

HERMISTON SCHOOL DISTRICT HERMISTON ROCKY HEIGHTS ELEMENTARY PORTABLE BUILDINGS CONDITIONAL USE PERMIT APPLICATION

WRITTEN STATEMENT

1.0 PROJECT INFORMATION

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| Applicant's Request: | Hermiston School District #8R requests Conditional Use Permit application approval to relocate two existing portable buildings on the Hermiston Rocky Heights Elementary School site. |
| Property Owner: | Hermiston School District #8R 305 SW 11 th St. Hermiston, OR 97838 541.667.6000 |
| Applicant: | Tricia Mooney, Superintendent Hermiston School District #8R 305 SW 11 th St. Hermiston, OR 97838 541.667.6000 |
| Applicant's Representative: | Colin McArthur, AICP Cameron McCarthy 160 E. Broadway, Eugene OR 97401 541.485.7385 cmcarthur@cameronmccarthy.com |
| Project Name: | Hermiston Rocky Heights Elementary Portable Buildings |
| Subject Property: | Assessor's Map No. 4N281000 Tax Lot 00100 |
| Location: | 650 W Standard Avenue |
| Property Size: | 21.12 acres (919,987.2 square feet) |
| Development Area: | 1.07 acres (46,428 square feet) |
| Zoning Designation: | R-2 Duplex Residential |
| Overlay Zoning Designation: | None |
| Plan Designation: | Medium Density Residential |
| Plan Overlay Designation: | None |

2.0 DESCRIPTION OF PROPOSAL

Hermiston School District #8R (the Applicant) requests Conditional Use Permit application approval to relocate two existing portable buildings on the Rocky Heights Elementary School site. The development area is located at the southeast corner of the Rocky Heights Elementary School site at 650 W Standard Avenue.

The subject site is comprised of one parcel identified on Assessor's Map No. 4N281000, Tax Lot 00100. The property is zoned R-2 Duplex Residential. The subject property is located within Hermiston city limits, and accordingly within Hermiston's UGB. The subject site is owned by the Applicant.

The Rocky Heights Elementary School site is 21.12 acres in a primarily residential area near downtown Hermiston. The site is bordered by Northwest 7th Street to the west, West Standard Avenue to the south, and residential development to the north and east. A replacement elementary school is currently under construction in the northwest corner of the site. Athletic fields and open lawn area are located to the east and south of the new elementary school. The site is relatively flat, with only about five feet of elevation change. The site also contains three existing portables and a parking lot in the southeast corner of the site, which is adjacent to the development area.

As shown on Sheet L100 Existing Conditions & Demo Plan and Sheet L200 & 204 Site Plans (Exhibit B), the site design proposes the relocation of two existing portable buildings from the north side of the former elementary school building to the southeast corner of the site, where they will be adjacent to three existing portable buildings. The existing parking stalls in the west portion of the parking lot will be restriped and will provide 2 ADA stalls adjacent to the relocated portable buildings. A new curb and sidewalk are proposed along the north edge of the existing parking lot to serve the new portables. A fenced lawn area will be located on the northern edge of the development area. In addition, a relocated shed and trash service area is proposed to the northeast of the relocated portable buildings. The relocated portables will be accessible via a proposed concrete sidewalk and ramp. The existing sidewalk and driveways along W Standard Avenue, south of the relocated portables, will be replaced and improve to meet ADA compliance.

The portable buildings will be used to house a childcare/preschool program that will expand capacity to what is currently being offered in the Hermiston community. The proposal will enhance the overall design of the site by organizing all the portable buildings in one location and improving the southeast corner of the property. The relocation of the portable buildings, and the accompanying site improvements, is also complementary to the design of the replacement elementary school building and landscape resulting in a cohesive design for the entire site.

As shown in Exhibit C Portable Building Photographs, both existing portable buildings have a rectangular footprint and gable roofs. The portables are painted light gray with dark gray trim. The building exterior is clad in wood siding. Each portable building has a footprint of 1,792 square feet.

In summary, the applicant requests Conditional Use Permit approval per HC §157.208. Findings of compliance with applicable approval criteria are provided in Section 4.0.

3.0 SUBMITTAL REQUIREMENTS

Described below are each of the required procedural and informational requirements necessary for the submittal of a Conditional Use Permit application. Findings of compliance with applicable provisions are provided in Section 4 Approval Criteria and Standards.

