



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING & PLANNING 541-917-7550

# Notice of Filing

## Site Plan and Tree Felling Review

SP-01-24 & SP-02-24

February 12, 2024

The Planning Division has received the following APPLICATION. Please provide any comments you may have on this project to **Jennifer Cepello** at 541-917-7561 or [jennifer.cepello@albanyoregon.gov](mailto:jennifer.cepello@albanyoregon.gov). The deadline for submission of written comments is 5:00 p.m. on **February 26, 2024**.

### Application Information

Proposal:	To place a modular office structure and associated tree felling at an existing development site.
Review Body:	Staff (Type I-L review)
Property Owner/Applicant:	Linn County; C/O: Todd Noble; PO Box 100, Albany, OR 97321
Applicant Representatives:	Udell Engineering and Land Surveying, LLC; C/O Laura LaRoque and Brian Vandetta; 63 E. Ash Street, Lebanon, OR 97355 HMK Company; C/O Skip Hamilton; 363 State Street, Salem, OR 97301 DLR Group; C/O John Fulton 421 SW Sixth Avenue, Suite 1212, Portland, OR 97204
Address/Location:	2730 Pacific Boulevard SE
Map/Tax Lot:	Linn County Tax Assessor's Map No. 11S-03W-05DD Tax Lot 602
Zoning:	Community Commercial (CC)
Overlay Districts:	Riparian Corridor (/RC); Floodplain and Floodway (/FP); Airport Approach
Total Land Area:	7.34 acres
Existing Land Use:	Linn County Public Health Services

The City of Albany has received the application for Site Plan Review as referenced above. We are mailing notice of the application to property owners within 300 feet of the proposed development. We invite your written comments on this application to be considered when staff decides on this application. Your comments must relate to the approval standards listed below. Issues that may provide the basis for an appeal to the Planning Commission must be raised in writing and with sufficient detail to allow the City to respond to the issue. The deadline for submission of written comments is 5:00 p.m. on **February 26, 2024**, 14 days from the date the City mails the notice of filing.

Attached you will find a location map, site plan, elevation drawings, and tree felling plan. All application materials are available for review in person at the Planning Division, and copies can be obtained for a minimal charge. Should you wish to discuss this case with a planner, please call **Jennifer Cepello**, project planner, at 541-917-7561. Submit any written comments to the Planning Division; PO Box 490, Albany, OR 97321 or by email to [jennifer.cepello@albanyoregon.gov](mailto:jennifer.cepello@albanyoregon.gov). Any person submitting written comments will receive a copy of the notice of decision on the application.

According to the Albany Development Code (ADC or Code), the proposed use is allowed on this property. This review is limited to the layout of the proposed use in accordance with the review criteria contained in ADC Section 2.450. The use must also meet applicable City development standards found in the Code.

These standards address such features as off-street parking, landscaping, setbacks, overlay districts, outside storage, and lighting.

The City may attach conditions of approval to the application to ensure that the proposal will conform to the applicable review criteria (ADC 2.450, 2.455 and 9.205).

## Approval Standards for This Request

### Site Plan Review Criteria

Section 2.450 of the ADC includes the following review criteria that must be met for this application to be approved.

- (1) The application is complete in accordance with the applicable requirements.
- (2) The application complies with all applicable provisions of the underlying zoning district including, but not limited to, setbacks, lot dimensions, density, lot coverage, building height, and other applicable standards.
- (3) Activities and developments within special purpose districts comply with the regulations described in Articles 4 (Airport Approach), 6 (Natural Resources), and 7 (Historic), as applicable.
- (4) The application complies with all applicable Design Standards of Article 8.
- (5) The application complies with all applicable Design Standards of Article 10.
- (6) The application complies with all applicable On-Site Development and Environmental Standards of Article 9.
- (7) The Public Works Director has determined that public facilities and utilities are available to serve the proposed development in accordance with Article 12 or will be made available at the time of development.
- (8) The Public Works Director has determined that transportation improvements are available to serve the proposed development in accordance with Article 12 or will be available at the time of development.
- (9) 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.
- (10) The proposal meets all existing conditions of approval for the site or use, as required by prior land use decision(s), as applicable.
- (11) Sites that have lost their nonconforming status must be brought into compliance and may be brought into compliance incrementally in accordance with Section 2.370.

