

CITY OF CASCADE LOCKS
PLANNING COMMISSION
AGENDA

Thursday, July 26, 2012 at 7:00 PM
City Hall

- I. Call Meeting to Order
- II. Commissioners Notes and Objections
- III. Declaration of Conflict of Interest and Ex-Parte
- IV. Approval of Minutes
 - A. Last Meeting June 9, 2011
- V. Old Business
 - A. Rules of Conduct for Commissioners - Handout
 - B. Rules of Conducting a Public Hearing - Handout
- VI.. New Business
 - A. Elect Planning Commission Chair.
 - B. Elect Planning Commission Vice-Chair.
 - C. Public Hearing LU 12-002 - Brigham Fish Market
- VII. Adjournment

June 9, 2011

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Bob Walker called the meeting to order at 7:01 p.m. PCC Bob Walker, PCM's Larry Cramblett, Rob Brostoff, Jeff Helfrich and Deanna Busdieker were present. Also present were DCR Sue Ryan, CO Betty Rush, Heather Soderberg, Don Berry and Kayla Carron.

A. Approval of December 9 and 20, 2010 Planning Commission minutes

MOTION: PCM Brostoff moved, seconded by PCM Helfrich to approve the Planning Commission minutes for December 9, 2010 and December 20, 2010. The motion passed unanimously.

II. ANNUAL ELECTION OF OFFICERS

DCR Ryan said the annual election of officers is required by Ordinance No. 307, which established the Planning Commission. PCM Cramblett nominated Bob Walker. PCM Brostoff nominated Jeff Helfrich. Chairman Walker asked for a poll vote. Chairman Walker and PCM Helfrich abstained from voting. PCM Brostoff voted for PCM Helfrich. PCM's Cramblett and Busdieker voted for Chairman Walker. Chairman Walker nominated PCM Helfrich for Vice Chairman. There was consensus to have PCM Helfrich serve as Vice Chairman.

III. PUBLIC HEARING

A. Public Hearing on One-Year Review for LU 09-008 Soderberg Foundry Conditional Use Permit

Chairman Walker opened the hearing at 7:08 p.m. He read the hearing statement establishing the rules of the hearing. DCR Ryan read the staff portion of the statement. Chairman Walker asked for declaration of any conflict or bias. Chairman Walker said his mother lived within 250 feet of the foundry and had received a hearing notice but he did not believe that would prejudice him in any way. PCM Helfrich said he had been approached by the applicant and had referred her to ICA Carson. PCM Brostoff said he knew the applicants personally but he had not discussed this with them.

Staff Report: DCR Ryan said there wasn't an official staff report but she would give the best synopsis she could from talking with ICA Carson. She said there were four conditions issued under the Conditional Use Permit issued in 2009. She said of those, the only one before the Commission for any decision tonight was the third one regarding tours of the foundry. She said the way she understood it from what ICA Carson explained to her was that the decision was written so the Planning Commission can not add any new conditions or revoke the Conditional Use Permit. She said they can only modify or eliminate the existing conditions.

Applicant Testimony: Heather Soderberg, Soderberg Bronzeworks.

Ms. Soderberg said she loved being here and she would like to continue to work here. She said she would answer any questions.

Testimony in Favor: DCR Ryan said there had been a letter in favor of the artisan foundry from property owner Wayne Slagle. Chairman Walker read the letter into the record (Exhibit A).

Planning Commission Minutes

Page 3 of 5

June 9, 2011

Soderberg to explain her operation. There was discussion on having PCM's ask their questions first.

PCM Cramblett said Conditional Use is to give the community the idea if something will fit. He said the City wasn't sure what a foundry was so when the foundry came there were questions about how it would fit into the community. He said where Ms. Soderberg has her foundry has met all of the conditions imposed by the City. PCM Cramblett said there are no air problems and there are no water problems. He said the question that remained was what would happen if Ms. Soderberg decided to open up a shop. He said the question at that time was there was not enough room over there to have a shop because of parking. PCM Cramblett said so Ms. Soderberg rented a building and made a shop. He said if the Commission looks at all the reasons why they questioned Ms. Soderberg having a shop with the foundry that those have been answered. He asked when the City quit bird-dogging a business and the use goes from Conditional to Permanent. PCM Cramblett said Ms. Soderberg has met all the conditions. PCM Helfrich said he had spoken to staff. He said the Commission could modify, delete or eliminate any of the conditions because Ms. Soderberg had met the conditions. He suggested the Commission remove the third condition of tours because the biggest complaint was about the parking. He said Ms. Soderberg took it upon herself to rent another structure where people can look at the sculptures and process over there. He said what is wrong with allowing people to walk through because the parking condition had been addressed as the old gas station (Ms. Soderberg's studio) had plenty of parking.

