

FINDINGS OF FACT AND FINAL ORDER TYPE I DECISION

DATE:	March 1, 2024
FILE NO.:	24-010 DR
APPLICATION:	Type I – Design Review
PROJECT NAME:	All County Surveyors and Planners – Façade Improvements
APPLICANT/OWNER:	Darren Clow
ADDRESS:	39660 SE Pleasant Street
ZONING:	C-1 (Central Business District)
COMP. PLAN DESIGNATION:	Retail/Commercial
MAP AND TAX LOT:	24E13AC, Tax Lot 5300
STAFF CONTACT:	Patrick Depa, Senior Planner

BACKGROUND

The owner of All County Surveyors and Planners submitted an application to bring his building closer in compliance with the "Sandy Style" design guidelines. After design review approval, the applicant intends to submit this project for a City of Sandy Façade Grant that is funded by the Urban Renewal Agency.

The existing structure is a two-story, 2,500 square foot office building that was built in 1996. The entire exterior of the building has vinyl siding as its veneer. The site contains a small shed located at the back of the parking area for storing job-related equipment. The shed meets Section 17.90.110(J) - External Storage and Screening requirements. The existing parking lot will remain the same except for new striping designating an ADA space and a crosswalk leading to a new push button for automated door entry.

The primary focus of this project is upgrading the façade, but the applicant is also proposing a covered patio area along the south or rear elevation. There is a new door proposed on the west elevation that will have a concrete walkway leading from it to the rear patio. The two public entry doors will have new canopies covering the entries.

The proposed modifications to the building are subject to Type I review because they are considered exterior alterations other than general maintenance as defined in Section 17.90.10(B) and Section 17.90.40(A)(1) Type of Review. The following exhibits, findings of fact, and conditions explain the proposal and the conditions of approval.

EXHIBITS

Applicant's Submittals:

A. Land Use Application

B. Rendering and Drawings

C. Site Plans

COMMENTS

The Clackamas Fire Marshall, the City Public Works Department, and SandyNet had no comments. The Sandy Building Official comments have been incorporated into this review.

FINDINGS OF FACT

General

1. These findings are based on the applicant's submittal received on February 16, 2024. The application was deemed complete upon receipt.
2. The subject site is approximately .15 acres and has direct access to Pleasant Street.
3. The site is located on the south side of Pleasant Street between Ten Eyck Road and Revenue Avenue.
4. The property is zoned C-1 (Central Business District). The adjacent property is zoned C-1 to the north, south, east, and west.
5. Section 17.90.10 – Applicability. The proposed modifications are considered “Exterior alterations other than general maintenance on an existing building” as defined by subsection (A.4) and are subject to the provisions of this chapter.
6. Chapter 17.44 – General Commercial - Section 17.44.10.(B)(2)(a) states that a professional or business office is a permitted outright use in the C-1 (Central Business District) zoning designation.
7. The C-1 zoning district does not require off-street parking for commercial uses, however, if off-street parking is provided it shall include ADA parking. The applicant is proposing to install an ADA parking space and access aisle on the passenger side of the ADA parking space in the location of two existing parking spaces. **The ADA parking space and access aisle shall be installed prior to final approval of the building permit.** All other parking requirements have been met.
8. All items listed in Section 17.42.30 Development Standards are in compliance.
9. No new landscaping is being proposed or required. All existing landscaping and street tree requirements have been met.
10. The site contains an existing bicycle rack that meets the development code requirements.
11. The applicant has an existing freestanding sign that meets all requirements and will remain in the same location.

12. **The existing fence at the rear of the site is in disrepair and shall be repaired to city standards per Section 15.10.040.A.1, Chapter 15.10 Derelict Buildings and Structures.**

13. The applicant's recycling/garbage curbside carts are mobile and shall follow municipal code requirements for use and storage.

Chapter 15.30 – Dark Sky Ordinance

Intent: To promote business vitality, public safety, and aesthetics through effective outdoor lighting, consistent with the Sandy Style.

