



City of Sandy

Agenda

Parks & Trails Advisory Board Meeting

Meeting Location: City Hall- Council Chambers, 39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, August 19, 2020

Meeting Time: 7:00 PM

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1. ROLL CALL

1.1. Meeting Format Notice:

The Parks and Trails Advisory Board will conduct this meeting electronically using the Zoom video conference platform.

Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge. See the instructions below:

- To login to the electronic meeting online using your computer, click this link: <https://us02web.zoom.us/j/81769944265?pwd=S2c2bWZXclFkZcDROekNka2xDZz09>
- **Note a passcode is required: 540905**
- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 817 6994 4265
- If you do not have access to a computer or telephone and would like to take part in the meeting, please contact the Sandy Community Center (503-668-5569) by Monday, July August 17th and arrangements will be made to facilitate your participation.

2. PUBLIC COMMENT

3. CONSENT AGENDA

3.1. Meeting Minutes

[Parks & Trails Advisory Board - 08 Jul 2020 - Minutes - Pdf](#)
[Parks & Trails Advisory Board - 08 Jul 2020 - Minutes - Html](#)

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4. CHANGES TO THE AGENDA

5. NEW BUSINESS

- 5.1. Review Parks, Trails, and Open Space Municipal Code 11 - 25
[17.86](#)
[17.32 Parks and Open Space](#)
[Staff Report Parks and Open Space Code Language2](#)

6. OLD BUSINESS

- 6.1. Master Plan Update

7. STAFF UPDATES

- 7.1. Movies in the Park

8. ADJOURN



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, July 8, 2020 Virtual Zoom
Meeting 2:00 PM

BOARD MEMBERS PRESENT: Kathleen Walker, Board Member, Don Robertson, Board Member, Michael Weinberg, Board Member, Susan Drew, Board Member, Makoto Lane, Board Member, and Sam Schroyer, Board Member

BOARD MEMBERS ABSENT:

STAFF PRESENT: Sarah Richardson, Community Services

MEDIA PRESENT:

1. Roll Call

2. Public Comment

2.1. The Parks and Trails Advisory Board will conduct this meeting electronically using the Zoom video conference platform. Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge. See the instructions below:

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- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 833 1019 1950
- If you do not have access to a computer or telephone and would like to take part in the meeting, please contact the Sandy Community Center (503-668-5569) by Monday, July 6th and arrangements will be made to facilitate your participation.

3. Consent Agenda

3.1. Meeting Minutes

Moved by Michael Weinberg, seconded by Makoto Lane

Motion to approve meeting Minutes from June.

CARRIED. 6-0

4. Changes to the Agenda

5. New Business

5.1. Bull Run Terrace Development - Park Dedication

Tracy Brown attended to discuss the Bull Run Terrace Development. Shared the latest Plat with changes from the last meeting. This is the proposal they will go forward with. Proposing slightly more parkland dedication than what is required by the code. Reduced the highway frontage and considered the other comments and seeks the boards support. Will offer to make the park improvements in exchange for SDC fees.

Susan Drew asked about the utility easement and if it was underground. Tracy Brown noted it is underground. Precluded from some development over the top.

Some discussion about the existing drainage on the Deerpointe side.

Discussion about the preservation of existing trees. Will ultimately be determined by the Park Design.

Kathleen Walker asking about what acreage is required for a development of high density vs Single Family Residences. Tracy Brown noted the max units will be 163 units in the current proposal. The commercial zoning changes the original number of units built. Current calculation is 1.43 acres of parkland dedication.

Discussion of the village overlay requirements and how it affects this property. Alex Reverman explained the challenges with the property with regard to the overlay. Their intent is to submit this proposal as shared here. Wanted to eliminate the commercial piece but can't because of the commercial inventory needs within the city. They would prefer to take out the commercial piece but can't. Kathleen Walker noted that housing can be included in the commercial zone. It can be added above, below or beside. This could affect the total number of units and the parkland dedication.

Discussion of ODOT and the build out of Dubarko and the challenges it adds to the project.

Kathleen Walker feels the board cannot support the project until more is

known about the commercial area and the zoning is resolved. Need to know the total number of residences, need certainty.

Alex Reverman asked what are the thoughts about putting a hotel/motel in the commercial area of the development?

Don Robertson asked if they will be submitting for Pre-App?
Tracy Brown said it will be a revised application. Pre-App has already been done.

Don Robertson shared that the concept of working together to develop the park is all good. However, there needs to be a more definitive answer to what the total number of residences would be, what the Fee in Lieu and the SDCs and park acreage would total, need hard numbers before saying yes.

