Summary
This application is for site plan review to construct a 3,600-square-foot warehouse with associated site improvements. The property is developed with multi-tenant buildings utilized by a variety of commercial and industrial uses. Associated site improvements include new travel aisles that extend to the building, landscaping, and a sidewalk across the frontage of the property.

Site plan review criteria contained in Albany Development Code (ADC) 2.450 are addressed for the proposed development in this report. These criteria must be satisfied to grant approval for this application.

Application Information
Proposal: Site Plan Review for construction of a 3,600-square-foot warehouse and associated lot improvements.

Review Body: Staff (Type I-L review)

Property Owner/Applicant: Trade Pro Properties LLC; Nick Ridders
3235 Lawnridge Street SW, Albany, OR 97321

Address/Location: 1540 Industrial Way SW

Map/Tax Lot: Linn County Assessor’s Map No. 11S-03W-07CB; Tax Lot 2614

Zoning: Light Industrial (LI) District

Overlay: None

Total Land Area: 0.98 acres

Existing Land Use: Multi-tenant industrial buildings

Neighborhood: Jackson Hill

Surrounding Zoning:
North: Light Industrial (LI)
East: LI
South: LI
West: LI

Surrounding Uses:
North: Seattle Box Company
East: Industrial Way SW; Albany Self Storage
South: U-Store Self Storage
West: Union Pacific Railroad Right-of-Way
Prior History: Previous land use approvals include a 1977 partition (PA-01-77), and a Site Plan Review to construct pole buildings for a beverage warehouse use (SP-06-77 and SP-07-77). The building at 1534 Industrial Way SW was approved for auction sales with an accessory retail use in 1984 (SP-16-84); and 1538 Industrial Way received approval for a change of use from solar panel manufacturing to an auto rental and limo service in 1986 (SP-46-86). A Site Plan Review for All-Rite Towing and Repair (SP-25-90) was approved in 1990. A Site Plan Review (SP-19-13) for a change of use from a vending machine repair shop to a vocational training facility in 2013.

Notice Information
A Notice of Filing for this application was mailed on November 10, 2020, to owners of property located within 300 feet of the subject property. At the time the comment period ended on November 24, 2020, the Planning Division had received no written comments.

Analysis of Development Code Criteria
Section 2.450 of the Albany Development Code (ADC) includes the following review criteria, which must be met for this application to be approved. Code criteria are written in bold and are followed by findings, conclusions, and conditions of approval where conditions are necessary to meet the review criteria.

Criterion 1
Public utilities can accommodate the proposed development.

Findings of Fact
Sanitary Sewer
1.1 City utility maps show an 8-inch public sanitary sewer main in Industrial Way. The existing structures on the subject property are currently connected to the public sewer system.

1.2 ADC 12.470 requires all new development to extend and/or connect to the public sanitary sewer system if the property is within 300 feet of a public sewer line.

1.3 Albany Municipal Code (AMC) 10.01.010 (1) states the objective of the AMC requirements pertaining to public sanitary sewers is to facilitate the orderly development and extension of the wastewater collection and treatment system, and to allow the use of fees and charges to recover the costs of construction, operation, maintenance, and administration of the wastewater collection and treatment system.

1.4 The applicant is proposing to connect the new building to the existing private sanitary sewer plumbing.

1.5 Sanitary sewer system development charges for commercial and industrial uses are based on the number of wastewater plumbing fixtures and strength of discharge. System development charges for the new use will be due at the time of building permit issuance.

Water
1.6 City utility maps show a 12-inch public water main in Industrial Way. The existing development on the site is currently connected to the public water system.

1.7 The applicant is proposing to serve the new building through the existing water service to the site.

Storm Drainage
1.8 City utility maps show no piped public storm drainage along the Industrial Way frontage of the subject property. A storm drainage easement exists over the back (northwest) edge of the property. A drainage ditch runs along the east portion of the railroad property abutting the subject parcel. The existing
private storm drainage system on the site currently discharges to this ditch. The applicant is proposing to collect stormwater runoff from the new impervious surfaces in the existing drainage system.

1.9 It is the property owner’s responsibility to ensure any proposed grading, fill, excavation, or other site work does not negatively impact drainage patterns to, or from, adjacent properties. In some situations, the applicant may propose private drainage systems to address potential negative impacts to surrounding properties. Private drainage systems that include piping will require the applicant to obtain a plumbing permit from the Building Division prior to construction. In addition, any proposed drainage systems must be shown on the construction drawings. The type of private drainage system, as well as the location and method of connection to the public system, must be reviewed and approved by the City of Albany's Engineering Division.

