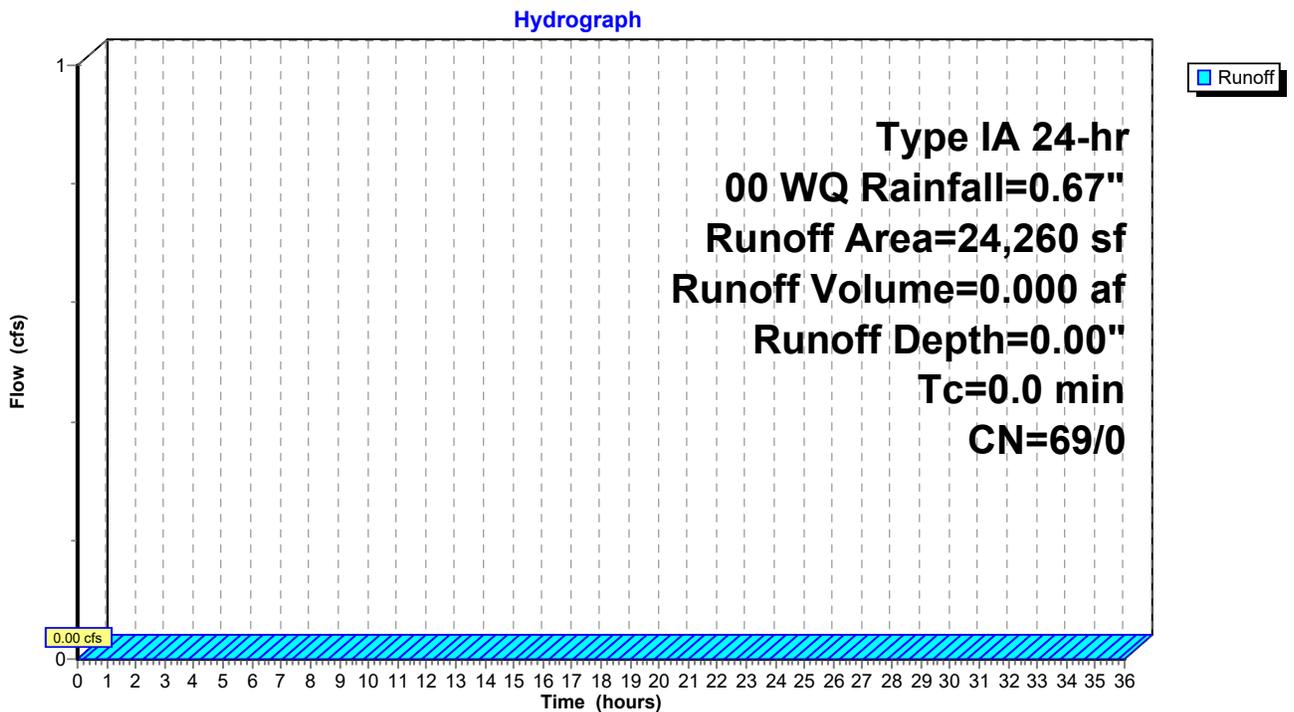
[45] Hint: Runoff=Zero

Runoff = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Depth= 0.00"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 00 WQ Rainfall=0.67"

Area (sf)	CN	Description
24,260	69	50-75% Grass cover, Fair, HSG B
24,260	69	100.00% Pervious Area

Subcatchment 9S: Pervious Area



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Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Reach 1R: Pipe

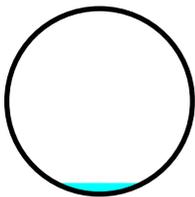
[52] Hint: Inlet/Outlet conditions not evaluated

Inflow Area = 1.103 ac, 49.52% Impervious, Inflow Depth = 0.03" for 00 WQ event
Inflow = 0.01 cfs @ 21.41 hrs, Volume= 0.003 af
Outflow = 0.01 cfs @ 21.52 hrs, Volume= 0.003 af, Atten= 0%, Lag= 6.2 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Max. Velocity= 0.92 fps, Min. Travel Time= 3.5 min
Avg. Velocity = 0.68 fps, Avg. Travel Time= 4.8 min

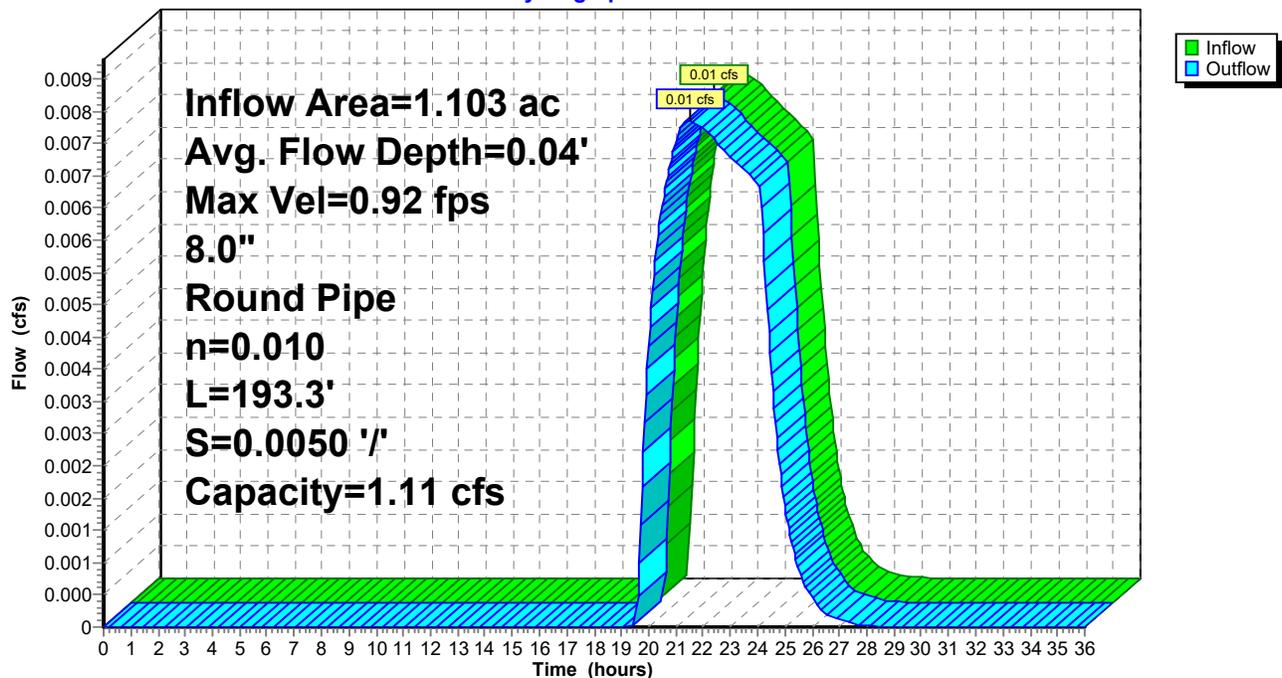
Peak Storage= 2 cf @ 21.46 hrs
Average Depth at Peak Storage= 0.04'
Bank-Full Depth= 0.67' Flow Area= 0.3 sf, Capacity= 1.11 cfs

8.0" Round Pipe
n= 0.010
Length= 193.3' Slope= 0.0050 '/'
Inlet Invert= 78.30', Outlet Invert= 77.33'



Reach 1R: Pipe

Hydrograph



3456 Storm Calcs

Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Pond 10P: Parking Lot Stormwater Swale

Inflow Area = 1.103 ac, 49.52% Impervious, Inflow Depth = 0.24" for 00 WQ event
 Inflow = 0.07 cfs @ 7.85 hrs, Volume= 0.022 af
 Outflow = 0.01 cfs @ 21.41 hrs, Volume= 0.003 af, Atten= 88%, Lag= 813.6 min
 Primary = 0.01 cfs @ 21.41 hrs, Volume= 0.003 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs / 2
 Peak Elev= 79.22' @ 21.41 hrs Surf.Area= 872 sf Storage= 833 cf

Plug-Flow detention time= 986.6 min calculated for 0.003 af (13% of inflow)
 Center-of-Mass det. time= 602.3 min (1,336.2 - 733.9)

Volume	Invert	Avail.Storage	Storage Description		
#1	78.00'	1,619 cf	Custom Stage Data (Irregular) Listed below (Recalc)		
Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
78.00	509	85.9	0	0	509
79.00	799	107.3	649	649	852
80.00	1,153	128.7	971	1,619	1,271

Device	Routing	Invert	Outlet Devices	
#1	Primary	79.20'	3.0" Horiz. Orifice/Grate	C= 0.600 Limited to weir flow at low heads
#2	Primary	79.50'	10.0" Horiz. Orifice/Grate	C= 0.600 Limited to weir flow at low heads

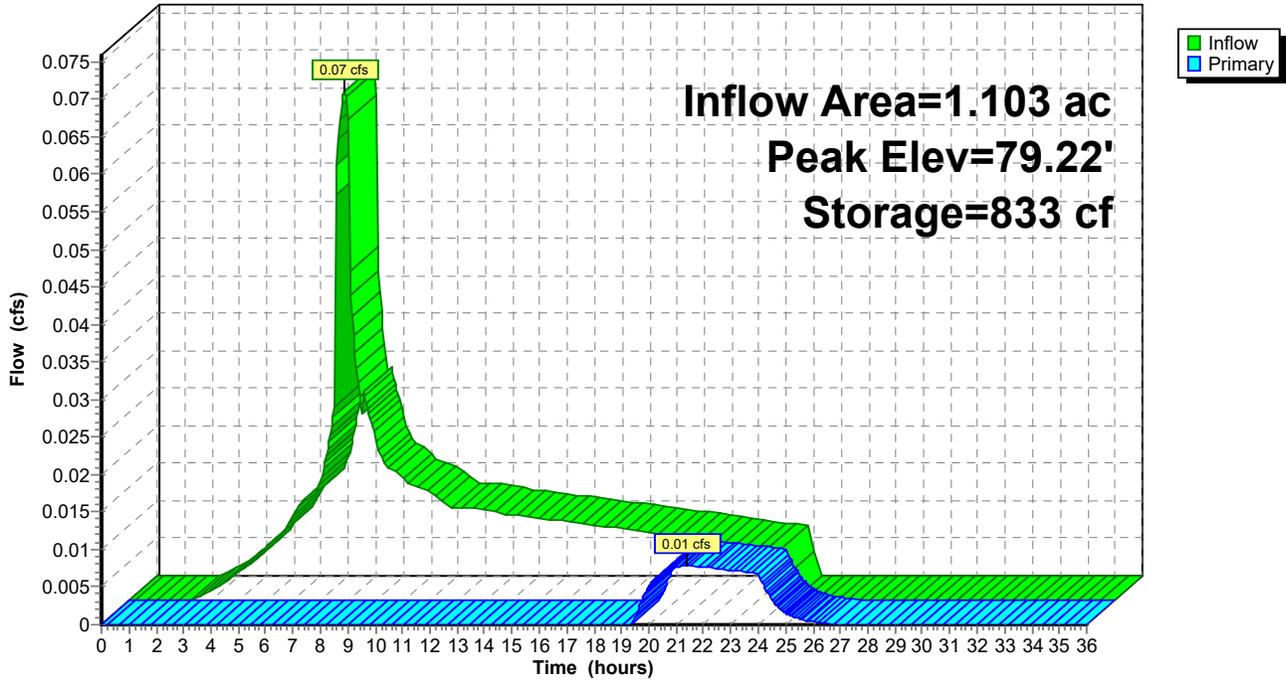
Primary OutFlow Max=0.01 cfs @ 21.41 hrs HW=79.22' (Free Discharge)

1=Orifice/Grate (Weir Controls 0.01 cfs @ 0.47 fps)

2=Orifice/Grate (Controls 0.00 cfs)

Pond 10P: Parking Lot Stormwater Swale

Hydrograph



3456 Storm Calcs

Type IA 24-hr 00 WQ Rainfall=0.67"

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Summary for Pond 14P: South Stormwater Swale

Inflow Area = 2.087 ac, 55.27% Impervious, Inflow Depth = 0.15" for 00 WQ event
 Inflow = 0.08 cfs @ 7.85 hrs, Volume= 0.027 af
 Outflow = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Atten= 100%, Lag= 0.0 min
 Primary = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs / 2
 Peak Elev= 74.66' @ 36.00 hrs Surf.Area= 1,984 sf Storage= 1,174 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
 Center-of-Mass det. time= (not calculated: no outflow)

Volume	Invert	Avail.Storage	Storage Description
#1	74.00'	9,488 cf	Custom Stage Data (Irregular) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
74.00	1,559	323.3	0	0	1,559
75.00	2,218	335.8	1,879	1,879	2,293
76.00	2,902	348.4	2,552	4,431	3,059
77.00	3,612	361.0	3,251	7,682	3,854
77.50	3,612	361.0	1,806	9,488	4,035

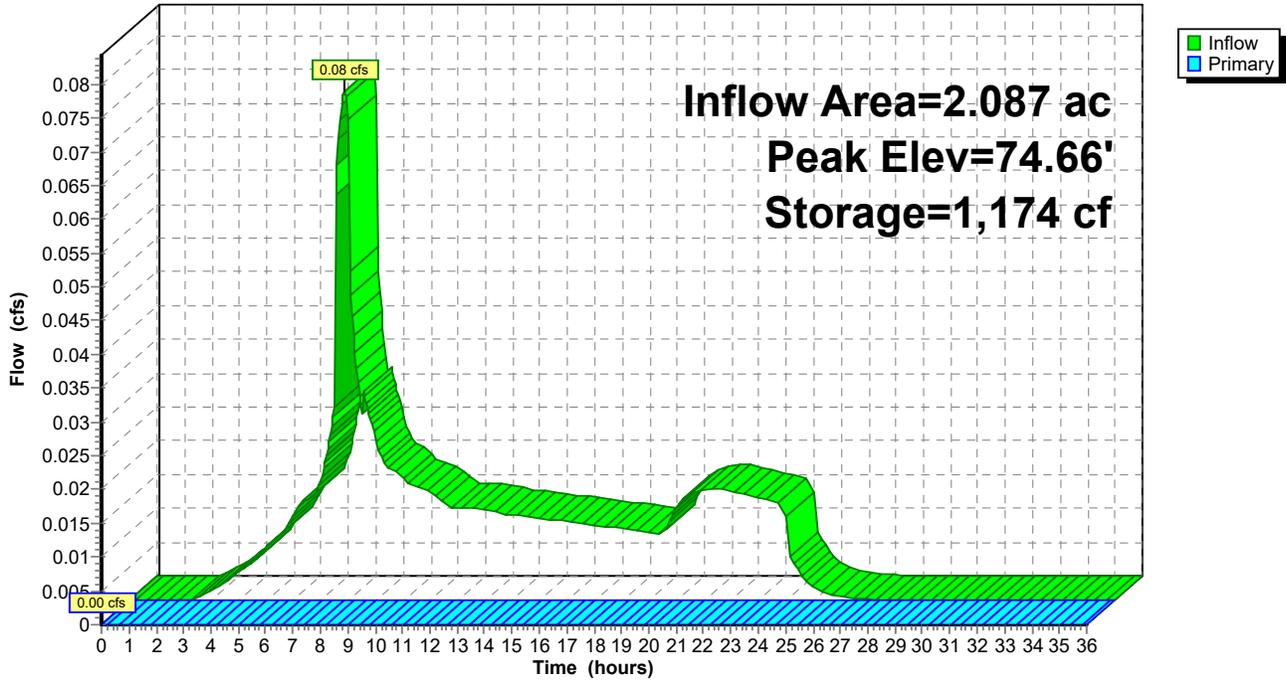
Device	Routing	Invert	Outlet Devices
#1	Primary	77.00'	10.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s) 0.5' Crest Height

Primary OutFlow Max=0.00 cfs @ 0.00 hrs HW=74.00' (Free Discharge)

↑1=Sharp-Crested Rectangular Weir (Controls 0.00 cfs)

Pond 14P: South Stormwater Swale

Hydrograph



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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Subcatchment 2S: Impervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