Best at this point is to say we agree with the concept but not ready to move into an agreement until there is more definitive information.

Alex Reverman understand the concerns of the park board. They have some of the same concerns about the final details of the development.

Makoto Lane agrees that the board needs to do things in order and would like to see more solid information and not as many question marks.

Michael Weinberg thinks the park configuration is an improvement and is positive, but agrees we need more hard numbers.

Sam Schroyer asked if the work to develop would include the Deer Pointe piece. Yes, that would be the intent. Sam Schroyer on the commercial -is there anyway to put a parameter on it. If over X number of residences more park area would be added? Tracy Brown explained the process. Would be appropriate to consider if the number of units requires it. Alex Reverman asked Tracy Brown - if we hit the threshold of units how much park would be added? For every 10 Multi Family units it is about .09 acres added to the park.

Don Robertson - the board is agreeable to the concept but can't give 100% endorsement for the SDC credits etc. until more information is available and the numbers are final.

Tracy Brown noted they are moving forward and appreciate the time.

Discussion about the zoning with regard to the Parks and Open Space Zone.

6. Old Business

6.1. Overlook Update

Signs are in and telescopes will be installed very soon.

6.2. Parks Update - phase guidelines

Discussion about what is and is not open in the parks during Phase I. Don Robertson outlined the phases and asked that we open up per the guidelines. Respect the guidelines because if we don't it can have adverse affects.

Sarah Richardson, staff liaison, noted that so far we are following the guidelines, but preparing for when we can enter Phase II. Only planning to do so at the appropriate time.

Michael Weinberg agrees and feels we should come down strongly on the side of the law.

Discussion about the fact the playgrounds are being used and the challenges of enforcement.

Don Robertson noted that most communities are struggling with the enforcement issue.

Don Robertson noted that we are not moving to Phase II soon.
Discussion about Movies in the Park.

7. STAFF UPDATES

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7. STAFF UPDATES

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CHAPTER 17.86 - PARKLAND & OPEN SPACE

17.86.00 INTENT

The availability of parkland and open space is a critical element in maintaining and improving the quality of life in Sandy. Land that features trees, grass and vegetation provides not only an aesthetically pleasing landscape but also buffers incompatible uses, and preserves sensitive environmental features and important resources. Parks and open space, together with support facilities, also help to meet the active and passive recreational needs of the population of Sandy. This chapter implements policies of Goal 8 of the Comprehensive Plan and the Parks Master Plan by outlining provisions for parks and open space in the City of Sandy.

17.86.10 MINIMUM PARKLAND DEDICATION REQUIREMENTS

Parkland Dedication: New residential subdivisions, planned developments, multi-family or manufactured home park developments shall be required to provide parkland to serve existing and future residents of those developments. Multi-family developments which provide some "congregate" services and/or facilities, such as group transportation, dining halls, emergency monitoring systems, etc., but which have individual dwelling units rather than sleeping quarters only, are considered to be multi-family developments for the purpose of parkland dedication. Licensed adult congregate living facilities, nursing homes, and all other similar facilities which provide their clients with individual beds and sleeping quarters, but in which all other care and services are communal and provided by facility employees, are specifically exempt from parkland dedication and system development fee requirements.

1. The required parkland shall be dedicated as a condition of approval for the following:
 - a. Tentative plat for a subdivision or partition;
 - b. Planned Development conceptual or detailed development plan;
 - c. Design review for a multi-family development or manufactured home park; and
 - d. Replat or amendment of any site plan for multi-family development or manufactured home park where dedication has not previously been made or where the density of the development involved will be increased.
2. Calculation of Required Dedication: The required parkland acreage to be dedicated is based on a calculation of the following formula rounded to the nearest 1/100 (0.00) of an acre:

Required parkland dedication (acres) = (proposed units) x (persons/unit) x 0.0043 (per person park land dedication factor)

- a. Population Formula: The following table shall be used to determine the number of persons per unit to be used in calculating required parkland dedication:

Type of Unit	Total Persons Per Unit
Single family residential	3.0
Standard multi-family unit	2.0
Manufactured dwelling park	2.0
Congregate multi-family unit	1.5

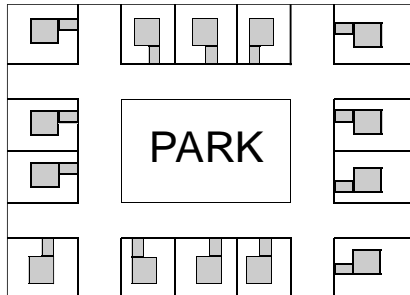
Persons per unit, age distribution, and local conditions change with time. The specific formula for the dedication of land will, therefore, be subject to periodic review and amendment.