1.10 ADC 12.530 states a development will be approved only where adequate provisions for storm and flood water run-off have been made, as determined by the City Engineer. Roof drains shall be discharged to a collection system approved by the City Engineer and/or the Building Official.

1.11 The applicant’s submittal indicates the stormwater runoff from the new impervious surfaces will be collected in the existing private storm drainage system that serves the site.

Conclusions
1.1 Public utilities (sanitary sewer, water, and storm drainage) are available and adequate to serve the proposed development.
1.2 Sanitary sewer system development charges will be due at the time of building permit issuance.
1.3 This criterion is met without conditions.

Criterion 2
The proposed post-construction stormwater quality facilities (private and/or public) can accommodate the proposed development, consistent with Title 12 of the Albany Municipal Code.

Findings of Fact
2.1 AMC 12.45.030 and 12.45.040 require that a post-construction stormwater quality permit shall be obtained for all new development and/or redevelopment projects on a parcel(s) equal to or greater than one acre, including all phases of the development, where more than 8,100 square feet of impervious surfaces will be created or replaced. (Ord. 5841 § 3, 2014).
2.2 The applicant’s submittal indicates the subject property is less than one acre; therefore, no stormwater quality facilities will be required for this project.

Conclusions
2.1 Stormwater quality facilities are not required.
2.2 This criterion is met without conditions.

Criterion 3
The transportation system can safely and adequately accommodate the proposed development.

Findings of Fact
3.1 The property is located on the west side of Industrial Way approximately 330 feet north of Queen Avenue (Attachment A). The proposal is to construct a 3,600-square-foot structure with associated site improvements. The structure will be used for industrial and commercial uses allowed in the LI zone.
3.2 Industrial Way is classified as a local street and, with the exception of sidewalk, is constructed to City standards. Improvements include curb and mountable gutter, a vehicle travel lane in each direction, and on-street parking. Public sidewalk has been partially constructed under encroachment permit E-0111-20.

3.3 Albany’s Transportation System Plan (TSP) does not identify any level of service or capacity problems adjacent to the site.

3.4 Based on the Institute of Transportation Engineers (ITE) trip generation rates for an industrial use, the new building will generate an additional 18 vehicle trips per day, of which two will occur during the peak PM traffic hour.

3.5 ADC 12.060 requires that new development improve all public streets within and adjoining the development.

3.6 ADC 12.290 requires all new development to construct public sidewalk adjacent to all public street frontages.

Conclusions
3.1 The proposed development has frontage on Industrial Way, which is not fully improved to City standards due to the lack of sidewalk along the frontage of the development site. ADC 12.060 requires that new development improve all adjoining streets to city standards.

3.2 The improvement of Industrial Way to City standards will require the installation of public sidewalk along the frontage of the development.

3.3 Albany’s TSP does not identify any level of service or capacity problems adjacent to the site.

3.4 This criterion can be met with the following conditions.

Conditions of Approval
Condition 1 Prior to issuance of the final certificate of occupancy, the applicant shall construct a five-foot sidewalk along the frontage of the site.

Criterion 4 Parking areas and entrance-exit points are designed to facilitate traffic and pedestrian safety and avoid congestion.

Findings of Fact
4.1 The property is accessed via an existing driveway approach to Industrial Way. No changes are proposed to the existing approach.

4.2 The applicant’s site plan (Attachment B) indicates pavement will be extended from the existing parking lot to the proposed building. No additional parking is proposed, and no changes are proposed to the existing parking lot.

4.3 Per Table 9-1 of the ADC, the quantity of parking spaces required for industrial uses varies based on the use. Additional parking spaces are not proposed with this application. The property is currently used for a variety of industrial uses. The applicant’s findings (Attachment D) indicate the total parking demand is 18 parking spaces and that 20 parking spaces are currently provided on the site. Therefore, this standard is met.

4.4 Parking area improvements standards are found in ADC 9.120. Standards that warrant additional clarification regarding the proposed improvements are listed below. Otherwise, either the proposal meets the standard or the standard is not applicable to the proposal.
4.5 ADC 9.120(4) pertains to drainage and stormwater quality facilities. Findings and conditions related to drainage and stormwater quality are addressed in Criterion 1 and 2 and are incorporated here by reference.