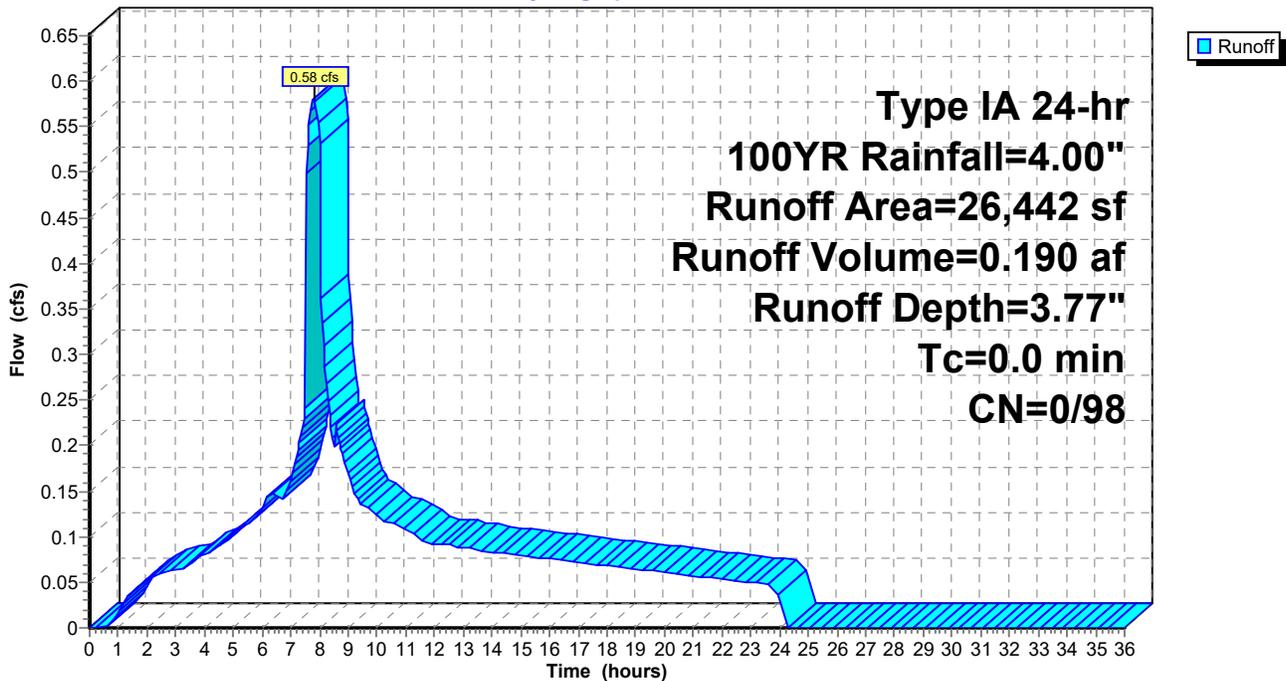
Runoff = 0.58 cfs @ 7.80 hrs, Volume= 0.190 af, Depth= 3.77"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 100YR Rainfall=4.00"

Area (sf)	CN	Description
26,442	98	Paved parking, HSG C
26,442	98	100.00% Impervious Area

Subcatchment 2S: Impervious Area

Hydrograph



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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Subcatchment 3S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

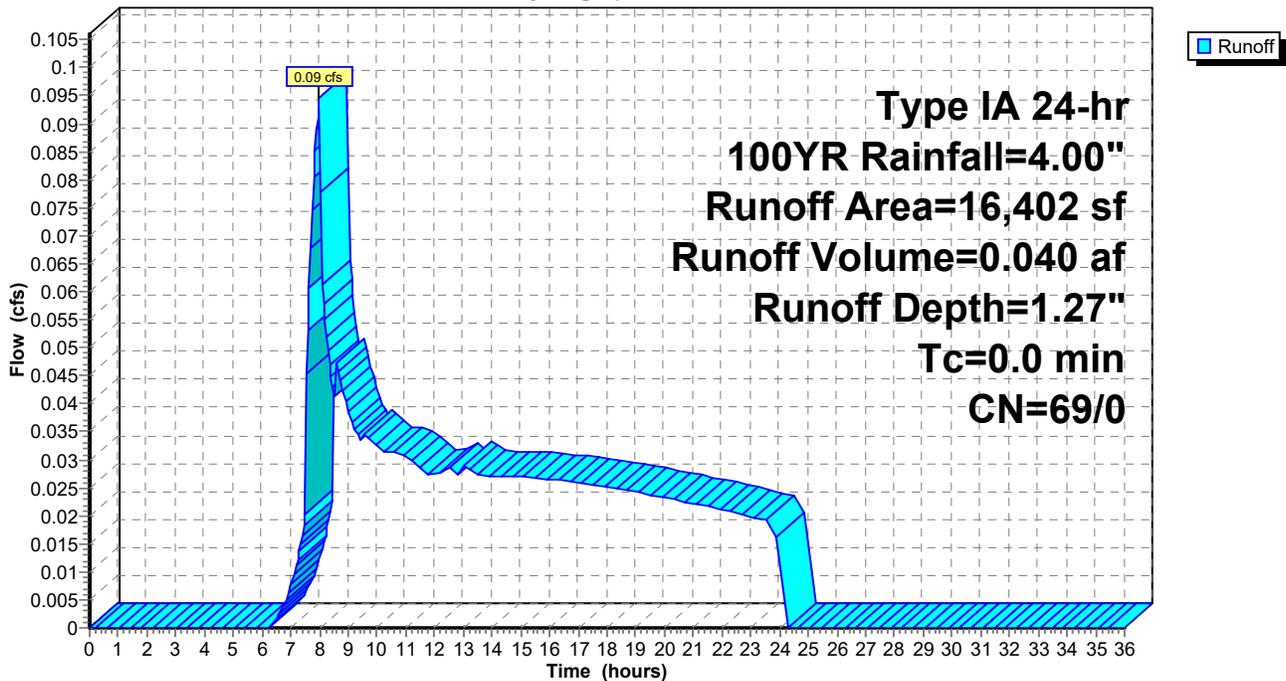
Runoff = 0.09 cfs @ 7.98 hrs, Volume= 0.040 af, Depth= 1.27"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 100YR Rainfall=4.00"

Area (sf)	CN	Description
16,402	69	50-75% Grass cover, Fair, HSG B
16,402	69	100.00% Pervious Area

Subcatchment 3S: Pervious Area

Hydrograph



3456 Storm Calcs

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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Subcatchment 8S: Impervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

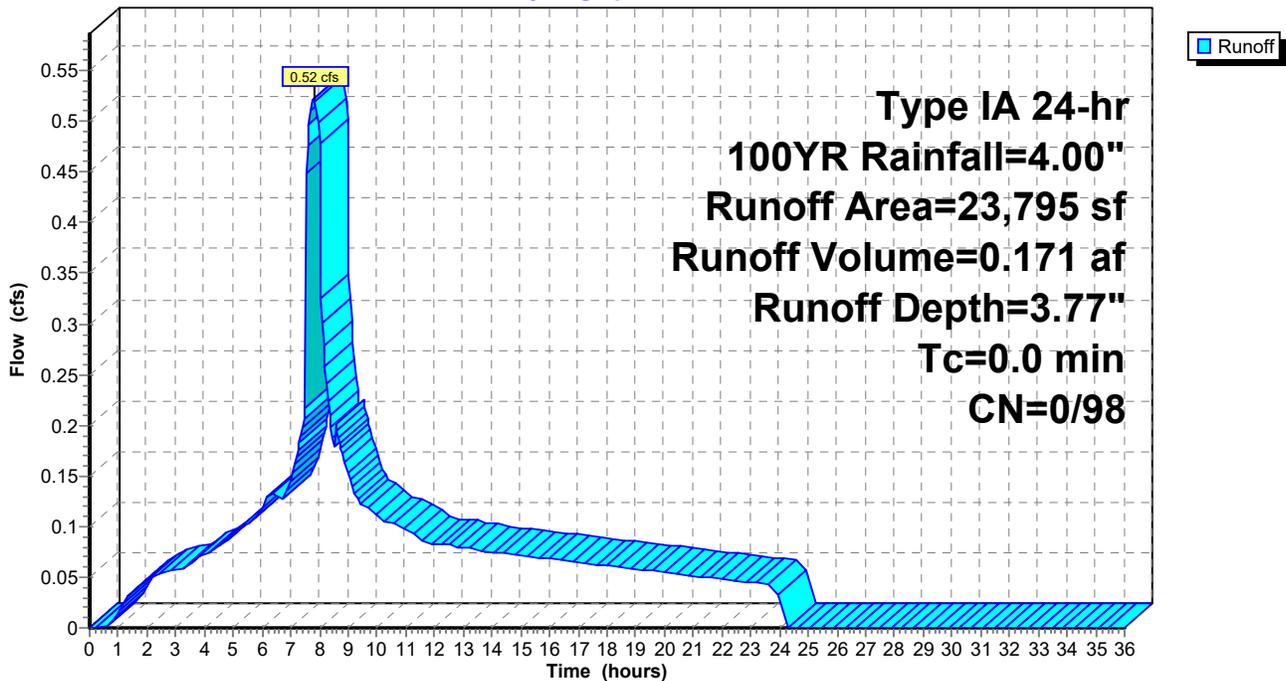
Runoff = 0.52 cfs @ 7.80 hrs, Volume= 0.171 af, Depth= 3.77"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 100YR Rainfall=4.00"

Area (sf)	CN	Description
23,795	98	Paved parking, HSG C
23,795	98	100.00% Impervious Area

Subcatchment 8S: Impervious Area

Hydrograph



3456 Storm Calcs

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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Subcatchment 9S: Pervious Area

[46] Hint: Tc=0 (Instant runoff peak depends on dt)

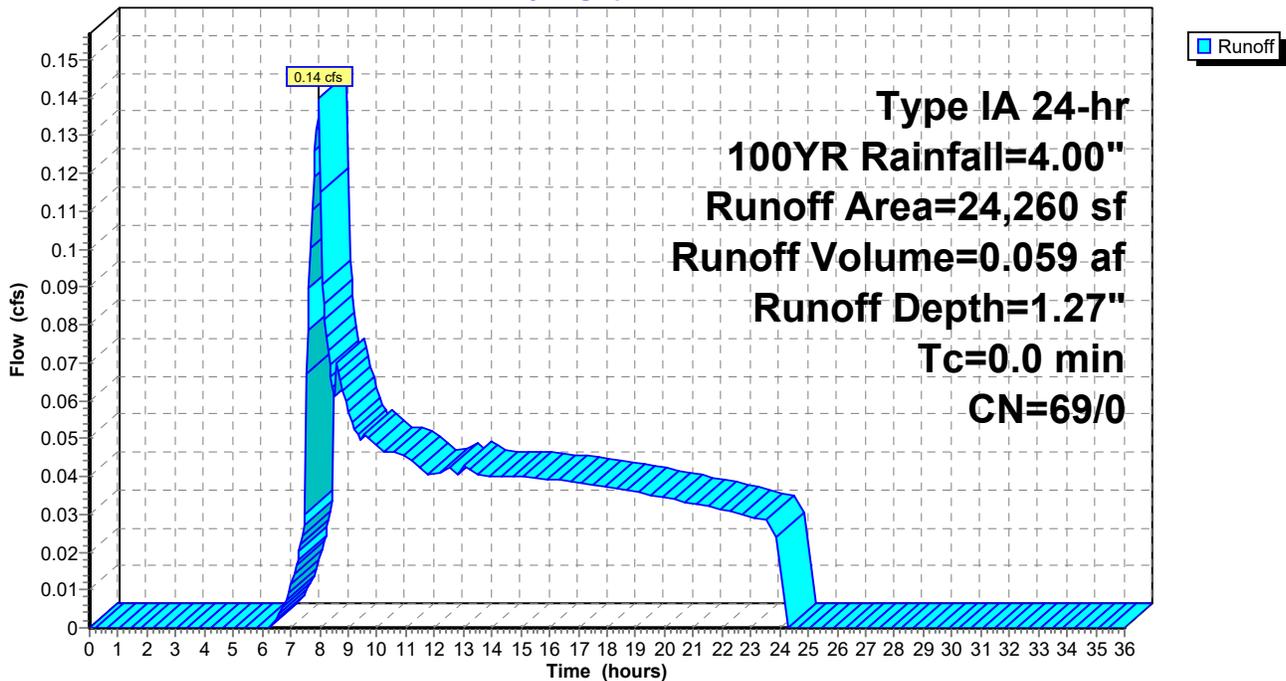
Runoff = 0.14 cfs @ 7.98 hrs, Volume= 0.059 af, Depth= 1.27"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Type IA 24-hr 100YR Rainfall=4.00"

Area (sf)	CN	Description
24,260	69	50-75% Grass cover, Fair, HSG B
24,260	69	100.00% Pervious Area

Subcatchment 9S: Pervious Area

Hydrograph



3456 Storm Calcs

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Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Reach 1R: Pipe

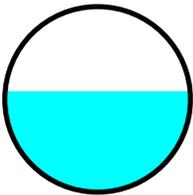
[52] Hint: Inlet/Outlet conditions not evaluated

Inflow Area = 1.103 ac, 49.52% Impervious, Inflow Depth = 2.30" for 100YR event
Inflow = 0.64 cfs @ 7.91 hrs, Volume= 0.211 af
Outflow = 0.64 cfs @ 7.94 hrs, Volume= 0.211 af, Atten= 0%, Lag= 1.7 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs
Max. Velocity= 3.30 fps, Min. Travel Time= 1.0 min
Avg. Velocity = 1.79 fps, Avg. Travel Time= 1.8 min

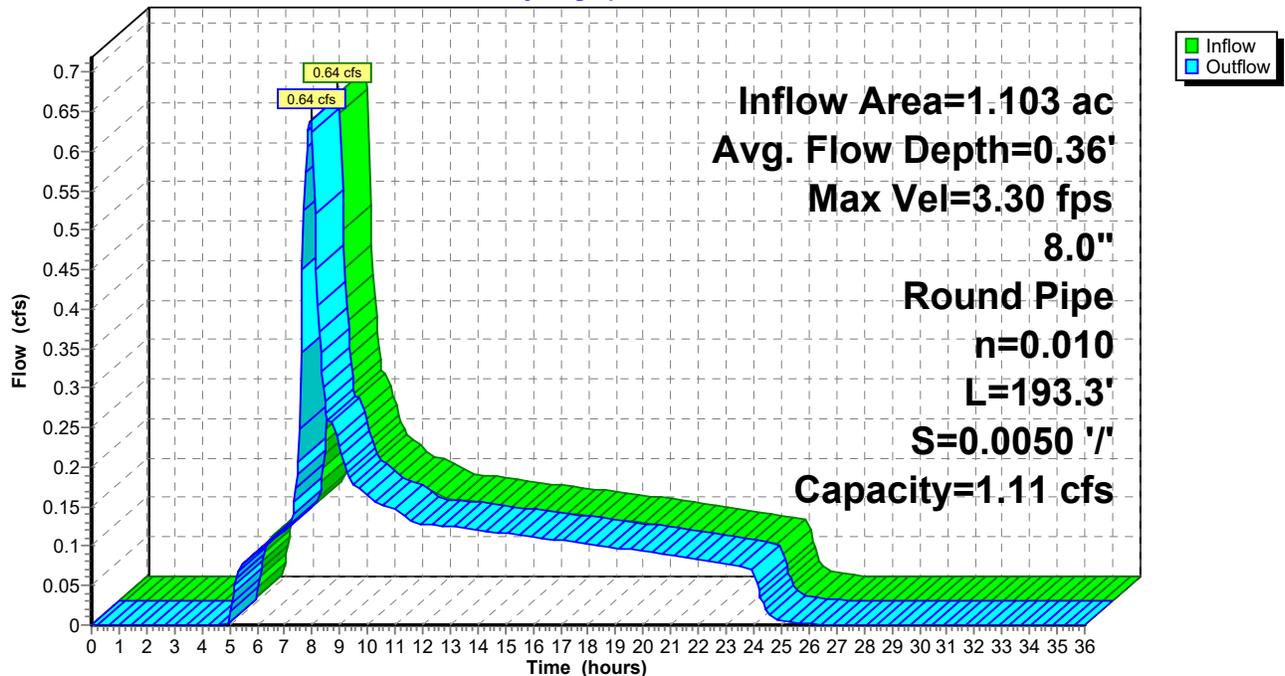
Peak Storage= 38 cf @ 7.92 hrs
Average Depth at Peak Storage= 0.36'
Bank-Full Depth= 0.67' Flow Area= 0.3 sf, Capacity= 1.11 cfs

