

ORDINANCE NO. 5864

AN ORDINANCE VACATING A PORTION OF THE WILLETTA STREET RIGHT-OF-WAY NORTH OF 29TH AVENUE, AND A PORTION OF THE CATHEY CREEK DRAINAGE RIGHT-OF-WAY WEST OF PACIFIC BOULEVARD, IN ALBANY, OREGON; ADOPTING FINDINGS, AND DECLARING AN EMERGENCY.

WHEREAS, the Albany City Council initiated proceedings to vacate a portion of Willetta Street on July 8, 2015, and the Albany City Council initiated proceedings to vacate a portion of the Cathey Creek drainage right-of-way on July 22, 2015; and

WHEREAS, the vacated street right-of-way will revert to the property immediately west of the Willetta Street SW right-of-way, and the southern half of the Cathey Creek drainage right-of-way will revert to the properties to the south; and

WHEREAS, notices of public hearing were mailed on November 2, 2015; published in the *Albany Democrat-Herald* on November 2, 2015, and November 9, 2015; and posted on the site, as described in Section 1 below, on October 28, 2015 as required by state and local law; and

WHEREAS, the Albany Planning Commission held a public hearing on November 16, 2015, and recommended that the City Council approve the proposed street and right-of-way vacation; and

WHEREAS, the Albany City Council held a public hearing on January 13, 2016, reviewed the testimony presented at the public hearing and the findings in the staff report, and deliberated on the vacation requests.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF ALBANY DO ORDAIN AS FOLLOWS:

Section 1: Subject Property. A portion of the Willetta Street right-of-way north of 29th Avenue and a portion of the Cathey Creek drainage right-of-way west of Pacific Boulevard (File VC-02-15) (see legal descriptions on attached Exhibit A and map Exhibit B), are hereby vacated.

Section 2: Findings. The Findings, Conclusions, and Conditions in the Staff Report concerning VC-02-15 are hereby adopted in support of this decision as presented in Exhibit C of this Ordinance.

Section 3: Easement Retained. The City retains a public utility easement and storm drainage easement over the areas being vacated.

Section 4: The City Recorder shall, within 10 days of the effective date of this ordinance, file a certified copy of the ordinance with the Linn County Clerk, Linn County Assessor, and Linn County Surveyor (ORS 271.150). The petitioner for the vacation shall bear the recording costs.

Section 5: In as much as this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the City of Albany, or to facilitate the prompt and timely completion of important City business, an emergency is hereby declared to exist; and this Ordinance shall take effect and be in full force and effect when signed by the Mayor.

Passed by the Council: Jan 13, 2016

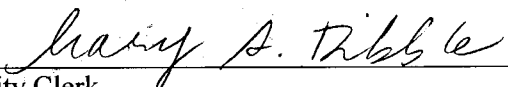
Approved by the Mayor: Jan 13, 2016

Effective Date: Jan 13, 2016



Mayor

ATTEST:



City Clerk

**Legal Descriptions
VC-02-15
Right-of-Way Vacations**

Vacation Area #1

The northern portion of the Willetta Street right-of-way that was created by deeds recorded in Linn County, Oregon Deed Records Book 339, Page 355 and Book 340, Page 617, more particularly described as follows:

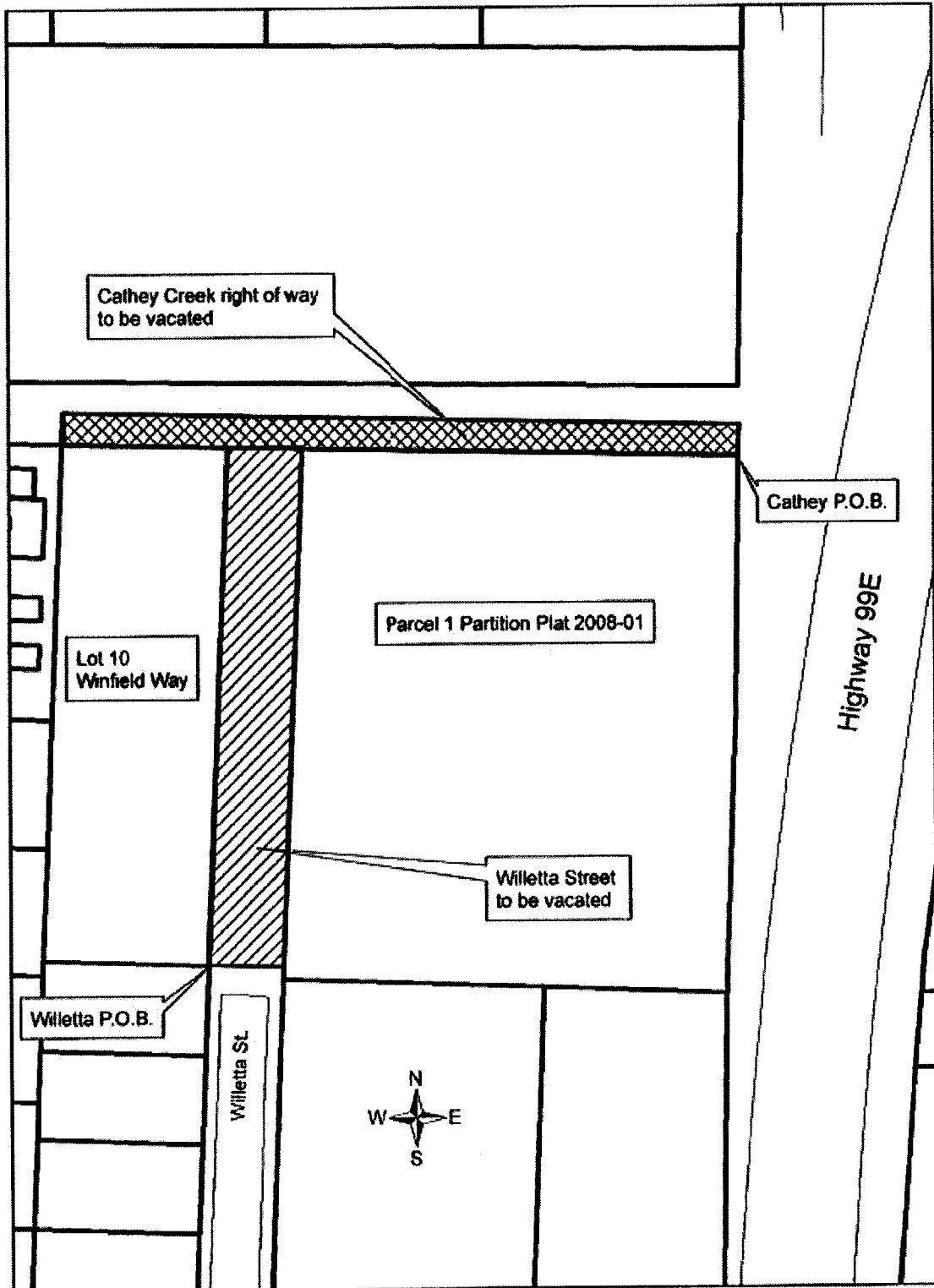
Beginning at the Southeast corner of Lot 10 of Winfield Way subdivision, a subdivision of record located in the NE $\frac{1}{4}$ of Section 13, T11S, R4W, W.M., said Southeast Corner of Lot 10 also lying on the west right-of-way line of Willetta Street; thence North $0^{\circ}26'00''$ East 343.76 feet along the west right-of-way line of Willetta Street to the northeast corner of Lot 10, said northeast corner also lying on the south right-of-way line of Cathey Creek, a right-of-way recorded in Linn County, Oregon deed records Book 159, Page 174; thence east 50.01 feet along the south right-of-way line of the Cathey Creek right-of-way to the northwest corner of Parcel 1 of Linn County, Oregon, Partition Plat No. 2008-01, said corner also lying on the east right-of-way line Willetta Street; thence South $0^{\circ}26'00''$ West 343.76 feet along the east right-of-way line of Willetta Street to a point 8.03 feet north of the southwest corner of said Parcel 1; thence West 50.00 feet to the point of beginning, as shown on attached Exhibit B.

Vacation Area #2

The southern 20 feet of the eastern 453.11 feet of the drainage right-of-way created by a deed recorded in Linn County, Oregon deed records Book 159, Page 174, more particularly described as follows:

Beginning at the Northeast corner of Parcel 1 of Linn County, Oregon, Partition Plat No. 2008-01; thence south $89^{\circ}23'$ west 293.19 along the north property line of said Parcel 1 to the northwest corner of said Parcel 1; thence continuing south $89^{\circ}23'$ west 50.01 feet to the northeast corner of Lot 10 of Winfield Way subdivision; thence continuing south $89^{\circ}23'$ west 109.91 feet along the north property line of said Lot 10 to the northwest corner of Lot 10; thence north $0^{\circ}37'$ west 20 feet to the centerline of the Cathey Creek right-of-way; thence north $89^{\circ}23'$ east 453.11 feet parallel with and 20 feet north of the south right-of-way line of Cathey Creek right-of-way to a point on the west right-of-way line of Pacific Highway, said point lying North $0^{\circ}37'$ west 20 feet from the northeast corner of Parcel 1; thence south $0^{\circ}37'$ east 20 feet along the west right-of-way line of Pacific Highway to the point of beginning, as shown on attached Exhibit B.

