

**CITY OF MANZANITA PLANNING COMMISSION
FINDINGS OF FACT AND CONCLUSIONS**

Commercial Building Design Review

Location: 225 Laneda Ave.
Assessor's Map: 3N –10–29 BD, Tax Lot 15700
Applicant: Pine Grove Community House Inc (Lynne Gross, President)
Owner: Same as applicant
Zoning: C-1 (Commercial)
Criteria: This application will be evaluated against the design review standards listed in Sections 4.070, 4.080, 4.090, 4.137 through 4.158 and 7.010 through 7.060 of Ordinance 95-4, and the standards for the Commercial (C-1) zone listed in Section 3.040 of Ordinance 95-4.

Date of Hearing: September 28, 2020

FINDINGS OF FACT

1. Applicant Pine Grove Community House, through its representative President, Lynne Gross, applied on September 4, 2020 for design review of an addition to an existing building. The application was determined to be complete on September 4, 2020. The fee for the design review will be collected at the time the building permit is issued for the proposed addition. A copy of this application is included as Exhibit A of this report. The applicant provided a site plan and drawings of the proposed addition.
2. A notice of public hearing on the application was published in the (Tillamook) Headlight-Herald on September 16, 2020. Written notice of the public meeting on this design review application was mailed on September 10, 2020 to property owners of records within 150 feet of the subject property as required by Article 10 or Ordinance 95-4. Public comment was taken at the regular Planning Commission meeting of September 28, 2020.
3. Applicant wishes to construct an addition to an existing building on property zoned C-1 (Commercial). The addition would be on each of the two levels of the building. The existing floor level has a total of 1,920 square feet which includes, the open area, kitchen, two baths and hallway. This main floor would be expanded by 443 square feet, by adding incidental areas (a staircase, extended highway, small storage, and large storage) to the existing floor area used for assembly and an office (prep/bridal room). After the addition, the main floor level would be 2,363 square feet. The basement currently holds the Nehalem Valley Historical Society Museum (NVHS), a large storage, hallway, ADA bath and a small storage for a total of 1,545 square feet. The addition would expand the incidental areas (storage, hall and water heater closet) of the museum/assembly area by 100 square feet.
4. The subject property is located on the west portion of the block located Laneda Avenue. The regulations for the C-1 zone are described in Section 3.040 of Ordinance 95-4. The property to the west is a residence, property to the east is a Commercial winery, properties across the street east of the parcel in the Commercial (C-1) zone have commercial businesses; the property across the street to the west in the Commercial (C-1) zone has a residence. The adjacent properties to the north are in the High Density Residential/Limited Commercial (R-4) zone and have residential uses.
6. The Pine Grove Community House is considered an existing nonconforming structure following the definition of nonconforming structure or use.

Section 1.030 Definitions

Nonconforming structure or use: A lawful structure or use at the time this Ordinance or any amendment thereto becomes effective, which does not conform to the requirements of the zone in which it is located.

7. Article of Ordinance 95-4 specifies the standards for nonconforming uses as follows:

Section 7.010 Continuation of Nonconforming use

Section 7.020 Enlargement of Expansion of a Nonconforming Use

Section 7.030 Discontinuance of Nonconforming Use

Section 7.040 Change of a nonconforming Structure. A structure conforming as to use but nonconforming as to height, yard requirements, lot coverage, equipment, its location on the lot or other requirements concerning the structure may be altered or enlarged provided the alteration or enlargement conforms to the current requirements of this Ordinance and the altered or enlarged building or buildings do not result in additional nonconformity . [Amended by Ord. 06-03, passed 9/18/06; and amended by Ord. 14-02, passed April 9, 2014]

Findings: The Pine Grove building is conforming to use but it is not conforming as to yard requirements and parking spaces. The front and side yard setbacks are nonconforming. There are no current on-site parking spaces. The proposed addition does conform to the current requirements.

Section 7.050 Destruction of Nonconforming Use or Structure

Section 7.060 Public Hearing Required. Alteration, restoration, replacement or resumptions of a nonconforming use shall only be done after a public hearing and determination by the Planning Commission that the action is not detrimental to the City or the neighborhood, or the policies of the Comprehensive Plan.