8.0" Round Pipe
n= 0.010
Length= 193.3' Slope= 0.0050 '/'
Inlet Invert= 78.30', Outlet Invert= 77.33'



Reach 1R: Pipe

Hydrograph



3456 Storm Calcs

Type IA 24-hr 100YR Rainfall=4.00"

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Summary for Pond 10P: Parking Lot Stormwater Swale

Inflow Area = 1.103 ac, 49.52% Impervious, Inflow Depth = 2.50" for 100YR event
 Inflow = 0.65 cfs @ 7.86 hrs, Volume= 0.230 af
 Outflow = 0.64 cfs @ 7.91 hrs, Volume= 0.211 af, Atten= 1%, Lag= 3.4 min
 Primary = 0.64 cfs @ 7.91 hrs, Volume= 0.211 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs / 2
 Peak Elev= 79.65' @ 7.91 hrs Surf.Area= 1,021 sf Storage= 1,236 cf

Plug-Flow detention time= 127.5 min calculated for 0.211 af (92% of inflow)
 Center-of-Mass det. time= 71.2 min (779.7 - 708.6)

Volume	Invert	Avail.Storage	Storage Description		
#1	78.00'	1,619 cf	Custom Stage Data (Irregular) Listed below (Recalc)		
Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
78.00	509	85.9	0	0	509
79.00	799	107.3	649	649	852
80.00	1,153	128.7	971	1,619	1,271

Device	Routing	Invert	Outlet Devices	
#1	Primary	79.20'	3.0" Horiz. Orifice/Grate	C= 0.600 Limited to weir flow at low heads
#2	Primary	79.50'	10.0" Horiz. Orifice/Grate	C= 0.600 Limited to weir flow at low heads

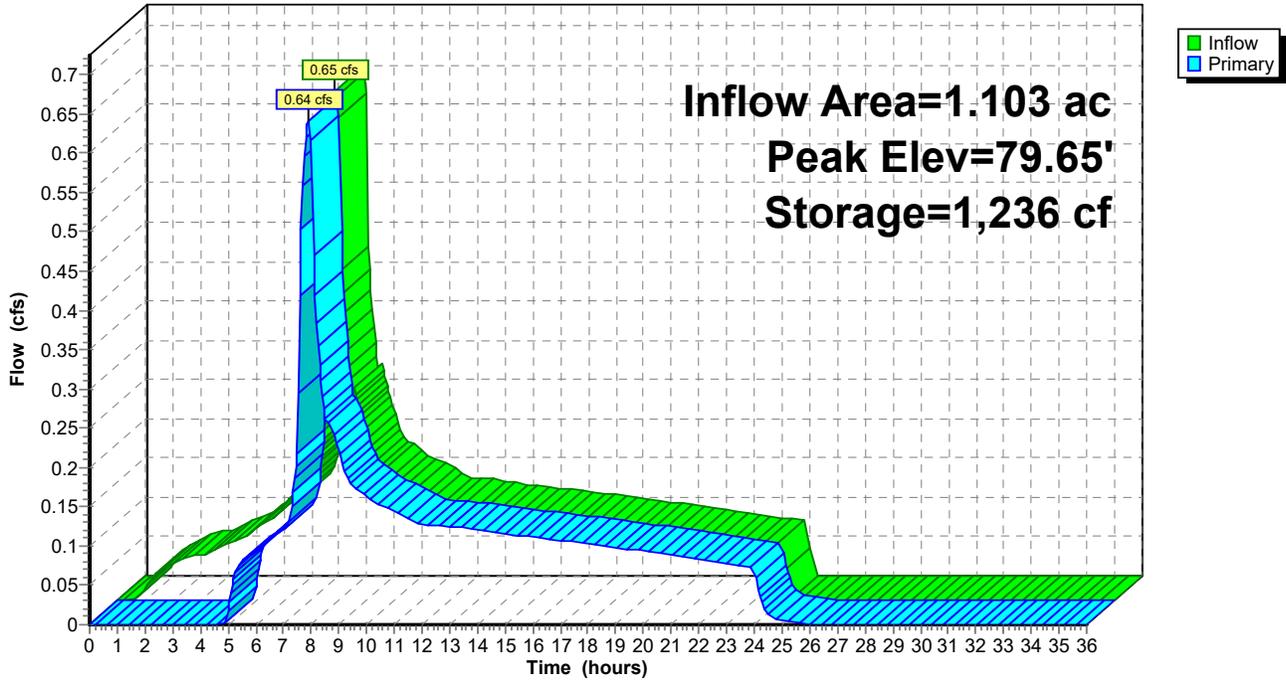
Primary OutFlow Max=0.64 cfs @ 7.91 hrs HW=79.65' (Free Discharge)

↑ **1=Orifice/Grate** (Orifice Controls 0.16 cfs @ 3.22 fps)

└ **2=Orifice/Grate** (Weir Controls 0.48 cfs @ 1.25 fps)

Pond 10P: Parking Lot Stormwater Swale

Hydrograph



3456 Storm Calcs

Type IA 24-hr 100YR Rainfall=4.00"

Prepared by Lower Columbia Engineering

Printed 7/18/2023

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Summary for Pond 14P: South Stormwater Swale

Inflow Area = 2.087 ac, 55.27% Impervious, Inflow Depth = 2.54" for 100YR event
 Inflow = 1.30 cfs @ 7.89 hrs, Volume= 0.442 af
 Outflow = 0.34 cfs @ 9.68 hrs, Volume= 0.265 af, Atten= 74%, Lag= 107.3 min
 Primary = 0.34 cfs @ 9.68 hrs, Volume= 0.265 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.05 hrs / 2
 Peak Elev= 77.05' @ 9.68 hrs Surf.Area= 3,612 sf Storage= 7,852 cf

Plug-Flow detention time= 447.1 min calculated for 0.265 af (60% of inflow)
 Center-of-Mass det. time= 215.4 min (950.3 - 734.9)

Volume	Invert	Avail.Storage	Storage Description
#1	74.00'	9,488 cf	Custom Stage Data (Irregular) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
74.00	1,559	323.3	0	0	1,559
75.00	2,218	335.8	1,879	1,879	2,293
76.00	2,902	348.4	2,552	4,431	3,059
77.00	3,612	361.0	3,251	7,682	3,854
77.50	3,612	361.0	1,806	9,488	4,035

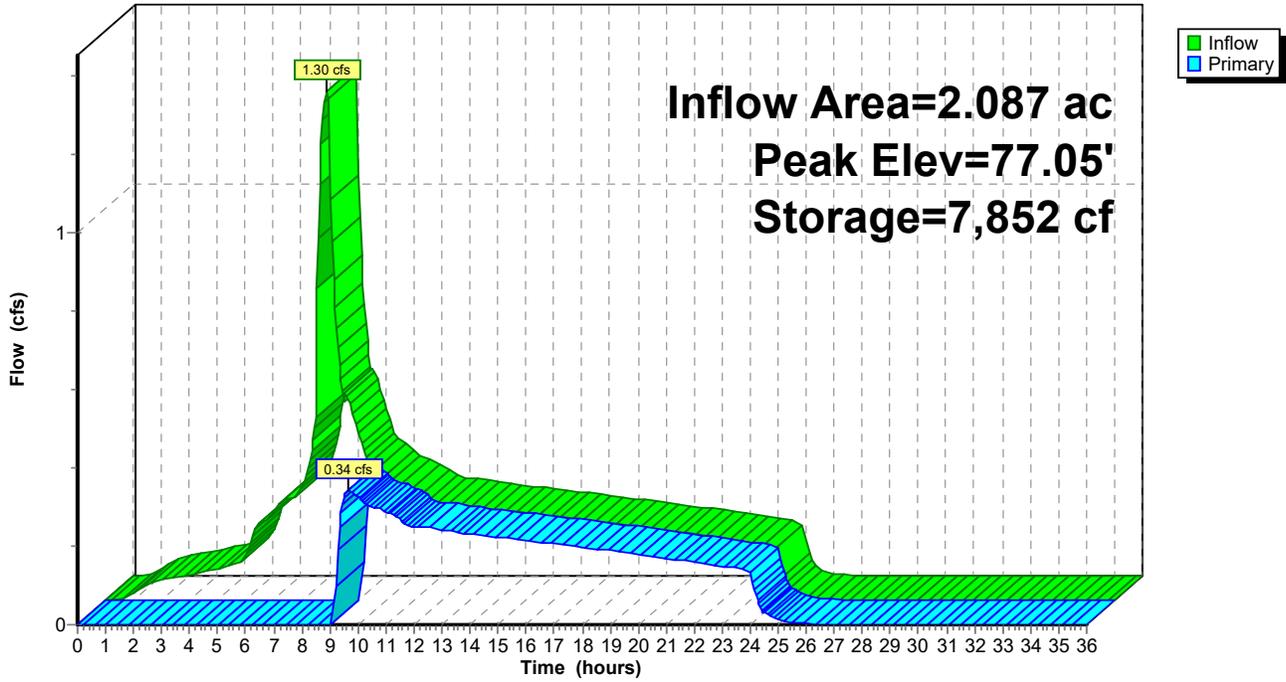
Device	Routing	Invert	Outlet Devices
#1	Primary	77.00'	10.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s) 0.5' Crest Height

Primary OutFlow Max=0.34 cfs @ 9.68 hrs HW=77.05' (Free Discharge)

↑1=Sharp-Crested Rectangular Weir (Weir Controls 0.34 cfs @ 0.72 fps)

Pond 14P: South Stormwater Swale

Hydrograph



Matthew Alexander

From: Scott Toenjes <Scott.Toenjes@columbiacountyor.gov>
Sent: Tuesday, July 11, 2023 8:15 AM
To: Matthew Alexander
Cc: Jake Renney
Subject: RE: School Signage

Hi Matt,

I took a look at it on Friday and we do not have a problem with it being less than the minimum setback. We measured it from the edge of road and it appears that it would not affect sight distance. All of that being said, we would like it to be an even 30' back from the edge of the road. The other question I had was about the orientation of the sign. It seems like if you were to rotate it 90 degrees you may be able to have better visibility of the sign looking both ways on Church Road. Either way the closest part of the sign will need to be a minimum of 30' back from the edge of the road.

As for the Church Lane question, we do not have it in our road index this means it was likely never officially named through the County.

Thank you.

Scott Toenjes | Engineering Technician | Columbia County Public Works
1054 Oregon Street, St Helens, OR 97051
503-366-3963 | F 503-397-7215 | scott.toenjes@columbiacountyor.gov

Service ~ Engagement ~ Connection ~ Innovation

From: Matthew Alexander <matt@lowercolumbiaengr.com>
Sent: Thursday, July 6, 2023 10:13 AM
To: Scott Toenjes <Scott.Toenjes@columbiacountyor.gov>
Cc: Jake Renney <Jake.Renney@columbiacountyor.gov>
Subject: RE: School Signage

Hey Scott,

I'm trying to turn our land use applications, drawings, etc. in by tomorrow. Please let me know as soon as you've had time to review this question.

Thanks,

Matt Alexander
LOWER COLUMBIA ENGINEERING, LLC
Project Manager

58640 McNulty Way
St Helens, Oregon 97051
CELL 971-404-4110
OFFICE 503-366-0399
EMAIL matt@lowercolumbiaengr.com

From: Matthew Alexander
Sent: Wednesday, July 5, 2023 10:20 AM
To: Scott Toenjes <Scott.Toenjes@columbiacountyor.gov>
Cc: Jake Renney <Jake.Renney@columbiacountyor.gov>
Subject: FW: School Signage

Hey Scott,

Please see the attached drawings and my correspondence with Jake Renney below regarding the signage setback for the Columbia County Christian school. I'm not sure if you're familiar with the Church Road/Church Lane intersection, but if we have to install the school sign 30' beyond the property line, it will barely be visible from the main road (Church Road). The signage we're proposing isn't very tall and we're proposing to set it back 27' from the roadway and 10' from the property line. Jake said I might be able to get a letter from Public Works saying the proposed location will not be unsafe. Can you take a look and let me know if you have any concerns? And, if not, would you mind providing a letter?

Thanks!

Matt Alexander
LOWER COLUMBIA ENGINEERING, LLC
Project Manager
58640 McNulty Way
St Helens, Oregon 97051
CELL 971-404-4110
OFFICE 503-366-0399
EMAIL matt@lowercolumbiaengr.com

From: Jake Renney <Jake.Renney@columbiacountyor.gov>
Sent: Wednesday, July 5, 2023 8:38 AM
To: Matthew Alexander <matt@lowercolumbiaengr.com>
Cc: Deborah Jacob <Deborah.Jacob@columbiacountyor.gov>
Subject: RE: School Signage

Hi Matt,

I would contact Scott Toenjes the Engineering Tech at scott.toenjes@columbiacountyor.gov.

Best,

Jake Renney
Assistant Planner
(503) 397-7217
Jake.Renney@columbiacountyor.gov

Effective January 2022 the Land Development Services office has moved to a new location at 445 Port Avenue in St. Helens.

From: Matthew Alexander <matt@lowercolumbiaengr.com>
Sent: Wednesday, July 5, 2023 8:27 AM

To: Jake Renney <Jake.Renney@columbiacountyor.gov>
Cc: Deborah Jacob <Deborah.Jacob@columbiacountyor.gov>
Subject: RE: School Signage

Hey Jake,

Thanks for the feedback. Do you have the email address of the person I should contact in Public Works?

Thanks again!

Matt Alexander
LOWER COLUMBIA ENGINEERING, LLC
Project Manager
58640 McNulty Way
St Helens, Oregon 97051
CELL 971-404-4110
OFFICE 503-366-0399
EMAIL matt@lowercolumbiaenr.com

From: Jake Renney <Jake.Renney@columbiacountyor.gov>
Sent: Monday, July 3, 2023 10:49 AM
To: Matthew Alexander <matt@lowercolumbiaenr.com>
Cc: Deborah Jacob <Deborah.Jacob@columbiacountyor.gov>
Subject: RE: School Signage

Hi Matt,

You are correct that the zoning ordinance requires residential setbacks for signs abutting a residential zone. However, one possibility might be to talk to Public Works and get a letter regarding their thoughts regarding safety concerns on placing a sign 10' instead of 30' from Church Road. You could include that in the Design Review application. Since this would likely be a type 2 Design Review, the Planning Commission **may** be able to make reasonable accommodations for specific site characteristics. No guarantees with that though. There is always the option of applying for a variance as well.

Let me know if you have any questions,

Jake Renney
Assistant Planner
(503) 397-7217
Jake.Renney@columbiacountyor.gov

Effective January 2022 the Land Development Services office has moved to a new location at 445 Port Avenue in St. Helens.

From: Matthew Alexander <matt@lowercolumbiaenr.com>
Sent: Friday, June 30, 2023 3:25 PM
To: Deborah Jacob <Deborah.Jacob@columbiacountyor.gov>
Cc: Jake Renney <Jake.Renney@columbiacountyor.gov>
Subject: School Signage

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and/or know the content is safe.

Good afternoon Deb and Jake,

I'm working on the Columbia County Christian School in Warren and had a questions about the signage. While writing the narrative I came across 1302(2)(D) in the zoning ordinance regarding sign setbacks (text is below). I have attached a pdf showing where we're proposing their new sign. It seems, according to the code, that the sign will have to meet the setback requirements of the RR-2 zoned property across Church Road from the subject property. That would require them to install the sign 30' away from the property line and 52' away from the roadway. If that's the case, I'm not sure what good the sign will do since it won't be visible from the road (the Church Lane driveway slopes down from Church Road). Am I reading this correctly? Will we really have to place the sign 30' back from the property line?

1302 – General Provisions

.2 Setbacks:

A. All signs shall be situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions and shall not overhang or encroach upon public rights of way.

