

Applicable items from the Manzanita Planning Commission meeting May 14th, 2024 Planned Unit Development Conditional Approval

V. RECOMMENDATION AND CONDITIONS OF APPROVAL

City staff finds the proposal complies with the applicable Planned Development criteria and recommends the Planning Commission approve the application subject to the following Conditions:

- A. *The preliminary approval shall be limited to the layout submitted, and approved, as part of this application.*

The final site plan contains only very minor adjustments of the homes in order to obtain more straight lot lines for the parcels.

- B. *The applicant shall return with a final design plan for the Planning Commission to review. The plan shall substantially conform to the approved plan, including location of the roadway and shared parking, and include the following information:*

The final site plan conforms to the approved plan as the private driveway is unchanged, the shared parking area remains in the same location, and the layout of the homes only contains minor adjustments. The below #1, 2, 3, and 5, requirements are all contained within the architectural package submitted with this application. The preliminary engineering (#4) has been designed to a degree to ensure the feasibility of the project, and contains sufficient detail as required by the City Department of Public Works. Draft Homeowner's association documents with associated CC+R's are included as part of this submission. The public easement on the private driveway for pedestrian and bicycle access is delineated within the architectural site plan with dashed lines.

Below information is included on either the architecture package (A1 – A8) or within the engineering package (P-01 – P-05). A notation is made below for where to specifically find each item. For example, A4 would reference the Architecture package page 4, and P-02 would likewise refer to the Engineering package page 2.

1. *The location of each dwelling, including building area, number of bedrooms and number of stories.*
See Viridian Design site plan, A1, which includes location, area, bedroom and story information requested.
2. *The location of open space, with specific renderings or plans of any improvements, such as the picnic area and children's playground.*
See site plan, A1, for the areas of open space on the lot. Additionally, sheets A5-A8 show the picnic shelter and the conceptual playground designs.
3. *Landscaping plan for the site.* - See A3

4. *Preliminary engineering plans for the entire development with sufficient detail to the satisfaction of the City Department of Public Works that the required improvements are feasible.*

Preliminary Engineering plans with detail are included in the package. See P-01-P-05

5. *The location and design of any fencing.*

See Viridian Design sheet showing proposed fencing design, A8, which includes breaks and open areas to allow passage for native wildlife. Additionally, fence location lines are delineated on A1.

6. *A copy of the proposed homeowner's association, including provisions establishing a public easement on the proposed roadway for limited to pedestrians and bicycles.*

Draft homeowner's association bylaws and CC+Rs are included. The public easement for the proposed roadway is labeled within the site plan, A1, and referenced within the HOA CC+R's. The pedestrian access easement will be recorded during the permitting process. See draft CC+R's, section 3.4.2.

- C. *If the applicant intends to subdivide the site into individual lots, the final design plan shall include the subdivision request and preliminary plat. The lots shall comply with the development standards of the R-3 zone, unless otherwise modified as part of the planned development process.*

See the preliminary plat into individual lots as shown on A2. The lots conform the standards of the R-3 zone in all regards, except:

1. **Setbacks** - When viewing the parcel as a whole, the setbacks along the north, south, east, and west property lines all adhere to the R-3 zoning standards. However, due to the unique nature of the cottage cluster development, the setbacks between homes within the development itself are less than the typical R-3 requirements. That said, all front/rear and side yard interior setbacks are 5 feet or greater. See A4 Boundary plan which shows a 5-foot boundary around each floor plan.

Specifically:

- All homes along S 3rd Street maintain a 20-foot front yard setback from S. 3rd St.
- Homes along the western property line maintain a 10-foot rear yard setback.
- Homes adjacent to the properties to the north and south of the development have a 5-foot setback for single-story walls and an 8-foot setback for two-story walls.

In summary, the development complies with R-3 setback standards at the property boundaries, while the interior setbacks between homes reflect the design of cottage cluster living but never fall below 5 feet.

2. **Minimum Lot size** - R-3 zoning states a minimum lot size of 5,000 square feet. This development, as conditionally approved during the Planned Unit Development (PUD)

hearing, is designed to cluster the homes in a way that results in lot sizes smaller than 5,000 square feet when subdivided. The overall design and intent of the plan remains consistent with the approval granted during the PUD process. This reduced lot size is a result of the clustering approach, which allocates a significant portion of the property to shared HOA space. Actual lot sizes are shown on A2.

D. Compliance with the Conditions of Approval shall be the sole responsibility of the applicant.

Compliance with the conditional approval requirements have been satisfied as shown within the application. Additionally, the Manzanita subdivision request (95-5) is included below.

Applicable policies from the Manzanita Subdivision Ordinance Plan – 95-5

SECTION 6 - INITIAL SUBMISSION

A subdivider shall prepare a tentative plan together with improvement plans and other supplementary material as may be required to indicate the general program and objectives of the project, and shall submit 10 copies and one reproducible copy of the tentative plan to the City Manager at least 30 days prior to the Planning Commission meeting at which consideration of the plan is desired. A filing fee as determined by the Land Use Fee Schedule established by the City Council shall be paid. The subdivision filing fee must be paid at the time of submission and in no way assures approval of the request and cannot be refunded.