4.6 ADC 9.120(5) requires perimeter curbing around all parking areas. No changes are proposed to the existing parking lot. The proposed paved area noted on the site plan as “No Parking” is not required to be curbed.

4.7 ADC 9.120(10) states when “an existing or proposed parking area is adjacent to a developed or undeveloped site within the same zoning district, any modification to the parking areas must be designed to connect to the existing or future adjacent parking area. This requirement may be waived by the Director when it is deemed impractical or inappropriate due to the nature of the adjoining uses.” The adjoining uses are industrial in nature, which typically do not necessitate interconnected parking lots unless there is a need to reduce vehicle trips to the public street. There are no traffic safety issues on this portion of Industrial Way and, therefore, an interconnected parking lot is not required.

4.8 ADC 9.120(12) and (15) pertain to Americans with Disabilities Act (ADA) compliant parking spaces and ADA compliant pedestrian access to the public right-of-way. Conformance with the Oregon Structural Specialty Code will be assessed at time of building permit. An ADA compliant walkway from the public sidewalk to the parking lot shall be required prior to issuance of a building permit.

4.9 Per ADC 9.120(13), one bicycle parking space is required for every ten vehicle parking spaces. No additional parking spaces are proposed with this application. This criterion is not applicable.

4.10 ADC 9.120(14) states “any lights provided to illuminate any public or private parking area or vehicle sales area must be arranged to reflect the light away from any abutting or adjacent properties.” New lighting is not proposed with this application. If the applicant later decides to install new lighting for the parking area, the location, and type of lighting can be assessed at time of building permit for conformance with this standard.

4.11 The width of the proposed travel aisle from the existing parking lot to the proposed building complies with the travel aisle dimensional standards found in ADC 9.130.

Conclusions

4.1 The proposal will construct a 3,600-square-foot building and a paved area that connects the proposed building to the existing parking lot.

4.2 The existing parking lot provides enough parking to accommodate the existing uses and the uses that will occupy the new building.

4.3 No changes are proposed to the existing accessway or parking lot.

4.4 The proposal is not required to connect to an existing or future adjacent parking area.

4.5 ADA compliance will be assessed at time of building permit.

4.6 The applicant shall install a pedestrian connection from the parking lot to the sidewalk.

4.7 This criterion can be satisfied with the following conditions.

Conditions of Approval

Condition 2 Prior to issuance of final certificate of occupancy, an ADA compliant walkway from the public sidewalk to the parking lot shall be required.

Criterion 5

The design and operating characteristics of the proposed development are reasonably compatible with surrounding development and land uses, and any negative impacts have been sufficiently minimized.
Findings of Fact

5.1 Site Plan Review is intended to promote functional, safe, and attractive developments that maximize compatibility with surrounding developments and uses, as well as with the natural environment. Site Plan Review is not intended to evaluate the proposed use or structural design of the proposal. Rather, the review focuses on the layout of a proposed development, including building placement, setbacks, parking areas, external storage areas, open areas, and landscaping. Where conflicts are identified, mitigation can be required through conditions of approval.

5.2 Design and Operating Characteristics. The subject property is zoned LI. The site is comprised of two industrial buildings that accommodate a variety of industrial uses, commonly referred to as “flex” space. The proposed building will be used for industrial uses similar to the other two buildings. Because the new building is greater than 2,000 square feet and is not an accessory use to the existing buildings, Site Plan Review approval is required.

5.3 Surrounding Property. The site is entirely surrounded by LI zoned property and industrial or commercial uses. The west side of the property is bordered by railroad right-of-way. To the north is Seattle Box Company, and to the east and south is self-storage, which is classified as a commercial use. The design and operating characteristics of the property and proposed building are consistent with these industrial and commercial uses.

5.4 Setbacks. The minimum front setback of the LI zoning district is 15 feet. Because the property does not abut a residential zoning district, there is no interior setback requirement. The proposed building is located approximately 175 feet from the front property line. Therefore, the setback standards are met.

5.5 Building Height. According to the applicant’s elevation drawings (Attachment C), the proposed building height is approximately 23 feet. There is no maximum height standard for the LI district. This standard is not applicable.