B. Unless otherwise specified, all signs in residential zoning districts shall observe the yard setback requirements of the zoning district in which they are located.

C. No setbacks from property lines shall be required for signs in non-residential zoning districts except that in all zoning districts, setbacks shall be required at corners as may be necessary to provide adequate corner vision or in cases where a sign is placed adjacent to a street, as provided is 1302.2(D), below.

D. Setbacks shall be required which comply with setback requirements of the abutting residential zoning district when a sign is placed on a parcel abutting a street (except Highway 30), which separates a non-residential parcel from a residential parcel or when a sign is placed on a property line separating a non-residential parcel from a residential parcel.

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC
Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaengr.com

July 17, 2023

Matt Alexander
58640 McNulty Way
St. Helens, OR 97051

Re: Tax Lot Number 4119-AC-00700; 34740 CHURCH RD WARREN OR 97053

Dear Matt,

The property located at 34740 CHURCH RD WARREN OR 97053, Map Tax Lot Number 4119-AC-00700, in Warren, OR is within the boundaries established for Columbia River People's Utility District (PUD). The PUD will provide electric service to the proposed lots in accordance with our General Terms, Conditions, Rules and Regulation for Electric Service.

If you have any questions, please contact our Engineering Department at (503) 397-0760.

Thank you,

B Staehely

Branden Staehely
Assistant General Manager

**Board of
Directors**

Russell Hubbard
Craig Melton
Debbie Reed
Neal Sheppard
Garratt Tayler

General Manager
Michael J. Sykes

Matthew Alexander

From: Wendy Provins - WWA <wwa.office1@gmail.com>
Sent: Monday, July 17, 2023 9:15 AM
To: Matthew Alexander
Subject: RE: hydrants

Hello Matt,

Yes, Columbia County Christian School is likely to receive approval for water service from Warren Water Association Board of Directors at our August 3, 2023, meeting.

I would agree this looks to be the best location for the water meter. Justin Nelson is on vacation until Thursday. I will have him look when he gets back.

Talk to you soon.

Wendy Provins

Secretary-Treasurer

Warren Water Association

PO Box 1014, St. Helens, OR 97051

Phone: 503.397.3280 * Fax: 503.397.1051

wwa.office1@gmail.com

www.warrenwater.org

From: Matthew Alexander <matt@lowercolumbiaengr.com>
Sent: Monday, July 17, 2023 8:48 AM
To: Wendy Provins - WWA <wwa.office1@gmail.com>
Subject: RE: hydrants

Hey Wendy,

When you say "5 feet off the driveway", it's difficult to say which drive you're referring to. Please see the attached site plan. There's the existing Church Lane "driveway" and then there's our new driveways. I have sited the meter within 5' of the new southern driveway on Church Lane. Will this location be acceptable?

Also, because we'd like to turn in the application now, if I fill out the applications for water service, can you at least say that we're likely to receive approval? If so, I can attach your email as an attachment and say we've turned in the application.

Thanks,

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC

Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaengr.com

From: Wendy Provins - WWA <wwa.office1@gmail.com>
Sent: Friday, July 14, 2023 11:10 AM

To: Matthew Alexander <matt@lowercolumbiaengr.com>

Subject: RE: hydrants

Yes, an application needs to be filled out for WWA. Then the Board of Directors must approve the water hook-up at the board meeting (8/3/2023). I can not provide a will serve letter until the Board of Directors approves the new hook up. **The meter needs to be located with in five (5) feet of the driveway.** I'm thinking this would make the water connection off the 6" main on Church Lane.

When you're ready to proceed, please return the application, membership agreement and Cross Connection Survey

Wendy Provins

Secretary-Treasurer

Warren Water Association

PO Box 1014, St. Helens, OR 97051

Phone: 503.397.3280 * Fax: 503.397.1051

wwa.office1@gmail.com

www.warrenwater.org

From: Matthew Alexander <matt@lowercolumbiaengr.com>

Sent: Thursday, July 13, 2023 10:08 AM

To: Wendy Provins - WWA <wwa.office1@gmail.com>

Subject: RE: hydrants

Hey Wendy,

Do I need to fill out the application in order to get the will-serve letter? If that's the case, can you send it to me and I'll try to get it back to you today.

I was also wondering, if service is approved, will the lateral come off the 6" main along Church Lane or will it come off the main in Church Road? I'm trying to locate our water meter....

Thanks!

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC

Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaengr.com

From: Wendy Provins - WWA <wwa.office1@gmail.com>

Sent: Wednesday, July 12, 2023 9:26 AM

To: Matthew Alexander <matt@lowercolumbiaengr.com>

Subject: RE: hydrants

Matt, it was nice to meet with you.

I have combed my records and can not find application or approval by the board for water service for the new Columbia County Christian School. Did you want me to send the application information to you or someone else? If WWA received the application back by July 26, 2023 I can get it on the agenda for the next board meeting, August 3, 2023. I do not see and issue with the board approving this hook-up but have t wait for their approval. I have attached a letter saying we have water on Church Lane, but the board is in the process of reviewing the application. Once approved by the board I can get you're a will serve letter.

I hope this helps and let me know who to send the application to.

Thanks,

Wendy Provins

Secretary-Treasurer

Warren Water Association

PO Box 1014, St. Helens, OR 97051

Phone: 503.397.3280 * Fax: 503.397.1051

wwa.office1@gmail.com

www.warrenwater.org

From: Matthew Alexander <matt@lowercolumbiaengr.com>

Sent: Monday, July 10, 2023 4:18 PM

To: wwa.office1@gmail.com

Subject: FW: hydrants

Hey Wendy,

Please see my email with Justin below. Can you get me a "will serve" letter for the CC Christian School?

Thanks!

Matt Alexander

LOWER COLUMBIA ENGINEERING, LLC

Project Manager

58640 McNulty Way

St Helens, Oregon 97051

CELL 971-404-4110

OFFICE 503-366-0399

EMAIL matt@lowercolumbiaengr.com

From: Justin Nelson <wwa.jnelson@gmail.com>

Sent: Monday, July 10, 2023 4:15 PM

To: Matthew Alexander <matt@lowercolumbiaengr.com>

Subject: Re: hydrants

Your gonna have to have Wendy get that for you. Call her at the office or email her at wwa.office1@gmail.com

I believe that is her email.

On Mon, Jul 10, 2023, 4:12 PM Matthew Alexander <matt@lowercolumbiaengr.com> wrote:

Hey Justin,

WARREN WATER ASSOCIATION

P.O. BOX 1014

ST. HELENS, OREGON 97051

(503) 397-3280 • FAX: (503) 397-1051

TTY: (800) 735-2900

July 12, 2023

Columbia County Christian School
C/O Matt Alexander - Project Manager
58640 McNulty Way
St. Helens, OR 97051

Subj: Hook up & Membership
Church Rd, Warren OR 97053 Property Tax Lot 4119-AC-00700

Warren Water Association has a 6" main on Church Lane to feed the new site for the Columbia County Christian School. The Warren Water Board is in the process of reviewing the application for water service for tax lot 4119-AC-00700.

If you have any questions, please do not hesitate to contact us.

Very truly yours,

WARREN WATER ASSOCIATION



Wendy Provins
Secretary-Treasurer

Site Design Review Submittal Checklist

Applicant's Name: MATTHEW ALEXANDER

Project Name: COLUMBIA COUNTY CHRISTIAN SCHOOL

Project Location: CHURCH ROAD + CHURCH LANE WARREN, OR

Please submit the following checked items with your completed Site Design Review application and fee to Land Development Services:

1. History - Please list previous land use applications and structures on the site. Were they approved or denied? Did the existing uses and structures exist prior to the adoption of the Zoning Ordinance (1984)? What is the year built, "Blt", date on the Assessor's tax print out? Include any current, active or closed code violations; federal, state, local, building, planning, wetland etc. List other pertinent facts about the property and its history.

2. Written Description - Please submit a written project narrative titled "Project Narrative" discussing:

Name of Project. State the project name.

Who. State who owns the property, who is the developer, and who will be the contact person (i.e. project manager) for the project.

What is the project. Please summarize or conceptualize the project that is the subject of your Site Design Review application and what you intend to do.

When will the project take place. Give a time line of your best guess estimate of when you intend to begin and finish the project and what are the stages in-between. If you intend phasing of the project please give a time line of when each phase of the project will take place and what work will take place in that particular phase of the project.

Where is the project. Please describe the location of the project (i.e. Urban Growth Boundary of the nearest city, street address, or nearest County Road, or area of the county (i.e. Spitzenburg area). Your Tax Account Number is always the best way to locate your property.

How do you intend to complete the project and with what help. List the names of those working on the project (i.e. civil engineer for drainage and grading plans, local surveyor for contours, local architect for building elevations, ...etc.)

3. Existing Site Plan:
- Vicinity Map - Please show site in relation to roads and streams in the vicinity of the site.
 - Tax Assessor's Map- Please show site and its relationship to adjoining properties.
 - Detailed Site Plan of site as it exists, with man made & natural features shown.
4. Proposed Site Plan:
- Please show a site plan with proposed structures and improvements as they will appear after the project is complete
5. Grading Plan:
- Relation of property boundaries to cuts and/or grade & fill. Show before and after topography using contours and show all existing features and planned improvements within 200 feet of property boundaries.
 - Slope & Percentage
 - Contour intervals as follows:

Slope 0 to 20%	= 2' contour intervals
Slope > 20%	= 5' or 10' intervals
Slope > 35%	= Identify on plan
 - Quantity of grade and fill. Show stockpiling of soil locations & duration
 - Elevation changes in topography including cuts and/or grade & fills
 - * Please Note that removal or placement of greater than 50 Cubic Yards of rock, dirt, or other material requires a Removal/ Fill Permit from the County Building Department. Removal or fill of 50 Cubic yards or more in wetland areas or navigable waters of the State requires a permit from the Division of State Lands and/or Corps of Engineers.
 - Potential or existing unstable slopes *none*
 - Wetland areas impacted *none*
- all contours*
ESC plan on C-2
6. Drainage Plan: Please include the following if applicable:
- Narrative of purpose & intent *- storm report + calcs*
 - Show all water bodies (rivers, lakes, streams, ponds, marshes, existing drainage ditches) on property
 - Runoff Calcs. using recognized procedure (Rational Formula, TR-55, etc.)

- Design Level - 25 year minimum for Road Standards, 50 year, etc.
- Topographic Map with 5' contour intervals
- Calculations of design discharges for each drainage basin and sub-basin
- Plan & profile of drainage features showing all pipes, ditches, inlets, outlets, including elevations, grades, dimensions and sizes.
- Hydraulic computations used to size drainage features including intersecting lines.
- Downstream impacts from individual lots, as well as entire site.
- Flood Hazard Areas with FEMA Floodplain zones delineated - N/A

7. Wetland Mitigation Plan

- National Wetland Inventory Designation
- Hydric soil type from Soil Survey of Columbia County, Oregon
- Division of State Lands Wetlands Program sign-off

No wetlands distributed or affected. No development within 150'

8. Landscape Plan: Please include the following if applicable:

- Plan View of site with landscaping
- Planting Types/Species: Trees, Shrubs, Bushes, Flowers, Grass
- Existing natural landscape features such as streams, gulleys, rock outcrops
- Planter locations
- Landscape related features: Fencing (Sight Obscuring & Ornamental), Gates, Refuse Containers, Lighting
- Paving & Pedestrian Walkways

9. Architectural Plan/Elevations

- Floor Plan (Plan View)
- Side and End View Elevations

10. Sign Plan:

- Specify Free Standing, On-Building, or both
- Specifications: Type of materials, size with dimensions, location, color, illumination (external or internal)
- Elevations: side, end, with plan view

- 11. Access, Parking & Circulation Plan:
 - Surface Type
 - Show accessibility to site including curb cuts, nearest State Hwy. or County Rd.
 - Show parking lot layout, number of spaces, types of spaces, isle width
 - Show traffic circulation, turn movements, system capacity, directional arrows
 - Show proposed access and right-of-way lines
 - Describe sight distance & limiting features
 - Obtain County Road Access permit from County Road Department
 - Obtain Local Fire Department Access/ Driveway Permit. For Fire Department approval of Access/Driveway Permit:
 - All driveways in excess of 150 feet shall have an approved turnaround
 - Grades must typically be less than 12%. Consult Fire Department for steeper grades
 - Driveway shall be 12 feet wide, all weather surface for one home
 - Address must be marked on sign
 - N/A* Consult Fire Department for bridges and other structural concerns

It's an existing road already permitted. The "driveways" are on subject property.

- 12. Impact Assessment:
 - Traffic Impacts
 - Trip Generation/Destination (Average Daily Trips)? Where From? Where To?)
 - Mode Split - Truck, Automobile, Walk, Other
 - Carrying Capacity
 - Economic/Market - Number of jobs created or number of employees
 - Environmental: Impervious Surface

- 13. Exterior Lighting
 - Type
 - Illuminated Area
 - Wattage/Intensity
 - Manufacture's Specifications/Drawings

- 14. Stormwater & Erosion Control Planning:
 - Conceptual Stormwater Plan
 - Preliminary Stormwater Plan
 - Final Stormwater Plan
 - Preliminary Erosion Control Plan
 - Final Erosion Control Plan
 - Erosion Control Measures

- 15. ^{none} List any current, active or closed code violations (local, state or federal, building, planning, wetlands, etc.) code violations on the subject property.

- 16. Systems Development Charges: UGB St Helens
UGB Scappoose
Other

- 17. School Excise Taxes: Scappoose and St Helens School Districts

- 18. Other:

I, MATT ALEXANDER, have received a copy of this Site Design
 Please Print Name
 Review Submittal Checklist and understand submittal requirements for the application. Any
 outstanding code violations must be brought into compliance before proceeding with this project.

Signature:  Date: 8/9/23



Technical Memorandum

To: Columbia County Land Use Planning
From: Matt Alexander
Date: August 9th, 2023
Subject: CCCS Incomplete Letter Response
Project: 3456

1. Please provide responses and demonstrate how the proposal complies with the following sections of the Columbia County Zoning Ordinance:

- a. CCZO Section 1004.1 - Consistency with the area
- b. CCZO Section 1450 - Transportation Impact Analysis
- c. CCZO Section 1555 - Submittal Documents
- d. CCZO Section 1562 - Landscaping, Buffering, Screening and Fencing

Response: For CCZO Section 1004.1, please see the original narrative as the existing response covered "consistency with the area". For items B through D, please see updated/added narrative responses to sections 1450, 1555, and 1562 as well as the attached Trip Generation Analysis memo and the updated Enlarged Site Plan and Parking & Landscaping Plan.

2. The application states that CCZO Section 1302.2(D) has not been met and that the requirement is "impractical". The submitted narrative states that a sign is being proposed approximately 14' from the north property line, however the submitted design plan sheet C3.I show this sign to be less than 10' from the north property line. If the proposal does not conform to the required 30' setback stated in CCZO 1302.2(D), the applicant shall submit a variance proposal concurrently with the Design Review.

Response: Please see updated Enlarged Site Plan (Sheet C-3.1) and updated narrative responses to CCZO Section 1302.2. The sign has been moved to a location a minimum of 30-feet away from the northern property line. If the proposed sign location is not acceptable for any other reason, the applicant will apply for a sign permit and variance in a separate application at a later date.

The applicant would like to express their frustration with the sign setback required by the County and its code. There is an existing Columbia County Christian School sign located approximately 5-feet from the northern property line. Across the street from the subject property, the Bethany Lutheran Church has a large, 12-foot-tall freestanding sign which is located within a few feet of the Church Road property line despite the property being directly adjacent to the same RR-2 and RR-5 zoned properties. Similarly, the Warren Baptist Church property on Church Road is zoned CS-I, is adjacent to residential properties, and has a large freestanding sign within several feet of the property line. Both signs are larger and much higher than our proposed sign. Finally, Scott Toenjes with Columbia County Public Works stated that "I took a look at it on Friday and we do not have a problem with it being less than the minimum setback. We measured it from the edge of road and it appears that it would not affect sight distance." The applicant feels that requiring an expensive additional application (variance) in order to get approval for a logical sign location that has evidently been approved or ignored in the past (given the existing signage along Church Road) is unfair.