DCR Ryan asked Chairman Walker if she could answer PCM Cramblett's question about the status of the use. She said Conditional Use is a Permanent Use and is vested and goes with the property unless Ms. Soderberg stops operating the foundry. She said as far as it coming back to the Commission, they can not bring it back again. DCR Ryan said Condition 4 clearly states "The matter will be brought back before the Commission at the first available public hearing one year after the business begins operation..." and it does not say there will be recurring review. She said she had reviewed that with ICA Carson that afternoon. She said since the Commission can't add any new conditions the point is moot. She said this is the one-year review unless there was a new state law that came through on artisan foundries that the City would have to comply with then there would have to be some type of review. DCR Ryan said but otherwise this is it. There was a discussion on how conditional uses fit into zones.

Chairman Walker asked if that answered PCM Cramblett's question. PCM Cramblett said it did, he just didn't want a business that they were happy with to feel as if the City was harassing it. Chairman Walker said that was not the intention. PCM Cramblett said it was right to have it be conditional because the Commission wasn't sure what the foundry would be like. He said he felt they had found out in 365 days that it is working for the City. Chairman Walker said as a neighbor of the property there had been very little congestion or noise. He said there is activity but little outside interference. PCM Busdieker concurred as she lives in the same neighborhood. Chairman Walker said there is a recommendation on the floor. DCR Ryan said there are three choices: 1) Let it

Planning Commission Minutes
Page 5 of 5
June 9, 2011

V. ADJOURNMENT

Chairman Walker adjourned the meeting at 7:30 p.m.

Megan Webb
Deputy City Recorder

Planning Commission Chairman

ORDINANCE NO. 307**AN ORDINANCE CONTINUING A PLANNING COMMISSION FOR THE CITY OF CASCADE LOCKS; PRESCRIBING ITS DUTIES; AND REPEALING ORDINANCE NO. 35.**

The city of Cascade Locks, Hood River County, Oregon, ordains:

SECTION 1. Continuation of Planning Commission. There is continued a city planning commission, referred to in this ordinance as "commission," for the city of Cascade Locks.

SECTION 2. Powers and Duties of Commission. Except as otherwise provided by the city council, the commission may:

- 1) Recommend and make suggestions to the council and other public authorities concerning the laying out, widening, extending, parking and locating of public thoroughfares; parking of vehicles; relief of traffic congestion; betterment of housing and sanitation conditions; and establishment of districts for limiting the use, height area, bulk, and other characteristics of buildings and structures related to land development.
- 2) Recommend to the council and other public authorities plans for regulating the future growth, development and beautification of the city in respect to its public and private building and works, streets, parks, grounds and vacant lots, and plans consistent with future growth and development of the city, in order to secure to the city and its inhabitants sanitation, proper service of all public utilities, transportation facilities, and telecommunications utilities, including appropriate public incentives for overall energy conservation and harbor, shipping and transportation facilities.
- 3) Recommend to the council and other public authorities plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged in industrial pursuits.
- 4) Encourage industrial settlement within the city.
- 5) Make an economic survey of present and potential possibilities of the city with a view to ascertaining its industrial needs.
- 6) Study needs of existing local industries with a view to strengthening and developing local industries and stabilizing employment conditions.
- 7) Do and perform all other acts and things necessary or proper to carry out the provisions of this ordinance.
- 8) Study and propose in general such measures as may be advisable for the promotion of public interest, health, safety, comfort, convenience and welfare of the city and the area six miles adjacent.
- 9) Make recommendations to the Council for the adoption of a comprehensive plan for the City, or any part or element thereof. The official comprehensive plan shall be effective only after its formal adoption by the Council.

3) The Commission shall select from its voting membership a chairperson and vice-chairperson to serve for one-year terms. [amended by Ordinance No. 327, passed February 10, 1997].

4) Any discussion, other than one made at a public hearing of the Commission, that concerns a specific case scheduled or likely to come before the Commission and that is between a voting member and an applicant, an applicant's representative, or any other person with a direct interest in the matter, shall be made known and the substance of the discussion entered into the record by the member at the beginning of the Commission's public hearing on the case.

5) A member of the Commission shall not participate in any Commission proceeding or action in which any of the following has a direct or substantial financial interest: The member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member, any business in which the member is then serving or has served within the previous two years, or any business with which the member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting of the Commission where the action is being taken.

6) The Commission shall complete its action on all applications and requests coming before it under the zoning and subdivision ordinances, building codes, and master road plan, within the period of time specified, unless a shorter time is provided by order or ordinance.

SECTION 5. Repeal. Ordinance No. 35 is repealed. The repeal shall not invalidate any action taken by the Commission under Ordinance No. 35, and should be considered a continuation of that Ordinance. Members appointed and presently serving under the terms of that ordinance shall continue to serve their present terms of office.

Passed by Council and approved by the Mayor May 10, 1993.