5.6 Lot Coverage. There is no maximum lot coverage standard for the LI district. This standard is not applicable.

5.7 Landscaping. ADC 9.140(2) requires all required front and interior setbacks (exclusive of access ways and other permitted intrusions) are landscaped or have landscaping guaranteed in accordance with ADC 9.190 before an occupancy permit will be issued. When the yard adjacent to a street of an industrially zoned property is across a right-of-way from other industrially or commercially zoned property, only 30 percent of such setback area must be landscaped. The applicant did not provide landscaping plans. A condition of approval will require the applicant provide landscaping and irrigation plans for review.

5.8 Parking Lot Landscaping. No changes are proposed to the existing parking lot. This standard is not applicable. Parking lots must be landscaped in accordance with ADC 9.150.

5.9 Irrigation System. ADC 9.160 states all required landscape areas be provided with a piped underground irrigation system unless certified drought-tolerant plantings are used. The applicant did not provide an irrigation plan. Condition 3 requires submittal and approval of an irrigation plan.

5.10 Environmental Standards. ADC 9.440 - 9.500 includes environmental standards related to noise, visible emissions, vibrations, odors, glare, heat, insects, rodents, and hazardous waste. The design and operating characteristics of the proposed building is like other industrial operations in the surrounding area. The proposed building is unlikely to generate noise levels that exceed noise levels that are typical for industrial areas. Likewise, the proposed building is not anticipated to create visible emissions, vibrations, odors, glare, heat, or hazardous waste. Attraction of rodents or insects is also not anticipated.

5.11 Outside Storage. ADC 4.290(4) states outside storage is allowed in the LI zone in front and interior yards outside of the required setbacks. Outside storage in the front yard must be screened from public
rights-of-way with a sight-obscuring fence, wall, hedge, or berm made of non-combustible material. No outside storage is proposed in conjunction with this application.

5.12 **Refuse Containers.** ADC 4.300 requires any refuse container or disposal area that would otherwise be visible from a public street, customer, resident parking area, public facility, or any residential area must be screened from view by placement of a sight-obscuring fence, wall, or hedge at least six feet tall. All refuse materials must be contained within the screened area. No refuse containers are proposed with this application.

**Conclusions**

5.1 The proposal is to construct a 3,600-square-foot building that will serve as flex industrial space. The design and operating characteristics of the proposed development are similar to other industrial operations in the area.

5.2 The proposal meets the standards for building height, lot coverage, setbacks, and environmental standards.

5.3 Lighting, outside storage, and refuse containers are not proposed with this application.

5.4 Landscape and irrigations plans were not provided. The applicant shall install landscaping and irrigation in accordance with ADC 9.140(2) and 9.160.

5.5 The proposed development will be compatible with existing or anticipated uses in terms of size, building style, intensity, setbacks, and landscaping when the following conditions are met.

**Conditions of Approval**

Condition 3 Prior to issuance of a building permit, a final landscape and irrigation plan shall be submitted for review and approval by the Community Development Department. The plan must be consistent with the landscaping standards of ADC 9.140(2) and irrigation standards of ADC 9.160.

Condition 4 Prior to issuance of the final certificate of occupancy, all proposed and required site improvements (e.g., parking, bicycle shelters, landscaping, etc.) shall be constructed and completed in accordance with the approved plans. Landscaping may be financially secured through a completion guarantee, per ADC 9.190.

**Criterion 6**

Activities and developments within special purpose districts must comply with the regulations described in Articles 4 (Airport Approach), 6 (Natural Resources), and 7 (Historic), as applicable.

**Findings of Fact**

6.1 **Article 4 Airport Approach district:** According to Figure 4-1 of the ADC, the subject property is not located in the Airport Approach district.

6.2 **Article 6 Steep Slopes, Comprehensive Plan Plate 7:** shows there are no areas of steep slopes on the subject property.

6.3 **Article 6 Floodplains, Comprehensive Plan Plate 5:** does not show the subject site in a 100-year floodplain. FEMA/FIRM Community Panel No. 41043C0213H, dated December 08, 2016, shows the entirety of the subject property is located outside the 100-year floodplain.

6.4 **Article 6 Wetlands, Comprehensive Plan Plate 6:** does not show any wetlands on the property; the National Wetlands Inventory does not show wetlands on the property.