Technical Memorandum

To: Columbia County Transportation Division
From: Andrew Niemi, P.E.
Date: August 08, 2023
Subject: Columbia County Christian School - Trip Generation Analysis
Project: 3456

We have performed a simple trip generation analysis for the proposed Columbia County Christian School at the intersection of Church Lane and Church Road in Warren as well as a trip generation analysis for the site’s previous use. The school to be housed in the proposed development already exists on the adjacent property and all school traffic will continue to use Church Lane to access the school. The Warren Community Fellowship Church, which currently accommodates the school within its building(s), has always required school-related traffic to access the property via Church Lane in order to avoid congestion along the highway. Because of this, the same designation (Private School K-8) has been used to calculate the previous use trip estimation. Given the fact that the school is not increasing its population as a result of this new development, moving the school to the subject property will not result in any additional traffic on Church Lane or Church Road unless or until the school expands sometime in the future.

The existing school employees a staff of 18 and has no plan to hire additional staff for this development. The existing student population is around 130 students and will not increase as a result of this development. The proposed development simply provides a permanent facility in which to house the school. As mentioned above, Church Lane will continue to be used as the entrance and exit point for all school-related traffic. The addition of a school-only parking lot and a drop-off/pick-up loading aisle should help to decongest Church Lane during peak hours of traffic. We developed trip generation estimates for the proposed and previous uses, based on data from the 10th Edition of the ITE Trip Generation Handbook.

PREVIOUS USE TRIP ESTIMATION SUMMARY

ITE	DESCRIPTION	Employees	WEEKDAY PEAKHOUR		
			Trips/Employee	#Students	Total Trips
534	Private School K-8 (on adjacent property using the same route/roads)	18	5.72	18	103
PREVIOUS USE TRIPS					123

PROPOSED USE TRIP ESTIMATION SUMMARY

ITE	DESCRIPTION	Employees	Trips/Employee	WEEKDAY	
				#Employees	Total Trips
534	Private School (K-8) (subject property)	18	5.72	18	103
PROPOSED USE TRIPS					103



Technical Memorandum

To: Columbia County Transportation Division
From: Andrew Niemi, P.E.
Date: August 08, 2023
Subject: Columbia County Christian School - Trip Generation Analysis
Project: 3456

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COLUMBIA COUNTY
Christian School

Juli Tussing

Columbia County Christian School

Type II Site Design Review
Sign Review

Prepared by Lower Columbia Engineering
Submitted to Columbia County
Planning Department
August 2023



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List of Exhibits

Exhibit A: Plan Set (provided under separate cover)

Sheet G-1	Cover Sheet
Sheet G-2	General Notes
Sheet C-1	Existing Conditions Plan
Sheet C-2	Erosion and Sediment Control Plan
Sheet C-3	Overall Site Plan
Sheet C-3.1	Enlarged Site Plan
Sheet C-4	Grading & Stormwater Plan
Sheet C-5	Parking & Landscaping Plan
Sheet C-6	Overall Utility Plan
Sheet C-6.1	Enlarged Utility Plan
Sheet C-7	Illumination Plan
Sheet C-8	Sign Plan & Elevations
Sheet A-1	Modular Floor Plan & Elevations
Sheet D-1	Erosion and Sediment Control Details

Exhibit B: Stormwater Report

Exhibit C: Topographic Survey

Exhibit D: Public Works Email

Exhibit E: CRPUD Will-Serve Letter

Exhibit F: Warren Water Emails/Letter

Exhibit G: Trip Generation Analysis Memo

Exhibit H: Site Design Review Submittal Checklist



1. Project Information

Internal File No: 3456

Applicant: Juli Tussing
PO Box 448
St. Helens, OR 97051
503-317-3630
juli.tussing@gmail.com

Applicants Representative: Matt Alexander
Lower Columbia Engineering
58640 McNulty Way
St. Helens, OR 97051
503-366-0399
matt@lowercolumbiaengr.com

Request: Site Design Review Permit
Sign Review

Location: Church Road & Church Lane
Warren, OR 97053

Tax Lot ID: 4119-AC-00700

Zoning Designation: Community Service - Institutional (CS-I)



2. Project Team

Owner/Developer

Columbia County Christian School
Juli Tussing, Board Member
P.O. Box 448
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juli.tussing@gmail.com

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Land Use Planners

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Matt Alexander, Project Manager
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St. Helens, OR 97051
(503) 366-0399
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Land Surveyor

Reynolds Land Surveying
Dave E. Reynolds, Owner
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Warren, OR 97053
(503) 397-5516
rlssurvey@msn.com



3. Project Narrative

Where

The subject property (tax lot 00700) is a 7.36-acre lot situated in Warren, Oregon off Church Road and 900 feet west of US Highway 30. The property is outside of the urban growth boundary but falls within the jurisdiction of Columbia County and is zoned Community Service - Institutional (CS-I). Church Lane, a private thoroughfare, runs from Church Road through the property and connects to the Warren Community Fellowship Church property which is also owned by the applicant.

Who

The land owner, the Warren Community Fellowship Church, owns and operates the church complex on the adjacent property to the south. The subject property was purchased by the Church in order to provide a new and more permanent location for their private parochial school. Currently, the Church is housing the school on their adjacent property but the student population has grown to a point where a separate facility is necessary.

Juli Tussing, a representative of the Warren Community Fellowship Church, has hired Lower Columbia Engineering to provide land use planning as well as civil and architectural design services. Matthew Alexander is the project manager for Lower Columbia Engineering and will be the primary point of contact throughout the land use process.

What

The proposed use would be the Columbia County Christian School, a recently established private parochial school teaching students in pre-kindergarten up to the 8th grade. It is one of the only private Christian schools in Columbia County. The school is currently housed in the Warren Community Fellowship Church complex on the adjacent property to the south. The student population has grown rapidly over the last few years and the Church has determined that a separate facility sited on the subject property is necessary. The proposed building will have more than double the capacity of the existing facility and will be capable of occupying up to 150 students.

The proposed school will be made up of 11 modular structures housing classrooms, administration space, restrooms, and resource spaces (library, computer lab, etc.). The total area of the proposed structures is 15,840 square feet including 10,080 square feet of classroom space and 1,440 square feet of administrative space. A new parking lot is proposed near the north east corner of the property with access off a private road (Church Lane). The parking area will contain 41 parking stalls and two 25-foot-wide drive aisles that connect to Church Lane, creating a loop off the private road to allow parents to circle through and drop-off or pick up students. Additionally, an 8-foot-wide drop-off/pick-up aisle is proposed on the south end of the parking lot to provide a safe zone for the loading and unloading of children.

Site improvements include new off-street parking facilities, pedestrian circulation and access paths, stormwater infrastructure, and landscaping. A new septic system is proposed towards the center of the property and landscaped swales for stormwater collection and infiltration are proposed within the parking lot and behind the westernmost modular classrooms.

When

The applicant would like to submit for land use approval by July 15 and hopes to be through the land use phase by the middle of September. The proposed school is essential for CCCS's continued growth and the applicant would like to have the new facility available for the majority of the 2023-24 school year.

Site Conditions

There are no impervious surfaces on site except for an existing private road (Church Lane). The site does not contain any existing structures and is almost entirely covered with grass and low shrubs. Warren Creek runs west to east through the south edge of the property and its riparian corridor contains the only trees on the site. A vicinity map is provided in Figure 1 below.

Figure 1. Columbia County Christian School



Requested Approvals

In order to receive the necessary land use permits to construct the new buildings and improvements, the applicant is requesting the following approvals:

- **Site Design Review.** As a new development of over 5,000 square feet, the project will be reviewed through the Type 2 Site Design Review process and approval standards.
- **Sign Review.** One 18 sq. ft. sign is proposed and a sign review application is required.

The above applications are being submitted with this package and the Applicant understands that they will be reviewed by a County planner with an additional review and hearing by the Planning Commission. This narrative contains written responses to all applicable standards, requirements, and approval criteria for each application. Applicable provisions were identified during the pre-application conference with County planning staff on July 27th, 2021.



4. Conformance with the Columbia County Zoning Ordinance

This section of the narrative demonstrates the project's conformance with all applicable provisions of () of the Columbia County Zoning Ordinance. All text in *italics* are direct quotes from the code, which are followed by applicant responses in **blue**.

Section 1000 – Community Service – Institutional

1001 – Purpose

The purpose of this section is to provide for the review and approval of the location and development of special uses which, by reason of their public convenience, necessity, and unusual character or effect on the neighborhood, may not be suitable for listing with the other sections of this Ordinance. The CSI district is intended to provide a mechanism for the establishment of public and private facilities necessary to meet the demand for the various types of public assemblies and public and private institutional facilities. This district is intended to function as a regular district within the Community Service designation.

Response: The applicant understands the purpose of this section and demonstrates conformance with its standards below.

1002 – Permitted uses

- 1. Schools, public or private, and their accompanying sports facilities.**
2. *Government office buildings for local, state, or federal, such as a City Hall, Courthouse, or other similar type building.*
3. *Public or private cemetery, crematory, or mausoleum.*
4. *Hospital, clinic, or sanitarium.*
5. *Extended care facility.*
6. *Civic auditorium or stadium.*
7. *County fairgrounds.*
8. *Correctional facilities.*
9. *Churches.*
10. *Day care centers and private kindergartens.*
11. *Police stations.*
12. *Fire stations.*



13. Ranger stations.
14. Armory.
15. Museum.
16. Library.
17. Private club, fraternal organization, lodge, or grange.
18. Nursing home.
19. Other uses found similar by the Commission.

Response: The proposed use as private parochial school is permitted per item #1 above: "schools, public or private, and their accompanying sports facilities." Therefore, the proposed development meets the criteria of a permitted use.

1003 – Restrictions and Conditions

These public facilities have a direct impact upon adjoining properties. The Commission shall study each request to establish a new CS-I use and shall attach adequate conditions to the approval of a CS-I use to insure the adverse impact of the institutional use upon the adjoining land uses have been mitigated.

Conditions shall include:

- 1. Landscaping, berming, fencing, or screening.*
- 2. Increased off street parking.*
- 3. Limitations on the type and amount of external lighting.*
- 4. Limitations on the number and location of access points which connect with County roads or public ways.*
- 5. The Commission may attach as many conditions, such as setbacks, screening, off-street parking and unloading, construction standards, maintenance and landscaping requirements, as it deems necessary to protect the public health, safety, welfare, the adjoining property owners, and the public interest.*
- 6. Within an Urban Growth Boundary, a new CS-I use shall be served by public water and public sewer. The Commission may waive the requirement for the connection to public sewer if it can be shown that the proposed use can be safely served in another manner. In this case, the Commission will require the CS-I use be connected to public sewer when it becomes available to the site.*
- 7. Day care centers and private kindergartens shall provide not less than 100 square feet per child of outdoor play area. This area shall not be located in the required front yard unless approved by the Commission.*
- 8. Public and private schools shall be on lots or parcels which meet the minimum requirements set by State Statute.*



9. Churches may not be approved on a lot or parcel which has an area of less than 15,000 square feet.

10. Off-street parking shall be provided as required in Section 1400.

Response: The applicant understands that conditions of approval will be determined on a case-by-case basis and will comply with the Planning Commission's decisions. Please see the Enlarged Site Plan, Grading & Stormwater Plan, Parking & Landscape Plan, and Illumination Plan (Sheets C3.1 – C7) and responses to sections 1400 and 1550 for additional information.

1004 – Before a new Community Service - Institutional use is approved outside an Urban Growth Boundary, the Commission must find that the CS-I use:

1. Is consistent with the character of the area.
2. Will not adversely affect natural resources in the area.
3. Will not conflict with farm or forest use in the area.
4. Will not create any traffic hazards.

Response: The school proposed to be sited on the subject property is presently located at the Warren Community Fellowship Church on the adjacent property. Church Lane is used to bring students to and from the existing school site and will continue to be used at the proposed location. Therefore, traffic levels on Church Road and Church Lane will not be adversely affected by this development. The subject property is currently vacant and no conflict with adjacent farm or forestry land is anticipated. The proposed school will consist of modular buildings until funds are raised to construct permanent structures. Modular units are consistent with the character of the area as many of the existing homes on both sides of Church Road are single or double-wide trailers with a similar look. Additionally, there are several modular buildings located on the Warren Community Fellowship Church site to the south. Therefore, the applicant feels that these standards are met.

1005 – Standards

1. There is no designated minimum lot or parcel size. The Commission shall review each proposal on a case-by-case basis and determine if the site is adequate for the proposed use. The site plan shall be reviewed and determined if the site meets all the provisions of this Ordinance, including the off-street parking requirements listed in Section 1400.
2. There are no designated minimum setbacks in this district. The applicant shall submit a letter from the Fire Marshall concerning the necessary setbacks for safety. After reviewing the letter and the adjacent land uses, the Commission shall establish setback requirements for each individual site.

Response: Please see the Overall Site Plan and Parking & Landscaping Plan (Sheets C-3 and C-5). As a conservative approach, front and rear yard setbacks have been shown at 20-feet-wide and side yard setbacks have been shown at 15-feet-wide. The applicant understands that these setback dimensions may change. The CCCS only proposes to utilize one third of the 7.60-acre property and the applicant believes that the lot is more than adequate for the proposed use.



1006 – Signs

Signs shall meet the requirements of Section 1300

Response: Please see Sign Plan and Elevations (Sheet C-8) and narrative responses to Section 1300 for conformance with the Columbia County Zoning Ordinance's sign standards.

Section 1170 – Riparian Corridors, Wetlands, Water Quality, And Fish and Wildlife Habitat Protection Overlay Zone

1171 – Purpose

A. The purpose of this Section is to protect and restore water bodies and their associated riparian corridors, thereby protecting and restoring the hydrological, ecological and land conservation function these areas provide. Specifically, this Section is intended to protect habitat for fish and other aquatic life, protect habitat for wildlife, protect water quality for human uses and for aquatic life, control erosion and limit sedimentation, prevent property damage during floods and storms, protect native plant species, and conserve the scenic and recreational values of riparian areas.

B. This Section meets the above purpose by prohibiting structures and other development from riparian areas around fish-bearing lakes, rivers, streams and associated wetlands, and by prohibiting vegetation removal and/or other vegetative alterations in riparian corridors. In cases of hardship, the Section provides a procedure to reduce the riparian corridor boundary. Alteration of the riparian corridor boundary in such cases shall be offset by appropriate restoration or mitigation, as stipulated in this Section.

C. For the purposes of this Section, "development" includes buildings and/or structures which require a building permit under the State of Oregon Uniform Building Code, as amended, or any alteration in the riparian corridor by grading, placement of fill material, construction of an impervious surface, including paved or gravel parking areas or paths, and any land clearing activity such as removal of trees or other vegetation.

D. This Section does not apply to land legally used for commercial forestry operations or standard farm practices, both of which are exempt from these riparian corridor protection standards. The use of land for commercial forestry is regulated by the Oregon Department of Forestry. The use of land for standard farm practices are regulated by the Oregon Department of Agriculture, with riparian area and water quality issues governed specifically by ORS 568.210 to ORS 568.805.

E. The provisions of this riparian protection overlay zone do not exempt persons or property from state or federal laws that regulate protected lands, water, wetland or habitat areas. In addition to the restrictions and requirements of this Section, all proposed development activities within any wetland area may be subject to applicable state and federal agency standards, permits and approval. The applicant shall be responsible for contacting the appropriate state or federal agencies to determine whether all applicable development requirements have been met.

Response: Please see the Existing Conditions Plan and Overall Site Plan (Sheets C-1 and C-3). The south portion of the subject property contains a riparian corridor associated with Warren Creek. However, the proposed development and all related grading work will only affect the northern portion of the site. No



construction or grading are proposed within 150 feet of sensitive lands within the property and there will be no disturbance to any wetlands, waterways, or associated riparian areas. Therefore, these standards are not applicable.

[...]

Section 1300 – Signs

[...]