- b. Per Person Parkland Dedication Factor: The total parkland dedication requirement shall be 0.0043 of an acre per person based on the adopted standard of 4.3 acres of land per one thousand of ultimate population per the Parks Master Plan¹. This standard represents the citywide land-to-population ratio for city parks, and may be adjusted periodically through amendments to the Parks Master Plan.

17.86.20 MINIMUM PARKLAND STANDARDS

Land required or proposed for parkland dedication shall be contained within a continuous unit and must be suitable for active use as a neighborhood or mini-park, based on the following criteria:

1. Homes must front on the parkland as shown in the example below:



2. The required dedication shall be contained as a contiguous unit and not separated into pieces or divided by roadways.
3. The parkland must be able to accommodate play structures, play fields, picnic areas, or other active park use facilities. The average slope of the active use parkland shall not exceed 15%.

¹ Parks Master Plan, Implementation Plan section, Pages 4 and 5 indicate a required park acreage total of 64.5 acres. This number, divided by population (2015) of 15,000 equates to 4.3 acres per 1000 population or 0.0043 per person.

4. Any retaining wall constructed at the perimeter of the park adjacent to a public right-of-way or private street shall not exceed 4 feet in height.
5. Once dedicated, the City will assume maintenance responsibility for the neighborhood or mini parkland.

17.86.30 DEDICATION PROCEDURES

Prior to approval of the final plat, the developer shall dedicate the land as previously determined by the City in conjunction with approval of the tentative plat. Dedication of land in conjunction with multi-family development shall be required prior to issuance of permits and commencement of construction.

A. Prior to acceptance of required parkland dedications, the applicant/developer shall complete the following items for all proposed dedication areas:

1. The developer shall clear, fill, and/or grade all land to the satisfaction of the City, install sidewalks on the park land adjacent to any street, and seed the park land; and,
2. The developer shall submit a Phase I Environmental Site Assessment completed by a qualified professional according to American Society of Testing and Materials (ASTM) standards (ASTM E 1527). The results of this study shall indicate a clean environmental record.

B. Additional Requirements

1. In addition to a formal dedication on the plat to be recorded, the subdivider shall convey the required lands to the city by general warranty deed. The developer of a multi-family development or manufactured home park shall deed the lands required to be dedicated by a general warranty deed. In any of the above situations, the land so dedicated and deeded shall not be subject to any reservations of record, encumbrances of any kind or easements which, in the opinion of the Director, will interfere with the use of the land for park, open space or recreational purposes.

The subdivider or developer shall be required to present to the City a title insurance policy on the subject property ensuring the marketable state of the title.

2. Where any reservations, encumbrances or easements exist, the City may require payment in lieu of the dedication of lands unless it chooses to accept the land subject to encumbrances.

C. Phased Developments. In a phased development, the required park land for the entire development shall be dedicated prior to approval of the final plat for the first phase. Improvements to the land as required by 17.86.30 (A.1.) shall be made prior to approval of the final plat for the phase that includes the park land.

17.86.40 CASH IN LIEU OF DEDICATION

At the city's discretion only, the city may accept payment of a fee in lieu of land dedication. The city may require payment in lieu of land when the park land to be dedicated is less than 3 acres. A payment in lieu of land dedication is separate from Park Systems Development Charges, and is not eligible for a credit of Park Systems Development Charges. The amount of the fee in lieu of land dedication (in dollars per acre) shall be set by City Council Resolution, and it shall be based on the typical market value of developed property (finished lots) in Sandy net of related development costs.

1. The following factors shall be used in the choice of whether to accept land or cash in lieu:
 - a. The topography, geology, access to, parcel size, and location of land in the development available for dedication;
 - b. Potential adverse/beneficial effects on environmentally sensitive areas;
 - c. Compatibility with the Parks Master Plan, Public Facilities element of the Comprehensive Plan, and the City of Sandy Capital Improvements Program in effect at the time of dedication;
 - d. Availability of previously acquired property; and
 - e. The feasibility of dedication.
2. Cash in lieu of parkland dedication shall be paid prior to approval of the final plat or as specified below:
 - a. 50 percent of the payment shall be paid prior to final plat approval, and
 - b. The remaining 50 percent of the payment pro-rated equally among the lots, plus an administrative surcharge as determined by the City Council through a resolution, will constitute a lien against the property payable at the time of sale.

17.86.50 MINIMUM STANDARDS FOR OPEN SPACE DEDICATION

The applicant through a subdivision or design review process may propose the designation and protection of open space areas as part of that process. This open space will not, however, be counted toward the parkland dedication requirement of Sections 17.86.10 through 17.86.40.