Findings: The Pine Grove building is a nonconforming building and the proposed addition would alter and replace the portions of the building. The Planning Commission held a public hearing on September 28, 2020.

8. Section 3.040 of Ordinance 95-4 specifies the standards for structures in the C-1 zone as follows:

Section 3.040 Commercial Zone, C-1

(2) Conditional Uses Permitted. In the C-1 zone, the following conditional uses are permitted subject to the provisions of Article 5:

- a) A use permitted in the R-2, R-3, and R-4 zones.
- b) Business office

Section 3.025 High Density Residential/Limited Commercial Zone R-4.

(2) Conditional Uses Permitted. In a R-4 zone the following conditional uses and their accessory uses are permitted subject to the provisions of Article 5:

- (a) Church or community meeting hall
- (b) Business Office

Findings: The existing Pine Grove building has a use of a meeting hall. However, the proposed addition in the main floor level is mostly an expansion of the associated incidental areas/uses. This are the stairs,

hall, small, and large storage. These incidental additions count for 61% of the total addition to the main floor level. The addition will also include a small office (prep/bridal room) of 171 square feet.

The basement addition is to expand the storage, hall, and water heater closet. All of these are incidental areas for the NBHS Museum assembly area. The total basement addition is 100 square feet.

This standard is met.

(3) Standards. In the C-1 zone the following standards shall apply:

(a) The minimum lot size, setbacks and height for residential uses, except in mixed use development, shall be the same as in the R-2 zone. [Amended by Ord.03-06, passed July 9, 2003].

Findings: This standard is not applicable. The property is considered commercial.

(b) For commercial, nonresidential, or mixed use development uses, the minimum front yard shall be 10 feet, the minimum side yard shall be 5 feet, and the minimum rear yard shall be 5 feet. For corner lots adjacent to Laneda Avenue, the yard facing Laneda Avenue shall be considered the front yard. [Amended by Ord. 11-04, passed November 9, 2011].

Findings: The front yard setback is existing non-conforming. The East side yard setback is existing non-conforming. The West side yard existing setback is conforming. The rear yard setback is conforming. The side and rear required setback for the addition is met. This standard has been met.

(c) The maximum building or structure height shall be 28 feet, 6 inches. However, if more than one-half of the roof area has a roof pitch of less than 3 in 12, the building or structure height shall not exceed 24 feet. The height of a stepped or terraced building shall be the maximum height of any segment of the building or structure. [Amended by Ord. 95-4, passed March 6, 1996; Amended by Ord. 01-03, passed 8/27/01]

Findings: This standard has been met.

(d) Minimum landscaped area: At least 10% of the total lot area of commercial, mixed use, or non-residential uses shall be devoted to landscaping or usable open space such as playgrounds, sitting areas or picnic areas. For developments exempt from on-site parking requirements under Section 4.090(2) and for commercial and mixed-use developments providing less than the required number of parking spaces on-site, an additional 10% of the total lot area shall be devoted to landscaping. The minimum lot area required for landscaping in residential and other uses shall be 20%. Placement of landscaping is subject to standards specified in Section 4.156. [Amended by Ord. 11-04, passed November 9, 2011]

Findings: The lot size is 5,000 square feet requiring 500 square feet of landscaping. The proposed landscaping is 33% coverage, 1,650 square feet, exceeding the requirements. This standard has been met.

(e) Parking shall be in accordance with Article 4, Section 4.080.

Findings: The current Pine Grove building, as an assembly site, does not required onsite parking because its structure is existing nonconforming.

(f) Signs shall be in accordance with Article 4, 4.070.

Findings: This standard does not apply. The application doe does not include any additional signage.

(g) In the C-1 zone, signs, awnings, marquees, and sidewalk coverings shall extend not more than 10 feet from a building or more than 5 feet over a sidewalk, whichever is less. [Amended by Ord. 14-02, passed April 9, 2014].