1302 – General Provisions

1. Design Review: *In addition to complying with the standards in this Section, the design and color of commercial and industrial signs and supporting structures of signs 100 square feet or larger in size shall be compatible with the architectural design and color of existing and proposed buildings on the site as determined during site design review according to the provisions of Section 1550 of this Ordinance.*

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. The proposed signage is approximately 18 square feet and the combined area of the signage and base does not exceed the 100 square feet minimum (90 square feet total). Therefore, these standards are not applicable

2. Setbacks:
 - A. *All signs shall be situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions and shall not overhang or encroach upon public rights of way.*
 - B. *Unless otherwise specified, all signs in residential zoning districts shall observe the yard setback requirements of the zoning district in which they are located.*
 - C. *No setbacks from property lines shall be required for signs in non-residential zoning districts except that in all zoning districts, setbacks shall be required at corners as may be necessary to provide adequate corner vision or in cases where a sign is placed adjacent to a street, as provided is 1302.2(D), below.*
 - D. *Setbacks shall be required which comply with setback requirements of the abutting residential zoning district when a sign is placed on a parcel abutting a street (except Highway 30), which separates a non-residential parcel from a residential parcel or when a sign is placed on a property line separating a non-residential parcel from a residential parcel.*

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. The sign will be installed a minimum of 30 feet behind the north property line and 46 feet away from the



roadway (Church Road). The subject property is zoned Community Service – Institutional (CS-I) and, as a non-residential zone, no setback is required. The applicant feels that signage located further than 15 feet from the property line (over 35 feet from the roadway) would be impractical and – given the existing conditions – very difficult for passersby to see from Church Road. However, the County requires the sign to be a minimum of 30-feet beyond the property line and the applicant has met that standard.

3. Visual Obstructions: No sign shall be situated in a manner which results in the complete visual obstruction of an existing sign.

Response: Please see Existing Conditions Plan and Enlarged Site Plan (Sheets C-1 and C-3.1). There are no existing signs on the subject property. Therefore, this standard is not applicable.

4. Illuminated Signs: Artificially illuminated signs, or lights used to indirectly illuminate signs, shall be placed, shielded, or deflected so as not to shine into residential dwelling units or structures. The light intensity of an illuminated sign shall not exceed the following standards:

- A. No exposed reflective type bulb, par spot or incandescent lamp, which exceeds twenty-five (25) Watts, shall be exposed to direct view from a public street or highway, but may be used for indirect light illumination of the display surface of a sign.
- B. When neon tubing is employed on the exterior or interior of a sign, the capacity of such tubing shall not exceed three hundred (300) milliamperes rating for white tubing or one hundred (100) milliamperes rating for any colored tubing.
- C. When fluorescent tubes are used for the interior illumination of a sign, such illumination shall not exceed:
 - 1) Within Residential Zoning Districts: Illumination equivalent to four hundred twenty-five (425) milliamperes rating tubing behind a Plexiglas face with tubes spaced at least seven (7) inches apart, center to center.
 - 2) Within Non-Residential Zoning Districts: Illumination equivalent to eight hundred (800) milliamperes rating tubing behind a Plexiglas face spaced at least nine (9) inches apart, center to center.

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. The proposed sign will not be illuminated. Therefore, these standards are not applicable.

5. Non-conforming Signs: Signs and sign structures not conforming to the requirements of this ordinance shall be subject to the provisions of Section 1506, Non-Conforming Uses, except that:
 - A. Copy: The Copy of a legal non-conforming sign may be changed. For purposes of this Section, "Copy" is defined as text or images on the face of the sign.
 - B. Discontinuance: A non-conforming sign shall be considered to be abandoned and discontinued if there is no Copy on the display surface for a period of six (6) consecutive months. If the discontinuance is for a period greater than six (6) consecutive months, the



building or land on which is the sign is located shall thereafter be occupied and used only for a conforming use.

- C. *Non-conforming Signs of Size Greater than 200 Square Feet:* *Signs with a sign area greater than 200 square feet are prohibited except that legal non-conforming signs greater than 200 square feet which are documented in "A Photo Inventory of Billboard Signs Existing Within Unincorporated Columbia County," are permitted to the extent that they comply with this Section, and Section 1506, Non-conforming Uses.*
- D. *Notwithstanding Section 1506.9 and 1506.5, a legal non-conforming sign may not be expanded.*

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). The proposed sign conforms with the Zoning Ordinance and no additional signage is proposed. Therefore, these standards are not applicable.

- 6. *Sign Clearance:* *A minimum of 8 feet above sidewalks and 15 feet above driveways shall be provided under free-standing signs.*

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). The only proposed signage is a monument sign. Therefore, this standard is not applicable.

[...]

1313 – Commercial and Industrial Districts

(1) *Signs Permitted:* *Signs shall be permitted in Commercial and Industrial zoning districts subject to the provisions of this Section, except to the extent such provisions conflict with the specific development standards for signs in the underlying zoning district.*

(2) *Limit on Sign Area:* *Except as otherwise permitted in Section 1302.5, no sign having a sign area greater than 200 square feet shall be permitted.*

(3) *Aggregate Sign Area Per Parcel.*

A. Except as otherwise provided herein, the maximum permitted area of all signs, including the total area of each face of a double-faced sign, or the sole face of a single faced sign for each parcel, is as follows: 40 square feet; plus 1) For the first fifty (50) linear feet of building frontage on a public road, an additional square foot of sign area per linear foot of building frontage on such public road; plus 2) For the next two hundred and twenty (220) linear feet of building frontage on a public road, an additional one-half (½) square foot of sign area per linear foot of building frontage on such public road.

B. For the purpose of this section, "building frontage" means the linear length of a building facing a public right of way or the linear length of the public right of way facing a building, whichever is smaller.

C. The area of any legal non-conforming sign which is greater than 200 square feet in size shall not be included in the calculation of maximum sign area per parcel under this Section.



D. The area of any temporary sign permitted under 1313.7 shall not be included in the calculation of maximum sign area per parcel under this section.

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). The proposed sign has an area of 18 square feet. The combined area of the sign and the sign base is 90 square feet. The proposed development has 260 feet of building frontage along Church Road resulting in 195 square feet of allowable sign area. No temporary or non-conforming signs are proposed. Therefore, these standards are met.

(4) Free Standing Signs: Free standing signs, including ground mounted signs, must comply with the following additional standards:

A. Height: Free standing signs shall not exceed 20 feet in height above grade or above road grade, whichever is higher.

B. Total Area: The total sign area of all freestanding signs allowed by this section plus the area of all other allowed signs on the parcel shall not exceed the aggregate sign limits for the parcel as provided in Section 1313.3.

C. Center/Complex Signs: Only one freestanding sign shall be allowed for a center/complex even when there is more than one parcel in or owner of the center/complex, unless one additional sign is needed to provide identification of the development at a major public access point on a different roads. No more than two freestanding signs will be allowed. For purposes of this Section, "Center/Complex" means any number of businesses greater than one which share the same site using common points of ingress and egress and/or common parking facilities. Legal nonconforming signs shall not be included in the calculation of the number of freestanding signs per parcel under this Section.

D. Illumination: Free standing signs may be illuminated subject to subsection 1302.4.

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. The proposed sign meets the area requirements of 1313.3, will not be illuminated, and does not exceed 20 feet in height. Therefore, these standards are met.

(5) Building Mounted Signs: Signs mounted or painted on buildings must comply with the following additional standards:

A. Area. The total sign area of all building mounted signs allowed pursuant to this section in addition to the area of all other allowed signs per parcel shall not exceed the aggregate sign limits for the parcel as provided in section 1313.3.

B. Height. Building mounted signs shall not extend more than four (4) feet above the roof of the building on which it is mounted.

C. Illumination. Building mounted signs may be illuminated subject to the illumination standards set forth in subsection 1302.4.

Response: No building mounted signs are currently proposed for this development. Therefore, this standard is not applicable.



(6) Traffic Control/Directional Signs: On-site traffic control and directional identification signs shall be required as may be necessary, commensurate with the size and use of the site, in conjunction with site design review, if such review is required. Centers/ complexes combining several uses shall provide tenant directories, or building identification and directional signing oriented toward onsite vehicle and pedestrian circulation.

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. No building mounted signs or traffic control/directional signs are proposed for this development. Therefore, these standards are not applicable.

(7) Temporary Signs: Signs of a temporary nature may be allowed provided they meet the following standards. For purposes of this section, "temporary" shall mean not to exceed one year.

- A. The temporary sign area shall not exceed 60 square feet.
- B. The temporary sign shall observe the setback provisions under subsection 1302.2.
- C. Only one temporary sign shall be permitted per parcel.
- D. The temporary sign shall not be artificially illuminated.
- E. The temporary sign shall be removed from the premises after the one-year temporary sign period has expired.

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. Temporary signs are not proposed for this development. Therefore, this standard is not applicable.

(8) Animated or Video Signs Prohibited: No sign shall contain, include, or be illuminated by any flashing, intermittent, revolving, rotating, or moving light or move or have any animated or moving parts except that this Section shall not apply to:

- A. Traffic control signs.
- B. Signs, displays, devices, or portions thereof with lights that may be changed at intermittent intervals by electronic process or remote control. The maximum size of the display area for such changing numbers or letters is ten (10) square feet

Response: Please see Enlarged Site Plan and Sign Plan & Elevations (Sheets C-3.1 and C-8). A single free-standing monument sign is proposed near the intersection of Church Road and Church Lane. No animated or video signs are proposed for this development. Therefore, these standards are not applicable.

[...]



Section 1400 – Off Street Parking and Loading Requirements

1401 – General Provisions

At the time of the erection of a new building, or an addition to an existing building, or any change in the use of an existing building, structure, or land which results in an intensified use by customers, occupants, employees, or other persons, off-street parking and loading shall be provided according to the requirements of this section.

1402 – Continuing Obligation

The provisions for and maintenance of off-street parking and loading facilities shall be a continuing obligation of the property owner. No building or any other required permit for a structure or use under this or any other applicable rule, ordinance, or regulation shall be issued with respect to off-street parking and loading, or land served by such land, until satisfactory evidence is presented that the property is, and will remain, available for the designated use as a parking or loading facility

1403 – Use of Space

- (1) Required parking spaces shall be available for parking of vehicles of customers, occupants, and employees.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). Parking spaces are proposed for the use of parents and faculty/staff. Therefore, this standard is met.

- (2) No parking of trucks, equipment, or the conduct of any business activity shall be permitted on the required parking spaces.*

Response: The applicant understands that no parking of trucks, equipment, or the conducting of business will be allowed on or within the required parking spaces. Therefore, this standard will be met.

- (3) Required loading spaces shall be available for the loading and unloading of vehicles concerned with the transportation of goods and services.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). Given that the proposed use is a private elementary school, a specific loading space is not proposed. However, an 8-foot-wide by 122-foot-long student drop-off/pick-up aisle is proposed along the front entrance sidewalk. Although loading and unloading of goods is not expected for this development, the drop-off/pick-up aisle could be used if loading or unloading is ever necessary. Therefore, the applicant believes that this standard is not applicable.

- (4) Excepting residential and local commercial districts only, loading areas shall not be used for any other purpose than for loading and unloading.*

Response: Please see response to 1403(3) above.



(5) In any district it shall be unlawful to store or accumulate goods in a loading area in a manner which would render the area temporarily or permanently incapable of immediate use for loading operations.

Response: Please see response to 1403(3) above.

1404 – Joint Usage of Facilities

Owners of two or more uses, structures, or parcels of land may agree to utilize jointly the same parking and loading spaces when hours of operation do not overlap, provided that satisfactory legal evidence is presented to the Planning Director in the form of deeds, leases, or contracts securing full access to such parking or loading areas for all the parties jointly using them.

Response: Joint usage of facilities is not proposed for this development. Therefore, this standard is not applicable.

1405 – Plans Required

A plot plan shall be submitted in duplicate to the Director with each application for a building permit or for a change of classification to OP. The plot plan shall include the following information:

- (1) Dimensions of the parking lot.*
- (2) Access to streets and location of curb cuts.*
- (3) Location of individual parking spaces.*
- (4) Circulation pattern.*
- (5) Grade and drainage.*
- (6) Abutting property.*
- (7) A landscaping plan which shall include the location and names of all vegetation, and the location and size of fencing or other screening material.*

Response: Please see the Enlarged Site Plan, Grading & Stormwater Plan and Parking & Landscape Plan (Sheets C-3.1, C-4 and C-5). The information listed above has been included on these sheets.

1406 – Location

- (1) Spaces required by this section shall be provided on the site of the primary uses, provided that, when practical difficulties prevent their establishment upon the same site, the Planning Director may permit the facility to be located within 300 feet therefrom, measured in a straight line (including streets and alleys) from the nearest property line to the nearest parking space; but in any case the location shall meet all provisions of this ordinance which apply.*
- (2) Loading spaces and maneuvering area shall be located only on or abutting the property served.*



Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). All proposed parking for this development is located on the subject property. Please see narrative response to 1403(3) for loading space information. Therefore, these standards are met.

[...]

1408 – Design Standards

(1) Scope:

A. These design standards shall apply to all parking, loading, and maneuvering areas except those for single and two-family residential dwellings on individual lots.

B. All parking and loading areas shall provide for the turning, maneuvering, and parking of all vehicles on the lots.

1409 – Loading Spaces:

(1) Apartment: Each required space shall be at least 12 feet in width and 25 feet in length.

(2) Commercial: Each required space shall be at least 12 feet in width and 35 feet in length.

(3) Industrial: Each required space shall be at least 12 feet in width and 60 feet in length.

(4) Clearance: The height of each required loading space shall provide a minimum vertical clearance of 13 feet.

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). Given that the proposed use is a small-sized private elementary school, a specific loading space is not proposed. However, an 8-foot-wide by 122-foot-long student drop-off/pick-up aisle is proposed along the front entrance sidewalk. Although loading and unloading of goods is not expected for this development, the drop-off/pick-up aisle could be used if loading or unloading is ever necessary. Therefore, the applicant believes that this standard is not applicable but has provided an alternate option should the need arise.

1410 – Size:

(1) The standard size of a parking space shall be 9 feet by 18 feet.

(2) Handicapped parking spaces shall be 12 feet by 18 feet.

(3) Parallel parking, the length of the parking space shall be increased to 22 feet.

[...]

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). All proposed parking stalls are 9-foot-wide by 18-foot-long. The two required accessible parking stalls are 9-foot-wide by 18-foot-long with a 9-foot-wide by 18-foot-long access aisle between. Therefore, these dimensional standards are met.



1411 – Aisles:

Aisles shall not be less than:

- (1) 25'-0" in width for 90 degree parking;
- (2) 20'-0" in width for 60 degree parking;
- (3) 20'-0" in width for 45 degree parking;
- (4) 12'-0" in width for parallel parking.

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). All proposed drive aisles are 25-foot-wide in order to provide two-way access for 90-degree parking stalls. Therefore, the proposed parking lot meets standard 1411(1) above.

1412 – Access:

There shall be no more than one 45 foot wide curb cut driveway per 150 feet of street frontage, or fraction thereof, permitted per site.

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). There is one existing 35-foot-wide access point off Church Road and no new accesses are proposed on the public thoroughfare. Two 25-foot-wide access points are proposed off Church Lane, a private thoroughfare which is located on the subject property. Therefore, this standard is met.

1413 – Surfacing and Marking:

(1) The surfacing of each parking area shall meet minimum County standards to handle the weight of the vehicles which will use the parking area. All areas used for parking and maneuvering of vehicles shall be marked in accordance with the approved plan and such marking shall be continuously maintained. Handicapped parking spaces shall be marked with a wheelchair symbol.

(2) The parking and loading areas for commercial, industrial, or apartment uses shall be paved with concrete, asphaltic concrete, or another comparable surface.

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). All proposed parking areas will be paved with asphaltic concrete, will be marked per the approved drawings, and shall be continuously maintained. Therefore, these standards are met.

1414 – Drainage and Lighting:

Adequate drainage shall be provided to dispose of the run-off generated by the impervious surface area to the parking area. The drainage system shall function so it will not adversely affect adjoining property. Artificial lighting shall be provided in such a manner as to ensure the safety of the parking area without interfering with adjoining properties or creating traffic hazards on adjoining streets.