**CITY OF CASCADE LOCKS
PLANNING DEPARTMENT**

**SITE REVIEW APPLICATION – STAFF REPORT AND SUMMARY OF FINDINGS
AND CONCLUSIONS**

The following information is based on representations and materials provided by the applicant. Any falsification, misrepresentation or inaccurate information may result in this application being rejected, overturned or denied due to inaccurate information. Staff has reviewed the application in light of applicable code requirements and makes the following findings and recommended conclusions for approval of the Planning Commission.

Background Information

Applicant: Kim Brigham and family

Address: P.O. Box 37, Cascade Locks, Oregon 97014

Phone: (541) 490-3313

Agent Representing Applicant: Bob Schatz, Architect
Allusa Architecture
2118 SE Division Street
Portland, Oregon 97202
(503) 235-8585

Owner of the land (if different): Port of Cascade Locks (see letter from Port)

Requested Action: Approval of Site Review and placement permit for a new building in the downtown zone.

Application deemed complete: June 20, 2012

Decision Action Required by: October 8, 2012 (unless extended by official action)

Property Information

Property Address: 630 SW Wanapa Street, Cascade Locks, Oregon

Legal Description: Township 2N; Range 7E; Section 12; Tax lot(s) 1800 and 1700

Current Zoning: Downtown Zone (D)

Property Size: TL#1800 = 8,154 square feet or 0.19 acres
TL#1700 = 15,104 square feet or 0.35 acres
TOTAL = 23,258 square feet or 0.54 acres

Pre-Application Meeting:

The applicant met with City planning staff, public works personnel and the City Utility manager to ensure that utilities connections were identified and that siting considerations were fully discussed prior to receiving this application. The applicants have cooperated with the city to ensure that all utility connections would serve the proposed property, but at the same time allow for future development. The Port of Cascades has contacted Oregon Department of Transportation personnel to discuss access from Wanapa Street and a location for this access has been identified and this driveway will be partially located on tax lot 1700 and partially located on tax lot 1500 with a twenty foot right away resulting. There will be ten feet designated on the east side of TL #1700 and ten feet designated on the west side TL#1800. This driveway will serve the remaining parcels as either a circle drive or as an in and out access.

SUMMARY OF STAFF FINDINGS

The following goals were established to govern decisions related to development in the Downtown Zone (D).

Finding One -GOALS:

Article III, Page 18 “The Downtown Plan’s Project Goals are:

1. Strengthen the downtown core as the economic and cultural center of the City.
2. Make the downtown an extraordinary place, such that travelers will be drawn to the downtown as a destination, not just a stop-over spot.
3. Provide the design standards, regulations, and capital projects necessary to guide new development in a manner consistent with and supportive of these goals.
4. Create a stronger presence of the natural environment in the downtown area.
5. Create and/or enhance views of the surrounding area from downtown for motorists and pedestrians.
6. Establish a more “friendly” pedestrian/bicycling environment that will reduce the necessity for and impact of automobiles.
7. Manage traffic flows for safety and convenience of both the vehicle passengers and pedestrians.
8. Accommodate parking needs for autos, trucks, recreational vehicles, and busses in a manner that is consistent with the adopted design theme.
9. Create stronger visual, vehicular, and pedestrian links between Downtown and Marine Park working to blend the two activity areas into one experience.
10. Develop architectural standards for all new construction and remodeling relating to the history of Cascade Locks.
11. Develop a downtown plan that identifies and plans for common physical elements throughout the area such as landscaping, signage, pedestrian facilities, and parking lots.
12. Create pedestrian/bicycle linkages to all major points in community.
13. Create attractive and inviting entry features.
14. Increase the presence of street trees in a manner consistent with the Design Plan.”

5. The Downtown Plan is based on creating a pedestrian friendly environment where citizens and visitors can enjoy a variety of shopping, cultural, and recreational experiences as pedestrians in a safe, inviting, and comfortable place.
6. Administration of the Historic Columbia River Highway historic designation calls for preserving the historic width and centerline of the street and to make improvements only when they are consistent with the design of the street in the early part of the 20th century. A principal of this plan will be to respect that position where ever possible.”

Staff Findings:

The staff has reviewed the proposed development in light of the controlling planning principles and makes the following findings.

The application meets the standards of the planning principles by encouraging more downtown business activity, expands its presence as a tourist destination and emphasizes the natural environment in both the product sold and design of the building. The proposed business and building design brings attention to the uniqueness of Cascade Locks and helps with the preservation of the historic character of the community by offering a local natural resource product to the consuming public. Staff concludes that the principles have been met by this application.

Finding Three - 8-6.70.020 Permitted Uses

“The following uses are permitted in the Downtown Zone:

G. Retail stores with 15,000 square feet or less of gross floor area.”

Staff Findings:

The proposed use is a permitted use under the code. Staff concludes that the use requirement has been met.

Finding Four - 8-6.70.050 Dimensional Standards

“A maximum setback of 10 feet is required along the WaNaPa Street frontage. The setback area shall be used exclusively for street furniture, outdoor dining areas, sidewalk to the front door, or landscaping.”