Section 2.455 of the ADC includes additional review criteria for non-residential development that must be met for this application to be approved.

- (1) The transportation system can safely and adequately accommodate the proposed development.
- (2) Parking areas and entrance-exit points are designed to facilitate traffic and pedestrian safety and avoid congestion.
- (3) 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.

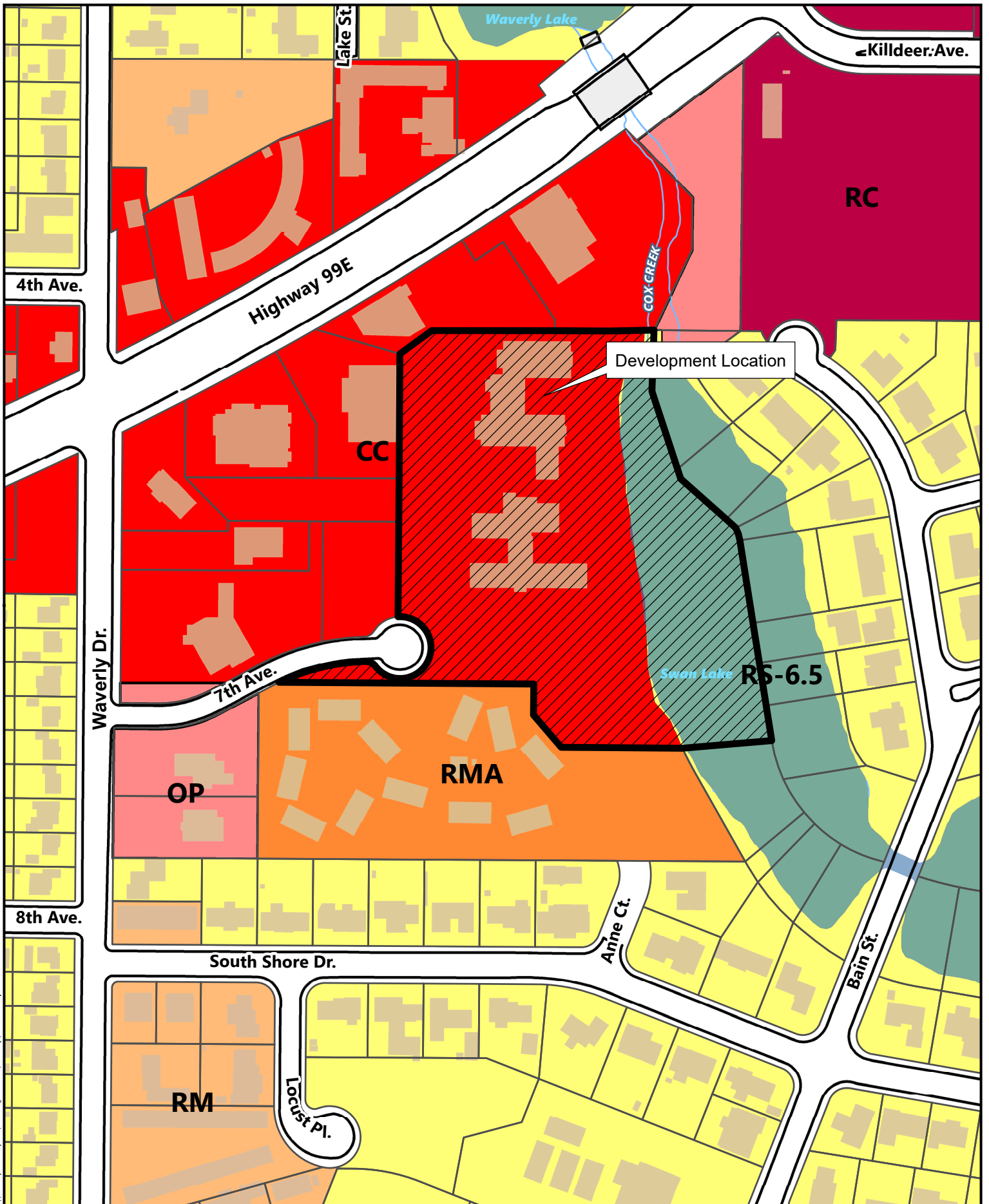
### Tree Felling Review Criteria

Section 9.205 of the ADC includes the following review criteria that must be met for this application to be approved.

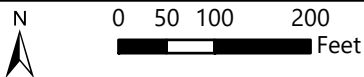
- (1) The Community Development Director or his/her designee shall approve a Site Plan Review for tree felling when the applicant demonstrates that the felling of the tree(s) is warranted because of the condition of the tree(s) with respect to disease, hazardous or unsafe conditions, danger of falling, proximity to existing structures or proposed construction, or interference with utility services or pedestrian or vehicular safety. The Director, in consultation with the City Arborist, may also grant an exception to any of the tree cutting standards for industrial development on industrially zoned land. The Director may require the applicant to provide a Certified Arborist's report.
- (2) For property where a Site Plan Review, Conditional Use, or land division application has been approved or is currently under review for development of the property, the Community Development Director or his/her designee shall approve Site Plan Review for tree felling when the applicant demonstrates that all of the following review criteria are met:
  - (a) It is necessary to fell tree(s) in order to construct proposed improvements in accordance with an approved Site Plan Review or Conditional Use review, or to otherwise utilize the applicant's property in a manner consistent with its zoning, this Code, applicable plans adopted by the City Council, or a logging permit issued by the Oregon Department of Forestry.
  - (b) The proposed felling is consistent with City ordinances including tree regulations in the Albany Municipal Code, and the proposed felling does not negatively impact the environmental quality of the area, including but not limited to: the protection of nearby trees and windbreaks; wildlife; erosion; soil retention and stability; volume of surface runoff and water quality of streams; scenic quality; and geological sites.
  - (c) The uniqueness, size, maturity, structure, and historic value of the trees have been considered and all other options for tree preservation have been exhausted. The Director may require that trees determined to be unique in species, size, maturity, structure, or historic values are preserved.
  - (d) Tree felling in Significant Natural Resource Overlay Districts meets the applicable requirements in Article 6.
- (4) The Director may attach conditions of approval to the tree felling review to ensure the replacement of trees and landscape or otherwise reduce the effects of the felling and may require an improvement assurance to ensure all conditions are met.

Additional review standards for this Site Plan Review application are found in ADC Articles 1, 2, 4, 6, 8, 9, and 12.