Findings: This standard does not apply. The application does not include any additional signage.

(h) Adequate storm drainage shall be provided as specified by the City.

Findings: Applicant will tie in to the existing storm drain system. This standard has been met.

(i) Design review subject to Section 4.152. [Amended by Ord. 95-4, passed March 6, 1996].

Findings: The Planning Commission will review the design review on September 28, 2020. This standard is met.

(j) Building(s) on a lot shall have a floor area ratio of no more than 0.65. The combined floor area of all buildings on a lot shall be used in calculating the floor area ratio. If a development is proposed on a lot divided between the R-4 and C-1 zones, the area in the R-4 zone shall be assumed to be no greater than the area in the C-1 zone for purposes of calculating the floor area ratio. [Added by Ord. 11-04, passed November 9, 2011]

Findings: Pine Grove is currently at 72% floor area ratio, exceeding the 65% allowable. With the addition, the new floor area ration will be 77%. This standard has not been met. Applicant submitted documentation to request a variance. Staff will allow the Planning Commission to determine the next steps with this criterial. Staff recommends the identification of a tradeoff to mitigate this deficiency.

(k) If a development is proposed on a parcel consisting of two or more contiguous lots, the lots must be legally combined into one lot. [Added by Ord. 11-04, passed November 9, 2011]

Findings: This standard does not apply.

9. The following define floor area ratio.

Section 1.030 Definitions

Floor area ration (FAR). The gross floor area of a building or buildings divided by the lot area and is usually expressed as a decimal. Buildings of varying number of stories can have the same FAR because the FAR counts the total floor area of a building, not just the building's footprint. (For example, on a 4,000 square foot lot, a 1,000 square foot, one story building would have the same FAR (.25) as a two story building where each floor was 500 square feet.) [Added by Ord. 11-04, passed November 9, 2011]

Floor Area, Gross. The floor area within the inside perimeter of the exterior walls of the building under consideration, exclusive of vent shafts and courts, without deduction for corridors, stairways, closets, the thickness of interior walls, columns or other features. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above. The gross floor area shall not include shafts with no openings or interior courts. [Added by Ord. 11-04, passed November 9, 2011]

9. Article 5 of Ordinance 95-4 specifies the standards for conditional uses.

Section 5.010 Purpose

- Section 5.020 Planning Commission Authority
- Section 5.025 Findings
- Section 5.030 Standards Governing Conditional Uses
- Section 5.039 Time limit on a Permit for a Conditional Use
- Section 5.040 Church, Meeting Hall, Community Center, Health Facility or Retirement
- Section 5.050 Schools
- Section 5.060 Public Utility or Communication Facility
- Section 5.065 Cottage Industries
- Section 5.070 Mining, Quarrying or other Extractive Activity or Solid Waste Sites.
- Section 5.077 Recreational Vehicle Park
- Section 5.098 Recreational Vehicle Subdivision

Findings: The proposed addition (main floor level and basement) is not a conditional use. The addition is mainly an expansion of the incidental uses of the assembly areas. This standard does not apply.

10. Section 4.090 of Ordinance 95-4 specifies the parking requirements as follows:

Section 4.090 Off-Street Parking Requirements.

1. In determining the number of parking spaces required by this section, all fractions shall be rounded to the nearest whole number. [Added by Ord. 11-04, passed November 9, 2011]
2. Development of no more than two (2) retail, restaurant or office spaces on lots of 5,000 square feet or less in the C-1 or L-C zones will require no parking spaces in excess of that required by the Americans with Disabilities Act [ADA] or required by Section 4.090(3)(b) below. [Added by Ord. 11-04, passed November 9, 2011]
3. Requirements for specific uses [Amended by Ord. 11-04, passed November 9, 2011]

USE	REQUIREMENTS
(e) Church, club, or similar place of assembly	One space for each 50 square feet of floor area used for assembly
(h) Bank, office, and medical clinic	One space for each 400 square feet of gross Floor area

Findings: The addition to the main floor is as follows:

Use: Place of assembly	Use: Office
Parking: 1 per 50 sqft of area used for assembly	Parking: 1 per each 400 sqft of <u>gross floor area</u>
Incidental areas:	New use:
Stair 92 sqft	Office (prep/bridal room) 171 sqft
Hall 77 sqft	
Small storage 50 sqft	
Large storage 54 sqft	
Total 272 sqft	

Required parking:	0	0
The assembly floor area is not increasing		The gross floor area for the office is under 400 sqft

The addition to the basement is as follows:

Use: Place of assembly
Parking: 1 per 50 sqft of area used for assembly

Incidental areas:

Storage	33 sqft
Hall	52 sqft
WH Closet	15 sqft
Total	100 sqft

Required parking:	0
The assembly floor area is not increasing.	

This standard is met.

10. Section 4.080 and Section 4.090 of Ordinance 95-4 specify the off-street parking requirements in the C-1 zone as follows:

Section 4.080 Off-Street Parking and Off-Street Loading Requirements. At the time a new structure is erected or the use of an existing structure is changed or enlarged, off-street parking spaces, loading areas and access thereto shall be provided as set forth in this section unless greater requirements are otherwise established. If such facilities have been provided in connection with an existing use, they shall not be reduced below the requirements of this Ordinance.

1. Requirements for types of buildings and uses not specifically listed herein shall be determined by the Planning Commission, based upon the requirements of comparable uses listed.

Findings: The addition to the basement is to expand the accessory/incidental area of the NVHS Museum and there are not parking requirement for this addition. The main floor addition includes accessory/incidental uses for the Pine Grove assembly area and an office for which parking requirements in the exiting ordinance.

2. In the event several uses occupy a single structure or parcel of land, the total requirements shall be the sum of the requirements of the several uses computed separately.

Findings: The main use for the building is an assembly area. This standard is not applicable.

3. Owners of 2 or more uses, structures, or parcels of land may agree to utilize the same parking and loading spaces when the hours of operation do not overlap, provided that satisfactory legal evidence is presented to the Planning Commission in the form of deeds, leases, or contracts to establish the joint use.

Findings: This standard is not applicable.

4. Off-street parking spaces for dwellings shall be located on the same lot with the dwelling. Other parking spaces required by this Section may be located on another parcel of land, provided that the furthest parking space is no more than 500 feet from an entrance of a use it serves, measured by following a sidewalk or other pedestrian route. The right to use the offsite parking must be evidenced by a recorded deed, lease, easement, or similar written instrument. Any use of offsite parking spaces may not decrease the parking spaces of any other use below the requirements of Sections 4.080 or 4.090. [Amended by Ord. 11-04, passed November 9, 2011]

Findings: This standard is not applicable.

5. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons, and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting business or use.

Findings: This standard is not applicable.

6. Areas used for standing and maneuvering of vehicles shall have durable and dustless surfaces maintained adequately for all-weather use and drained so as to avoid flow of water across public sidewalks or adjacent property.

Findings: This standard is not applicable.

7. Except for parking to serve dwelling uses, parking and loading areas adjacent to or within residential zones or adjacent to residential uses shall be designed to minimize disturbances of residents by the erection between the uses of a sight-obstructing fence of not less than 5 or more than 6 feet in height except where vision clearance is required.

Findings: This standard is not applicable.

8. Parking spaces along the outer boundaries of a lot shall be contained by a curb or bumper rail at least 4 inches high and set back a minimum of 4 1/2 feet from the property line.

Findings: This standard is not applicable.

9. Artificial lighting which may be provided shall not create or reflect glare in a residential zone or on any adjacent dwelling.

Findings: This standard is not applicable.

10. Groups of more than 4 parking spaces shall be served by a driveway so that no backing movements or other maneuvering within a street, other than an alley, will be required.

Findings: This standard is not applicable.

11. Loading of merchandise, materials, or supplies, buildings or structures which receive and distribute material or merchandise by truck shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use. Off-street parking areas used to fulfill the requirements of this ordinance may be used for loading and unloading operations during periods of the day when not required to take care of parking needs.