Response: Please see the Grading & Stormwater Plan and Illumination Plan (Sheets C-4 and C-7) as well as the attached stormwater report (Exhibit B). The proposed grading in the parking lots has been



designed to adequately drain the impervious surface to a central detention swale. The detention swale is designed to overflow into a larger retention (infiltration) swale to the south. This larger swale will have an overflow weir that spill into a ditch proposed along Church Lane. The overflow weir and ditch will only be necessary during a 100-year storm event and have been designed to safely convey stormwater to the south (following the natural drainage pattern of the site) where it will flow into the riparian area around Warren Creek.

The proposed illumination has been designed to provide safe conditions within the parking lot and along pedestrian walkways/ramps with minimal spillover onto adjoining properties or rights-of-way. Therefore, these standards are met.

1415 – Parking Areas:

All parking areas, excluding one and two-family dwellings, shall meet the following requirements:

- (1) *All parking areas of less than 20 parking spaces shall have one handicapped parking space. Parking areas with more than 20 spaces shall provide one handicapped parking space for every 50 standard parking spaces.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). There are 41 proposed parking stalls including two accessible stalls with a 9-foot-wide access aisle between. Therefore, this standard is met.

- (2) *All parking areas shall be divided into bays of not more than 20 parking spaces. Between, and at the end of each parking bay, there shall be planters which have a minimum width of 5 feet and be at least 17 feet in length. Each planter shall contain one major structural tree and ground cover which has been deemed appropriate by the Director. Truck loading areas need not comply with the preceding requirements.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). There are 41 proposed parking stalls which are divide into bays of no more than seven contiguous stalls. Each of these bays are divided by planters that exceed the five-foot-wide by 17-foot-long requirement. These planters include one major structural tree (Chinese Dogwood), ground cover (Kinnikinic), and screening shrubs/trees (Oregon Grape/Northern White Cedar). Assuming the proposed plantings are deemed appropriate, these standards are met.

- (3) *Parking areas shall be separated from the exterior wall of a structure, exclusive of paved pedestrian entranceways, by a 5 foot strip of landscaping.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The parking lot is separated from all proposed structures by a minimum 6-foot-wide landscape strip. Therefore, this standard is met.

- (4) *Industrial or commercial parking areas, which about a residential or apartment district, shall meet the building setback of the most restrictive adjoining residential or apartment district.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The subject property abuts a residential district (RR-2) which has a minimum front yard setback of 50 feet



and a minimum side/rear yard setback of 30 feet. The proposed structures are setback a minimum of 79 feet from the front property line and a minimum of 60 feet from all other property lines. Therefore, these standards are met.

- (5) *When industrial or commercial parking areas adjoin a residential or apartment district, there shall be a sight obscuring planting, which is at least 80 percent opaque and when viewed horizontally from between 2 and 8 feet above ground level. This planting shall be composed of materials which are an adequate size so as to achieve the required degree of screening within 12 months after installation.*

Response: Please see the Parking & Landscape Plan (Sheet C-5). Screening trees (Northern White Cedar), screening shrubs (Oregon Grape), and ground cover (Kinnikinic) have been proposed in the landscaped area between the parking lot and northern property line in order to shield the residential properties and roadway from the proposed parking lot. Additionally, the parking lot elevation will be four to five feet below the adjacent roadway (Church Road) which should help these proposed plantings screen the parking area. Therefore, these standards will be met.

- (6) *Parking areas shall be set back from a lot or parcel line adjoining a street. The setback area shall be landscaped.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The proposed parking lot is set back a minimum of 13 feet from the front yard property line and the area between is landscaped with trees and screening shrubs. Therefore, this standard is met.

- (7) *All parking area setbacks shall be landscaped with major trees, shrubs, and ground cover as approved by the Director.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The proposed parking lot is set back a minimum of 13 feet from the front yard property line and the area between is landscaped with screening trees (Northern White Cedar), shrubs (Oregon Grape), and ground cover (Kinnikinic). Additionally, the parking lot elevation is four to five feet below the adjacent roadway (Church Road) which should help the plants screen the parking area. Therefore, this standard is met.

- (8) *A minimum of 10 percent of the parking area shall be landscaped and maintenance of the landscaping shall be the owner's responsibility.*

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The total parking area is 23,952 square feet which contains 4,421 square feet of landscape area. This landscaped area represents 18.5% of the total parking area. Therefore, this standard is met.

- (9) *Internal pedestrian connections shall be provided in parking lots with greater than ten (10) parking spaces. These connections shall be a minimum of five (5) feet wide and distinguished from vehicular areas through changes in elevation or contrasting paving materials (such as light-color concrete inlay between asphalt). Paint or thermo-plastic striping and similar types of nonpermanent applications may be approved for crossings of parking lot areas that do not exceed 24 feet in crossing length.*



Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The proposed parking lot contains 9-foot-wide crosswalks connected to a 9-foot-wide accessible pedestrian walkway. The proposed walkway is concrete to contrast with the surrounding pavement. The associated crosswalks will be thermos-plastic or painted striping. Therefore, this requirement is met.

(10) *In urban growth boundaries and urban unincorporated communities, parking lots for commercial, industrial, and public/quasi-public uses that have designated employee parking and more than 20 parking spaces shall provide at least 10% of the employee parking spaces (with a minimum of two spaces) as preferential long-term carpool and vanpool parking spaces. Preferential carpool and vanpool parking spaces shall be closer to the entrances of the building than other parking spaces, with the exception of ADA accessible parking spaces.*

Response: The subject property is not located within the urban growth boundary of any municipality. Additionally, this development's use as an elementary school means that most of the parking will be used by employees since the students cannot drive. Therefore, designated employee parking spaces are not proposed. However, two long-term carpool/vanpool parking stalls have been located nearest the entrance. Therefore, this standard is met.

(11) *A portion of existing parking areas may be redeveloped for transit-oriented improvements, such as a bus stops and pullouts, bus shelters, park and ride stations, transit-oriented developments, and similar facilities, where identified in or consistent with an adopted County transit plan. Subject sites incorporating transit improvements as part of a development proposal are eligible for up to a 10% reduction in required vehicular parking spaces.*

Response: Please see Existing Conditions Plan and Parking & Landscape Plan (Sheets C-1 and C-5). The subject property contains no existing parking facilities. An existing transit stop is located nearby at the Warren Baptist Church (CC Rider) but no transit-oriented improvements are proposed for this development. Therefore, this standard is not applicable.

1416 – Minimum Required Off-Street Parking Spaces:

[...]

(2) Public and Semi-Public Buildings and Uses

Elementary, Junior High and equivalent private or parochial school: One space for 84 square feet of floor area in the main auditorium or 1 space for each 12 seats or 24 feet of bench length, whichever is greater.

[...]

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). There are a total of 150 seats proposed - which are divided between the modular classrooms - and no auditorium is proposed at this time. Per the standard above, 150 seats require a total of 13 parking stalls ($150/12 = 12.5$) and 41 parking stalls are proposed. These include two ADA stalls and two vanpool/carpool stalls. Therefore, this standard is met.



1416 – Minimum Required Bicycle Parking Spaces:

[...]

(1) *The following are the required number of bicycle parking spaces:*

[...]

(C) *Schools. Elementary and junior high schools, including private or parochial, shall provide one bicycle parking space for every 10 students and employees. High schools shall provide one bicycle parking space for every five (5) students and employees. All spaces shall be sheltered under an eave, overhang, independent structure, or similar cover.*

[...]

Response: Please see the Enlarged Site Plan and Parking & Landscape Plan (Sheets C-3.1 and C-5). The school population, including staff and students, is estimated to be 175 people which requires a total of 18 sheltered bicycle parking spaces. A covered bicycle parking area is proposed along the entry sidewalk with room for 25 bicycles. Therefore, this standard is met.

Section 1450 – Transport Impact Analysis

Transportation Impact Analysis (TIA) must be submitted with a land use application if the proposal is expected to involve one or more of the conditions in 1450.1 (below) in order to minimize impacts on and protect transportation facilities, consistent with Section 660-012-0045(2)(b) and (e) of the State Transportation Planning Rule.

1. *Applicability – A TIA shall be required to be submitted to the County with a land use application if the proposal is expected to involve one (1) or more of the following:*

- A. Changes in land use designation, or zoning designation that will generate more vehicle trip ends.*
- B. Projected increase in trip generation of 25 or more trips during either the AM or PM peak hour, or more than 400 daily trips.*
- C. Potential impacts to intersection operations.*
- D. Potential impacts to residential areas or local roadways, including any non- residential development that will generate traffic through a residential zone.*
- E. Potential impacts to pedestrian and bicycle routes, including, but not limited to school routes and multimodal roadway improvements identified in the TSP.*
- F. The location of an existing or proposed access driveway does not meet minimum spacing or sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles are likely to queue or hesitate at an approach or access connection, thereby creating a safety hazard.*
- G. A change in internal traffic patterns may cause safety concerns.*



H. A TIA is required by ODOT pursuant with OAR 734-051.

I. Projected increase of five trips by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) per day, or an increase in use of adjacent roadways by vehicles exceeding 26,000-pound gross vehicle weight (13 tons) by 10 percent.

Response: Please see the attached Trip Generation Analysis (Exhibit X). As previously stated, the school to be housed in the proposed development already exists on the adjacent property and all school traffic will continue to use Church Lane to access the school. The Warren Community Fellowship Church, which currently accommodates the school within its building(s), has always required all school-related traffic to access the property via Church Lane in order to avoid congestion along the highway. Therefore, moving the school to the subject property will not result in any additional traffic on Church Lane or Church Road until the school expands sometime in the future. Last year the school had a total population of 150 students and staff and it is estimated to host the same population this coming school year. In the past Church Lane has filled up with parents waiting to drop off students because the church property did not have adequate circulation for this daily event. The proposed school-only parking lot and new drop-off/pick-up aisle should alleviate much of the existing congestion on Church Lane at the beginning and end of each school day. Given the fact that Church Lane and Church Road will continue to host the same amount of school-related traffic, and the fact that congestion should be reduced by the proposed improvements, the applicant believes that a Traffic Impact Analysis is unnecessary.

2. Consistent with the County's Guidelines for Transportation Impact Analysis (TIA), a landowner or developer seeking to develop/redevelop property shall contact the County at the project's outset. The County will review existing transportation data to establish whether a TIA is required. It is the responsibility of the applicant to provide enough detailed information for the County to make a determination. An applicant should have the following prepared, preferably in writing:

- A. Type of uses within the development*
- B. The size of the development*
- C. The location of the development*
- D. Proposed new accesses or roadways*
- E. Estimated trip generation and source of data*
- F. Proposed study area*

If the County cannot properly evaluate a proposed development's impacts without a more detailed study, a TIA will be required. The County will provide a scoping summary detailing the study area and any special parameters or requirements, beyond the requirements set forth in the County's Guidelines for Transportation Impact Analysis, when preparing the TIA.

Please see the attached Trip Generation Analysis (Exhibit X), drawings (Exhibit A) as well as the narrative response to 1450(1) above. The Trip Generation Analysis is based on the 10th Edition of the ITE Trip Generation Handbook.

3. Approval Criteria. When a TIA is required, a proposal is subject to the following criteria:

- A. The TIA addresses the applicable elements identified by the County Public Works Director and the County's Guidelines for Transportation Impact Analysis;*



B. The TIA demonstrates that adequate transportation facilities exist to serve the proposed development or, identifies mitigation measures that resolve identified traffic safety problems in a manner that is satisfactory to the County Public Works Director and, when state highway facilities are affected, to ODOT;

C. For affected non-highway facilities, the TIA establishes that mobility standards adopted by the County have been met; and

D. Proposed public improvements are designed and will be constructed consistent with County Road Standards and access spacing standards in the Transportation System Plan.

4. Conditions of Approval.

A. The County may deny, approve, or approve a proposal with conditions necessary to meet operational and safety standards; provide the necessary right-of-way for improvements; and to require construction of improvements to ensure consistency with the future planned transportation system.

B. Construction of off-site improvements may be required to mitigate impacts resulting from development that relate to capacity deficiencies and public safety; and/or to upgrade or construct public facilities to County Standards. Improvements required as a condition of development approval, when not voluntarily provided by the applicant, shall be roughly proportional to the impact of the development on transportation facilities. Findings in the development approval shall indicate how the required improvements directly relate to and are roughly proportional to the impact of development.

Section 1550 – Site Design Review

The Site Design Review process shall apply to all new development, redevelopment, expansion, or improvement of all community, governmental, institutional, commercial, industrial and multi-family residential (4 or more units) uses in the County.

1551 – Types of Site Design Review

[...]

(B) Type 2: Projects, developments and building expansions which meet any of the following criteria:

- (1) have an area of 5,000 sq.ft. or more, or are 10% or more of the square footage of an existing structure.*
- (2) Change the category of use (e.g., commercial to industrial, etc.)*
- (3) New off-site advertising signs or billboards.*
- (4) Any project meeting any of the Type 2 criteria shall be deemed a Type 2 Design Review application.*



Response: Please see the Enlarged Site Plan (Sheet C-3.1). The proposed development includes 15,048 square feet of new building area and is therefore subject to the Type 2 Site Design Review standards. Please see narrative responses to the Site Design Review criteria below.

[...]

1555 – Submittal Documents

The following documents, when applicable, are required for a Site Design Review. The scope of the drawings and documents to be included will be determined at the pre-application conference by the Pre-application Conference Committee, and a Site Design Review Submittal Checklist will be given to the applicant, documenting which items are deemed not applicable or not necessary to determine compliance with County and State standards, with a short explanation given for each item so determined.

A. History.

Response: The site has been vacant for over 30 years and has not housed any structures except Church Lane since at least 1990 (based on historical aerial imagery from GoogleEarth). Based on aerial imagery, the site has not been used for agriculture since the early 1990s unless the field was cut for hay. However, there is no evidence that hay was produced on the property. No land use applications have been filed for the subject property in the last ten years. According to the property owner “the land was in farm deferral in 2000 and remained in deferral until it was rezoned to Community Service – Institutional (CSI) in 2018. There are no impervious surfaces on site except for an existing private road (Church Lane) and it is still almost entirely covered with grass and low shrubs. Warren Creek runs west to east through the south edge of the property and its riparian corridor contains the only trees on the site. A vicinity map is provided in Figure 1 in Section 3 of this narrative. The only existing utility on site is an existing 6” public water main maintained by the Warren Water Association.

B. Project Narrative

Response: Please see Section 3 of this document titled Project Narrative for the “who, what, when, where and how” information.

C. Existing site plan.

Response: Please see sheet Exhibit A for items B, D, E, F, H, I, J, and K. All required drawings have been provided in **Exhibit A**.

D. Proposed site plan.

E. Grading plan.

F. Drainage plan.

G. Wetland mitigation plan. Goal 5 Resource Protection Plans (streams, wetlands, riparian areas, natural areas, fish and wildlife habitat).



Response: Please see the Overall Site Plan on sheet C-3. No work is proposed within 150-feet of any wetland, stream, riparian area, habitat, etc. and none of these natural areas existing on the subject property will be disturbed. As such, a wetland mitigation plan is not necessary.

H. Landscaping plan.

I. Architectural plans.

J. Sign drawings.

K. Access, parking and circulation plan.

L. Impact assessment.

Response: An impact assessment was not required or suggested during the pre-application meeting and the proposed development will not adversely affect any existing wetland, stream, riparian corridor, or any other natural area. No work is proposed within 150-feet of any of the aforementioned areas. Therefore, an impact assessment is not necessary.

M. Site Design Review Submittal Checklist.

Response: Please see attached Site Design Review Submittal Checklist.

1562 – Landscaping: Buffering, Screening and Fencing

A. General Provisions:

1. Existing plant materials on a site shall be protected to prevent erosion. Existing trees and shrubs may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the trees or shrubs.

2. All wooded areas, significant clumps or groves of trees, and specimen conifers, oaks or other large deciduous trees, shall be preserved or replaced by new plantings of similar size or character.