EXHIBIT B





Community Development Department

333 Broadalbin Street SW, P.O. Box 490
Albany, OR 97321

Phone: 541-917-7550 Facsimile: 541-917-7598
www.cityofalbany.net

STAFF REPORT

ALBANY POLICE STATION

Street Vacation, Conditional Use, and Replat Planning Files VC-02-15, CU-07-15, and RL-10-15

<u>HEARING BODY</u>	PLANNING COMMISSION	CITY COUNCIL
<u>HEARING DATE</u>	Monday, November 16, 2015	Wednesday, January 13, 2016
<u>HEARING TIME</u>	5:15 p.m.	7:15 p.m.
<u>HEARING LOCATION</u>	Albany City Hall Municipal Court Room, 333 Broadalbin Street SW	

SUMMARY

This report reviews and evaluates a consolidated Street Vacation, Conditional Use, and Replat application submitted by Mackenzie on behalf of the City of Albany Police Department, for conformance with the Albany Development Code (ADC). The property is located at 2600 Pacific Boulevard SW, and is currently vacant (Attachment A). The site is located within two different zoning districts. The east side of the property is zoned Office Professional (OP) and the west side is zoned Residential Single Family (RS-5). Police stations are classified as a “Community Service” use, according to ADC Section 22.190. Community service uses require conditional use approval in the RS-5 zone, and either site plan review or conditional use approval in the OP zone.

The development proposal is contingent upon the vacation of the abutting portion of Willetta Street SW where it terminates at the site, plus the south half of the Cathey Creek right-of-way abutting the site (Attachment B.1 – B.6). Oregon Revised Statute (ORS) Chapter 271 governs the process for vacating streets and right-of-ways within incorporated cities, and Albany Development Code (ADC) Section 2.630 lists review criteria, which must be met for the vacations to be approved. The Albany City Council agreed to initiate the vacation proceedings for Willetta Street on July 8, 2015, and the south half of Cathey Creek right-of-way on July 22, 2015, and directed staff to prepare applications for both vacations. Public utility easements will be retained where public utilities exist.

The Conditional Use application (file CU-07-15) is for new construction of a 40,367 square-foot police headquarters to serve the residents of Albany. The total site area is 163,272 square feet (3.75 acres). Of that, 15 percent will be building area, 52 percent will be paved, and 33 percent will be landscaped (Attachment D.9). Development will include a total of 165 on-site parking spaces, 133 of which will be dedicated to police station use in a secure area. Of the 32 parking spaces open to the public, four spaces will be accessible spaces. Bicycle parking will be provided near the public entrance. Site plans show a combination of landscaped buffer and screening to protect neighboring properties on all sides, including the residential uses to the south and west. The proposed building will be two stories, with a maximum height of 39 feet. The building will meet commercial and institutional design standards through the use of architectural features such as ground-level transparency, varying building materials featuring masonry veneer, structural masonry, and metal panel walls.

The replat application (file RL-10-15), if approved, will combine two parcels, plus the vacated portions of Willetta Street and the Cathey Creek drainage right-of-way, into one parcel under the same ownership (Attachment D.18). The proposed police station development will utilize the entire site and would also dedicate the proposed Willetta Street cul-de-sac bulb.

Staff Recommendation to the Planning Commission: **APPROVAL** with the **FOLLOWING CONDITIONS:**

Vacation

- 1.1 Public utility easements shall be retained over the areas where public utilities exist. The required easements shall be centered over the utility mains and must be 20 feet wide for sewer, and 15 feet wide for water. A public utility easement must be provided over the entire 20-foot wide area to be vacated along the Cathey Creek right-of-way.

Compatibility

- 2.1 **Prior to issuance of a certificate of occupancy**, a minimum of 101 parking spaces shall be provided. The public parking area shall include a minimum of 32 parking spaces, including parking for the disabled.
- 2.2 **Prior to issuance of a building permit**, a revised curb stop detail shall be submitted to the Community Development Department showing a 2½- to 3-foot bumper overhang on parking spaces where curb stops are provided.
- 2.3 A total of 12 bicycle parking spaces are required, 6 of which must be covered. Bicycle parking shall be provided which meets the standards for dimensional requirements in ADC 9.120(13)(g), and in the amount shown in accordance with submitted site plans prior to occupancy.
- 2.4 In accordance with ADC 3.390, the refuse disposal area must be screened from view by placement of a sight-obscuring fence, wall, or hedge at least six feet in height. The applicant shall provide the method of screening that will be used for the access gates on a detail drawing or on a revised site plan prior to building permit issuance and installed prior to occupancy.
- 2.5 **Prior to issuance of a building permit**, a revised landscape plan showing compliance with parking lot and planter bay standards will be required for review and approval by the Planning Division.
- 2.6 **Prior to issuance of a certificate of occupancy**, the applicant shall install buffering and screening in the locations and amounts shown on submitted landscape plans. Any changes to approved plans must be reviewed and approved by the Albany Planning Division.
- 2.7 **Prior to issuance of a certificate of occupancy**, the irrigation system and landscaping must be installed per the approved plans. Any changes to approved plans must be reviewed and approved by the Albany Planning Division. ADC 9.190 allows occupancy of a development prior to the complete installation of all required landscaping and irrigation only if occupancy is requested between December 1 and March 1 and other requirements are met.

Utilities

- 4.1 **Prior to issuance of building permits** for the proposed project, the applicant shall construct an 18-inch public storm drainage main through the site, generally as shown on the applicant's preliminary utility plan. Public utility easements shall be provided over these facilities as required in the City's Standard Construction Specifications and Design Standards documents.
- 4.2 **Prior to issuance of building permits** for the proposed project, the applicant must obtain a Storm Water Quality permit from the City's Engineering Department, and the permit must be approved. Alternatively, the applicant may provide financial assurances for the required public infrastructure in order to obtain building permits for the project.
- 4.3 **Prior to issuance of an occupancy permit** for the proposed development, the applicant shall construct the required storm water quality facilities, generally as shown on the applicant's preliminary utility plan.

Fire Services

- 4.4 Civil site plan submittals for all future building and planning permit approvals shall show fire protection details as required on the “Fire Site Plan Submittal Checklist” located on the City of Albany’s web site.
- 4.5 **Before the City will issue building permits**, plans showing the location and placement of fire access routes and hydrants serving the development shall be reviewed and approved by the City of Albany Fire Marshal. Adequate water supply must be available on site prior to construction, or as otherwise approved by the Fire Marshal.

Design Standards

- DS 1. **Before the City approves occupancy of the building**, a minimum of three pedestrian amenities from the list in ADC 8.360(2) shall be installed.

You must comply with state, federal, and local law. The issuance of this permit by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant’s responsibility to contact other federal, state, or local agencies or departments to assure compliance with all applicable regulations.

Expiration of Approval: Final approval is valid for three years from the date of final approval unless: (a) the applicant has installed all of the required public infrastructure related to the development and the infrastructure has been accepted by the city, or the applicant has provided financial assurance for all required public infrastructure per Section 12.600, or the first phase, if the development was approved for phased construction; or (b) A valid building permit exists for new construction or improvements, and work has commenced. If (a) or (b) has been done, then the project may continue to completion.

APPLICATION INFORMATION

DATE OF REPORT: November 9, 2015

STAFF REPORT PREPARED BY: David Martineau, Planner III

PROPERTY OWNER: City of Albany, 333 Broadalbin St. SE, Albany, OR 97321

APPLICANT: Police Chief Mario Lattanzio, City of Albany; PO Box 490, Albany, OR 97321

PROJECT ARCHITECT: Jeff Humphreys, Mackenzie, 1515 SE Water Avenue, Suite 100, Portland, Oregon 97214

PROJECT PLANNER: Brian Varricchione, Mackenzie, 1515 SE Water Avenue, Suite 100, Portland, Oregon 97214

ADDRESS: 2600 Pacific Boulevard SW

MAP/TAX LOT: Linn County Assessor’s Map No. 11S-04W-13AB; Tax Lots 6900 and 7003

ZONING: Office Professional (OP) and Residential Single Family (RS-5)

TOTAL LAND AREA: 3.75 acres, following replat to combine property and right-of-way dedication the for cul-de-sac bulb

EXISTING LAND USE: Undeveloped land

NEIGHBORHOOD: West Albany

SURROUNDING ZONING: North: Office Professional (OP)
 South: OP and Residential Single Family (RS-6.5)
 East: Light Industrial (LI) across Pacific Boulevard SW
 West: RS-6.5 and Residential Medium Density (RM)

SURROUNDING USES: North: Cathey Creek ditch; automobile dealership and parts supply
 South: Medical and professional offices east of Willetta Street; single family residences west of Willetta Street
 East: Vacant Light Industrial-zoned property
 West: Six-unit condominium development; single family residences

PRIOR HISTORY: PA-06-02: Land Division (Partition) to create three lots from one lot was approved and recorded January 3, 2003. Two of the resultant lots were developed with medical and professional offices. The remainder, Parcel 1, is the easterly parcel (Tax Lot 7003), presently zoned OP.

M1-01-90: Preliminary subdivision (Winfield Way Subdivision) to create 10 lots. The westerly parcel (Tax Lot 6900) was Lot 10, with an area of 37,687 square feet.

Files also contain several other cases associated with the westerly property: CU-06-79, M1-17-76, PD-05-76, ZC-08-76, and ZC-08-78.

NOTICE INFORMATION

A Notice of Public Hearing was posted in the Albany Democrat-Herald on November 2, 2015 and November 9, 2015, in accordance with Oregon Revised Statute (ORS) 271.110 for right-of-way vacations. On November 2, 2015, a Notice of Public Hearing was mailed to property owners within 1,000 feet of the subject properties together with persons who attended the August 13, 2015 neighborhood meeting in accordance with ADC 1.360. The site was posted on October 28, 2015, in accordance with Section 1.410 of the Albany Development Code. As of November 3, 2015, no written comments were received.

APPEAL

Within five days of final action on this application, the Community Development Director will provide written notice of the decision to the applicant and any other parties entitled to notice.

If the Planning Commission’s recommendation is for approval of this application, the application will be forwarded to the City Council for a public hearing and decision.

If the Planning Commission’s decision is to deny this application, the applicant may appeal the decision to the City Council by submitting a completed Notice to Appeal application and the associated filing fee to the Planning Division within 10 days from the date the City mails the Notice of Decision.

STAFF ANALYSIS
Vacation File VC-02-15

Section 2.630 of the Albany Development Code (ADC) contains the following review criteria, which must be met for this application to be approved. Code criteria are written in *bold italics* and are followed by findings, conclusions, and conditions where conditions are necessary to meet the review criteria.