3.1 Conditional Use Permit

.1 Filing Fee

The required filing fee for the CUP is provided with the initial submittal.

.2 Written Statement

A written statement is provided as part of the initial application submittal. Findings of compliance with applicable criteria in HC §157.208 are provided in Section 4.0.

.3 Evidence that the applicant is the owner or purchaser of the property or has written permission of such owner to make an application for the proposed use.

A deed is included in Exhibit A.

.4 Two copies (one digital copy) of a site plan (11" x 17") drawn to scale, showing the location of the property concerned, the location of all proposed or existing building(s), highways, streets and alleys.

A site plan is included in Exhibit B.

4.0 APPROVAL CRITERIA & STANDARDS

As noted previously, Hermiston School District #8R (the Applicant) requests Conditional Use Permit application approval to relocate two existing portable buildings on the Rocky Heights Elementary School site.

As shown on Sheet L100 Existing Conditions & Demo Plan and Sheet L200 Site Plan (Exhibit B), the site design proposes the relocation of two existing portable buildings from the north side of the former elementary school building to the southeast corner of the property, where they will be adjacent to three other existing portable buildings. The parking stalls on the west side of the existing parking lot will be restriped and to provide 2 ADA stalls adjacent to the relocated portable buildings. A fenced lawn area is located on the northern edge of the development area, and a relocated shed and trash service area are in the northeast corner of the development area. The relocated portables will be accessible via a proposed concrete sidewalk and ramp. Existing sidewalks and driveways along W Standard Avenue, south of the relocated portables, will be replaced and improved to meet ADA compliance.

The subject site is zoned R-2 Duplex Residential and is in accordance with standards and procedures outlined in Title XV – Land Usage – of the municipal code and the Comprehensive Plan. The applicability of the development criteria necessary for a Conditional Use Permit per HC §157.208 is outlined below.

1. The proposal is in conformance with the comprehensive plan and zoning ordinance. Explain fully:

This Conditional Use Permit application is in accordance with the applicable criteria listed below from the Hermiston Comprehensive Plan. The applicable policies and implementing actions are provided in **bold** text. Findings addressing compliance with each policy are provided in plain text. The findings demonstrate that the proposal is in conformance with the applicable comprehensive plan policies and standards outlined in the R-2 zone.

POLICY 26: Schools

The City of Hermiston will support and facilitate the provision of high-quality elementary and secondary education in the community.

Implementing Actions:

- 1) ***
- 2) **May engage in joint planning activities with the school district and county intermediate educational district to:**
 - a. **Identify future facility needs;**
 - b. **Acquire appropriate sites;**
 - c. **Utilize school facilities during non-school hours for community educational and recreational activities.**

The Applicant proposes the relocation of two existing portable buildings at the Rocky Heights Elementary School site. The proposed relocation allows the District to continue to serve the growing youth and future student population by providing childcare and preschool programming in the portable buildings. The proposal will also enhance the experience of the childcare users by

relocating the use to an area adjacent to other portables which provide added convenience and cohesion to the site. The relocation also includes site improvements, such as circulation, ADA accessibility, and lawn areas, around the portable buildings. These site improvements heighten the quality of the development site and a use that is necessary to meet childcare and educational needs of the community.

The proposed relocation enables the provision of high-quality educational facilities, which directly aligns with Policy 26. The relocation ensures that the District can continue to meet the community's needs for early education and childcare services since these portable buildings will add capacity to the current childcare and preschool options in Hermiston. This Policy is satisfied.

Hermiston Zoning Code

The proposed development is also in accordance with the Hermiston Zoning Code given a school is a conditional use in the R-2 zone per §157.026(B)(1). In a R-2 zone, a use permitted as a conditional use in a R-1 zone and their accessory uses are permitted (§157.025 (B-10)). The proposed development includes the relocation of two existing portable buildings, restriping of parking stalls, a fenced lawn area, relocated shed and trash service area, and accessible sidewalks and ramps and improved driveways.

§157.026(C) states that in a R-2 zone, minimum lot depth shall be 80 feet, and the minimum lot width shall be 60 feet. As shown on Exhibit B, the lot exceeds these requirements.

§157.210(A) of the Hermiston Code of Ordinances establishes that conditional uses must have setbacks that are at least two thirds the height of the principal structure. In this case, the principal structure is 12 feet and 0 inches at the highest point, necessitating an 8-foot setback from all lot lines. Provided setbacks are over 124 feet on all sides.

