

**Date of this notice: May 1, 2025**

**We are interested in your comments on a proposed upgrade to the Revenue Reservoir.**

We are mailing you information about this land use application because you own land within 300 feet of the property listed below. We invite you to send any written comments regarding the proposal within 14 days of the date of this notice. Comments received after the 14-day notice period will not be considered during review of this land use application.

**Project Name:** Revenue Reservoir Upgrade

**Application File Number:** 25-023 DR/MOD/VAR

**Address:** 17160 Revenue Avenue

**Map and Tax Lot Number:** 24E13AC 00201

**Property Owner/Applicant:** City of Sandy

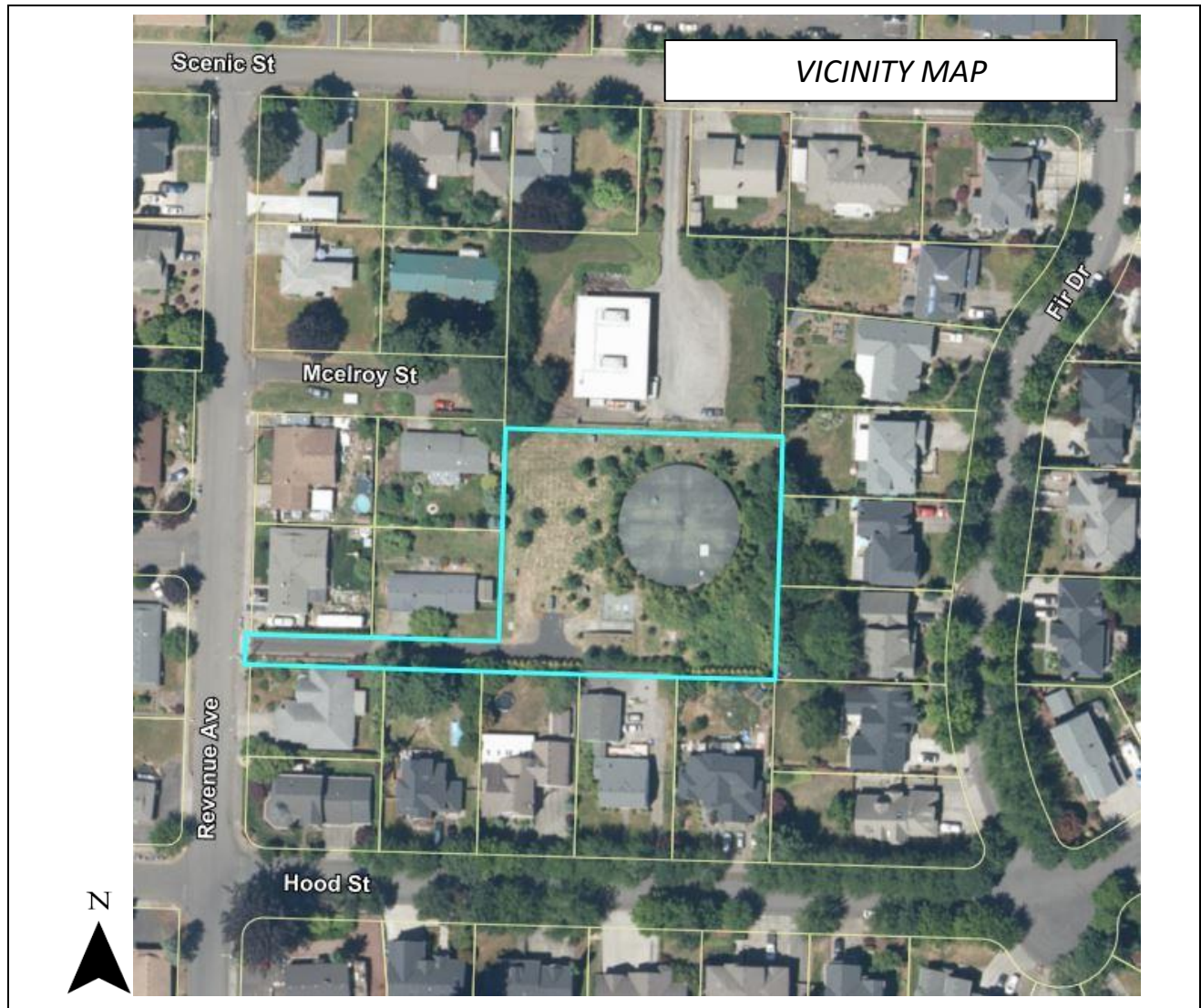
**Property's Zoning Designation:** Single Family Residential (SFR)

**Background**

This application involves a  $\pm 1.08$ -acre property located at 17160 Revenue Avenue, between McElroy Street and Hood Street, (Clackamas County Assessor's Map No. 24E13AC, Tax lot 00201). The property is known as the Revenue Reservoir. The applicant is requesting a design review to upgrade the City's existing water reservoir and pump station facility by adding a new structure housing two new chlorine tanks that require upgrading and adding new pumps as well as modifying the input to the existing water reservoir tank. The new structure is less than twelve feet in height which is similar to the existing pump station building and will be 398 square feet in size. Service access to the site will be from an existing private drive extension on Revenue Avenue.