Response: Please see the Existing Conditions Plan, Proposed Site Plan and Parking & Landscape Plan (Sheets C-1, C-3 and C-5). All existing trees on the site are located along Warren Creek on the south end of the property. This area will not be disturbed and no trees or plantings will be removed. The proposed development sits on the north end of the property which is currently covered in grass and a few shrubs. The proposed shrub plantings far outnumber the few shrubs that will be removed and the proposed tree plantings will only add to the number of trees on site since no existing trees are proposed to be removed. Therefore, these standards will be met.

B. Buffering Requirements:

1. Buffering and/or screening are required to reduce the impacts on adjacent uses which are of a different type. When different uses are separated by a right of way, buffering, but not screening, may be required.



2. A buffer consists of an area within a required setback adjacent to a property line, having a width of up to 10 feet, except where the Planning Commission requires a greater width, and a length equal to the length of the property line adjacent to the abutting use or uses.

3. Buffer areas shall be limited to utilities, screening, pedestrian and bicycle paths, and landscaping. No buildings, roads, or parking areas shall be allowed in a buffer area.

Response: Please see the Parking & Landscape Plan (Sheet C-5). A 13-foot-wide buffer area is proposed between the new parking lot and the property line along Church Road. Within this buffer area, screening trees (Northern White Cedar) are proposed every 12-feet and screening shrubs (Oregon Grape) are proposed every 5-feet. No parking areas, utility lines, or buildings are proposed within the buffer area. Therefore, these standards are met.

4. The minimum improvements within a buffer area shall include:

a. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than 10 feet high for deciduous trees and 5 feet high for evergreen trees, measured from the ground to the top of the tree after planting. Spacing of trees at maturity shall be sufficient to provide a year-round buffer.

b. In addition, at least one 5-gallon shrub shall be planted for each 100 square feet of required buffer area.

c. The remaining area shall be planted in grass or ground cover, or spread with bark mulch or other appropriate ground cover (e.g. round rock). Pedestrian and bicycle paths are permitted in buffer areas.

Response: Please see the Parking & Landscape Plan (Sheet C-5). A 13-foot-wide buffer area is proposed between the new parking lot and the property line along Church Road. Within this buffer area, screening trees (Northern White Cedar) are proposed every 12-feet, screening shrubs (Oregon Grape) are proposed every 5-feet and the remaining area is will be covered with Kinnikinnick. There is 1360 square feet of required buffer area along the proposed parking lot requiring a total of fourteen 5-gallon shrubs. Twenty-five 5-gallon screening shrubs are proposed in the buffer area. No parking areas, utility lines, or buildings are proposed within the buffer area. Therefore, these standards are met.

C. Screening Requirements:

1. Where screening is required, the following standards shall apply in addition to those required for buffering:

a. A hedge of evergreen shrubs shall be planted which will form a four-foot high continuous screen within two years of planting; or,

b. An earthen berm planted with evergreen plant materials shall be provided which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulch; or,

c. A five foot or taller fence or wall shall be constructed to provide a continuous sight obscuring screen. Fences and walls shall be constructed of any materials commonly



used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.

2. When the new use is downhill from the adjoining zone or use being protected, the prescribed heights of required fences, walls, or landscape screening along the common property line shall be measured from the actual grade of the adjoining property at the common property line. This requirement may be waived by the adjacent property owner.

3. If four or more off-street parking spaces are required, off-street parking adjacent to a public road shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. Such landscaping shall consist of landscaped berms or shrubbery at least 4 feet in total height at maturity. Additionally, one tree shall be provided for each 50 lineal feet of street frontage or fraction thereof.

4. Landscaped parking areas may include special design features such as landscaped berms, decorative walls, and raised planters.

5. Loading areas, outside storage, and service facilities must be screened from adjoining properties.

Please see the Parking & Landscape Plan (Sheet C-5) as well as Section 1003 in the CS-I Chapter. Screening requirements for Community Service – Institutional (CS-I) zoned properties are not specific and are determined by the Planning Commission on a case-by-case basis. Based on the proposed design and narrative responses to the buffer requirements above, the applicant feels that additional screening requirements will not be necessary along the Church Road property line. The proposed screening trees (Northern White Cedar) planted every 12-feet and screening shrubs (Oregon Grape) planted every 5-feet will create a “wall” of landscaping that should adequately screen the parking area and much of the remaining development from adjacent properties and throughfares. Additionally, street trees (if required) will be planted every 30-feet in the right-of-way, creating another layer of screening elements.

There is approximately 230-feet of parking lot/drive aisle fronting Church Road which requires 920 square feet of landscaping in and around the parking lot. The proposed landscaping in around the parking lot has a combined area of 8,900 square feet and contains screening trees, screening shrubs, parking lot trees, various other shrubs, and two different types of groundcover. There is 1800 square feet of landscape area proposed between the parking area and Church Road right-of-way. Additionally, a swale is proposed in the center of the parking lot as a “special design feature.” Finally, there are no proposed loading areas, outside storage areas or service facilities requiring screening. Therefore, the applicant feels that these standards are met.

D. Fences and Walls:

1. Fences, walls or combinations of earthen berms and fences or walls up to four feet in height may be constructed within a required front yard. Rear and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height.

2. The prescribed heights of required fences, walls, or landscaping shall be measured from the lowest of the adjoining levels of finished grade.



3. *Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, brick, or other materials approved by the Director. Corrugated metal is not an acceptable fencing material. Chain link fences with slats may be used if combined with a continuous evergreen hedge.*

4. *Re-vegetation: Where natural vegetation or topsoil has been removed in areas not occupied by structures or landscaping, such areas shall be replanted to prevent erosion.*

Response: Please see the Parking & Landscape Plan (Sheet C-5). No fences or walls are proposed for this development. All areas where vegetation or topsoil has been removed will be replanted to prevent erosion control. Therefore, these standards are met.

1563 – Standards for Approval

The Planning Commission or Director shall make a finding with respect to each of the following criteria when approving, approving with conditions, or denying an application:

A. Flood Hazard Areas: See CCZO §1100, Flood Hazard Overlay Zone. All development in Flood Hazard Areas must comply with State and Federal Guidelines.

Response: Please see Existing Conditions Plan and Overall Site Plan (Sheets C-1 and C-3). The proposed development is not within any flood hazard areas or flood hazard overlay zones. Warren Creek flows through the south end of the subject property but the proposed development is over 250 feet north of the flood hazard area associated with the creek. Therefore, this standard is not applicable.

B. Wetlands and Riparian Areas: Alteration of wetlands and riparian areas shall be in compliance with State and Federal laws.

Response: Please see Existing Conditions Plan and Overall Site Plan (Sheets C-1 and C-3). The proposed development will not alter any wetlands or riparian areas. Warren Creek flows through the south end of the subject property but the proposed development is over 250 feet north of the riparian corridor area associated with the creek. Therefore, this standard is not applicable.

C. Natural Areas and Features: To the greatest practical extent possible, natural areas and features of the site shall be preserved.

Response: Please see Existing Conditions Plan, Erosion & Sediment Control Plan and Overall Site Plan (Sheets C-1, C-2, and C-3). The proposed development has been designed to preserve natural areas to the greatest extent possible while satisfying the needs of Columbia County Christian School. The existing creek and its associated riparian corridor on the south portion of the site will not be disturbed. No construction or grading is proposed within 150 feet of the riparian corridor or within 200 feet of Warren Creek. Natural drainage patterns have been retained to the highest degree possible and low impact stormwater collection facilities are proposed (curb cuts and swales). Therefore, this standard is met.

D. Historic and Cultural sites and structures: All historic and culturally significant sites and structures identified in the 1984 Comprehensive Plan, or identified for inclusion in the County Periodic Review, shall be protected if they still exist.



Response: The proposed site does not contain any historically or culturally significant structures. Therefore, this standard is not applicable.

E. Lighting: All outdoor lights shall be shielded so as to not shine directly on adjacent properties and roads.

Response: Please see the Illumination Plan (Sheet C-7). The proposed lighting has been designed to shield adjacent properties and rights-of-way from light spill. Therefore, this standard is met.

F. Energy Conservation: Buildings should be oriented to take advantage of natural energy saving elements such as the sun, landscaping and land forms.

Response: The proposed modulars will be oriented to take advantage of natural light. The grading has been designed to take advantage of the natural drainage patterns and native plants have been selected for proposed landscaping. Therefore, the applicant feels this standard has been met.

G. Transportation Facilities: Off-site auto and pedestrian facilities may be required by the Planning Commission, Planning Director or Public Works Director consistent with the Columbia County Road Standards and the Columbia County Transportation Systems Plan.

Response: The applicant understands these requirements.

Amy Herzog

From: Hayden Richardson
Sent: Thursday, September 21, 2023 7:47 AM
To: Jake Renney
Cc: Amy Herzog
Subject: FW: Columbia County Christian School Update

Hayden Richardson
Planning Manager
(503) 397-7216
Hayden.richardson@columbiacountyor.gov
445 Port Ave, St. Helens, OR 97051

Please note:

Land Development Services has moved to a temporary location at 445 Port Avenue, St. Helens.
We're available to assist you in person, by phone 503-397-1501 and email:
building@columbiacountyor.gov or planning@columbiacountyor.gov.

From: John C <jpcostic@msn.com>
Sent: Thursday, September 21, 2023 7:42 AM
To: Mike <mdburr@comcast.net>
Cc: cginder@ccchristianschool.net; Steve Pfeiffer <bulat3@comcast.net>; Lexi Wyatt <LexiWyatt@johnlscott.com>; Casey Garrett <Casey.Garrett@columbiacountyor.gov>; Margaret Magruder <Margaret.Magruder@columbiacountyor.gov>; Kellie Jo Smith <kj.smith@columbiacountyor.gov>; juli.tussing@gmail.com; jtussing@ccchristianschool.net; Hayden Richardson <Hayden.Richardson@columbiacountyor.gov>; micaswanson@hotmail.com; adehaven@ccchristianschool.net; kyle.kirsch@edwardjones.com; jcook@ccchristianschool.net; akangas@ccchristianschool.net; jhubbard@ccchristianschool.net; cclark@ccchristianschool.net; ksingle@ccchristianschool.net; abeasley@ccchristianschool.net; shollinger@ccchristianschool.net; ssprute@ccchristianschool.net; ndummer@ccchristianschool.net; kjohnson@ccchristianschool.net; eagleslanding@ccchristianschool.net; miket@wcf-ministeries.com; rswanson27@gmail.com; bwinegar@ccchristianschool.net; christopher.cotton@valmonl.com; andrew@lowercolumbiaengr.com; matt@lowercolumbiaengr.com
Subject: Columbia County Christian School Update

Some people who received this message don't often get email from jpcostic@msn.com. [Learn why this is important](#)

CAUTION: This email was NOT sent by the Columbia County email system. Do not click links or open attachments unless you are expecting this email and/or know the content is safe.
Also, do NOT scan any 'QR' codes in this email.

Mike, I was shocked to see what seems to me to be an insensitive reply to your email from Chelsea Ginder—the Columbia County Christian School Principal.

In my opinion, the Columbia County Christian School planned encroachment on the peace and serenity in our residential neighborhood is very selfish and self-centered. Not very Christian like in my view and bordering on elder abuse. Many of the residents in the nearby vicinity are elderly, retired, and enjoy the current peacefulness of this area. This should remain a quiet residential area and Columbia County Christian School should look elsewhere to build with the least impact on others. We would prefer to have less traffic congestion—with associated safety concerns-- and excess noise on a daily basis. Several elderly residents walk on Church Road near this area for exercise-- on a daily basis.

I also find it hard to believe that an effective septic system can be built on that land to accommodate several hundred people on a daily basis. I have also seen a significant portion of this area usually under water during some of the rainy seasons.

As you remember, the Columbia County Planning Commission “disapproved” the zoning request for this area several years ago, but somehow the Columbia County Commissioners decided they knew better and approved the zoning change. Why even have a Planning Commission if their recommendations are ignored? In my discussion with the commissioners—at a “Meet and Greet the Commissioners” session prior to the Planning Commission hearing—I was told that the commissioners usually follow the Planning Commission’s recommendation. Not sure what happened there... or why?

We will probably need to group together with other residents in the area to block this encroachment. Possible ideas include, but not limited to: hiring a Land Use and Zoning law firm, contacting the Oregon Department of Justice Elder Abuse unit, The Oregonian, and The St. Helens Chronicle, as a starter.

From: [Mike](#)
Sent: Friday, September 15, 2023 3:04 PM
To: [Steve Pfeiffer](#); [Lexi Wyatt](#); [John & Robin](#)
Subject: Fwd: CCCS Update

FYI,

iPhone

Begin forwarded message:

From: Chelsea Ginder <cginder@ccchristianschool.net>
Date: September 15, 2023 at 2:33:02 PM PDT
To: Mike <mdburr@comcast.net>
Subject: Re: CCCS Update

Hi Michael,

Thank you for your response and sharing your concerns. I apologize for getting back to you later than I anticipated, but the start of school has been busy! I'm sorry you have some frustrations; hopefully as we move forward those will lessen. To answer your questions: We do not currently have any plans for sound buffers, such as walls put in along freeways. There are trees along the property that should help with some of the noise. As for lighting, we do not have any current plans for lighting around the playground. When we have any

major evening events, we still plan on using the church, so that wouldn't be a need that we can see right now. I understand traffic can be a concern, but thankfully that should only be during our drop-off and pick-up times and not for lengthy periods of time. We do plan on redoing Church Ln so more cars can fit and hopefully free up some of the traffic.

I appreciate you sharing your concerns. I hope you have a blessed weekend.

Chelsea Ginder

Principal

Columbia County Christian School

cginder@ccchristianschool.net

503-366-9209



From: Mike <mdburr@comcast.net>

Sent: Thursday, August 31, 2023 6:36 PM

To: Chelsea Ginder <cginder@ccchristianschool.net>

Cc: Jim Wyatt <wyattjim@hotmail.com>; Lexi Wyatt <LexiWyatt@johnlscott.com>

Subject: Re: CCCS Update

Thank you for the update on your proposed construction.

I am the property owner on the west side of your site, where you're proposing a future open play ground, future covered play area and a future multi purpose hall.

I did not support the rezoning of this property and voiced my concerns at the planning meetings. One of my major concerns was noise, it is also my neighbor's concern. Years ago we were told the church would be providing temporary accommodation for the school for a short time. We have dealt with the constant noise from the play ground activities and children screaming for what seems like forever. It is no longer the quiet, peaceful neighborhood that I expected when I purchased my rural property.

Now, I see your purposed play area will be adjacent to my property. Unfortunately, this brings the play area even closer to my property (85ft). What do you plan for sound buffers? Do you plan on any walls like you see along freeways or highways to address the noise?

An additional concern is outside night lighting. I would hope it would be kept to a minimum. There are additional concerns, but unfortunately they were not considered valid enough to leave this property zone rural.

Last but not least, traffic has always been a major concern, and we see it only getting worse now that cars will most likely all be entering and leaving by Church Rd.

Michael Burr

iPhone

On Aug 31, 2023, at 11:57 AM, Chelsea Ginder <cginder@ccchristianschool.net> wrote:

Dear Neighbors,

I hope you have all had a wonderful summer. First of all, I want to introduce myself. My name is Chelsea and I am the new principal at Columbia County Christian School. Beth Winegar has retired and so I am taking over the responsibilities that she had. Part of that includes continuing our building plans. I know how important communication is and so I wanted to reach out with an update.

Our latest update is the Land Use Application has been submitted to the county and our planning commission meeting is October 2, 2023. I've attached our current plans for the property.

Please let us know if you have any questions.

Blessings,

Chelsea Ginder

Principal

Columbia County Christian School

cginder@ccchristianschool.net

503-366-9209



Amy Herzog

From: Leo Stoddard <leostoddard@blueflagrealty.com>
Sent: Monday, August 21, 2023 4:05 PM
To: Jake Renney
Subject: Public Comment for File #DR24-01

You don't often get email from leostoddard@blueflagrealty.com. [Learn why this is important](#)

Hello Jake and the Columbia County Planning Commission,

We were notified of this public hearing for Columbia County Christian School (File #DR24-01). We are writing to let you know that we are in support of this project and are very excited to see this school expand in our neighborhood. The services they offer to our community and children is greatly appreciated and we hope that the County aids in this building project.

Thank you,

Leo Stoddard
Warren Professional Building LLC