Findings: This standard is not applicable.

12. Groups of 4 or more parking spaces shall be required within the Commercial and Limited Commercial zones to be clearly marked and shall not be less than 9 feet by 18 feet in size for each space required. An information sign of 4 square feet, visible from the street, road or highway will be used to identify the location of off-street parking areas.

Findings: This standard is not applicable.

13. For corner lots on Laneda Avenue, access to parking areas for new structures shall not be from Laneda Avenue. [Added by Ord. 06-04, passed September 18, 2006]

Findings: This standard is not applicable.

14. When a use in the commercial zone existing as of November 9, 2011 does not have the number of off-street parking spaces required by this ordinance and the use or size changes, the total number of parking spaces required for the new use or size shall be reduced by the deficient number of spaces for the existing use or size. [Added by Ord. 11-04, passed November 9, 2011]

Findings: The office addition requires 1 parking space for every 400 square feet. The addition of 172 square feet does not require any additional parking. This standard has been met.

15. For development on lots adjacent to Laneda Avenue, offsite parking for commercial uses may be located further away than outlined in Section 4.080(4) above if the following conditions are met: a) The parcel on which the parking is located shall be deeded to the City after the required number of parking spaces is developed to City specifications. b) The entrance to this remote, offsite parking must be clearly visible to the flow of traffic on Laneda Avenue. c) This parking will be available for the general public to use. [Item 15 added by Ord. 11-04, passed November 9, 2011]

Findings: This standard is not applicable.

16. Parking spaces within a structure shall be on no more than one level. [Added by Ord. 11-04, passed November 9, 2011]

Findings: This standard is not applicable.

11. Section 4.070 of Ordinance 95-4 specify the sign requirements.

Section 4.070 Sign Requirements

b. Total Square Foot Restrictions for Commercial Businesses

(2) Businesses not abutting Highway 101 will be allowed 24 square feet of signs not including Incidental Signs, Temporary Signs, one exterior reader board/bulletin board, and not more than one (1) A-Frame/sandwich board or portable-type sign meeting the requirements of Section 3.a.(2).

Findings: This standard does not apply. The application does not include a change in signs.

12. Sections 4.150 through 4.158 of Ordinance 95-4 specify the procedures and standards for design review of construction within the C-1 zone.

Section 4.150 Design Review. The purpose of Sections 4.150 through 4.158 is to provide design standards for

commercial and mixed-use development in Manzanita's commercial zones and in the High Density Residential/Limited Commercial zone. Design review provides aesthetic judgment over development projects in order to maintain the unique character of the community by keeping buildings to human scale and reflecting the natural beauty of the city's setting, to encourage the traditional style of the Pacific Northwest, and to protect the viability of the commercial zones. The standards provide for originality, flexibility and innovation in site planning and development and encourage development where structures, use areas, artistic expression and site elements are integrated in a manner that is harmonious within the site and with adjacent properties. Design review criteria shall be applicable to all new construction, alteration of site improvements, or exterior alteration of commercial and mixed-use development in the C-1, LC, and R-4 zones. [Amended by Ord. 06-04, passed September 18, 2006; and amended by Ord. 14-02, passed April 9, 2014].

Section 4.151 Definitions. [Amended by Ord. 06-04, passed September 18, 2006; and amended by Ord. 14-02, passed April 9, 2014].

- a. New construction: New building, public improvements such as sidewalks, benches, lighting and/or landscaping.
- b. Alteration of site improvements: The removal of landscaping of an area of 100 square feet or more.
- c. Exterior alteration: The addition of more than 100 square feet of interior building space.
- d. Minor alteration: Modification of a building or improvement which is (a) not a Major Revision to an approved design review plan, (b) does not significantly alter or move an exterior wall or roof or change the height of a portion of a building, (c) does not relocate an existing building on its lot, (d) creates no new driveways, and (e) adds no additional uses to the building.
- e. Major revision: Modifications to an approved design review plan which result in a significant change to the plan; including but not limited to changes to the siting of a building or improvements, the modification of the areas to be landscaped, the placement of mechanical or electrical equipment not shown on the approved design review plan, or modifications to a plan element that was the subject of a Design Review Board condition.
- f. Minor revision: Minor modifications to an approved design review plan which result in an insignificant change to the plan; including but not limited to minor changes to the dimension or placement of windows or doors, changes in building materials where only a limited area is affected and which do not affect the overall architectural design, or the substitution of landscape materials which do not affect the overall landscape design.
- g. Design Review Board: The Planning Commission or a separate board designated by the City Council.