The Revenue Reservoir and Pump Station are considered a major utility facility. A major utility facility is a conditional use in the Single Family Residential (SFR) zoning district. **Section 17.68.30 - Modification to an approved conditional use**, describes the review criteria to determine how to process a modification to an approved conditional use. This proposed modification does not meet any of the criteria that would make it a major modification. Minor Modifications include changes that are quantified below the thresholds for a Major Modification. Therefore, this case will be processed as a Minor modification. Minor modifications are processed as a Type II decision.

The applicant is requesting a variance to the first-floor window requirement from **Section 17.90.120.E (2) Windows**. The applicant is proposing the new utility building be windowless for security reasons. Tamper-proof features and security measures are crucial for protecting the integrity of the City's water system. This application will be reviewed administratively.



[How to provide comments](#)

**You can submit written comments either by mail or email.** Attached to this notice is a comment sheet you can write on and mail to City Hall. The mailing address is:

Sandy City Hall: Development Services Department  
39250 Pioneer Boulevard  
Sandy, Oregon 97055

Alternatively, you can email your comments to [planning@ci.sandy.or.us](mailto:planning@ci.sandy.or.us).

### What to comment on

Because of state and federal laws, the City of Sandy can only consider specific elements of the Sandy Municipal Code when deciding to either approve or deny this application. Therefore, the most helpful comments are those which reference the Code. The following Sandy Development Code chapters are being considered as part of the review of this application:

**Chapters:** 17.12 Procedures for Decision Making; 17.18 Processing Applications; 17.22 Notices; 17.34 Single Family Residential (SFR); 17.66 Adjustments and Variances; 17.68.30 – Modification to an approved conditional use; 17.84 Improvements Required with Development; 17.90 Design Standards; 17.92 Landscaping & Screening; 17.98 Parking, Loading, and Access Requirements; 15.20 Curbs, Sidewalks, and Underground Utilities; and, 15.30 Dark Sky Ordinance.

You can access the Sandy Municipal Code at [library.municode.com/or/sandy/codes/code of ordinances](http://library.municode.com/or/sandy/codes/code_of_ordinances).

### How to get more information

You can review all of the application materials and applicable criteria online at [www.ci.sandy.or.us/landuse-applications](http://www.ci.sandy.or.us/landuse-applications) or you can review them in person at City Hall between 8:00 AM and 4:00 PM, Monday through Friday, at no cost. If you request a copy of any application materials, a reasonable fee may be required to cover the cost of paper and staff time.

**Decision Process:** In order to be approved, this proposal must meet the approval criteria or standards of the Sandy Development Code in the chapters listed in this notice. The Development Services Director or Senior Planner will review this application and make a decision. The Director or Senior Planner may approve, approve with conditions, or deny the application based on the applicable approval criteria, the materials submitted with the application, and other information in the record.

**Appeal Standing:** Prior to the close of the record, if you do not raise a specific issue related to why the application should or should not be approved or fail to provide statements or evidence to allow staff to respond to the issue, you will not be able to appeal the decision based on that particular issue. A notice of the final decision will be mailed to those who submit comments. The notice of decision will also include information regarding your right to appeal the decision.

**Staff Contact:** Patrick Depa  
Senior Planner  
Phone: 503-783-2585  
Email: [pdepa@ci.sandy.or.us](mailto:pdepa@ci.sandy.or.us)



**Comment sheet for file number 25-023 DR/MOD/VAR**

[illegible]

Your name: \_\_\_\_\_ Your phone number: \_\_\_\_\_

Your address:

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**Applicable code criteria:** 17.12 Procedures for Decision Making; 17.18 Processing Applications; 17.22 Notices; 17.34 Single Family Residential (SFR); 17.66 Adjustments and Variances; 17.68.30 – Modification to an approved conditional use; 17.90 Design Standards; 17.92 Landscaping & Screening; 17.98 Parking, Loading, and Access Requirements; 15.20 Curbs, Sidewalks, and Underground Utilities; and, 15.30 Dark Sky Ordinance.