Staff Findings:

The applicant has proposed a ten foot setback from Wanapa Street and therefore the proposed development meets the requirements.

Finding Five - 8-6.070.070 Height Limitation

Staff Findings: The proposed height is less than the 35 foot maximum. The proposal meets this requirement.

8-6.070.120 I: Parking Lots

Staff has reviewed the proposal and notes that the parking is in the back, provides for seven off-street parking spaces and access has been identified acceptable to ODOT and the City. Staff concludes that this standard has been met.

8-6.070.120 J : Building Facades

Staff has reviewed the proposed development in light of all requirements for this code section and believe that the proposal meets the requirements as delineated in this section of the code.

“Traditional Storefront Elements. For buildings designed to house retail, service, or office businesses, traditional storefront elements are required. These elements include:

- a. Front and side building walls placed within 10 feet of abutting street right-of-way boundaries.
- b. Clearly delineated upper and lower facades.
- c. A lower facade dominated by large display windows and a recessed entry or entries.
- d. Smaller, regularly spaced windows in the upper floor.
- e. Decorative trims, such as window hoods, surrounding upper floor windows.
- f. A decorative cornice near the top of the facade.
- g. Change in Relief of Building. Buildings must include changes in relief on 10 percent of their WaNaPa facades. Relief changes include cornices, bases, fenestration, fluted masonry, or other treatments for pedestrian interest and scale.”

Staff concludes that this standard has been met.

8-6.070.120 K : Windows

Staff has reviewed the proposal and concludes that the proposal meets the requirements.

8-6.070.120 L: Upper Windows

This is not applicable to this development.

8-6.070.120 M: Streetscape/Street Furniture

The applicant has provided for a screened front porch area in their building which could be utilized for seating in the front of the building. Staff has determined that this meets the requirements of the code.

8-6.070.120 N: Lighting

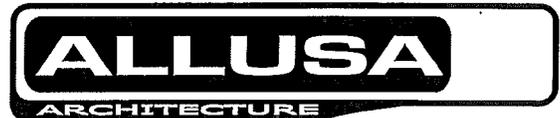
The applicant has not specified a lighting strategy for the proposed development, but it is noted that the entrance shall be well-lighted per our code and that all lighting will be shielded from glare and directed downward to protect the night skies of Cascade Locks. This shall be a condition of approval.

6. The applicant affirms a commitment to meeting the terms and conditions outlined in this planning report and any additional land-use requirement appropriately applied by the Planning Commission. These conditions include all the requirements stated herein as well as all applicable code requirements of the downtown zone. A transfer of ownership does not relieve the subsequent owner from the responsibilities described herein and cannot be voided except with the approval of the City of Cascade Locks.
7. The applicant agrees that all terms and conditions of approval shall apply to the entire parcel.
8. The applicant agrees to pay the required fees to the City of Cascade Locks, Oregon before issuance of the final permit.

The City of Cascade Locks have relied on the representations of the applicant in evaluating their application for land-use approval. Any misrepresentations or prevarication on the part of the applicant shall render the staff findings incorrect and may invalidate these findings of facts and summary of conclusions and could result in a requirement that the applicant withdraw the previous application and reapply for land-use approval under the codes of the City of Cascade Locks.

Staff report prepared by Stan Foster, Land-use Consultant

Date



Brigham Fish Market Design narrative

Roofing:

The roofing shall be an Architectural Grade composition. The color will be a dark brown

Trim at eaves:

The trim at the eaves will be a custom cut design from 4x8 pieces of wood. It is a craftsman type detail but the parts will have more of a modern style.

Siding:

The siding will be a cement board material and cut to a fishscale pattern. It will be painted a brown color to resemble a wood finish.

Trim at siding:

This trim will be painted wood and placed to resemble a craftsman style. There will be belly band trim and corner trim.

Front arch;

The front arch will be 1.5" x 1.5" angle and 1/5" flat steel bolted or welded together and painted black. This look is similar to the look of the structure of the nearby bridge.

Fish Sculptures:

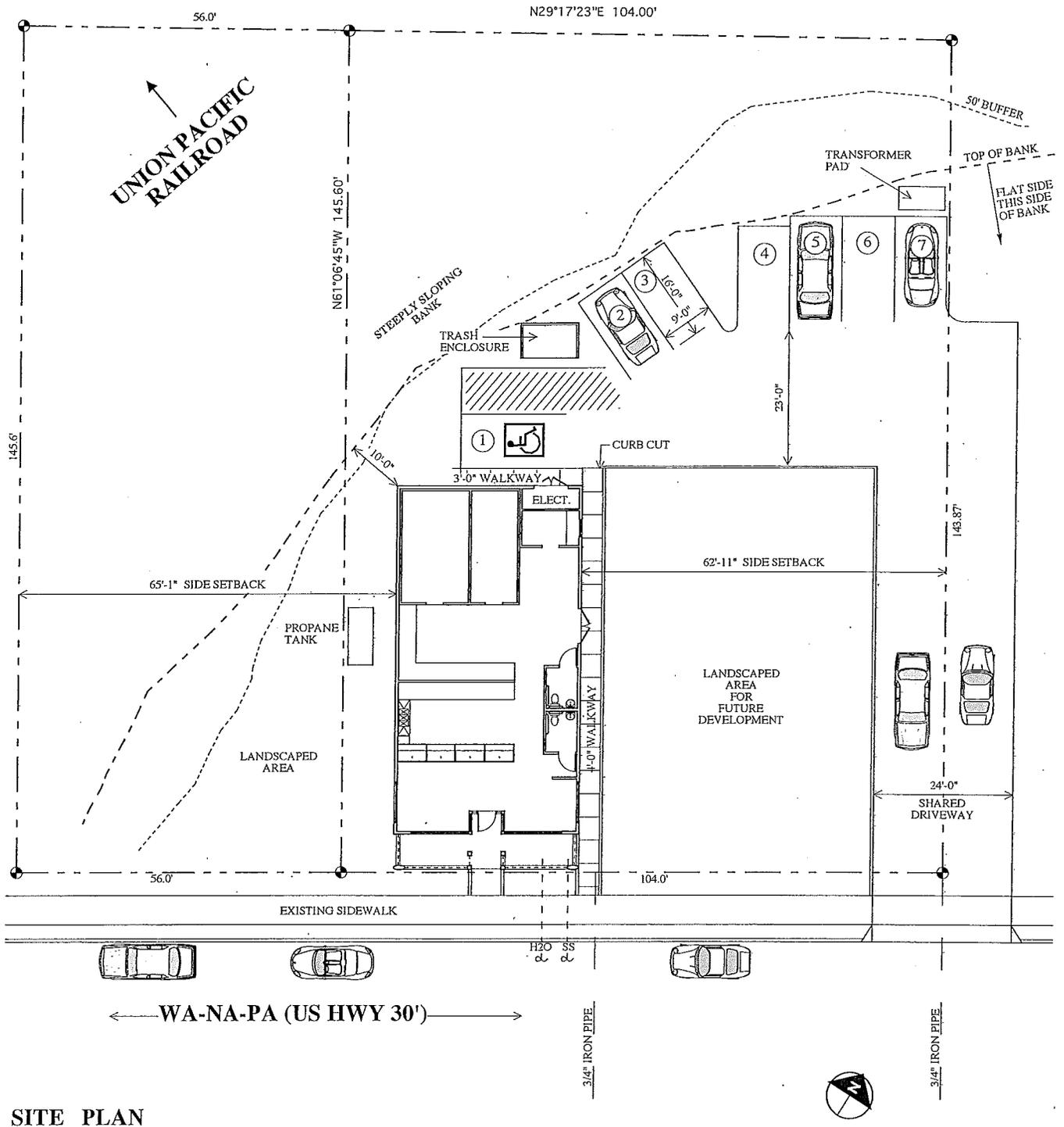
The fish sculptures will be made of plate steel, sculpted to the fish shape including adding depth to the plate steel to give the curve of the fish body. The steel will be patina'd to give it a bronze look. The sculptures will be mounted to a stone clad wall.

Windows:

The windows will be wood framed with metal cladding. The finish color outside will be dark bronze.

Parking:

The Port of Cascade locks has agreed to have a shared driveway entering the back of the property. This will allow one driveway to be used instead of several. Our site will have 7 parking spots at the rear of the property.