6.5 **Article 7 Historic Districts, Comprehensive Plan Plate 9:** shows the subject property is not in a historic district. There are no known archaeological sites on the property.
Conclusions
6.1 The site is not located within a special purpose district. This criterion is not applicable.

Criterion 7
The site is in compliance with prior land use approvals.

Findings of Fact and Conclusions
7.1 A history of prior land use reviews can be found at the beginning of this report and are incorporated here by reference. There are no outstanding conditions from those reviews that are not addressed by conditions of approval required from this review.

7.2 This standard is met with the conditions of approval required have been fulfilled.

Criterion 8
Sites that have lost their nonconforming status must be brought into compliance, and may be brought into compliance incrementally in accordance with ADC Section 2.370.

Findings of Fact and Conclusions
8.1 The site is not considered nonconforming. This criterion is not applicable.

Overall Conclusion
As proposed and conditioned, the application for the Site Plan Review for a 3,600-square-foot building and associated site improvements satisfies all applicable review criteria as outlined in this report.

Conditions of Approval
Condition 1 Sidewalk. Prior to issuance of the final certificate of occupancy, the applicant shall construct a five-foot sidewalk along the frontage of the site.

Condition 2 ADA Walkway. Prior to issuance of final certificate of occupancy, an ADA compliant walkway from the public sidewalk to the parking lot shall be required.

Condition 3 Landscape and Irrigation. Prior to issuance of a building permit, a final landscape, and irrigation plan shall be submitted for review and approval by the Community Development Department. The plan must be consistent with the landscaping standards of ADC 9.140(2) and irrigation standards of ADC 9.160.

Condition 4 Site Improvements. Prior to issuance of the final certificate of occupancy, all proposed and required site improvements (e.g., parking, bicycle shelters, landscaping, etc.) shall be constructed and completed in accordance with the approved plans. Landscaping may be financially secured through a completion guarantee, per ADC 9.190.
Attachments
A. Location Map
B. Site Plan
C. Building Elevations
D. Applicant Findings

Acronyms
ADA    Americans with Disabilities Act
ADC    Albany Development Code
AMC    Albany Municipal Code
FEMA   Federal Emergency Management Agency
FIRM   Flood Insurance Rate Map
ITE    Institute of Transportation Engineers
LI     Light Industrial Zoning District
ROW    Right-of-Way
SP     Site Plan Review File Designation
TSP    Transportation Systems Plan
FINDINGS

1. Public utilities are existing in street. Building to be connected to all public utilities.
2. All storm water to be managed by existing drainage infrastructure.
3. Proposed development utilities utilizes an existing street that is improved to city standards. New sidewalk and approach were recently installed.
4. Parking areas and entrance / exit points are existing. No changes are proposed to either.
5. The proposed development is industrial and is similar in design and operating characteristics as the surrounding development and land uses.
6. The proposal is not located in a special purpose district.
7. The site is in compliance with all prior land use approvals.
8. The site is conforming.
PARKING

UNIT 1 (1546) - Small manufacturing (CNC Machining)
UNIT 2 (1556) - Construction Storage
UNIT 3 (1534) - Transmission Repair
UNIT 4 (1536) - Construction Storage
UNIT 5 (1538) - Towing Company (Leaving Soon)

UNIT 1. Manufacturing - 1 per 2 employees, plus 1 per company vehicle
UNIT 2. Contractor - 1 per 1.25 employees, plus 1 per company vehicle
UNIT 3. Same as unit 2.
UNIT 4. Same as unit 2.
UNIT 5. Same as unit 2.

UNIT 1 (1546) – 2900 sq ft, 6 employees – N/A vehicle, 3 spaces required
UNIT 2 (1556) – 1500 sq ft, 1 employee – N/A vehicle, 1.25 spaces required
UNIT 3 (1534) – 1800 sq ft, 1 employee – N/A vehicle, 1.25 spaces required
UNIT 4 (1536) – 1800 sq ft, 1 employee – N/A vehicle, 1.25 spaces required
UNIT 5 (1538) – 1800 sq ft, 2 employees – 2 vehicles, 4.5 spaces required

NEW PROPOSED BUILDING (1540) – 5 employees, 5 vehicles (N/A), 6.25 spaces required

*New structures employees all have take home vehicles. All go home every evening.

TOTAL SPACES REQUIRED = 11.25 Spaces (12)
20 parking spaces are currently established at property

No additional parking will be provided with this proposal.