1. The types of open space that may be provided are as follows:
 - a. Natural Areas: areas of undisturbed vegetation, steep slopes, stream corridors, wetlands, wildlife habitat areas or areas replanted with native vegetation after construction.
 - b. Greenways: linear green belts linking residential areas with other open space areas. These greenways may contain bicycle paths or footpaths. Connecting greenways between residences and recreational areas are encouraged.

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Revised by Ordinance No. 2013-03 (effective 07/03/13)

2. A subdivision or design review application proposing designation of open space shall include the following information as part of this application:
 - a. Designate the boundaries of all open space areas; and
 - b. Specify the manner in which the open space shall be perpetuated, maintained, and administered; and
 - c. Provide for public access to trails included in the Park Master Plan, including but not limited to the Tickle Creek Path.
3. Dedication of open space may occur concurrently with development of the project. At the discretion of the city, for development that will be phased, the open space may be set aside in totality and/or dedicated in conjunction with the first phase of the development or incrementally set aside and dedicated in proportion to the development occurring in each phase.
4. Open space areas shall be maintained so that the use and enjoyment thereof is not diminished or destroyed. Open space areas may be owned, preserved, and maintained by any of the following mechanisms or combinations thereof:
 - a. Dedication to the City of Sandy or an appropriate public agency approved by the City, if there is a public agency willing to accept the dedication. Prior to acceptance of proposed open space, the City may require the developer to submit a Phase I Environmental Site Assessment completed by a qualified professional according to American Society of Testing and Materials (ASTM) standards (ASTM E 1527). The results of this study shall indicate a clean environmental record.
 - b. Common ownership by a homeowner's association that assumes full responsibility for its maintenance;
 - c. Dedication of development rights to an appropriate public agency with ownership remaining with the developer or homeowner's association. Maintenance responsibility will remain with the property owner; and/or
 - d. Deed-restricted private ownership preventing development and/or subsequent subdivision and providing for maintenance responsibilities.
5. In the event that any private owner of open space fails to maintain it according to the standards of this Code, the City of Sandy, following reasonable notice, may demand that the deficiency of maintenance be corrected, and may enter the open space for maintenance purposes. All costs thereby incurred by the City shall be charged to those persons having the primary responsibility for maintenance of the open space.

CHAPTER 17.90 - DESIGN STANDARDS

17.90.00 INTENT

Chapter 17.90 is intended to implement the following design standards. In addition to these standards, several appendices are included to aid in the implementation of these standards. Applicable appendices are referenced in this chapter and kept on file by the Planning Director at City Hall. In implementing these standards, the reviewing body shall refer to the following objectives in evaluating Design Review requests:

- A. Protect and enhance the city's quality of life and community image.
- B. Encourage functional, safe, and aesthetically pleasing development, while maintaining compatibility with the surrounding built and natural environment.
- C. Implement the *Sandy Style*, as described by this chapter. The Sandy Style is based on the following guiding principles:
 1. Celebrate Sandy as the Gateway to Mount Hood through contextually appropriate landscaping and building designs.
 2. Protect and enhance Sandy's tree canopy, particularly along the Highway 26 Landscape Management Corridor.
 3. Emphasize a "village" scale and character in new development. Village scale means development is compact and walkable, building entrances are oriented to the street sidewalk or a plaza, and large building masses are broken down through a combination of design elements such as articulation, combinations of complementary building materials and detailing.
 4. Express elements of or reflect Cascadian architecture by adapting appropriate elements of *English Arts and Crafts Style (1900-1920)* and *Oregon Rustic Style (1915-1940)*, and/or similar elements, into new buildings and exterior remodels, *except* in locations where this code allows or requires a different architectural style (e.g., *C-1 Historic Roadside Commercial District*).
 5. Encourage green building practices in new construction, such as the use of renewable energy (e.g., solar and wind), use of recycled materials, integration of water quality facilities in landscapes, capture of rainwater for irrigation, and similar practices.
- D. The city considers the following elements to be incompatible with the Sandy Style. The reviewing body may deny, or require modifications to, a project with any of the following:
 1. Excessive tree removal and/or grading that may harm existing vegetation within a designated landscape conservation area.
 2. Commercial development where buildings are setback from the street behind surface parking lots.
 3. Excessive surface parking lot paving and redundant driveways.
 4. Drive-up facilities adjacent to a street that interrupt pedestrian circulation patterns or create potential safety hazards.
 5. Disjointed parking areas, confusing or unsafe circulation patterns.
 6. Box-like structures with large, blank, unarticulated wall surfaces.