SITE PLAN

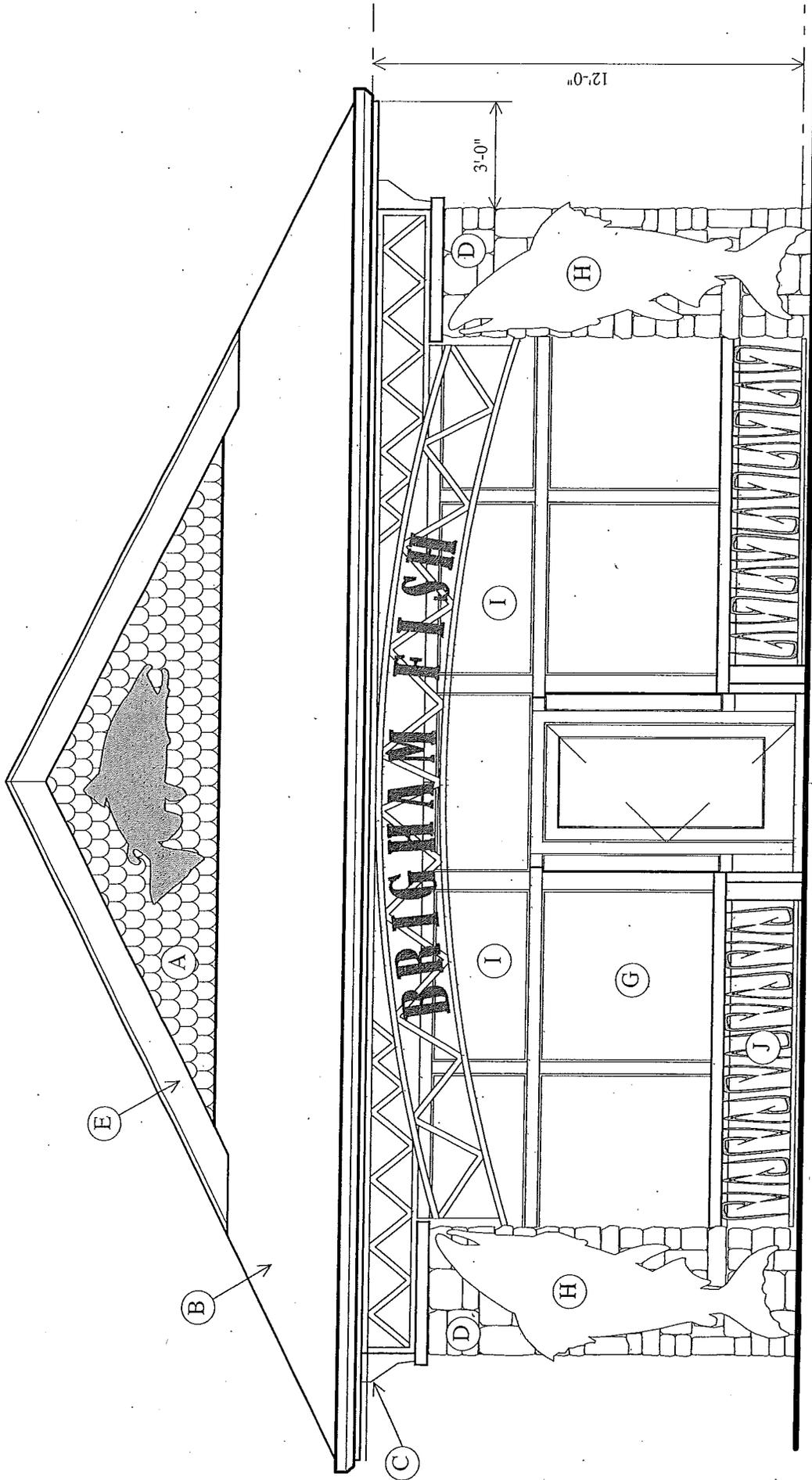
1/16" = 1'-0"



2118 SE Division street Portland, OR 97202
 Phone (503) 235-8585 Fax (503) 235-0835 Allusaarchitecture.com

Brigham Fish Market

630 SW WANAPA STREET
 CASCADE LOCKS 97014



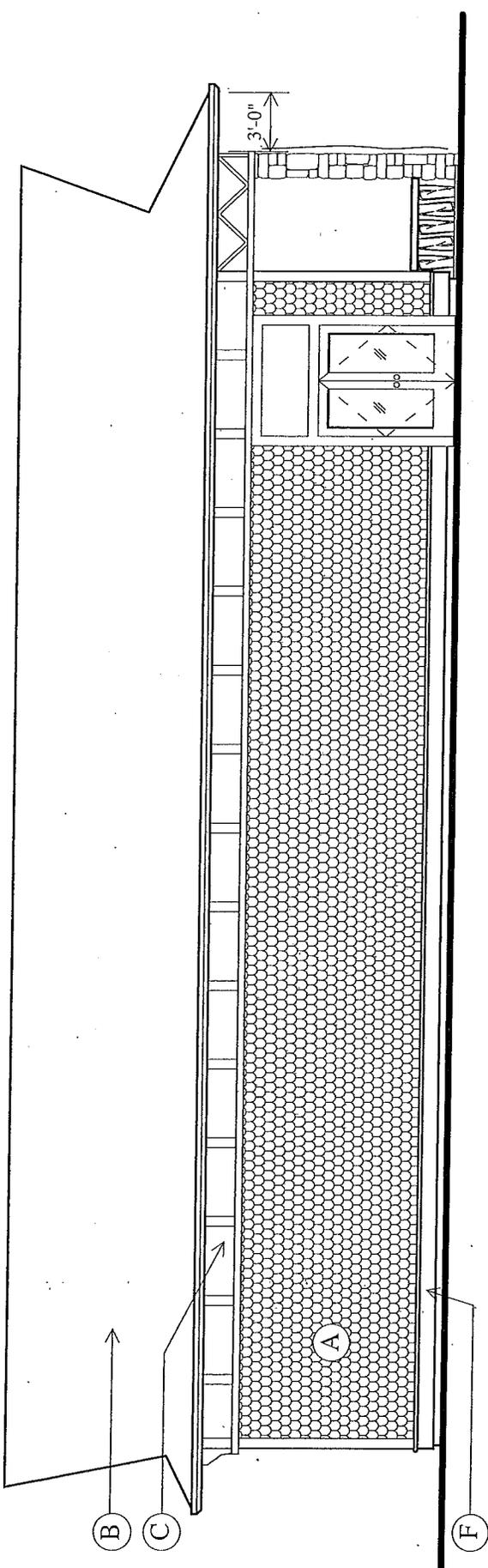
FRONT ELEVATION

1/4" = 1'-0"