Tentative Subdivision plan has been submitted and Land Use Fee has been paid.

SECTION 9 - INFORMATION ON TENTATIVE PLAN

The tentative plan shall contain the following information:

1. *Proposed name, date, north point and scale of drawing. – See A1*
2. *Location of the subdivision sufficient to define its location and boundaries and a legal description of the tract boundaries. – See Legal Description Exhibit “C” included as well as the location of the property in relation to neighboring properties as shown on P-04*
3. *Name and address of the subdivider. – See A1*
4. *Appropriate identification of the drawing as a tentative plan. – See A1, stating “Preliminary Plan”*
5. *Name, business address and number of the registered engineer and licensed surveyor who prepared the plan of the proposed subdivision. – See P-01*
6. *The locations, names, widths, approximate radii of curves and grades of all existing and proposed streets and easements in the proposed subdivision and along the boundaries thereof, and the names of adjoining platted subdivisions and portions of the subdivisions as shall be necessary to show the alignment of streets and alleys therein with the streets and alleys in the proposed subdivision. – No existing streets with the property. See A1 for proposed private driveway and easement.*
7. *Names of the record owners of all contiguous land. – see Exhibit “B”*
8. *The approximate location and character of all existing and proposed easements and public utility facilities except water and sewer lines in the subdivision or adjacent thereto. – See pages P-01 through P-04*
9. *The location and approximate dimensions of each lot and each to be numbered. – See A2*
10. *Setback lines, if any, proposed by the subdivider. – See A4*
11. *The outline of any existing buildings and their use showing those which will remain. – None shown, as there are no existing buildings.*
12. *Contour lines having the following minimum intervals:*

- a. *Grades of 1% or less will require not less than 6 spot elevations per acre.*
- b. *Two foot contour intervals for ground slopes 5% or less.*
- c. *Five foot contour intervals for ground slopes over 5%.*

See P-02

- 13. *The location of at least one temporary bench mark within the subdivision boundaries. – See benchmark geodata point on the northwest corner of A4.*
- 14. *City boundary lines crossing or bounding the subdivision. – Not applicable as the subdivision is contained within the city limits of Manzanita.*
- 15. *Approximate location of all areas subject to inundation of storm water overflow and the location, width, known high water elevation flood flow and direction of flow of water courses. – See P-02 and P-04*
- 16. *Location of any wetlands. – No wetlands are present.*
- 17. *If impractical to show on the tentative plan, a key map showing the location of the tract in relationship to section and township lines and to adjacent property and major physical features such as streets, railroads and water courses. – See P-04*
- 18. *A grading plan showing all areas to be cut or filled, along with soil profile information. – See P-02*
- 19. *Utility lines, including water, sewer, underground electricity, telephone, cable, and storm drainage. If impractical to show on the tentative plan, a key map for services may be provided. – See P-01 through P-04*
- 20. *Proposals for storm water drainage and flood control. – See P-02 and P-04. Narrative on P-05.*
- 21. *An erosion and sedimentation control plan during and after construction adequate to meet DEQ requirements if applicable. – See sediment fence shown on P-02*
- 22. *A geologic hazards report in areas with slopes greater than 15%. – Not required as the slope is less than 15%.*

SECTION 10 - PARTIAL DEVELOPMENT OR PHASING

If the subdivision proposal pertains to only part of the tract owned or controlled by a subdivider, the Planning Commission may require a sketch of a tentative layout for streets in the subdivided portion. The subdivider may elect to subdivide the property in phases, in which case the Planning Commission shall review the phases as they are proposed to insure that they are consistent with the original proposal.

The entirety of the subdivision proposal is contained within the application. No phasing is requested.

SECTION 11 - INFORMATION IN STATEMENT

The statement to accompany the tentative plan shall contain the following information:

- 1. *A general explanation of the improvements and public utilities including street, drainage, water supply and waste disposal systems proposed to be installed, and how they meet City, County and/or NBWA standards. - See narrative memo from HBH Consulting, P-05.*

2. *Deviations from City, County or NBWA standards, if any. – No deviations*
3. *Public or common areas proposed, if any. – See private common areas on site plan A1*
4. *Tree planting proposed, if any. – See A3*
5. *A preliminary draft of restrictive covenants proposed, if any. – See draft HOA bylaws and CC+Rs from Breakwater Law included.*
6. *The copies of a tentative plan and a statement of any proposed subdivision shall be submitted to the City Manager at least 30 days prior to the meeting of the Planning Commission at which consideration is desired, together with an initial fee as established in the City Land Use Fee Schedule*
 - a. *The Planning Commission shall not consider any preliminary plat until the total filing fee is paid.*
 - b. *Regardless of Planning Commission action, the filing fee is non-refundable.*
7. *Optional Preliminary Procedure. Prior to the filing of a tentative plan, a subdivider may submit to the City Manager plans and other information concerning a proposed or contemplated development. The City Manager shall then, within 15 days, schedule a conference with the subdivider on such plans and other data, and shall recommend consultation by the subdivider with other public or private agencies whose interest might be affected. This subdivision conference is an optional procedure which may be elected by the subdivider and is not required by this Ordinance.*