- (1) *The requested vacation is consistent with relevant Comprehensive Plan policies and with any street plan city transportation or public facility plan.*

FINDINGS OF FACT

- 1.1 The following Comprehensive Plan policies have been identified as relevant to this review criterion:

GOAL 11: Public Facilities and Services

- a. Prohibit the construction of structures over public water lines and easements.
- b. Prohibit the construction of structures over drainage improvements and easements.
- c. Prohibit the construction of structures over public wastewater lines and easements.

- 1.2 Sanitary Sewer. Sanitary sewer utility maps indicate that an 8-inch public sanitary sewer main lies within the southernmost 35 feet of the portion of the Willetta Street right-of-way proposed for vacation.
- 1.3 Water. Water utility maps indicate that a 24-inch public water main lies along the entire length of the portion of the Willetta Street right-of-way proposed for vacation.
- 1.4 Storm Drainage. Storm drainage utility maps indicate that Cathey Creek in this area lies within an approximately 40-foot wide right-of-way.
- 1.5 Easements. Public utility easements over sanitary sewer mains must be at least 20 feet wide and centered over the main. Public utility easements over water mains must be at least 15 feet wide and centered over the main. A public utility easement must be provided over the entire 20-foot wide right-of-way to be vacated along Cathay Creek.
- 1.6 Transportation. Neither of these right-of-ways appear in the Albany Transportation System Plan (TSP).

CONCLUSIONS

- 1.1 City utilities (sanitary sewer, water, and storm drainage) exist within the areas proposed for vacation.
- 1.2 Public utility easements will be needed over the existing public sewer and water mains, and storm drainage facilities (Cathey Creek) that lie within the areas to be vacated. These easements will provide access rights to the utilities for maintenance, and will prohibit the construction of permanent structures over the utilities.
- 1.3 Retaining public utility easements over the existing public utilities within the areas to be vacated will protect the utilities from having structures built over the utilities, and will provide for access to the utilities.
- 1.4 Vacating these right-of-ways is not inconsistent with the Albany Transportation System Plan.

CONDITION

- 1.1 Public utility easements shall be retained over the areas where public utilities exist. The required easements shall be centered over the utility mains and shall be 20 feet wide for sewer, and 15 feet wide for water. A public utility easement shall be provided over the entire 20-foot wide area to be vacated along the Cathey Creek right-of-way.
- (2) *The requested vacation will not have a negative effect on access between public rights-of-way or to existing properties, potential lots, public facilities or utilities.*

FINDINGS OF FACT

- 2.1 Existing public utilities currently exist within the areas to be vacated. The existing public rights-of-way currently provide access to these utilities.
- 2.2 Vacating the rights-of-way as proposed would result in public utilities that lie within private property.
- 2.3 In order to maintain access rights to these public utilities, public utility easements are needed.
- 2.4 The section of Willetta Street being sought for vacation has never been constructed and never been open to traffic. All existing properties in the area have access to an existing improved street. The section of Cathey Creek is a drainage facility, not a public street, and it does not provide access to any properties.

CONCLUSIONS

- 2.1 Retaining public utility easements over the existing public utilities within the areas to be vacated will protect the utilities from having structures built over the utilities, and will provide for access to the utilities.
- 2.2 All adjacent properties currently have access to public streets. Vacating these right-of-ways will not have a negative impact on any property's access to public streets.

CONDITION

- 2.1 See Condition 1.1 above.
- (3) ***The requested vacation will not have a negative effect on traffic circulation or emergency service protection.***

FINDING OF FACT

- 3.1 The right-of-ways proposed to be vacated do not contain any constructed roadways.

CONCLUSION

- 3.1 The requested vacation will not have a negative effect on traffic circulation or emergency vehicle access.
- (4) ***The portion of the right-of-way that is to be vacated will be brought into compliance with Code requirements, such as landscaping, driveway access, and reconstruction of access for fire safety.***

FINDINGS OF FACT

- 4.1 The portion of Willetta Street being vacated equals approximately 17,190 square feet, and the portion of Cathey Creek drainage right-of-way being vacated is approximately 9,060 square feet.
- 4.2 The right-of-ways will be converted into a portion of the new City of Albany Police Station. The Police Station will be required to meet Albany Development Code standards.

CONCLUSION

- 4.1 The portions of right-of-ways being vacated that are proposed for development must comply with Albany Development Code requirements; as such the above criterion is satisfied.

(5) *The public interest, present and future, will be best served by approval of the proposed vacation.*

FINDING OF FACT

5.1 The vacated right-of-ways will be converted into a portion of the new City of Albany Police Station.

CONCLUSION

5.1 It is in the public interest to have a new police station. Approving these right-of-way vacations will allow the police station to be completed.

STAFF ANALYSIS

Conditional Use File CU-07-15

Section 2.250 of the ADC contains the following review criteria, which must be met for this application to be approved. Code criteria are written in *bold italics* and are followed by findings, conclusions and conditions where needed to meet the criteria.

Criterion (1) The proposed use is consistent with the intended character of the base zone and the operating characteristics of the neighborhood.

FINDINGS OF FACT

- 1.1 Proposed use. The proposed use for the property is a new police headquarters to serve the residents of Albany. The original plans called for a 41,749 square-foot building; however, the building size was reduced to 40,367 square feet at the request of the Police Department, as explained in correspondence from Mackenzie dated October 14, 2015 (Attachment C.1). The total site area is 163,272 square feet (3.75 acres). Of that, 15 percent will be building area, 52 percent will be paved, and 33 percent will be landscaped. Development will include a total of 165 on-site parking spaces, 133 of which will be dedicated to police station use in a secure area. Of the 32 parking spaces open to the public, four spaces will be accessible spaces. Bicycle parking will be provided near the public entrance. The applicant proposes extensive landscaping within the parking lots and fronting Pacific Boulevard, and a vegetated buffer and an 8-foot CMU-block wall in the western portion of the site to separate the development from adjoining residences. The building itself is proposed to have a brick and metal façade with a generous amount of windows to be an inviting and attractive addition to the Pacific Boulevard streetscape (Attachments D.1 – D.2).
- 1.2 Intended character of the RS-5 zoning district. The western third of the property (about 1.22 acres) is zoned RS.5 – Single Family Residential (see Attachment D.7). ADC 3.020 states that the RS-5 district is intended primarily for low- to moderate-density single-family residential development. The average minimum lot size for single-family detached dwelling units is 5,000 square feet. Front yard setbacks are 15 feet; interior setbacks vary depending on use. The maximum building height is 30 feet and the maximum lot coverage is 60%. All yards adjacent to streets must be fully landscaped. Community service uses are considered through the Conditional Use process in the RS-5 zone.
- 1.3 Intended character of the OP zoning district. The eastern two-thirds of the property (about 2.52 acres) is zoned OP – Office Professional (see Attachment D.7). The OP zoning district is intended to provide a vertical or horizontal mix of professional offices, personal services, live-work, residential and limited related commercial uses in close proximity to residential and commercial districts. The limited uses allowed in this district are selected for their compatibility with residential uses and the desired character of the neighborhood. The OP zone is typically appropriate along arterial or collector streets as a transitional or buffer zone between residential and more intense commercial or industrial districts. Community service uses, such as public safety facilities, may be considered through the Conditional Use process in the OP zone.

- 1.4 Operating Characteristics of the Neighborhood. The 3.75-acre site is bordered by Cathey Creek drainage ditch to the north, Pacific Boulevard and Light Industrial-zoned properties to the east, medical and professional offices to the south, single-family residences to the southwest and residential condominiums to the west. A total of three single-family dwellings and six single-family attached (condominium) dwellings directly abut the property to the south and west. Lot sizes for nearby single-family residential uses average about 8,000 square feet. Vehicle trips generally are related to work, school, recreation and shopping activities. Residential properties also have private outdoor spaces on the sides, front and rear portions of the property that are used for recreation, landscaping, storage buildings, and parking. Abutting residences have direct access to Umatilla Street or Willetta Street. The Light Industrial zoned property east of the site across Pacific Boulevard is presently vacant. A commercial warehouse is located on property further to the south. The medical and professional offices to the south are served by two points of access off Willetta Street and one point of access from 29th Avenue.
- 1.5 Operating Characteristics of the Proposed Police Headquarters. According to the applicant, the new police station will be a 24-hour operation in a building containing office and public safety institutional uses. The site will have driveways, parking, lighting, utilities, and landscaping. Site plans show a combination of landscaped buffer and screening to protect neighboring properties on all sides, including the residential uses to the south and west. The proposed building will be two stories, with a maximum height of 39 feet. The building will meet commercial and institutional design standards through the use of architectural features such as ground-level transparency, varying building materials featuring masonry veneer, structural masonry and metal panel walls (Attachments D.1 – D.6).
- 1.6 Public Notification and Participation. A neighborhood meeting was conducted by the applicant at 6:00 p.m. on Thursday, August 13, 2015, at the Albany First United Methodist Church, 1115 28th Avenue SW. Notice of the neighborhood meeting was sent at least ten days in advance to a total of 150 property owners within 1,000 feet of the proposed development. The neighborhood meeting was attended by 52 people, including two people from Mackenzie, and nine City representatives. A summary of the meeting together with neighbor's concerns and applicant responses is attached to this staff report (Attachments C.49 – C.57).
- 1.7 Conditional Uses. According to ADC 2.230, "Certain uses are conditional uses instead of being allowed outright, although they may have beneficial effects and serve important public interests. They are subject to the conditional use regulations because they may have significant adverse effects on the environment, overburden public services, change the desired character of an area, or create major nuisances. A review of these proposed uses is necessary due to the potential individual or cumulative impacts they may have on the surrounding area or neighborhood. The conditional use process provides an opportunity to allow the use when there are minimal impacts, to allow the use but impose conditions to address identified concerns, or to deny the use if the concerns cannot be resolved."