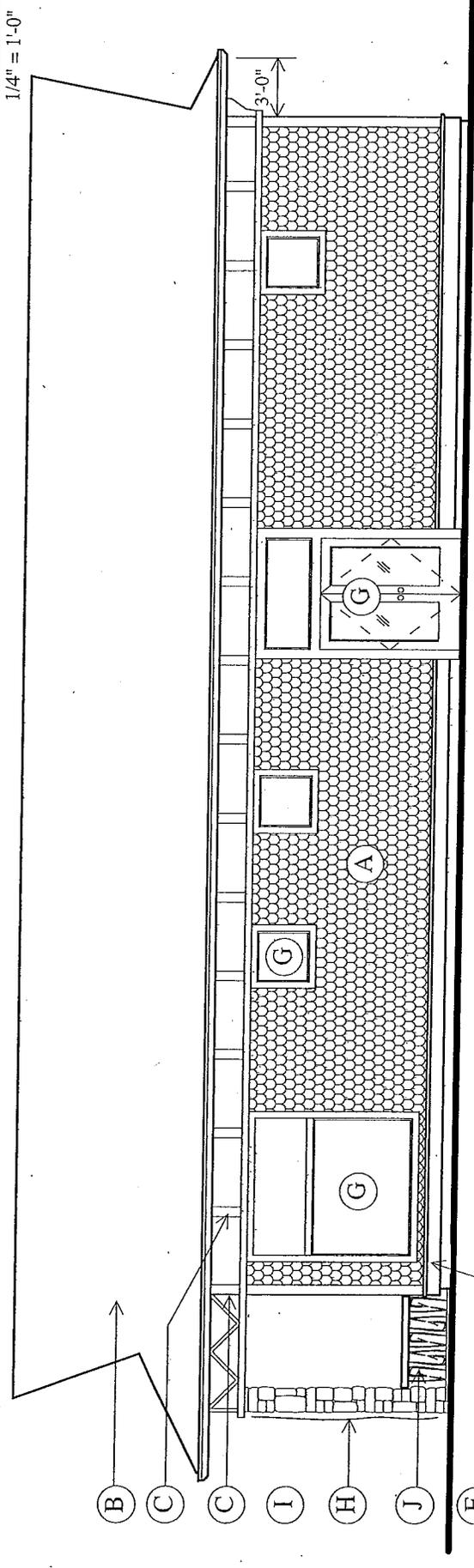
Brigham Fish Market

630 SW WANAPA STREET
 CASCADE LOCKS 97014





SIDE ELEVATION



SIDE ELEVATION

1/4" = 1'-0"

1/4" = 1'-0"

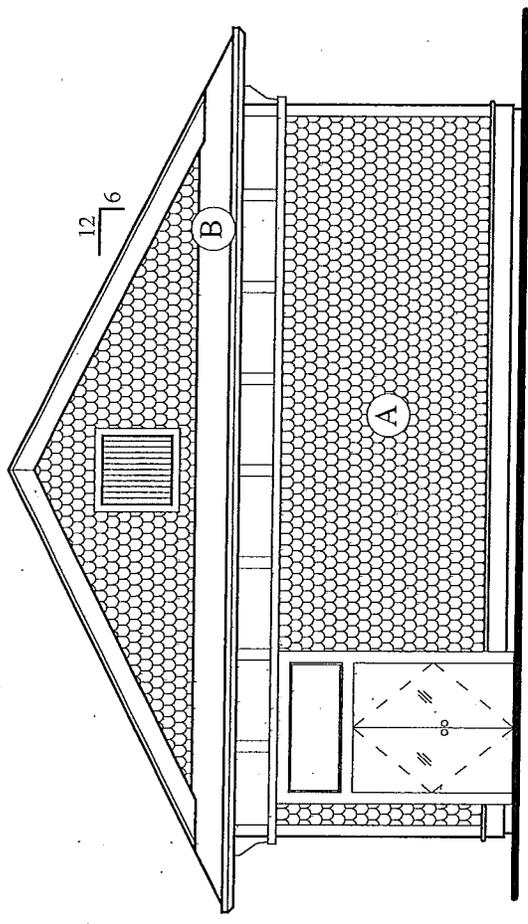


Brigham Fish Market

630 SW WANAPA STREET

CASCADE LOCKS 97014

- (A) CEMENT BOARD PAINTED FISH SCALE SHINGLE SIDING
- (B) ARCHITECTURAL GRADE COMPOSITION ROOFING DARK BROWN COLOR
- (C) 6X10 TRIM, CUT TO SHAPE
- (D) STONE CLAD COLUMNS
- (E) 12" WOOD FACIA PAINTED
- (F) 12" BASEBOARD TRIM PAINTED
- (G) METAL CLAD WOOD WINDOWS & DOORS
- (H) SCULPTED STEEL FISH
- (I) STEEL TRUSS ARCHWAY PAINTED BLACK
- (J) STEEL "HOOK" PICKETS PAINTED BLACK AND WOOD TOP RAIL

