

NOTICE OF DECISION TYPE I DESIGN REVIEW

DATE:	August 12, 2026
FILE NO.:	26-038 DR
APPLICATION:	Type I – Design Review
APPLICANT:	New Awning - AntFarm
OWNER:	Leathers Limited Partnership
LOCATION:	38600 Proctor Blvd.
TAX MAP & LOT:	24E13AC02200
ZONING:	C-1 (Central Business District)
STAFF CONTACT:	Patrick Depa, Senior Planner

FINDINGS OF FACT

1. The applicant submitted a design review application on July 21, 2026, requesting a design review for the construction of an awning on the existing AntFarm Outdoor Programs Building located at 38600 Proctor Blvd.
2. The applicant has a formal lease from the property owners that allows for additions to the site and building.
3. 38600 Proctor Blvd. is located on the south side of Proctor Blvd. and has frontage on both Proctor Blvd. and Pioneer Blvd.
4. The site is zoned Central Business District (C-1). Properties to the north, south, east, and west are also zoned C-1.
5. The applicant is proposing to add a single pitch, awning style roof to the AntFarm Outdoor Programs Building. The roof pitch will exceed the required 4:12 pitch which adheres to the requirements under Section 17.90.110.C.1 for secondary roof forms.
6. The awning material is proposed to be powder coated green 28-gauge metal roofing. The metal roofing will match that on the existing building. The awnings color will match the color of the existing roof which is represented in the Sandy historic metal roof color palette under Section 17.90.110.B.4.a.
7. The awning will include green K-Style gutters and downspouts, matching existing gutters and downspouts. The K-Style gutters and downspouts shall convey stormwater into an approved stormwater containment system.
8. There are no parking requirements in the Central Business District (C-1) for commercial uses; however, Section 17.98.130 Paving requires that all parking areas, driveways, aisles, and turnarounds shall be paved with concrete, asphalt, or comparable surfacing, constructed to City standards for off-street vehicle areas.

9. The condition of the parking areas are in poor shape and will require a seal coat or alternative treatment to deter gravel from being carried out onto Proctor Blvd. and Pioneer Blvd.
10. The vehicle approach from Pioneer Blvd. needs some additional repairs to the existing asphalt (See Figure 1).
11. Due to the current condition of the parking areas, the applicant shall submit an action plan and timeline for the repair work to the onsite parking areas as required under Section 17.98.130.



Figure 1

AGENCY AND DEPARTMENT COMMENTS

Building Official: The awning will require a building permit to be submitted and approved prior to construction.

Public Works: The K-Style gutters and downspouts shall convey into an approved stormwater containment system. The applicant shall apply a seal coat to the asphalt parking area to mitigate the disrepair and the loose gravel from entering Hwy 26.

Clackamas Fire: All means of ingress/egress to the public right-of-way shall not be obstructed.

ODOT: No comments were received.

DECISION

For the reasons described above, the request to construct a single pitch awning from the existing building on the south elevation is hereby **approved** with all conditions of approval being adhered to.

CONDITIONS OF APPROVAL

A. The applicant shall fulfill the following conditions within 30 days of the issuance of this final order:

1. The applicant shall apply for a building permit for the proposed awning.
2. The applicant shall submit an action plan and timeline for the repair work to the onsite parking areas as required under Section 17.98.130. which shall include a minimum of a seal coat or alternative to deter the spread of loose gravel from being carried out onto Proctor Blvd. and Pioneer Blvd.
3. The action plan and timeline for the repair work shall include patching the large pothole in the Pioneer Blvd. driveway approach.
4. The applicant shall submit details on the K-Style gutters and downspouts conveying stormwater into an approved stormwater containment system.

B. General Conditions of Approval:

1. All means of ingress/egress from to the public right-of-way shall not be obstructed.
2. Parking configuration needs to comply to Sandy Municipal Code standards. No parking is allowed on the grass along Proctor Blvd. in front of the building.



Patrick Depa
Senior Planner

RIGHT OF APPEAL

A decision on a land use proposal or permit may be appealed to the Planning Commission by a party with appeal standings 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) or 500 feet of the subject property for appeal of a Type II or Type III decision. The property owner list and labels shall be obtained from a Title Company no more than seven days prior to submitting the appeal. Note that a Type IV decision may be appealed to the Land Use Board of Appeals (LUBA) or to other tribunals in accordance with Oregon law.