CONCLUSIONS

- 1.1 The proposed use is a new City of Albany police headquarters facility on a 3.75-acre site.
- 1.2 The use is allowed conditionally in both the RS-5 and the OP zoning districts.
- 1.3 The proposed police station site is bordered by a drainage ditch to the north, industrial properties to the east, professional offices to the south and single family detached and single family attached dwellings to the south and west.
- 1.4 As described above, the proposed use is consistent with the intended character of the base zone and the operating characteristics of the neighborhood because of its location along an arterial street, the use of structures and vegetation to buffer the site from adjacent uses, and as discussed later in this report, its compliance with ADC Article 8 – Design standards. Conditions of approval will be proposed in

subsequent sections of this report that will ensure the facility will be consistent with the intended character of the base zones.

Criterion (2) The proposed use will be compatible with existing or anticipated uses in terms of size, building scale and style, intensity, setbacks, and landscaping or the proposal calls for mitigation of differences in appearance or scale through such means as setbacks, screening, landscaping or other design features.

FINDINGS OF FACT

- 2.1 **Definition of Compatible.** “Compatible” does not mean “the same.” *Merriam Webster’s Collegiate Dictionary*, Eleventh Edition, defines “compatible” as “(1) capable of existing together in harmony.”
- 2.2 **Existing and Anticipated Uses.** The property is currently undeveloped. The proposed use is a new 40,367 square-foot police headquarters building together with 32 public parking spaces, 133 secure area parking spaces, and landscaping. The building will be two stories. It will be oriented toward Pacific Boulevard and the public parking area, as opposed to the residentially zoned lots to the south and west. The applicant proposes extensive landscaping within the parking lots and fronting Pacific Boulevard and a vegetated buffer in the western portion of the site to separate the development from adjoining residences.
- 2.3 **Scale of Single-Family Homes.** One single family home abuts the subject property to the south (2620 Willetta Street SW). It is two stories in height and approximately 2,263 square feet in size. It is zoned Residential Single Family (RS-6.5), which has a maximum building height of 30 feet. Two single family residences and six single family attached condominiums abut the subject property to the west and are served by access to Umatilla Street. The homes at 2629 and 2619 Umatilla Street SW are single story, approximately 1,300 square feet in size, and zoned RS-6.5. The condominiums at 2601 Umatilla Street SW range in area from 1,100 to 1,500 square feet in size. Three of the units are one story, and the other three are two stories. The condominium property is zoned Residential Medium Density (RM). The maximum allowable height in the RM district is 45 feet.
- 2.4 **Scale of the Proposed Police Station.** The police station will be completely built within the OP-zoned portion of property. ADC Section 4.090, Table 4-2, shows that the maximum building height allowed in the OP zoning district is 30 feet. The proposed two-story facility will be 39 feet. ADC 4.240(2) contains a building height exception that states where churches and certain public and semi-public buildings require Conditional Use approval, the height restrictions may be waived as a part of the Conditional Use proceedings, provided that a request for such has been noted in the public hearing notice. The proposed 39-foot building height was noted in the public hearing notice. The footprint of the building is 23,391 square feet. The applicant states that because the site is in a transition area between land use zones, there is no established scale or standards to mimic. The proposal is for a two-story structure designed to a human scale with facades incorporating recesses and off-sets and surrounded by landscaping. A large portion of the lot will be used as parking for police vehicles and official use, all screened by landscaping. Structures on property abutting residential districts and/or uses require 1 foot of setback for each foot of finished wall height with a minimum setback of 10 feet, according to ADC 4.090(5). Additionally, Section 4.210 of the ADC states that any new construction of a school, church, or public or semi-public building must be set back at least 25 feet from any property line adjoining or directly across the public right-of-way from any residential district. Minimum required building setbacks will be met as shown in Table 1 below:

Table 1: Required and Proposed Building Setbacks

Yard	Minimum Required Setback - Public Buildings	Proposed Building Setback
North (interior)	5'	54.8'
East (front)	10'	93.8'
South (interior)	5'	45.9'
West (interior) abutting RS-5 zone	25'	85.3'

Based on setbacks being provided, the use, as proposed, fits within the context of existing abutting single-family development.

- 2.5 Intensity and Lot Coverage of the Proposed Development. The maximum lot coverage in the OP district is 70%; in the RS-5 district it is 60%. Lot coverage includes buildings, structures, pavement, and other areas not vegetated or in a naturally permeable state. According to the applicant, the proposed development covers exactly 70% in the portion of property zoned OP, and 59.8% of the property zoned RS-5. All of the 40,367 square-foot building will be located on the portion of property zoned OP. Approximately 60% of the secured parking area with associated traffic aisles will be located on the RS-5-zoned property, while the remaining 40% of secured parking, traffic aisles, and all of the public parking will be constructed on the OP side.

The square footage for all parking and access areas will be 31,597 square feet for the RS-5 side, and 53,413 square feet for the OP side, totaling 85,010 square feet (1.95 acres). The building footprint is 23,391 square feet. Together, buildings and paved areas add up to 108,401 square feet (2.49 acres). This amounts to a total lot coverage of 66.4% of the 3.75-acre combined parcel. The development, as proposed, meets lot coverage standards.

- 2.6 Architectural Style of Proposed Police Station. According to the applicant, the building is proposed to have a brick and metal façade with a generous amount of windows to be an inviting and attractive addition to the Pacific Boulevard streetscape. The east and south elevations, most visible from public streets, will feature masonry veneer, structural masonry, and metal panel walls as well as window and storefront systems. The front of the building (facing Pacific Boulevard) will provide pedestrian-level transparency with an aluminum-framed storefront system, with transparency of approximately 546 square feet or 35.5% of the 1,537 square-foot pedestrian-level area. The upper floor windows mirror the style and locations of those on the first floor to the extent possible. Figures submitted with the application reveal a color palette consisting of silver metallic metal panels, frames and coping with “blue thunder” accents. Structural concrete masonry units (CMUs) are a speckled gray pattern called “midnight,” and sill bricks will be “Redondo grey” (Attachments D.1 – D.6).
- 2.7 Vehicle Parking – Required Number. Table 9-1 of ADC Section 9.020 does not identify the minimum number of spaces required for police stations. ADC 9.020(4) allows the Director to approve alternative parking standards when the use is not specifically listed in the Code, or when the applicant produces documentation that demonstrates a different parking demand. The applicant provided parking standards in cities of comparable size to Albany (see Table 1 in Attachment C.21). St. Louis Park, MN; Bloomington, IN; and Racine, WI all have parking standards specifically for police stations. As shown, their ratios vary widely from 1 per 1,000 square feet to 4 per 1,000 square-foot of floor area (1 per 250 square feet). The applicant also provided standards for similar uses from four Oregon cities with similar populations per the 2014 city population estimates produced by the Population Research Center at Portland State University (Bend, Corvallis, Keizer, and Tigard). Parking for government/public safety services uses in the selected Oregon cities ranges from 1 space per 333 square feet to 1 per 500 square feet. The applicant proposes a standard of one (1) parking space per 400 square feet of gross floor area, which equates to a minimum of 101 spaces. The proposed site plan would provide 32 parking spaces for public/visitor use and 69 secure spaces for police parking, totaling 101 spaces. The remainder of the secure area will be used for impound and storage. Staff finds this proposal acceptable.
- 2.8 Parking Lot Design and Construction. Parking lots must be paved, landscaped, and provided with approved drainage. ADC 9.120(3) states that all areas of a parking lot shall have a durable, dust-free surface of asphalt, cement concrete, or other materials approved by the Director of Public Works. ADC 9.130, Table 1, includes dimensional standards for parking lots. The ADC requires a stall depth of 18.5 feet for spaces that are 9 feet wide and angled at 90 degrees. A 3-foot parking overhang with wheel bumpers or 7.5-foot sidewalk must be provided at the front of each space fronting a sidewalk, and can be subtracted to determine actual stall depth. Dead-end back up areas shown on the site plan are at least 5 feet deep. The applicant’s pre-cast curb stop detail (see Exhibit 10 of Attachment D.12) shows wheel

stops located at a minimum of 18 inches from the sidewalk edge, in places where provisions for a 2½ to 3-foot parking overhang would otherwise be needed. This detail must be revised to reflect the Code requirement.

Parking areas shall be divided into bays of not more than 12 parking spaces, according to ADC Section 9.150(1). Parking spaces shown on the site plan (Attachment D.9) are at least 9.0 feet wide by 15.5 to 16.5 feet deep, with a 3-foot bumper overhangs except where they face a 7.5-foot wide sidewalk with extruded 6-inch curb. The width of the two-way travel aisles throughout the property is a minimum of 26 feet, except a travel aisle providing access to law enforcement vehicle parking just west of the building is 24 feet in width. The applicant proposes bays of not more than 12 parking spaces together with landscaped planter bays in the public parking lot conforming to minimum Code requirements. Planter bays are provided in the secure parking area as well.