- a. Streetscape lighting shall conform to the Downtown Sandy Streetscape Design and the requirements of Chapter 15.30, Dark Sky Ordinance.
- b. Exterior lighting must be an integral part of the architectural design and must complement any ornamental street lighting and remain in context with the overall architectural character of the district. On-site light fixtures conforming to the Sandy Style are encouraged.
- c. Lighting must be adequate for safety purposes. Walkways, parking lots, and building entrances should be illuminated at 1.5 – 2.0-foot candles.

14. No new lighting is proposed at this time. **All new lighting will have to be in character with the proposed building materials and meet Chapter 15.30, Dark Sky Ordinance. The applicant shall submit the type and style of fixtures and a photometric plan to the Planning Division for review and approval prior to the installation of any new light fixtures.**

Chapter 17.90 – Design Standards

15. The proposed façade improvements will adhere to Section 17.90.110(B) - Building Façade, Materials, and Colors.

16. The improvements will use approved Sandy Style materials thus providing the visual interest required by Section 17.90.110(B)(1) - Articulation. The proposed design will change the exterior walls of the building to differentiate the first and second story of the façade. The first story incorporates both a vertical board and batten siding and a culture stone, dressed field stone veneer to address the “Sandy Style” design elements. The battens are proposed to be spaced at 16-inches on center and 2.5-inches in width which meets the requirements of Section 17.90.110(B)(3)(d)(ii). The second story uses a horizontal cement fiber lap siding alone separated from the first story by a belly band.

17. Section 17.90.110(B)(2) - Pedestrian Shelters: There are two new canopies proposed over the business entrances which utilize the same roof material as the main roof with some 6”x 6” rough sawn cedar braces, stained to further highlight the Sandy Style design. The two canopies both have a 7-foot 6-inch clearance from grade level and are five feet in depth which meets the requirement of Section 17.90.110(B)(2)(c).

18. Section 17.90.110(B)(3) - Building Materials: The addition of a stone-textured cultured stone base (a.k.a. “adhered masonry veneer”) will be added to the north, east and part of the west facade to add a strong base to the building. The cultured stone is proposed at 36 inches high in all

places visible from the public right-of-way as required in Section 17.90.110(B)(3)(b) and is shown to wrap around the west elevation corner as required in Section 17.90.110(B)(3)(f). The board and batten siding separated with equally distanced wood studs and the horizontal cement fiber lap siding separated by a belly band meet the intent of this section and the design standards.

The two canopies above the two business entrances will include exposed wood framing with a cement base. The new patio cover will extend across the entire back of the building and use the same type and color composition shingle used on the main building's roof. It will be held up by three identically spaced wood posts. It has an eight (8) foot clearance. The submitted elevation drawings (Exhibit B) detail the materials described in this review. All exterior building materials convey an impression of durability.

19. Section 17.90.110(B)(4) - Colors: The new building materials are a combination of light to dark brown and beige colors such as a pale sandy fawn color, a grayish tan, and a light-grayish yellowish brown, which all conform to the City's Color Palette. The applicant has separated the remaining façade materials used in the renovation by numbering each siding on the elevation plan A3.01 with a different color that has been verified to meet the City's approved Color Palette.
20. Section 17.90.110(C) - Roof Pitch, Materials, and Parapets: The existing roof will remain the same and keep its Dutch Gable design facing Pleasant Street. The shingles use a warm earth tone design speckled with brown and tan colors. The proposed canopies over the entrances and the patio use the same shingle style and colors. The proposed development does not change the location of the building's primary entrance, but it does enhance its prominence with the addition of a new canopy. All existing and new proposed roof pitches adhere to the required 4:12 pitch.
21. Section 17.90.110(E) - Windows: Existing windows are not changed by these improvements, apart from two windows on the first floor on the east elevation. All existing windows and the two new windows will have new trim that contrasts in color from the colors used for the board and batten siding or the new cement fiber lap siding. The two new proposed windows meet the requirements of Section 17.90.110(E) and match other existing windows on the building.
22. Section 17.90.110.(G) - Civic Space: The site currently has a patio and a landscaped area with stairs that lead up from the public right-of-way to the front entranceway. The area is approximately 300 square feet in size and has a bench and decorative planters. No additional civic space needs to be proposed at this time.
23. Section 17.90.110(H) - Lighting: Entranceway and parking lot upgrades. All existing and proposed lighting shall conform to the Downtown Sandy Streetscape Design and adhere to all the requirements of Chapter 15.30 – Dark Sky Ordinance.
24. Section 17.90.70 specifies that design review approval shall be void after two (2) years from the date of the Final Order unless the applicant has submitted plans for building permit approval.
25. All other design standards have been met or they are not applicable.