§157.026(E) states that in a R-2 zone, no building shall exceed a height of 35 feet. The maximum height of each existing portable building is 12 feet and 0 inches. §157.026(F) states in a R-2 zone, buildings shall not occupy more than 45% of the lot area. Tax Lot 4N281000 00100 is 21.12 acres (919,987.2 square feet). The two existing portable buildings proposed for relocation are 1,792 square feet each (3,584 total square feet), and therefore are 0.4% of the lot area.

Per §157.175 Off-Street Parking Requirements and Table 157.176, elementary schools require 1.5 spaces per teacher. In this context, 7.5 spaces would be required. Parking spaces are illustrated in Exhibit B L204 and provided below:

- 1.5 spaces x (5 teachers) = 7.5 spaces
- Total = 7.5 spaces required (47 provided)

Proposed parking numbers total 47 spaces, as shown in Exhibit B, and provided below:

- Restriped Southeast Parking Lot: 47 total parking spaces (2 ADA)

§157.179 Design Requirements outline the following design standards for Off-Street Parking:

(A) Hard surfaces required; maintenance. Areas used for standing and maneuvering of vehicles shall have a hard surface and be maintained adequately for all-weather use and so drained as to avoid flow of water across a property line.

(B) Minimal resident disturbance. Except for parking to serve single or duplex residential uses, parking and loading areas adjacent to or within residential zones or adjacent to residential uses shall be designed to minimize disturbance of residents by the erection between the uses of a sight-obscuring fence of not less than five or more than six feet in height except where vision clearance is required.

(C) Extension beyond property line prohibited. Parking spaces within a parking lot shall be designed and constructed so that no portion of a parked vehicle, including an opened door, will extend beyond the property line.

(D) Glare from lighting prohibited. Artificial lighting which may be provided shall not create or reflect substantial glare in a residential zone or on any adjacent dwelling.

(E) Access aisles. Access aisles shall be of sufficient width for all vehicle turning and maneuvering.

(F) Driveways required. All parking spaces, except single-family and duplex residential, shall be served by a driveway so that no backing movements or other maneuvering within a street other than an alley will be required.

(G) Safety for traffic and pedestrians required.

(1) Off-street parking areas. Service drives to off-street parking areas shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site. The number of service drives shall be limited to the minimum that will allow the property to accommodate and service the traffic to be anticipated. Service drives shall be clearly and permanently marked and defined through use of rails, fences, walls or other barriers or markers on frontage not occupied by service drives.

(2) Minimum vision clearance area. Service drives shall have a minimum vision clearance area formed by the intersection of the driveway center-line, the street right-of-way line and a straight line joining the lines through points of ten feet from their intersection.

The existing Southeast parking lot is currently a durable asphalt surface. The proposed development includes restriping the existing parking lot, with current asphalt paving to remain, and adding a curb and sidewalk in front of relocated portable buildings. The new striping will provide ADA parking stalls adjacent to the relocated portable buildings. The number of stalls included in the restriping design exceeds the required parking spaces. The existing parking lot driveways are to be replaced with ADA-compliant driveways.

As such, the parking lot will maintain and include hard surfaces per criterion A. The parking lot restriping will result in minimal resident disturbance per the plan and setbacks shown on Exhibit B L204, as the parking lot footprint is unaltered from its current design, therefore, creating no disturbance per criterion B. Per criterion C, no parked vehicle will extend beyond the property line, and lighting will not create or reflect substantial glare per criterion D. Access aisles are of sufficient width for vehicle turning and maneuvering as shown in Exhibit B, per criterion E. Driveways are existing and will be replaced with ADA-compliant driveways in their current locations, per criterion F,

and safety for traffic and pedestrians is illustrated in Exhibit B with designated pedestrian concrete and landscape.

In sum, the proposed development is in accordance with the Hermiston Zoning Code, as summarized on Sheet L200 and L204 Site Plans (Exhibit B).

2. The property is adequate in size and shape to accommodate the proposed use, together with all other zoning requirements and any additional conditions imposed by the planning commission. Explain fully:

The property is owned by the Applicant. The site is fully contained within the Urban Growth Boundary (UGB). The total site area is 21.12 acres and the subject site is capable of accommodating the proposed development, which is 1.07 acres. As shown on Sheet L200 and L204 Site Plan (Exhibit B), the proposed site development includes the relocation of two existing portable buildings, restriping of parking stalls at the existing Southeast parking lot, a fenced lawn area, relocated shed, and trash service area, improved driveways, and accessible sidewalks and ramps.