- 2.9 Loading Standards. The proposed police station is an institutional office use, so it does not require a designated loading facility. Any deliveries to the site can be accommodated via the front entrance area or within the confines of the sally port, which are designed for police vehicles to pull through in an east to west direction.
- 2.10 Bicycle Parking. ADC 9.120(13)(a) states that commercial or office development must provide at least two (2) bicycle parking spaces, plus one space for every 10 automobile spaces required. ADC 9.120(13)(h) says at least one-half of required bicycle parking spaces must be sheltered. Under this standard, 12 bicycle spaces, six (6) that are covered, would be required for the development. Site Plans show that a total of 22 bicycle parking spaces are being provided, 18 of which are going to be covered. Four of the covered spaces will be located near the front entrance to the building underneath the entryway canopy designed for public use. A detail drawing that shows that the dimensional requirements listed in ADC 9.120(g) can be met is required for review and approval by the Planning Division prior to occupancy.
- 2.11 Lighting. ADC Section 9.120(14) requires that any lights provided to illuminate any public or private parking area must be arranged to reflect the light away from any abutting or adjacent residential district. According to the applicant, all overhead lighting will be directed downward to illuminate the parking areas and exterior of the building with the primary purpose of increasing safety for employees and visitors. Light pollution will be mitigated by utilizing appropriate shielding on light fixtures and planting trees along the borders of the parking lots. The applicant provided a photometric plan listing light fixtures proposed around the site (Attachment D.13). Based on the plan, staff finds that the proposed exterior lighting will not result in glare upon the public right-of-way or beyond the facility's property line.
- 2.12 Outside Storage. The proposed refuse disposal area will be located on a portion of police department property that lies in the RS-5 zone. The minimum front setback in the RS-5 zone is 15 feet. ADC Section 3.390 states that any refuse container or refuse disposal area which would otherwise be visible from a public street, customer or resident parking area, any public facility, or any residential area, shall be screened from view by placement of a sight-obscuring fence, wall or hedge at least 6 feet in height. All refuse materials shall be contained within the screened area. Refuse disposal areas may not be located in required setbacks or buffer yards and must be placed at least 15 feet from any dwelling window. The applicant submitted a revised detail on October 30, 2015 showing the location of the refuse disposal area 15 feet back from the property line that will be accessed from the northwest side of the cul-de-sac bulb (Attachment D.14). The chosen location is more than 60 feet away from the nearest single family residential property line and will be screened by a six-foot sight-obscuring masonry wall. The applicant did not provide the method of screening that will be used for the access gates. This will be required as a condition of approval.
- 2.13 Buffering and Screening. ADC Section 9.210 requires buffering and screening in order to reduce the impacts on adjacent uses which are of a different type, buffering and screening is required in accordance with a matrix contained within the section. Commercial developments require 10 feet of buffering and

screening when the abutting uses are single-family dwellings. In addition, parking lots containing at least five (5) spaces require 10 feet of buffering and screening from abutting single-family uses. Commercial developments abutting arterial streets require 10 feet of buffering, but not screening. Commercial developments do not require buffering or screening when the use abuts other commercial or light industrial uses or zones. Buffering and screening, therefore, is required along the property lines to the south and west where the proposed police station site development borders residential uses.

According to ADC 9.240, the minimum improvements within a buffer area consist of the following:

- (1) At least one row of trees. These trees will be not less than 10 feet high at time of planting for deciduous trees and spaced not more than 30 feet apart and 5 feet high at time of planting for evergreen trees and spaced not more than 15 feet apart. This requirement may be waived by the Director when it can be demonstrated that such trees would conflict with other purposes of this Code (e.g. solar access).
- (2) At least five, 5-gallon shrubs or ten 1-gallon shrubs for each 1,000 square feet of required buffer area.
- (3) The remaining area treated with attractive ground cover (e.g., lawn, bark, rock, ivy, evergreen shrubs).

According to ADC 9.250, where screening is required or provided, the following standards apply in addition to conditions (1) and (3) above:

- (1) One row of evergreen shrubs that will grow to form a continuous hedge at least 4 feet tall within two years of planting, or
- (2) A fence or masonry wall at least 5 feet tall constructed to provide a uniform sight-obscuring screen, or
- (3) An earth berm combined with evergreen plantings or a fence that forms a sight and noise buffer at least 6 feet tall within two years of installation.

A portion of property to the south is zoned RS-6.5, and properties to the west are zoned RS-6.5 and RM. These properties are characterized by residential uses. The applicant's plans (see Attachment D.16) show one row of parking lot trees along the north and south lot lines. Perimeters of two rows of trees will be provided on the eastern lot line and three rows of trees will be provided on the western lot line. In addition, an 8-foot high fence (or CMU block wall) will be provided around the site boundary on the north, west, and southwestern lot lines, and a continuous evergreen hedge will surround the parking area. More than five, 5-gallon shrubs will be provided for each 1,000 square feet of buffer area. All other landscape areas will be covered in ground cover.

2.14 Landscaping. All front setbacks (exclusive of accessways and other permitted intrusions) are required to be landscaped before an occupancy permit will be issued or final building permit approved. In all commercial districts, the minimum landscaping acceptable for every 30 lineal feet of street frontage (or portion thereof, deducting the width of the driveway) is:

- (a) One tree at least six feet tall.
- (b) Four 1-gallon shrubs or accent plants.
- (c) The remaining area treated with attractive ground cover (e.g., lawn, bark, rock, ivy, and evergreen shrubs).

The front setback of the subject property abuts Pacific Boulevard and is located in the OP zoning district. It is about 377 feet in length; therefore, 13 trees are required. According to landscaping plans

(Attachment D.16), the applicant proposes to plant about 26 trees in the front setback area. The required setback area, including the 5-foot interior setback and 10-foot front setback areas, is 6,725 square feet. Thus, the minimum 5-gallon shrubs required are 5 per 1,000 square feet, or 34. As shown in the attached plans, upwards of 100 5-gallon shrubs will be planted in the required setback area, and the remaining areas of the proposed improvements will be treated with ground cover. Therefore, this standard is met.

2.15 Parking Lot Landscaping. ADC 9.150 requires the following:

- (1) Planter Bays. Parking areas shall be divided into bays of not more than 12 parking spaces. Between or at the end of each parking bay there shall be curbed planters at least 5 feet wide. Each planter shall contain one tree at least 10 feet high and decorative groundcover containing at least two shrubs for every 100 square feet of landscape area.
- (2) Entryway Landscaping. Entryways into parking lots shall be bordered by a minimum 5-foot wide landscape planter strip meeting the same landscaping provisions as for planter bays, except that no sight-obscuring trees or shrubs are permitted.
- (3) Parking Space Buffers. Parking areas shall be separated from the exterior wall of a structure by pedestrian entranceways or loading areas or by a 5-foot strip of landscaping materials.

The parking lot entrances are bordered by wide planter strips and will have compliant plantings and ground cover. Due to minor changes in the project site plans since the original submittal (e.g. refuse container location and parking space refinements); a revised landscape plan will be required for review and approval by the Planning Division prior to issuance of a building permit.

2.16 Landscaping and Vision Clearance Areas. No trees, shrubs, fences, or signs may be located within any vision clearance area, which prohibits structures, or planting that would impede visibility between the heights of two feet and eight feet. A clear vision area consists of a triangular area, two sides of which are lot lines or a driveway, and the third side of which is a line across the corner of the lot joining the non-intersecting ends of the two sides. For this use, the measurement along the drive edge and commercial district driveways shall be 20 feet, in accordance with ADC 12.180(2). Landscape plans submitted with the application show adherence to these standards for both driveways (Attachment D.16).

2.17 Irrigation. ADC 9.160 requires that all required landscape areas be provided with a piped underground irrigation system, unless a licensed landscape architect or certified nurseryman submits written verification that the proposed plant materials do not require irrigation. Irrigation systems installed in the public right-of-way require an encroachment permit. Irrigation plans were provided with this submittal, and show all landscaped areas on site being irrigated using rotary spray nozzles. Said landscaping and irrigation (if applicable) shall be installed and approved prior to issuance of an occupancy permit. Any changes to approved plans must be reviewed and approved by the Albany Planning Division. The applicant's submittal includes an irrigation plan that appears acceptable (Attachment D.17).

2.18 ADC 9.200 requires that all required landscaped areas must be maintained in an attractive manner free of weeds and noxious vegetation. The minimum amount of required living landscape materials shall be maintained.

2.19 Design Standards. See review of Design Standards for Commercial and Institutional Development following this Conditional Use section in the staff report below.

CONCLUSIONS

2.1 Due to the nature of the use, the new police station will be larger in size and scale than surrounding single-family residential dwellings; however, the size of the lot and the orientation of the development toward the east side of the property facing Pacific Boulevard adequately mitigates size and scale. Architectural style, building setbacks, landscaping and screening will be used to enhance compatibility with surrounding residential areas as required to satisfy criterion 2, above.

- 2.2 The proposed development will comply with lot coverage and setback standards of the OP and RS-5 zoning district. The two-story building will be 39 feet in height. According to the Development Code, building height restrictions may be waived for public buildings requiring conditional use approval.
- 2.3 The applicant provided parking standards from other cities that demonstrate a parking demand for police stations and public safety facilities. Based on those standards, 101 parking spaces would be required.
- 2.4 The curb stop detail on the applicant's site plans needs to be revised to reflect dimensions that provide a 2½- to 3-foot bumper overhang where curb stops are provided.
- 2.5 Planter bays meeting minimum Development Code standards are required throughout both parking lots.
- 2.6 The proposed development requires 12 bicycle parking spaces. The applicant intends to provide 22 bicycle parking spaces, 18 of which will be covered.
- 2.7 Proposed landscaping, buffering and screening onsite meets or exceeds Development Code requirements.
- 2.8 Any adverse impacts associated with the use of the property can be mitigated through such means as increased setbacks, buffering and screening and landscaping. Required landscaping and irrigation will be installed prior to issuance of an occupancy permit.
- 2.9 Based on the observations above, 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

- 2.1 **Prior to issuance of a certificate of occupancy**, a minimum of 101 parking spaces shall be provided. The public parking area shall include a minimum of 32 parking spaces, including parking for the disabled.
- 2.2 **Prior to issuance of a building permit**, a revised curb stop detail shall be submitted to the Community Development Department showing a 2½- to 3-foot bumper overhang on parking spaces where curb stops are provided.
- 2.3 A total of 12 bicycle parking spaces are required, 6 of which must be covered. Bicycle parking shall be provided which meets the standards for dimensional requirements in ADC 9.120(13)(g), and in the amount shown in accordance with submitted site plans prior to occupancy.
- 2.4 In accordance with ADC 3.390, the refuse disposal area must be screened from view by placement of a sight-obscuring fence, wall, or hedge at least six feet in height. The applicant shall provide the method of screening that will be used for the access gates on a detail drawing or on a revised site plan prior to building permit issuance and installed prior to occupancy.
- 2.5 **Prior to issuance of a building permit**, a revised landscape plan showing compliance with parking lot and planter bay standards will be required for review and approval by the Planning Division.
- 2.6 **Prior to issuance of a certificate of occupancy**, the applicant shall install buffering and screening in the locations and amounts shown on submitted landscape plans. Any changes to approved plans must be reviewed and approved by the Albany Planning Division.
- 2.7 **Prior to issuance of a certificate of occupancy**, the irrigation system and landscaping must be installed per the approved plans. Any changes to approved plans must be reviewed and approved by the Albany Planning Division. ADC 9.190 allows occupancy of a development prior to the complete installation of

all required landscaping and irrigation only if occupancy is requested between December 1 and March 1 and other requirements are met.