Section 4.152 Design Review Plan - When Approval is Required. Design review plan approval shall be required prior to:

1. Site clearance activities such as tree removal, grading, excavation, or filling.
2. The issuance of a building permit for new construction or alteration. This shall include reconstruction of a nonconforming structure. The plan for which a building permit is issued shall conform in all aspects to the plan approved through the design review process. [Amended by Ord. 14-02, passed April 9, 2014].
3. Alteration of site improvements.
4. Design review approval is not required for minor alterations as defined in Section 4.151. [Section 4.152 amended by Ord. 06-04, passed September 18, 2006]

Findings: The addition is in the commercial zone and requires building permits and as such, the application required design review.

Section 4.153 Design Review Plan - Review Procedures.

1. Pre-Application Conference. Prior to applying for design review approval, applicants shall meet with the City Manager or designee, and present a plan which shall contain, in preliminary form, the information required on a design review plan application. The City will advise the applicant of the intent, standards, criteria and provision of the ordinance, other City ordinances, variance requirements, conditional uses, etc. Preliminary information presented shall be considered confidential.

2. Property owners, or their designated representatives, shall file a design review application and submit site plans, elevations, renderings, landscape plans, models, or other materials to insure a clear understanding by the Design Review Board. The materials submitted must include at least one rendering or model showing the proposed development and the adjacent properties so that the Design Review Board can evaluate the project's harmony relative to adjacent structures. The applicant bears the responsibility or burden of proof that the proposed development complies with the design review criteria.

Findings: The applicant contacted the Assistant City Manager multiple times to discuss the design review requirements. This standard has been met.

3. The design plan must identify:

a. Natural and man-made features, including trees and structures onsite and on adjacent properties having a visual or other significant relationship with or that may affect the development.

Findings: The submitted plan addresses these requirements. This standard has been met.

b. The location and external dimensions of proposed buildings and structures, and of existing buildings and structures to be retained.

Findings: This standard has been met.

c. The location of fences, retaining walls, mechanical equipment, garbage disposal areas, utility appurtenances and similar structures.

Findings: This standard has been met.

d. Pedestrian, parking and vehicular circulation areas including service areas for the loading and delivery of goods.

Findings: This standard does not apply.

e. Private and shared outdoor areas, including walkways, plazas, courtyards, seating areas, street furniture and permanent outdoor features including sculptures and artwork.

f. Exterior lighting on all buildings and in landscape areas, including type, intensity, and area to be illuminated.

Findings: The applicant has provided documentation for the proposed wall light and included the location of the proposed walkway and patio located at the rear of the building. This standard has been met.

g. Location, size, and method of illuminating signs.

Findings: This standard does not apply.

- h. Points of access and interior floor plans on architectural plans to the extent required to clarify access functions and the relationship to decks, porches, balconies, stairs, or other exterior features.
- i. The color and texture of finish materials, window and door placement and materials, light fixtures, stairways, unique architectural elements, especially in development plans that are unique or innovative.
- j. Location and proposed living plant material for landscaped areas, including type, number and size of living plant materials and including visual representations of the living plant materials relative to building elevations. [Added by Ord. 14-02, passed April 9, 2014].

Findings: The plans include the point of access, interior floorplan, walkway, patio, and landscaped areas. The texture and finish material will match the current structure. This standard has been met.