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Revised by Ordinance 2013-04 effective 07/03/13

7. Building materials or colors that do not conform to this code.
8. Highly reflective surfaces or heavily tinted glass storefronts.
9. Strongly thematic architectural styles, forms, colors, materials, and/or detailing, that do not conform to the Sandy Style, including some forms of franchise architectural styles associated with some chain commercial establishments.
10. Inadequate landscape buffers adjacent to parking lots, walkways and streets.
11. Visible outdoor storage, loading, and equipment areas.

17.90.10 APPLICABILITY

The provisions of this chapter apply to all zones and uses as follows except as specified in Sections 17.90.10(B), (C), (D), (E), and (F) below:

- A. All construction within a Commercial or Industrial Zoning District or a non-residential use in a Residential Zoning District including the following:
 1. New construction;
 2. Replacement of a building that is destroyed as specified in Section 17.08.30;
 3. Addition to an existing building;
 4. Exterior alterations other than general maintenance on an existing building;
 5. Site improvements including changes to landscaping, parking, civic spaces, etc.
- B. General Maintenance Exception: General maintenance activities including but not limited to the replacement of awnings, entryway covers, doors, windows, siding and roofing materials with like materials, and repainting with the same colors are exempt from these standards.
- C. Residential Dwelling Exception: Single family dwellings, duplexes, manufactured dwellings on individual lots of record, and manufactured dwellings in parks are exempt from all requirements of this chapter except for Section 17.90.150.
- D. Specific Building Exception: Certain buildings contain architectural characteristics that contribute to the unique character of Sandy's business community. However, these buildings are not necessarily designed in conformance with the applicable design standards described in this chapter. This section allows these buildings to be maintained, repaired, painted or added on to, in a way that is consistent with the existing architectural design of these buildings. Additionally, in the event a portion or the entire building is damaged by any means, this section allows these buildings to be rebuilt as currently designed. This exemption does not allow the architectural design of these buildings to be changed or altered from the current design without compliance with the provisions of this code. (as of February 1, 2008, see Appendix A) All other provisions in this chapter related to site design, landscaping, lighting, and external storage and screening are still applicable. This exception is applicable to the following buildings:
 - Tollgate Inn Restaurant and Bakery (38050 and 38100 Highway 26)
 - Joe's Donut Shop (39230 Pioneer Blvd.)
- F. Downtown Area Exceptions: Two areas within downtown Sandy contain several existing buildings or groupings of buildings that contribute to the unique character of Sandy's downtown (Appendix B). As such, new building construction within these areas may either

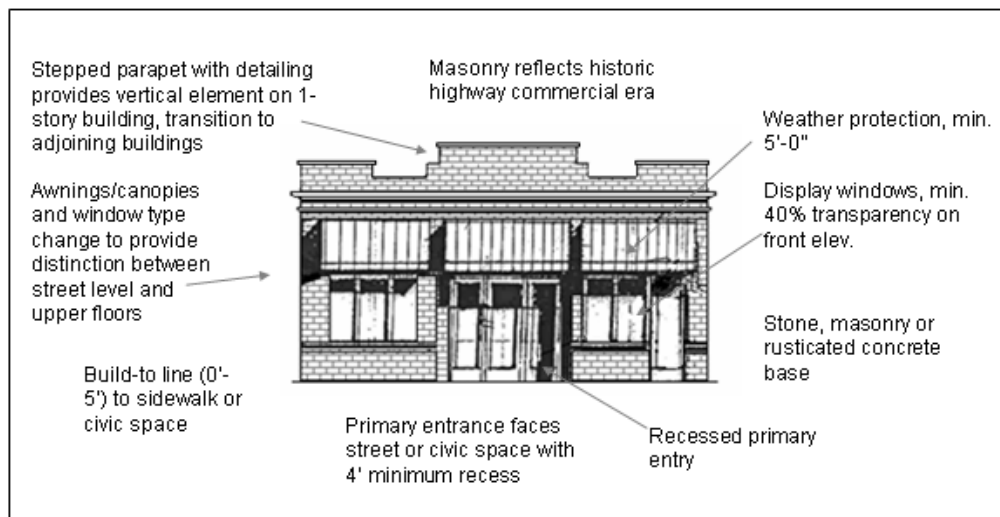
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Revised by Ordinance 2013-04 effective 07/03/13

comply with the Sandy Style design standards of this chapter, or with the details specified below as shown in Figures 17.90.110-A and 178.90.110-B. All other provisions of this chapter related to site design, landscaping, lighting, and external storage and screening still apply.