Criterion (3) The transportation system is capable of supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity and level of service, on-street parking impacts, access requirements, neighborhood impacts and pedestrian safety.

FINDINGS OF FACT

- 3.1 The proposed development will construct a 40,367 square foot Police Station. The project is located on the west side of Pacific Boulevard on the south side of Cathey Creek.
- 3.2 Access to the development will be provided by a direct driveway connection to Pacific Boulevard and from a proposed cul-de-sac bulb at the north end of Willetta Street.
- 3.3 Willetta Street is classified as local road and is constructed to city standards. Improvements include curb, gutter, and sidewalk; a vehicle travel lane in each direction; and on street parking.
- 3.4 Pacific Boulevard as a principal arterial road, is under the jurisdiction of ODOT, and is constructed to city standards. Improvements include curb, gutter, and sidewalk; two vehicle travel lanes in each direction; a two-way center left turn lane; and on street bike lanes.
- 3.5 The proposed development would result in the following changes to the street system:
 - *Construction of a new driveway approach to Pacific Boulevard approximately 145 feet south of the site's north property line.* The new driveway will be the facility's primary access connection for both APD staff and the general public. ODOT staff have reviewed the location of the driveway and indicated a willingness to issue the required access and construction permits.
 - *The dedication of public right of way and construction of a cul-de-sac bulb and two driveways on the south boundary of the site at the end of Willetta Street.* The construction of a cul-de-sac bulb is necessary in order to terminate the street with a turn around as required by ADC 12.190. One of the two driveways will provide the public with an option to use Willetta Street and 29th Avenue to access the site via the traffic signal at the Pacific Boulevard/29th Avenue intersection. Having that option will be particularly valuable for members of the public exiting the site to the south. The second driveway will provide secondary access to the secure parking and storage lot at the rear of the new facility and will generally be gated.
- 3.6 The design and location of proposed site driveways comply with the standards contained in ADC 12.100.
- 3.7 Albany's Traffic Impact Study Guidelines require submittal of a trip generation report for developments that will generate 50 or more new peak hour trips, and a full Traffic Impact Analysis for developments that will generate 100 or more new peak hour trips.
- 3.8 A trip generation study was submitted with the application. The study was performed by Mackenzie and is dated September 9, 2015. The study estimated that the new Police Station would generate 492 vehicle trips per day, of which 41 are expected to occur during the peak PM traffic hour.
- 3.9 Most trips to and from the site are expected to use the site's new driveway connection to Pacific Boulevard. APD staff will use the Pacific Boulevard driveway as a matter of routine, and that driveway will provide a more direct route for virtually all trips made by the public than would the site's public driveway at the end of Willetta Street.

- 3.10 Some visitors to the APD site that will be exiting via a left turn to the north will choose to go out of direction and use the Willetta Driveway in order to utilize the traffic signal at Pacific Boulevard/29th Avenue. Those trips are expected to constitute a minority of exiting movements from the site.
- 3.11 Albany's Transportation System Plan does not identify any capacity issues occurring along the frontage of the site.

CONCLUSIONS

- 3.1 The public streets that adjoin the development are currently constructed to city standards.
- 3.2 The development will add 492 week day vehicle trips to the street system. Of those, about 41 are expected to occur during the peak PM traffic hour.
- 3.3 The development will construct one new driveway to Pacific Boulevard along the frontage of the site. That driveway will be the primary access point for the site. Because Pacific Boulevard is part of the state highway system, ODOT will need to approve the construction of the new driveway.
- 3.4 The development will dedicate public right of way and construct a cul-de-sac bulb and two driveways on the south boundary of the site at the end of Willetta Street. Construction of the cul-de-sac bulb is necessary in order to terminate the street with a turn around as required by ADC 12.190.
- 3.5 The design and location of proposed site driveways comply with the standards contained in ADC 12.100.
- 3.6 The public street system can accommodate the proposed development.

CONDITIONS

- 3.1 The applicant shall obtain the approval and all necessary permits from ODOT prior to performing any work within Pacific Boulevard right of way.
- 3.2 Prior to issuance of an occupancy permit, the applicant shall dedicate right of way for and construct a cul-de-sac bulb and two driveways to city standards at the north end of Willetta Street as shown on the site plan.

Criterion (4) Public services for water, sanitary and storm sewer, water management and for fire and police protection are capable of servicing the proposed use.

FINDINGS OF FACT

Sanitary Sewer.

- 4.1 City utility maps show an 8-inch public sanitary sewer main in Willetta Street that terminates near the south boundary of the subject properties.
- 4.2 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.
- 4.3 The proposed new building will be served by a sewer service lateral that will be extended into the site from the public main near the south boundary of the site.
- 4.4 No adjacent properties exist that will require service access to this public main; therefore, no public sewer main extension will be required.

Water.

- 4.5 City utility maps show a 24-inch public water main in Willetta Street that runs through the site in a north-south direction, and a 12-inch main on the east side of Pacific Boulevard.
- 4.6 ADC 12.410 requires all new development to extend and/or connect to the public water system if the property is within 150 feet of an adequate public main.
- 4.7 The proposed new building will be served by a water service that will be connected to the public main running through the site.
- 4.8 Public utility easements of at least 15 feet in width, centered over the main, are required for all public water lines and appurtenances (ADC 12.370). Permanent structures are not allowed to encroach on a public utility easement, or be placed over a public water line (AMC 11.01.290).
- 4.9 The applicant is proposing to provide a public utility easement over the public main after the Willetta Street right-of-way is vacated.

Storm Drainage.

- 4.10 City utility maps show a 24-inch public storm drainage main in Pacific Boulevard, and Cathey Creek along the north boundary of the site. The facilities within the Pacific Boulevard right-of-way are under the jurisdiction of ODOT.
- 4.11 ADC 12.580 states that all new development within the City must, where appropriate, provide for the extension of existing storm sewer lines or drainageways serving surrounding areas. Extensions may be required along all frontages and/or through the interior of a property to be developed where the City Engineer determines that the extension is needed to provide service to upstream properties.
- 4.12 The applicant is required to submit a drainage plan, including support calculations, as defined in the City's Engineering Standards. The applicant is responsible for making provisions to control and/or convey storm drainage runoff originating from, and/or draining to, any proposed development in accordance with all City standards and policies as described in the City's Engineering Standards. In most circumstances, detention will be required unless it can be satisfactorily demonstrated by the applicant that there is no adverse impact.
- 4.13 The applicant's preliminary storm drainage plan shows the construction of an 18-inch public storm drainage main that will parallel the existing public water main that runs through the site. On-site detention will be provided as indicated in the applicant's storm drainage plan and as approved by the City's Public Works Department.
- 4.14 ADC 12.370 requires the dedication of public utility easements of at least 15 feet in width, centered over the main, for all public storm drain lines and appurtenances. Permanent structures are not allowed to encroach on a public utility easement, or be placed over a public storm drain line.
- 4.15 The applicant is proposing to provide a public utility easement over the new public storm drainage main that will run through the site.
- 4.16 ADC 12.540 states that open drainage ways, when approved by the City, must be provided with a public utility easement of sufficient width to allow for conveyance and maintenance.
- 4.17 The applicant is proposing to provide the required on-site stormwater quality facilities by constructing a number of stormwater quality ponds. A Storm Water Quality permit must be obtained by the applicant before this work is begun.

- 4.18 The City's Engineering staff has reviewed the applicant's preliminary storm water and storm water quality plans and has determined that they are generally acceptable.

Police Protection.

- 4.19 The proposed facility is the City's new police headquarters building. The building will be staffed 24 hours a day. The applicant notes that the site is within a well-connected location that allows for acceptable response time for fire and police protection in the event outside assistance is needed.

Fire Services.

- 4.20 According to the Albany Fire Marshal's Office, approved fire apparatus roadways must extend to within 150 feet of all exterior portions of the structure as measured by an approved route of travel around the exterior of the structure (OFC 503.1.1). Civil site plan submittals for all future building and planning permit approvals shall show fire protection details as required on the "Fire Site Plan Submittal Checklist" located on the City of Albany's web site.
- 4.21 Fire hydrants for this proposed project will be based on the following requirements:
- a. Fire hydrant location: All portions of buildings constructed or moved into the City shall be located within 400 feet (600 feet for fire sprinkler-protected buildings) of a fire hydrant located on a fire apparatus access road using an approved route of travel. (OFC 508.5.1)
 - b. Required hydrants based on the required fire flow as calculated in accordance with OFC 503.7 and OFC Appendix B. The minimum number of fire hydrants is determined by OFC Table C105.1.
 - c. Required fire hydrant spacing will be based upon required fire flows as determined by OFC Appendix C105.1 and Table C105.1. Please note that dead end roads require a reduced spacing.
 - d. Fire hydrant spacing along new/required fire apparatus access roads. OFC Section C103.1 requires the placement of additional hydrants along all required fire access roads that are adjacent to any proposed building (and any future additions) and circulating through the property with spacing requirements per Appendix C 105.1. (See 2009 ICC Commentary, Appendix C-1, Section C103.1)

CONCLUSIONS

- 4.1 The proposed stormwater quality facilities can accommodate the proposed development.
- 4.2 With the construction of the proposed public storm drainage main through the site, the public utilities will be able to accommodate the proposed development.
- 4.3 While the City's Public Works Department has reviewed the applicant's preliminary utility plans, the final design details will be reviewed as part of the Permit for Private Construction of Public Utilities.
- 4.4 Public utilities, police and fire services can be provided to the proposed development when the following conditions of approval have been met.