Attachments: Location Map, Site Plan, Elevations, Tree Felling Plan



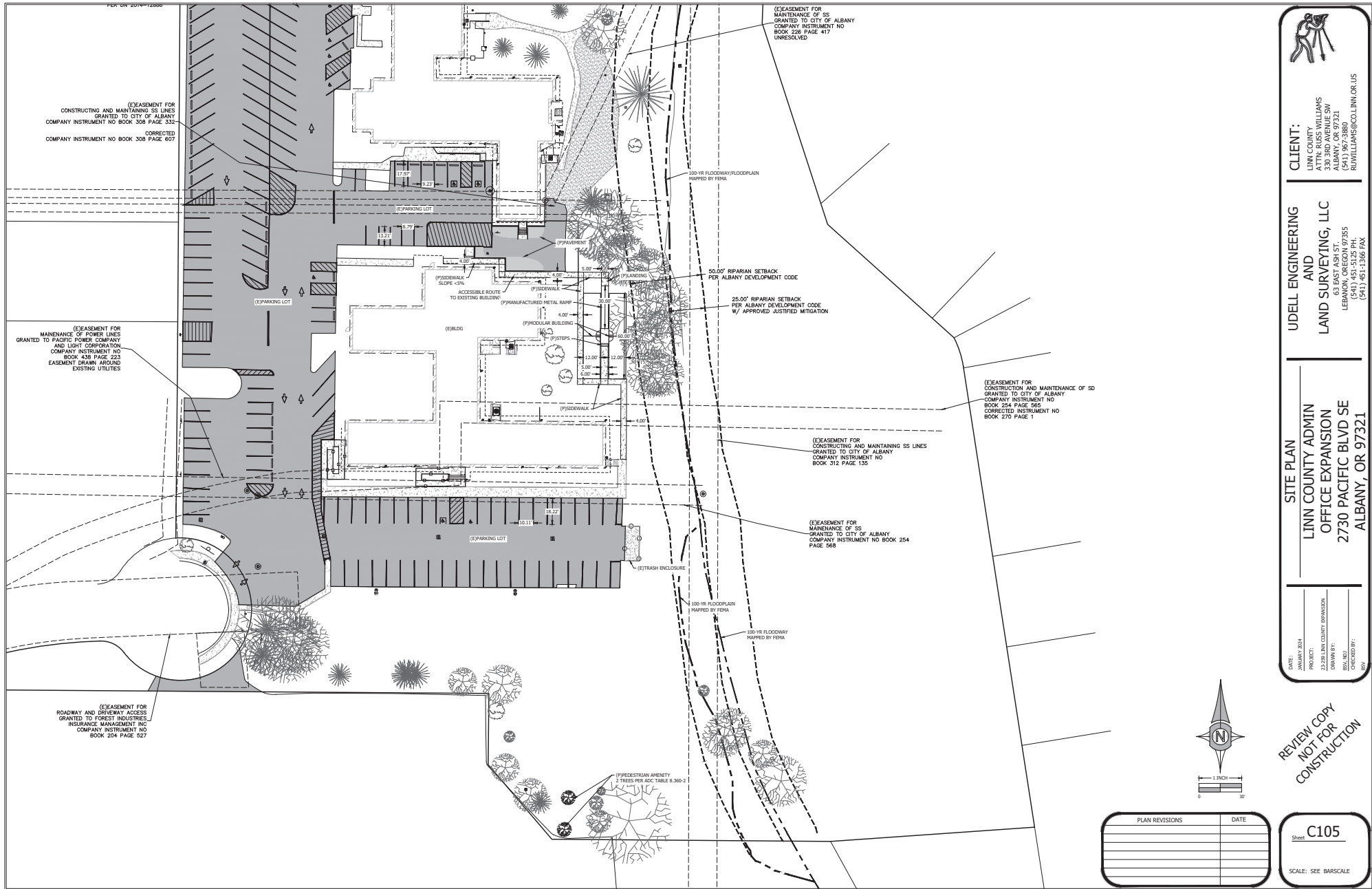
\\con.cityofalbany.net\homes\jenmarf\Desktop\Location Map.mxd



Date: 1/18/2024 Map Source: City of Albany

**2730 Pacific Blvd.**

Location Map



CLIENT:  
 LINN COUNTY  
 ATTN: RUSS WILLIAMS  
 63 EAST ASH ST.  
 ALBANY, OR 97321  
 (541) 867-3880  
 RUWILLIAMS@COLLINN.ORG US

UDELL ENGINEERING  
 AND  
 LAND SURVEYING, LLC  
 63 EAST ASH ST.  
 LEBAION, OREGON 97355  
 (541) 451-5125 PH.  
 (541) 451-1366 FAX