- 4. The City Manager or designee shall prepare a report to the Design Review Board on conformance with pertinent zoning ordinance requirements. The report shall be available to the public, at reasonable cost, at least 7 days prior to the date set for the hearing.
- 5. Design Review Board Meeting and Decision
 - a. Before the Design Review Board may act on a design review plan, written notice must be sent to all property owners within 150 feet of the proposed development or alteration informing them of the date, time and location of the Board meeting in which the design plan will be reviewed.
 - b. The Design Review Board shall determine whether the proposed development meets all applicable design review criteria. The Board may request additional materials from the applicant prior to reaching a decision. The Board may approve, approve with conditions, or deny a design review plan. [Section 4.153 amended by Ord. 06-04, passed September 18, 2006]

Findings: The Planning Commission acting as the Design Review Board will meet on September 28, 2020 at 4:00 pm via Zoom to determine whether the proposed addition meets all applicable design review criteria.

Section 4.154 Design Review Criteria

- 1. The design review criteria are intended to provide a frame of reference for the applicant in the development of site, building and landscape plans and to provide the city with a means of reviewing proposed plans. These criteria are not intended to be inflexible requirements nor are they intended to discourage creativity or innovation. The criteria do not intend to specify a particular architectural style.
- 2. The Design Review Board is not authorized to approve projects which do not adhere to specific development standards provided by this ordinance (e.g. building height or setbacks.) [Section 4.154 added by Ord. 06-04, passed September 18, 2006]

Section 4.155 Site Design Evaluation Criteria.

- 1. In terms of setback from street or sidewalk, the design creates a visually interesting and compatible relationship between the proposed structure and the surrounding area.
- 2. The design incorporates existing features such as rocks, slopes, and vegetation.
- 3. Where appropriate, the design relates or integrates the proposed landscaping/open space to the adjoining space in order to create pedestrian pathways and/or open system that connects other properties.
- 4. The design gives attention to the placement of storage or mechanical equipment so as to screen it from view.

5. All functions, uses and improvements are arranged to reflect and harmonize with the natural characteristics and limitations of the site and adjacent properties.

Findings: The design of the proposed addition is at the rear of the building and will match the features of the existing structure. No new exterior mechanical equipment is proposed. Garbage and recycling will be screened from street view with a 4' high cedar fence. This standard has been met.

Section 4.156 Architectural and Landscape Design Evaluation Criteria.

1. The design integrates and harmonizes the existing and proposed development with the existing surroundings and future allowed uses. This standard shall be applied in a manner that encourages village design and visual diversity within development projects and the surrounding area. Corrugated siding is prohibited as it does not harmonize with siding used on most existing buildings. [Amended by Ord. 14-02, passed April 9, 2014].

Findings: The design of the proposed addition integrates and harmonizes with the existing buildings in the surrounding area. This standard has been met.

2. The landscape design acknowledges the growing conditions for the climatic zone, and provisions are made for the survival and continuous maintenance. The landscape design shall include the use of local native species of trees and shrubs.

Findings: The proposed landscape plan will retain the existing softscape on the Laneda side of the property. This standard does not apply.

3. The minimum lot area required to be landscaped under Section 3.040(3)(d) for commercial, mixed use, or non-residential uses shall be located in the front and side yards and the portion of the lot adjacent to the front or street side yards and not within the foundation footprint or rear yard. Living plant material shall cover at least 50% of this required minimum landscape area. For corner lots, at least 25% of the living plant material required by this section shall face each street frontage. This paragraph addresses only the landscape requirements of Section 3.040(3)(d). Additional living plant material may be required to meet screening requirements specified elsewhere in this Ordinance. [Amended by Ord. 16-04, passed November 9, 2016].

Findings: The lot has at least 40% of the required living plant material oriented towards the adjacent streets. This standard has been met.

4. [Reserved] [Amended by Ord. 16-04, passed November 9, 2016].

5. The grading and contouring of the site, and on-site drainage facilities, shall be designed so there is no adverse affect on neighboring properties or public rights-of-way.

Findings: The drainage from the new roof will connect to the existing stormwater system. This standard has been met.

6. The design avoids monotony and provides visual interest by giving sufficient attention to architectural details and to design elements.

Findings: The addition is at the rear of the building and will match the existing structure. This standard has been met.