CONDITIONS

- 4.1 **Prior to issuance of building permits** for the proposed project, the applicant shall construct an 18-inch public storm drainage main through the site, generally as shown on the applicant's preliminary utility plan. Public utility easements shall be provided over these facilities as required in the City's Standard Construction Specifications and Design Standards documents.
- 4.2 **Prior to issuance of building permits** for the proposed project, the applicant must obtain a Storm Water Quality permit from the City's Engineering Department, and the permit must be approved. Alternatively, the applicant may provide financial assurances for the required public infrastructure in order to obtain building permits for the project.
- 4.3 **Prior to issuance of an occupancy permit** for the proposed development, the applicant shall construct the required storm water quality facilities, generally as shown on the applicant's preliminary utility plan.
- 4.4 Civil site plan submittals for all future building and planning permit approvals shall show fire protection details as required on the "Fire Site Plan Submittal Checklist" located on the City of Albany's web site.
- 4.5 **Prior to issuance of building permits**, plans showing the location and placement of fire access routes and hydrants serving the development shall be reviewed and approved by the City of Albany Fire Marshal. An adequate water supply must be available on site prior to construction, or as otherwise approved by the Fire Marshal.

Criterion (5) The proposal will not have significant adverse impacts on the livability of nearby residentially zoned lands due to: (a) Noise, glare, odor, litter, and hours of operation; (b) Privacy and safety issues.

FINDINGS OF FACT

- 5.1 Noise, Odor, and Litter. The proposed use is for an office and institutional use for Albany Police, which will be a 24-hour operation. Due to the nature of the law enforcement use, no objectionable odors or litter is expected. Sirens may present an occasional noise impact. According to Police Chief Mario Lattanzio at the August 19, 2015 neighborhood meeting, police sirens will mainly be used when exiting onto Pacific Boulevard. Additionally, officers typically respond to calls while out on patrol, not from the station.
- 5.2 Glare. The applicant submitted a schematic lighting plan showing the types, numbers, and location of exterior lighting fixtures proposed with the project. Glare will be minimized through the use of appropriate house-side shielding on parking and building lighting fixtures, as shown in the photometric site plan, to ensure that exterior lighting will not result in glare upon the public right-of-way or beyond the facility's property line (Attachment D.13).
- 5.3 Hours of Operation. Police department staff confirmed that the front reception area is open Monday through Friday, from 7:30 a.m. to 6:30 p.m. Shift change for patrol officers is at 7:00 a.m. and 7:00 p.m. The Albany Police Department is a 24-hour operation.
- 5.4 Privacy and Safety Issues. The building will not create privacy or safety issues. The proposed site plan includes fencing and landscaping to protect the neighboring properties on all sides, including the residentially zoned neighbors to the south and west of the site.

CONCLUSIONS

- 5.1 No objectionable odors or litter is expected.
- 5.2 Sirens may cause an occasional noise impact; however, officers typically respond to calls while out on patrol, not from the station.

- 5.3 Glare will be controlled through shielding to ensure that exterior lighting will not result in glare upon the public right-of-way or beyond the facility's property line.
- 5.4 Privacy and safety issues for adjacent properties will be minimized through the use of landscaping and fencing.
- 5.5 This criterion is satisfied without conditions.

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. The subject property is not located within the Airport Approach District.
- 6.2 Article 6: Floodplains. *Comprehensive Plan Plate 5: Floodplains*, does not show a 100-year floodplain on this property. FEMA/FIRM Community Panel No. 41043C-0526G, dated September 29, 2010, shows that this property is in Zone X, an area determined to be outside the 500-year floodplain.
- 6.3 Article 6: Natural Resource Districts. The site abuts a portion of Albany Canal/Cathey Creek, which is regulated by the Riparian Corridor (/RC) overlay to the west of the site but not on the portion adjacent to the site. The /RC buffer extends from the protected Oak Creek up Cathey Creek (southwest of the site) to the northeast diagonally across residential areas until it terminates just after crossing Liberty Street and 28th Avenue. The remaining segment serves as a storm drainage channel. The property also contains a number of wetlands, but they do not appear on the City's Significant Wetlands (/SW) overlay. The subject property is in a part of town where wetland inventories were not studied. However, the City's wetlands consultant delineated wetlands on large swaths of the site (see Attachment D.8), requiring the City to mitigate the development of this area by contributing funds to a mitigation bank. Development can proceed in accordance with Oregon Department of State Lands/U.S. Army Corps of Engineers permitting and mitigation requirements.
- 6.4 Historic and Archaeological Resources. *Comprehensive Plan, Plate 9: Historic Districts*, shows the property is not located in a Historic District. There are no known archaeological sites on the property.

CONCLUSIONS

- 6.1 The subject property is not located within the Airport Approach district, 100-year floodplain, Natural Resource Overlay district or Historic district.
- 6.2 Wetlands have been identified on the site that will require mitigation in accordance with Oregon Department of State Lands/U.S. Army Corps of Engineers permitting and mitigation requirements.
- 6.3 There are no other special purpose districts to consider on this site. This criterion is met without conditions.

STAFF ANALYSIS

Design Standards

Commercial and Institutional Site Design (ADC 8.330-8.390)

In addition to the review criteria above, the following Design Standards must be met. **Note:** If there is a checked box symbol () preceding a standard, it means that staff has compared the applicant's findings and plans to the standard(s) and find the standard(s) is met without comment. If the box is unchecked () , staff has provided

findings and conclusions as to the reason(s) why the standard is not met, and has added a condition. "NA" preceding the standard means it is not applicable to this particular development

Building Orientation (ADC 8.330). *Building orientation and maximum setback standards are established to help create an attractive streetscape and pleasant pedestrian environment.*

- (1) *New buildings shall be oriented to existing or new public streets. Building orientation is demonstrated by placing buildings and their public entrances close to streets so pedestrians have a direct and convenient route from the street sidewalk to building entrances.*
 - (a) *On sites smaller than three acres, new buildings shall be oriented to the public street/sidewalk and off-street parking shall be located to the side or rear of the building(s), except where it is not feasible due to limited or no street frontage, the site is an infill site less than one acre, conservation of natural resources, or where there are access restrictions.*
 - (b) *Buildings on sites larger than three acres may be setback from the public street and oriented to traffic aisles on private property, if the on-site circulation system is developed like a public street with pedestrian access, landscape strips and street trees.*
- (2) *Customer entrances should be clearly defined, highly visible, using features such as canopies, porticos, arcades, arches, wing walls, and planters.*

General Building Design (ADC 8.340). *New commercial buildings shall provide architectural relief and interest, with emphasis at building entrances and along sidewalks, to promote and enhance a comfortable pedestrian scale and orientation. Blank walls shall be avoided, except when not feasible.*

- (1) *Ground floor windows shall be provided along frontages adjacent to sidewalks. The main front elevation(s) of buildings shall provide windows or transparency at the pedestrian level in the following minimum proportions: OP District--25 percent transparency. The minimum window and door requirements are measured between 2 and 8 feet from the ground. Only the glass portion of doors may be used in the calculation.*
- (2) *Walls that are visible from a public street shall include a combination of architectural elements and features such as offsets, windows, entry treatments, wood siding, brick stucco, synthetic stucco, textured concrete block, textured concrete, and landscaping.*

Street Connectivity and Internal Circulation (ADC 8.350). *The standards apply to both public and private streets.*

- (1) *New commercial buildings may be required to provide street or driveway stubs and reciprocal access easements to promote efficient circulation between uses and properties, and to promote connectivity and dispersal of traffic.*
- (2) *The internal vehicle circulation system of a commercial development shall continue the adjacent public street pattern wherever possible and promote street connectivity. The vehicle circulation system shall mimic a traditional local street network and break the development into numerous smaller blocks.*
- (3) *Traffic aisles shall not be located between the building(s) and the sidewalk(s), except as provided in (4) below, or where drive-through windows are permitted, sites are constrained by natural resources, or are infill sites less than one acre.* [Ord. 5832, 4/9/14]

- (4) *Where drop off facilities are provided, they shall be designed to meet the requirements of the American with Disabilities Act but still provide for direct pedestrian circulation.*
- (5) *Internal roadways shall be designed to slow traffic speeds. This can be achieved by keeping road widths to a minimum, allowing parallel parking, and planting street trees to visually narrow the road. [Ord. 5445, 4/12/00]*

FINDINGS OF FACT: A traffic aisle will be located between the building and the public sidewalk along Pacific Boulevard. The subject property is larger than three acres. ADC 8.330(1)(b) states that buildings on sites larger than three acres may be setback from the public street and oriented to traffic aisles on private property, if the on-site circulation system is developed like a public street with pedestrian access, landscape strips and street trees. The applicant notes that the traffic aisle and the parking lot have been designed in the manner of a street with pedestrian zones and landscaping. Provided the traffic aisle, pedestrian walkways and parking lot are developed in accordance with submitted site and landscaping plans, street connectivity and internal circulation can be achieved.



Pedestrian Amenities (ADC 8.360).