SITE PLAN  
 LINN COUNTY ADMIN  
 OFFICE EXPANSION  
 2730 PACIFIC BLVD SE  
 ALBANY, OR 97321

DATE: JANUARY 2024  
 PROJECT: 22-358 LINN COUNTY EXPANSION  
 DRAWN BY: [REDACTED]  
 REV. NO: [REDACTED]  
 CHECKED BY: [REDACTED]  
 2024

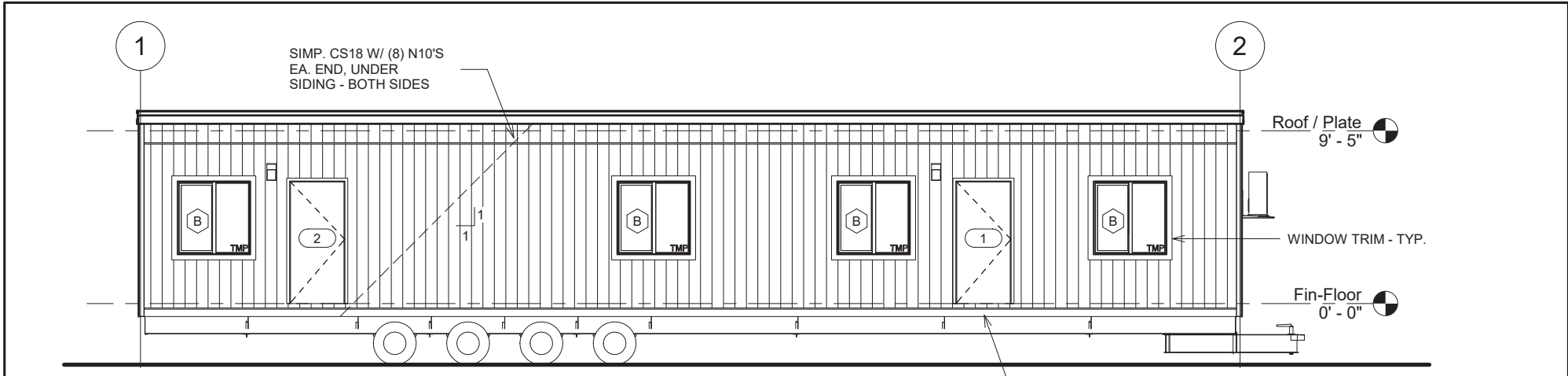
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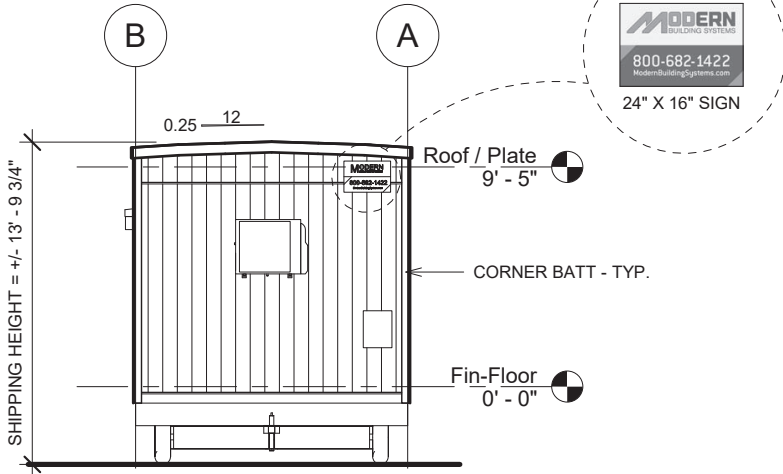
PLAN REVISIONS	DATE