7. The design adequately addresses the pedestrian nature of the commercial area and places structures in relation to sidewalks and open areas to foster human interaction.

Findings: This standard has been met.

8. Lighting is non-industrial and non-invasive in character and contributes to the village character.

Findings: There will be a single new exterior light on the east side of the structure. The proposed light will be dark sky compliant. This standard has been met.

9. Compatibility. All new commercial and mixed-use buildings and exterior alterations shall be designed consistent with the architectural context in which they are located. This standard is met when the Design Review Board finds that all of the criteria in a.- c., below, are met.

a. There is compatibility in building sizes between new and existing commercial and mixed-use buildings.

b. The size, shape and scale of the structures are architecturally compatible with the site and with the village character of the surrounding neighborhood. Particular attention will be paid to addressing the visual impact of the structures on residential uses that are adjacent or on the opposite side of the same street. [Amended by Ord. 16-04, passed November 9, 2016].

c. All buildings and developments shall provide human scale design. The design avoids a monolithic expanse of frontages and roof lines, diminishes the massing of buildings by breaking up building sections, and/or by use of such elements as visual planes, projections, bays, dormers, second floor setbacks or changes in the roof line, and/or similar features generally shown in the following figure (Note: The examples shown below are meant to illustrate these building design elements, and should not be interpreted as a required architectural style). Changes in paint color and features that are not designed as permanent architectural elements, such as display cabinets, window boxes, retractable and similar mounted awnings or canopies, and other similar features will not independently satisfy this criterion. [Amended by Ord. 16-04, passed November 9, 2016]

Findings: The size and shape of the addition is compatible with the surrounding commercial area and the scale is consistent with the village character of the surrounding neighborhood. This standard has been met.

Section 4.157 Revision of Approved Plans. Building permits and construction documents shall conform to all aspects of the approved design review plan. Where circumstances, unknown or unforeseen at the time the design review plans are approved, make it undesirable or unfeasible to comply with some particular aspect of the approved plan, the applicant shall request in writing that the city review the modification. The City Manager and the Design Review Board Chair shall review the proposed modification to determine whether it constitutes a major or minor revision of the approved plans. Major revisions require approval of the Design Review Board in the same manner as a new application. Minor revisions may be approved by the City Manager and do not require a new approval by the Design Review Board. [Section 4.157 added by Ord. 06-04, passed September 18, 2006]

Section 4.158 Performance Assurance.

1. Site, building and landscape improvements required pursuant to an approved design review plan shall be installed prior to the issuance of certificate of occupancy or final inspection, unless the property owner submits a performance assurance agreement committing to the installation of landscaping or other site improvements within 6 months. In no case shall the property owner delay performance for more than 6 months.

2. The final approval of a design review plan shall be void after one year of the date of approval unless a building permit has been obtained. [Sections 4.150 - 4.157 added by Ord. 95-4, passed March 6, 1996; Section 4.158 renumbered by Ord. 06-04, passed September 18, 2006]

Findings: The applicant will apply for a building permit upon approval of the Planning Commission and will meet this requirement.

COMMISSION CONCLUSIONS AND DETERMINATION

The design review of addition to existing building in the commercial zone submitted by Pine Grove is APPROVED, subject to all conditions being met and maintained and subject to the following additional conditions.

Conditions:

- 1 – Planning Commission would determine a tradeoff to offset the nonconforming floor area ratio. Pine Grove community house is in the National Register of Historic Places and is a meaningful piece of the past and future of Manzanita. Since its inception, it has serve as the community room to the community of Manzanita and the Nehalem Bay area, as such it would be appropriate to find an alternative to the floor area excess so that the use of the building increases and remains active for many years to come.**
- 2 - Applicant shall coordinate with Public Works and with the Building Official for the storm water system and applicable permits.**
- 3 – Applicant shall follow all applicable building codes.**
- 4 – Applicant shall follow all applicable State Historic Preservation Office (SHPO) permits.**
- 5 – Applicant shall not change the use of the office (prep/bridal room) to an assembly area.**