Building Division Requirements

26. **The applicant shall detail gutters and downspouts to control the flow of storm water from the rear patio roof and direct it towards an approved drainage way are required.** Gutters and downspouts to control the flow of storm water from the entrance canopies are not required but are recommended.

27. The Building Official also had the following conditions:

- i. **All electrical permits shall be approved prior to installation of the new lighting fixtures.**
- ii. **All new roofing shall be structurally designed to support a 30 lb. roof snow load.**
- iii. **All engineering stamps shall be in compliance with structural plan requirements.**

DECISION

For the reasons described above, the proposed design review for All County Surveyors and Planners façade improvements are hereby **approved** as modified by the conditions listed below.

CONDITIONS OF APPROVAL

A. The applicant shall apply for and receive approval for all necessary building, mechanical, plumbing, and electrical permits prior to any construction. Contact the Building Division for submission requirements.

1. All new roofing shall be structurally designed to support a 30 lb. roof snow load.
2. Detail gutters and downspouts to control the flow of storm water from the rear patio roof and direct it towards an approved drainage way.
3. All electrical permits shall be approved prior to installation of any new lighting fixtures.
4. All engineering stamps shall be in compliance with structural plan requirements.

B. The applicant shall complete the following conditions for any proposed lighting.

1. All new lighting will have to be in character with the proposed building materials and meet Chapter 15.30, Dark Sky Ordinance.
2. The applicant shall submit the type and style of fixtures and a photometric plan to the Planning Division for review and approval prior to the installation of any new light fixtures.

C. General Conditions of Approval

1. This design review shall be void after two (2) years from the date of the Final Order unless the applicant has submitted plans for building permit approval.

2. The ADA parking space and access aisle shall be installed prior to final approval of the building permit.
3. The existing fence at the rear of the site is in disrepair and shall be repaired to city standards per Section 15.10.040.A.1, Chapter 15.10 Derelict Buildings and Structures.
4. Comply with all other conditions or regulations imposed by the Clackamas Fire District, or state and federal agencies. Compliance is made a part of this approval and any violations of these conditions and/or regulations may result in the review of this approval and/or revocation of approval.



Patrick Depa
Senior Planner

RIGHT OF APPEAL

A decision on a land use proposal or permit may be appealed to the Planning Commission by an affected party by filing an appeal with the Director within twelve (12) calendar days of notice of the decision. Any person interested in filing an appeal should contact the City to obtain the form, “*Notice of Appeal*”, and Chapter 17.28 of the Sandy Development Code regulating appeals. All applications for an appeal shall indicate the nature of the interpretation that is being appealed and the matter at issue will be a determination of the appropriateness of the interpretation of the requirements of the Code.

An application for an appeal shall contain:

1. An identification of the decision sought to be reviewed, including the date of the decision;
2. A statement of the interest of the person seeking review and that he/she was a party to the initial proceedings;
3. The specific grounds relied upon for review;
4. If de novo review or review by additional testimony and other evidence is requested, a statement relating the request to the factors listed in Section 17.28.50;
5. Payment of required filing fees. Payment of required filing fees is jurisdictional and must accompany an appeal at the time it is filed;
6. The name and mailing address of the person or entity appealing the decision; and
7. List and two sets of mailing labels for property owners within 300 feet of the subject property (for appeal of a Type I decision), 500 feet of the subject property for appeal of a Type II, III, or IV decision, or 1,000 feet for appeal of an annexation request. The property owner list and labels shall be obtained from a Title Company no more than seven days prior to submitting the appeal.