Sheet **C105**

SCALE: SEE BARS/SCALE



1 FRONT ELEVATION  
3/16" = 1'-0"



2 RIGHT END ELEVATION  
3/16" = 1'-0"

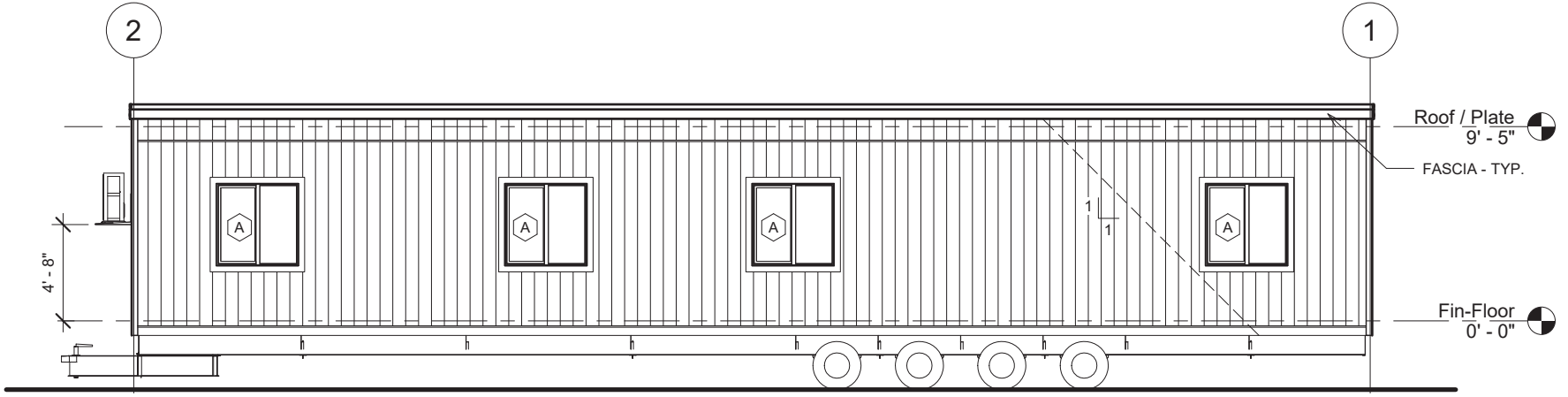


REV.	DESCRIPTION	DATE	BY	SHEET EXTERIOR ELEVATIONS		JOB# 2023-KM-31
				PROJ. 12' x 60' MODULAR OFFICE		DMP: 2023-31
				STOCK 12 x 60 (BLDGS 1-8)		SHEET # A 2.0
				ADDRESS	DRW TS	DATE 5/16/23

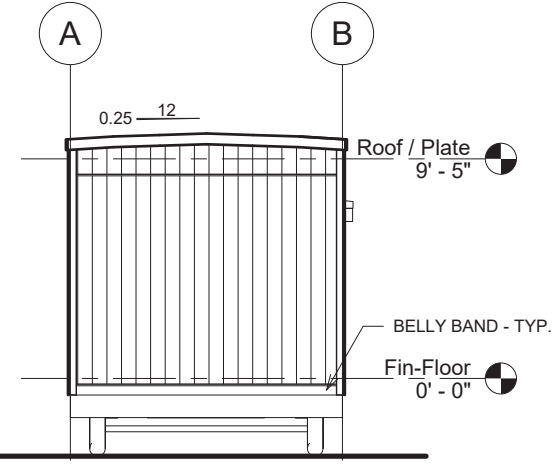
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EXPIRES: 12/31/2024



① REAR ELEVATION  
3/16" = 1'-0"



② LEFT END ELEVATION  
3/16" = 1'-0"