- a. Area A - South side of Pioneer Boulevard between Bruns Avenue and Meinig Avenue, including the lot at the southeast corner of Pioneer and Meinig (Figure 17.90.110-F):
- (1) Use of flat roofs (See Section 17.90.110(C)(8)) with detailed stepped parapet and regularly spaced picture windows (divided or undivided) framed by pilasters, transoms, and sills.
 - (2) Use of masonry block, brick or fluted concrete, consistent with the existing historic roadside commercial structures is allowed.
 - (3) Buildings may contain symmetrical forms based on a rectangular building plan and simple massing.
 - (4) Building articulation and detailing should express the physical structure of buildings in this area.

Figure 17.90.110-A: Typical Building Elements in Historic Roadside Commercial (Roadside Building Style)

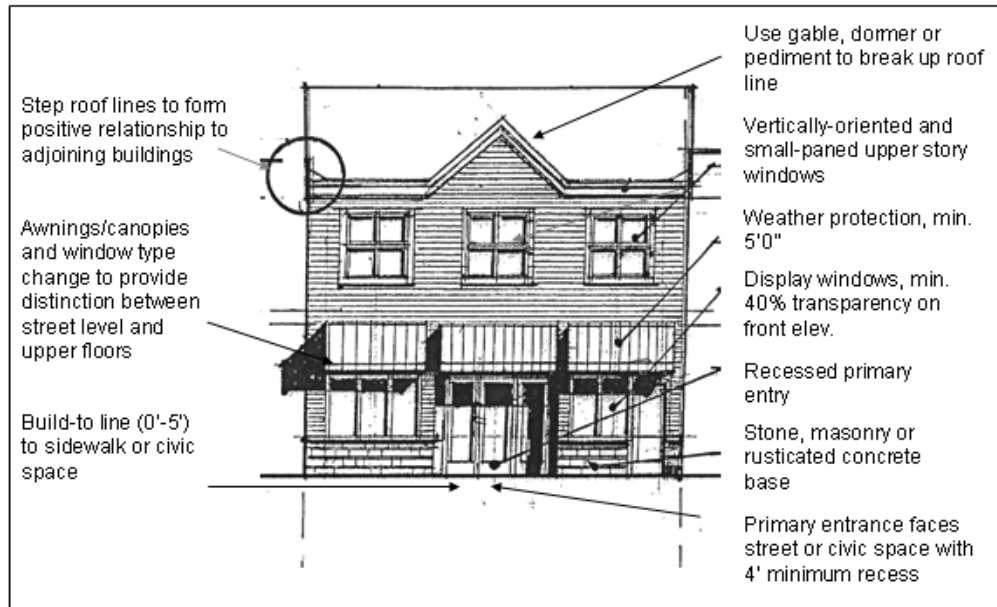


- b. Area B - South side of Pioneer Boulevard between Scales Avenue and Bruns Avenue, and for the Odd Fellows Hall on the north side of Pioneer Boulevard:
- (1) The preferred siding material for building remodels is wood lap siding, consistent with the farm-style structures in that area.
 - (2) Building forms and detailing should express a farmhouse vernacular; buildings should incorporate front-facing gables, covered porches, and divided or double hung sash windows.
 - (3) Paint color should not contrast with the white-washed buildings on this block.

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Figure 17.90.110-B: Typical Building Elements in Historic Roadside Commercial (Farmhouse-Style)



17.90.30 POWERS AND DUTIES

Staff shall review plans for compliance with the Development Code and other applicable regulations. The Planning Director may tailor the extent of the review by deleting or combining steps when not warranted by the scale of the development.

17.90.40 TYPE OF REVIEW

A. Type I – Administrative

Type I review applies to single family dwellings, duplex dwellings, manufactured homes on individual lots, manufactured homes within MH parks, and permitted residential accessory dwellings and structures.

Type I review also applies to exterior building alterations or additions on existing commercial or industrial buildings, multi-family dwellings, and non-residential uses on residentially zoned lots where the proposed alteration or addition meets the following criteria:

1. Exterior alterations other than general maintenance as defined in Section 17.90.10(B).
2. Modifications to the number of parking spaces by not more than 10 percent;
3. Modifications to the area devoted to landscaping or civic space by not more than 10 percent;
4. Building additions in the C-1 and C-3 zones containing less than 1,000 square feet.

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5. Building additions in the C-2, I-1, and I-2 zones containing less than 3,000 square feet.

B. Type II – Director’s Review

Type II review includes floor area expansions greater than the thresholds for a Type I review and all other multi-family, commercial, industrial development and non-residential development on residentially zoned land that is in compliance with code standards, except where a Type III procedure is requested or required.