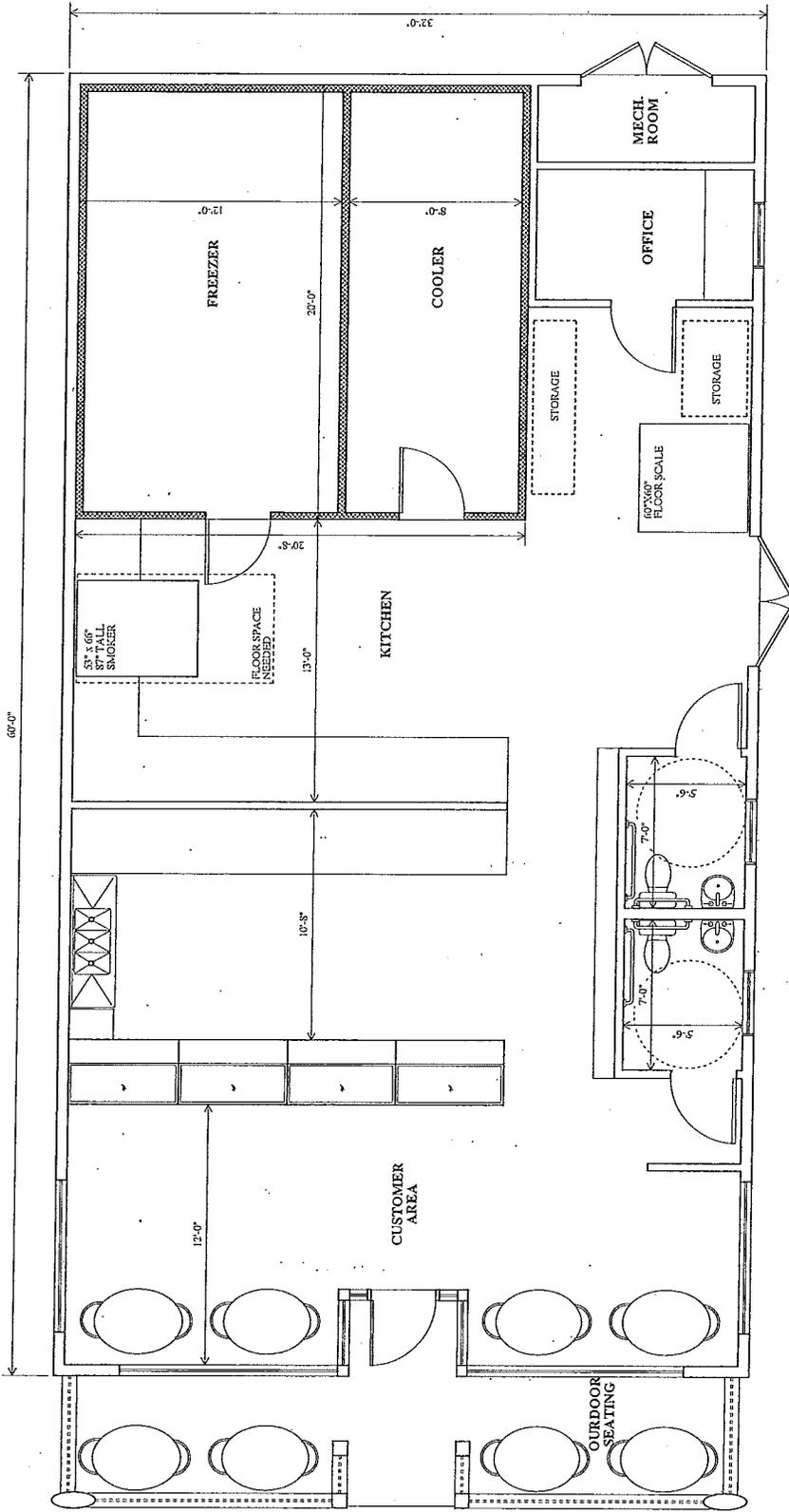


REAR ELEVATION

1/4" = 1'-0"



Brigham Fish Market
 630 SW WANAPA STREET
 CASCADE LOCKS 97014



FIRST FLOOR PLAN

1/4" = 1'-0"



Brigham Fish Market

630 SW WANAPA STREET
 CASCADE LOCKS 97014