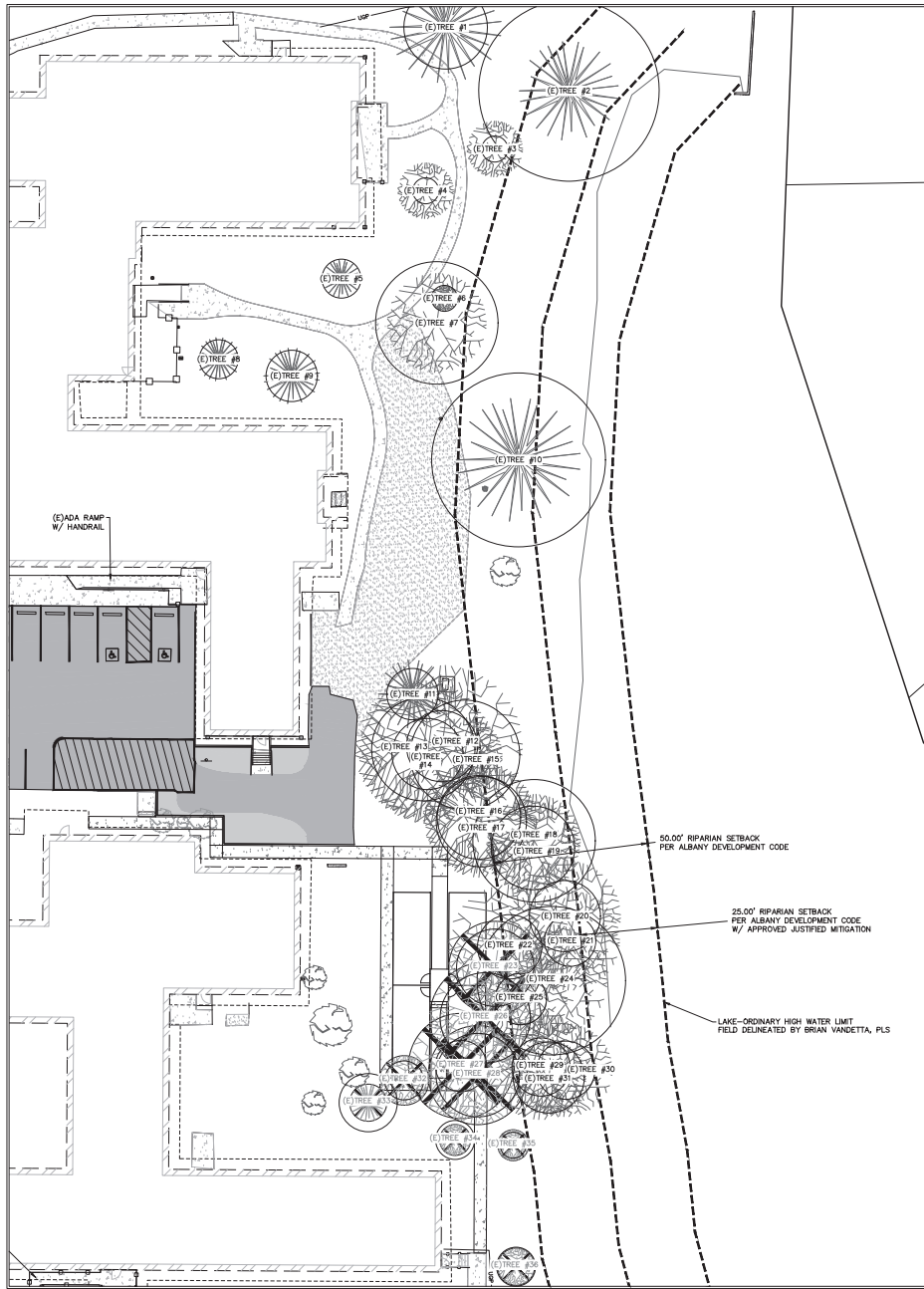
EXPIRES: 12/31/2024

REV.	DESCRIPTION	DATE	BY	SHEET EXTERIOR ELEVATIONS		JOB# 2023-KM-31
				PROJ. 12' x 60' MODULAR OFFICE		DMP: 2023-31
				STOCK 12 x 60 (BLDGS 1-8)		SHEET # A 2.1
				ADDRESS	DRW TS	DATE 5/16/23