C. Type III – Quasi-Judicial

Type III review includes development where the applicant has requested Type III Design Review or the Director has determined the review will involve more than a nominal amount of discretion in applying this chapter’s standards to the application. The more a request seeks to deviate from a standard, the greater the burden on the applicant to demonstrate the request complies with the standard’s intent.

17.90.70 EXPIRATION OF APPROVAL

Design Review approval shall be void after two (2) years from the date of the Final Order, or lesser time as the Planning Commission may specify, unless the applicant has submitted plans for building permit approval or demolition approval, as applicable, within this timeframe. The Director may grant one extension through a Type I procedure, not to exceed one (1) year, upon a written request from the applicant prior to the expiration date of the approval and a finding that the applicant has made a good faith effort to implement the approved plan.

17.90.80 MODIFYING APPROVALS

A. Major Modification. A major modification to a Design Review approval shall be processed as a new application. Major Modifications include but are not limited to:

1. Changes in proposed land use;
2. Substantial change in building elevation and materials;
3. Changes in type and location of access ways and parking areas where off-site traffic would be affected;
4. Increase in the floor area proposed for nonresidential use by more than 10 percent from what was previously specified;
5. Increase in the total ground area proposed to be covered by structures or parking by more than 10 percent from what was previously specified;
6. Reduction of project amenities provided, such as civic space, recreational facilities, screening, and/or landscaping provisions by more than 10 percent from what was previously specified, and;
7. Any other modification to a requirement established at the time of Design Review approval.

B. Minor Modification. Minor Modifications may include any of the changes listed above provided the change is below the quantifiable thresholds for a Major Modification, per

Section 17.90.80(A). Minor modifications shall be processed as a Type I or Type II decision at the Director's discretion; a Type II procedure shall be used where the modification requires interpretation of a discretionary standard.

17.90.90 SUBMISSION REQUIREMENTS - TYPE I

- A. Number of Copies: 2
- B. Site Plan. As determined by the Planning Director, the site plan shall be drawn at an approved engineering scale (e.g., 1"=100'; 1"=50'; 1"=20'; or 1"=10') and shall include the applicant's entire property including:
1. Dimensions of the property;
 2. Proposed building location;
 3. Easements of record;
 4. Parcel boundaries;
 5. Driveway location;
 6. Contour lines at the following minimum intervals;
 - a. 2' intervals for slopes 0%-14.9%
 - b. 5' or 10' intervals for slopes between 15%-25%
 - c. Identification of areas exceeding 25%
 7. Flood and Slope Hazard Overlay District boundaries;
 8. Drainage, including adjacent lands;
 9. Natural hazard areas, including potential flood or high ground water, landslides, erosion, drainage ways, and weak foundation soils;
 10. Marsh or wetland areas, underground springs, wildlife habitat areas, wooded areas, and surface features such as earth mounds and large rock outcroppings;
 11. Streams and stream corridors;
 12. Location of trees over 11-inches or greater DBH (6-inches or greater in FSH Overlay District);
 13. Additional information as required by the Director such as soils, geology, hydrologic study, photometric analysis, etc.
- C. Building elevations showing the required design standards.

17.90.100 SUBMISSION REQUIREMENTS - TYPE II AND TYPE III

- A. Number of Copies: Type II – 8 copies, Type III – 15 copies
- B. Digital Version – A compact disc containing a digital version of the required narrative in Microsoft Word format and a plan set in PDF format.
- C. Project Narrative documenting compliance with applicable code criteria. If the application involves any deviations from the Code standards (i.e., Type III Design Review), the narrative

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Revised by Ordinance 2013-04 effective 07/03/13

shall describe how the proposal meets or exceeds the intent of the standard(s) for which a deviation is requested.

- D. Site Analysis Map. An analysis of the site showing the relationship between the site and adjacent properties to contain the following:
1. Property boundaries, dimensions, and gross area;
 2. Topographic contour lines at two-foot intervals for slopes 0-10 percent and five foot intervals for slopes greater than 10 percent;
 3. Location of approved Flood and Slope Hazard Overlay District boundaries and restricted development areas per Chapter 17.60;
 4. Site features including existing structures, pavement, large surface features such as earth mounds and large rock outcroppings;
 5. Contour lines at the following intervals:
 - a. 2' intervals for slopes 0-14.9%
 - b. 5' or 10' intervals for slopes between 15%-25%
 - c. Identification of areas exceeding 25%;
 6. Location and width of public and private streets, drives, sidewalks, rights-of-ways, and easements;
 7. Location, size, and species of trees 11-inches and greater DBH (6-inches or greater DBH in FSH Overlay District);
 8. North arrow, scale, names and addresses of all persons listed as owners of the subject property on the most recently recorded deed;
 9. Name and address of project designer, engineer, surveyor, and/or planner, if applicable;
 10. Other information as required by the Director such as soils, geology, hydrologic study, etc.
- E. Proposed site plan. The site plan shall contain the following information:
1. The proposed development site, including boundaries, dimensions, and gross area;
 2. Features identified on the existing site analysis maps that are proposed to remain on the site;
 3. Features identified on the existing site map, if any, which are proposed to be removed or modified by the development;
 4. The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 5. The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;
 6. The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access;
 7. The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops);