The site is zoned R-2 and the proposed use is for childcare and preschool. This use complies with the current zoning, as specified in the Hermiston Code sections 157.026(B)(1) & 157.025 (B)(10). Given the acreage of the site, and its current use, the site is physically capable of continuing to accommodate the existing portable buildings, the landscape improvements, the restriping of the existing southeast parking lot, and the sidewalk and driveway improvements along W Standard Avenue. §157.026(F) states in a R-2 zone, buildings shall not occupy more than 45% of the lot area. Tax Lot 4N281000 00100 is 21.12 acres (919,987.2 square feet). The two existing portable buildings proposed for relocation are 1,792 square feet each (3,584 total square feet), and therefore are 0.4% of the lot area.

§157.210(A) of the Hermiston Code of Ordinances establishes that conditional uses must have setbacks that are at least two-thirds the height of the principal structure. In this case, the principal structure is approximately 12 feet and 0 inches at the highest point, necessitating an 8-foot setback from all lot lines. Provided setbacks are over 124 feet on all sides. As such, the proposed development is adequate in size and shape to accommodate the proposed use, as summarized on Sheets L200 and L204 Site Plan (Exhibit B). This criterion is satisfied.

3. Public facilities are of adequate size and quality to serve the proposed use. Explain fully:

As previously noted, the proposed site development includes the relocation of two existing portable buildings, restriping of parking stalls at the existing Southeast parking lot, a fenced lawn area on the north side of the development area, a relocated shed and trash service area on the northeast corner of the development area, and accessible sidewalks, driveways, and ramps that connect the relocated portable buildings to the site and adjacent parking lot.

Currently, 41 parking stalls exist (2 ADA stalls). The parking lot restriping will result in an additional 6 stalls for a total of 47 parking stalls (2 ADA stalls). The site is already served by municipal water and sewer lines. Additional findings pertaining to electrical and utility capacity are provided below.

Electrical

The proposal involves reconnecting the two portables with a new electrical utility service and fiber from RHES. No new lighting is proposed in the existing parking lot area.

Sanitary Sewer

A 4-inch lateral will be extended to the portables from the existing sewer main in Standard Ave.

Water System

A 1-inch service will be extended to the portables from the existing water main in Standard Avenue.

Storm System

The existing grade of the southeast parking lot directs runoff to the adjacent lawn area along 7th Street. Building roof runoff will drain and infiltrate within drywells located adjacent to the portable buildings and northern lawn area.

Erosion and Sediment Control

Onsite erosion and sediment control measures will be required. The District will obtain coverage under an Oregon DEQ 1200-C Permit.

Offsite Improvements

The sidewalk and driveways along W Standard Avenue are to be replaced and meet ADA compliance.

In summary, public facilities are of adequate size and quality to serve the proposed use.

**4. The proposed use will prove reasonably compatible with surrounding properties.
Explain fully:**

The development area is within the Rocky Heights Elementary School site. The proposed development is to relocate two existing portable buildings to the southeast corner of the site, provide landscape improvements adjacent to the portables, restripe parking stalls in the western half of the southeast parking lot, fence the northern lawn area adjacent to the portables, relocate a shed and trash service area to the northeast corner of the portables, and improve circulation with accessible concrete sidewalks and ramps that connect the relocated portable buildings to the site and adjacent parking lot. Existing sidewalk, ramps, and driveways along W Standard Avenue will be replaced and improved to meet ADA compliance. The proposed relocation and related improvements are designed to complement the design of the replacement elementary school and will enhance the user experience of these childcare and early educational facilities.

As shown in Exhibit C Portable Building Photographs, both existing portable buildings have a rectangular footprint and gable roofs. The portable buildings are painted light gray with dark gray trim. The building exterior is clad in wood siding. Each portable building has a footprint of 1792 square feet. The building size and architectural style align with the design of the three existing portables to the east of the development area in the southeast corner of the site.

4.2 Conclusion

Based on the preceding findings, and the evidence incorporated herein, this request for Conditional Use Permit and Site Plan Review approval establishes compliance with all applicable approval criteria and standards.