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BUILDING SYSTEMS

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P.O. BOX 110, 9493 PORTER ROAD, AUMSVILLE, OR 97325  
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CONSTRUCTION DISTURBES LESS THAN 30% OF CRITICAL ROOT ZONE

CONSTRUCTION DISTURBES LESS THAN 30% OF CRITICAL ROOT ZONE

50.00' RIPARIAN SETBACK PER ALBANY DEVELOPMENT CODE

25.00' RIPARIAN SETBACK PER ALBANY DEVELOPMENT CODE W/ APPROVED MITIGATED MITIGATION

LAKE-ORDINARY HIGH WATER LIMIT FIELD DELINEATED BY BRIAN VANDETTA, PLS

Modular Building Tree Felling

Tree ID Number	Species	Trunk Circumference Diameter (in)	Canopy (sq ft)	Retain/ remove	Significant	
1	Fir	13	41	7.1	Retain	No
2	Fir	28	88	5.6	Retain	Yes
3	Maple	4	13	1.8	Retain	No
4	Maple	4	13	1.8	Retain	No
5	Pine	6	19	0.8	Retain	No
6	Cluster	4	13	0.3	Retain	No
7	Maple	19	60	5.6	Retain	No
8	Cedar	6	19	1.1	Retain	No
9	Cedar	8	25	1.8	Retain	No
10	Pine	27	85	8.7	Retain	Yes
11	Pine	8	25	2.6	Retain	No
12	Oak	11	35	14.7	Retain	No
13	Oak	16	50	10.6	Retain	No
14	Oak	11	35	10.6	Retain	No
15	Oak	17	53	3.1	Retain	No
16	Oak	13	41	7.1	Retain	No
17	Oak	14	44	7.1	Retain	No
18	Oak	19	60	4.9	Retain	No
19	Oak	13	41	4.9	Retain	No
20	Oak	11	35	7.1	Retain	No
21	Oak	8	25	5.6	Retain	No
22	Oak	10	31	8.7	Retain	No
23	Oak	12	38	4.9	Remove	No
24	Oak	23	72	7.1	Retain	No
25	Oak	8	25	4.9	Retain	No
26	Oak	14	44	7.1	Remove	No
27	Oak	8	25	6.3	Remove	No
28	Oak	13	41	5.6	Remove	No
29	Oak	9	28	6.3	Retain	No
30	Oak	9	28	4.9	Retain	No
31	Oak	11	35	3.1	Retain	No
32	Deciduous	6	19	1.4	Remove	No
33	Pine	9	28	0.8	Remove	No
34	Deciduous	6	19	0.5	Remove	No
35	Deciduous	4	13	0.5	Remove	No
36	Deciduous	6	19	0.8	Remove	No



TREE LEGEND

- EXISTING DECIDUOUS TREE
- EXISTING EVERGREEN TREE
- EXISTING TREE TO BE REMOVED
- TREE CRITICAL ROOT ZONE

PLAN REVISIONS	DATE

CLIENT:  
LINN COUNTY  
ATTN: RIGGS WILLIAMS  
1000 W. 1ST ST.  
ALBANY, OR 97321  
(541) 867-3880  
RWILLIAMS@COLLINN.ORG US

PRELIMINARY TREE FELLING PLAN NORTH

UDELL ENGINEERING  
AND  
LAND SURVEYING, LLC  
63 EAST ASH ST.  
LEBANON, OREGON 97355  
(541) 451-5125 PH.  
(541) 451-1366 FAX

LINN COUNTY ADMIN  
OFFICE EXPANSION  
2730 PACIFIC BLVD SE  
ALBANY, OR 97321

DATE: JANUARY 2024  
PROJECT: 22-291 LINN COUNTY EXPANSION  
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CHECKED BY:  
APP.

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Sheet **C103**

SCALE: SEE BARSCALE