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Revised by Ordinance 2013-04 effective 07/03/13

Parks and Open Space

Land Dedication: CHAPTER 17.32 - PARKS & OPEN SPACE (POS) 17.32.00

INTENT This district is intended to recognize those publicly owned lands designated or proposed for parks and open spaces.

Parks include publicly developed parks and undeveloped park land where typical uses include active and passive outdoor recreation activities, trails, open space, cultural activities, park buildings and structures, concessions, general park operations and maintenance, and storm drainage facilities.

Open space includes publicly developed and undeveloped lands and sensitive areas such as wetlands, steep slopes, forested areas, and stream corridors.

17.32.10 PERMITTED USES A. Primary Uses Permitted Outright:

1. Park improvements identified in the Parks Master Plan or Park Specific Master Plans adopted by the City Council.
2. Trails in otherwise undeveloped open space.
3. Other uses similar in nature.

B. Accessory Uses Permitted Outright:

1. Accessory structures, detached or attached;
2. Educational activities in accordance with the primary purposes of the zone;
3. Interpretive displays;
4. Park furnishings, including arbors, barbeques, benches, bicycle racks, drinking fountains, gazebos, kiosks, picnic tables, play equipment and signage.
5. Public driveways and parking areas for uses permitted in this zone.
6. Public restroom facilities.

17.32.20 MINOR CONDITIONAL USES AND CONDITIONAL USES

A. Minor Conditional Uses: None

B. Conditional Uses:

1. Campgrounds;
2. Swimming pools;
3. Other uses similar in nature.

17.32.30 SANDY RIVER PARK The above uses are inapplicable to the Sandy River Park property owned by the City of Sandy. This section contains requirements specific to Sandy River Park. Development of the Sandy River Park is guided by and limited to the uses identified in the Sandy River Park Master Plan

dated June 3, 2010. The primary uses specified in the plan include hiking, nature study, and habitat restoration and the construction of a trail system to facilitate this use. Accessory structures identified in the plan include installation of interpretative signage, benches, picnic tables, restroom facilities, and limited parking. 17.32.40 DEVELOPMENT STANDARDS 17.32 - 2 Revised by Ordinance 2013-11 effective 12/18/13 A. Parks & Open Space Lot Area No minimum Lot Dimension No minimum Setbacks No minimum or maximum Lot Coverage No maximum Structure Height 35 ft. maximum Off-Street Parking See Chapter 17.98 Design Review Standards See Section 17.90.120 17.32.50 ADDITIONAL REQUIREMENTS A. Where applicable, park improvements shall comply with city design standards. B. Provisions for pedestrian and vehicular off-street access to adjoining properties shall be included in park master plans



City of Sandy
39250 Pioneer Blvd.,
Sandy, OR 97055

Agenda Date: August 19, 2020

To: Parks and Trails Advisory Board

From: Sarah Richardson, Staff Liaison Parks and Trails Advisory Board

Subject: Parks and Open Space Municipal Code Review and Discussion

Attachments: Current City of Sandy Municipal Code 17.32 and Code 17.86

Background:

Board member Kathleen Walker has asked the board to review the current municipal code as it relates to Parks, Trails and Open Space. Specifically, to look for areas where the code may need to be strengthened.

Overview:

For the Master Plan to be implemented and meaningful city municipal codes need to be updated. This discussion will help to identify specific areas of concern going forward. For example, restrooms, parking, and the Fee in Lieu charges.

ESA, the consulting firm working with the city on the updated Parks Master Plan may be able to provide recommendations for code changes at the completion of their work on the Parks and Trails Master Plan.

Attachments:

Current City of Sandy Municipal Codes 17.32 and 17.86

Additional Resources:

Link to full City of Sandy Municipal Code Document (see Title 17 Development Code):

<https://www.ci.sandy.or.us/city-of-sandy-municipal-code>

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