- (1) *All new commercial structures and improvements to existing sites shall provide pedestrian amenities. The number of pedestrian amenities shall comply with the following sliding scale.*

<u>Size of Structure or Improvement</u>	<u>Number of Amenities</u>
<i>Less than 5,000 square feet</i>	<i>1</i>
<i>5,000 – 10,000 square feet</i>	<i>2</i>
<i>10,001 – 50,000 square feet</i>	<i>3</i>

- (2) *Acceptable pedestrian amenities include the following improvements. No more than two of any item may be used to fulfill the requirement:*
 - (a) *Sidewalks at least ten feet wide with ornamental treatments (e.g., brick pavers), or sidewalks which are 50 percent wider than required by the Code.*
 - (b) *Benches and public outdoors seating for at least four people.*
 - (c) *Sidewalk planter(s) enclosing a total of eight square feet.*
 - (d) *Pocket parks or decorative gardens (minimum usable area of 300 square feet).*
 - (e) *Plazas (minimum usable area of 300 square feet).*
 - (f) *Street trees that are 50 percent larger than required by the Code.*
 - (g) *Weather protection (awnings, etc.).*
 - (h) *Other pedestrian amenities that are not listed but are similar in scale and benefit.*
- (3) *Pedestrian amenities shall comply with the following standards:*
 - (a) *Amenities shall be located outside the building main entrance, along pedestrian corridors, or near transit stops. Amenities shall be visible and accessible to the general public from an improved public or private street. Access to pocket parks, plazas, and sidewalks must be provided via a public right-of-way or a public access easement.*
 - (b) *Amenities are not subject to setback requirements.*
 - (c) *Amenities are consistent with the character and scale of surrounding developments. For example, similarity in awning height, bench style, planter materials, street trees, and pavers is recommended to foster continuity in the design of pedestrian areas. Materials should be suitable for outdoor use, easily maintained, and have a reasonably long life cycle (e.g., 10 years before replacement).*

FINDINGS OF FACT: The size of the proposed police station will be 40,367 square feet; therefore, three pedestrian amenities are required (see ADC 8.360(1) above). The applicant's site plans show a public plaza, outdoor public seating (seat walls), a landscaped stormwater swale, and an entry canopy adjacent to the plaza (see Attachments D.15 and D.16). This standard is met.

- (4) *On sites at major transit stops provide the following:*
- (a) *Either locate buildings within 20 feet of the transit stop, a transit street or an intersecting street or provide a pedestrian plaza at the transit stop or a street intersection.*
 - (b) *A reasonable direct pedestrian connection between the transit stop and building entrances on the site.*
 - (c) *A transit passenger landing pad accessible to the disabled.*
 - (d) *An easement or dedication for a passenger shelter if requested by the transit provider.*
 - (e) *Lighting at the transit stop.*

Pedestrian Connections (ADC 8.370).

- (1) *New retail, office and institutional buildings at or near existing or planned transit stops shall provide for convenient pedestrian access to transit.*
- (2) *Walkways shall be provided connecting building entrances and streets adjoining the site.*
- (3) *Pedestrian connections to adjoining properties shall be provided except where such a connection is impractical. Pedestrian connections shall connect the on-site circulation system to existing or proposed streets, walkways, and driveways that abut the property. Where adjacent properties are undeveloped or have potential of redevelopment, streets, access ways and walkways on site shall be laid out or stubbed to allow for extension the adjoining property.*

FINDINGS OF FACT: The nearest transit stops are located on the northwest corner of Pacific Boulevard (Highway 99E) and 29th Avenue and the northeast corner of Pacific Boulevard and 24th Avenue. These are located about 700 feet north and 720 feet south of the subject property, respectively. A direct pedestrian connection will be provided to the sidewalk along the west side of Pacific Boulevard, providing convenient access to transit. This standard is met.

Large Parking Areas (ADC 8.380). *The amount of parking needed for larger commercial development can result in a large expanse of pavement. Landscaping in a parking area shall be incorporated in a manner that is both attractive and easy to maintain, minimizes the visual impact of surface parking, and improves environmental and climatic impacts (Figure 8-6). In addition to the provisions of Article 9, the following standards apply to commercial development when more than 75 parking spaces are proposed.*

- (1) *Walkways are necessary for persons who will access the site by walking, biking or transit. A continuous pedestrian walkway at least 7 feet wide shall be provided from the primary frontage sidewalk to the customer entrance for each building. This internal walkway shall incorporate a mix of landscaping, benches, drop-off bays and bicycle facilities for at least 50 percent of the length of the walkway. The walkways must be designed for access by disabled persons. If the walkway crosses a parking area or vehicle aisle, the standards in Subsection (2) below apply.*
- (2) *For the safety of pedestrians, parking lots shall be designed to separate pedestrians from vehicles and include protected pedestrian walkways from parking areas to building entrances. Walkways shall be protected by landscaping or parking bumpers. Walkways shall be at least 7 feet wide with no car overhang or other obstruction; 9' 6" for car overhang on one side; 12 feet for car overhang on both sides. Walkways may cross a vehicle aisle if distinguished by a color, texture or elevation different from the parking and driving areas. Walkways shall not share a vehicle aisle.*
- (3) *The parking area shall be divided into pods of no more than 50 spaces each with landscape strips, peninsulas, or grade separations to reduce the visual impact of large expanses of paving,*

to direct vehicular traffic through the parking lot, and to provide a location for pedestrian walkways.

- (4) *Pods may have access at one or both ends. A pod may be U-shaped with double access at one end.*
- (5) *Pods shall be separated with physical breaks by providing one or more of the following:*
 - (a) *Landscape strips between parallel parking rows that are at least 5 feet wide with no car overhang and 10 feet wide with a car overhang. When incorporating pedestrian walkways, the strips shall be at least 20 feet wide to accommodate vehicle overhangs, walkways, lights, posts and other appurtenances.*
 - (b) *Building pads, landscaped pedestrian walkways, interior streets or other site features.*
- (6) *Landscaping for large parking areas shall consist of at least seven (7) percent of the total parking area plus one tree per eight parking spaces to create a canopy effect. The total parking area includes parking spaces, travel aisles, sidewalks and abutting landscaped areas.*

FINDING OF FACT: On-site parking for the development will be separated into two lots. The first lot will provide 32 spaces of public parking. The second parking lot will provide a secure parking area for police department employees and law enforcement vehicles. Based on a parking requirement of 101 spaces, the secured parking area will provide 69 spaces. The balance of the lot will be used for impound and storage; therefore, ADC 8.380 is not applicable.



Compatibility Details (ADC 8.390). *Commercial development shall be designed to comply with the following applicable details and any other details warranted by the local conditions:*

- (1) *On-site lighting is arranged so that light is reflected away from adjoining properties and/or streets.*
- (2) *Any undesirable impacts produced on the site, such as noise, glare, odors, dust or vibrations have been adequately screened from adjacent properties.*
- (3) *The site is protected from any undesirable impacts that are generated on abutting properties.*
- (4) *Unightly exterior improvements and items such as trash receptacles, exterior vents and mechanical devices have been adequately screened.*
- (5) *Storage areas, trash collection facilities and noise generating equipment are located away from public streets, abutting residential districts or development, or sight obscuring fencing has been provided.*
- (6) *Where needed, loading facilities are provided on-site and are of sufficient size and number to adequately handle the delivery or shipping of goods or people. Where possible, loading areas should be designed so that vehicles enter and exit the site in a forward motion.*

FINDINGS OF FACT: On-site lighting will be controlled through shielding to ensure that exterior lighting will not result in glare upon the public right-of-way or beyond the facility's property line. All overhead lighting will be directed downward to illuminate the parking areas and exterior of the building with the primary purpose of increasing safety for employees and visitors (Attachment D.13). Landscape plans include a variety of parking lot trees and shrubs lining the exterior of the parking lot/site with the intention of buffering the neighbors from any noise, glare, odors, and dust. The secure parking area will be surrounded by fencing. The subject property is bordered by single-family residences, professional offices, Pacific Boulevard and Cathey Creek drainage channel. None of these abutting properties impose undesirable impacts on the proposed police station. Trash receptacles will be stored in a concrete masonry unit (CMU) block trash enclosure south of the western secured parking area (Attachment D.14). Mechanical equipment will be located on the roof and will be blocked by parapets and mechanical screens, as shown in the building elevation drawings (Attachments D.3 – D.6). As law enforcement needs

arise, loading and unloading of people can be provided within the secure sally port area located on the north side of the building. No other loading area is proposed. This standard is met.

CONCLUSIONS

- DS 1. The applicant may change or add to the preliminary choice of pedestrian amenities. Three pedestrian amenities are required for this development.
- DS 2. Building transparency and architectural relief features associated with this development meet design standards as submitted.
- DS 3. Applicable design standards will be satisfied when the following conditions of approval are met.

CONDITIONS

- DS 1. **Before the City approves occupancy of the building**, a minimum of three pedestrian amenities shall be installed in accordance with ADC 8.360(2).

STAFF ANALYSIS

Tentative Replat File RL-10-15

Section 11.180 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 italics* and are followed by findings, conclusions, and conditions of approval where conditions are necessary to meet the review criteria.

Criterion (1) Development of any remainder of property under the same ownership can be accomplished in accordance with this Code.

FINDINGS OF FACT

- 1.1 The proposed replat will combine two parcels, and the vacated portions of Willetta Street and Cathey Creek, into one parcel under the same ownership (see Attachment D.18). The proposed development would utilize the entire site and would also dedicate the Willetta Street cul-de-sac bulb.
- 1.2 All of the property owned by the applicant is included in the area to be replatted. There is no remainder of property to be considered.

CONCLUSION

- 1.1 The above criterion is satisfied because there will be no remainder of property to consider.

Criterion (2) Adjoining land can be developed or is provided access that will allow its development in accordance with this Code.

FINDINGS OF FACT

- 2.1 This review criterion has been interpreted by the City Council to require only that adjoining land either have access, or be provided access, to public streets.
- 2.2 ADC 12.060 requires that development must have frontage on or approved access to a public street currently open to traffic.

- 2.3 The adjoining land is currently developed (except Cathey Creek to the north) and has access to existing right-of-ways. The areas proposed to be vacated are not necessary for adjoining lots to achieve access. Combining multiple parcels into one lot allows for construction of the proposed police station.

CONCLUSIONS

- 2.1 All of the adjoining land has access to public streets and/or private alleys, and the proposed replat would not affect the access of adjoining land.
- 2.2 This criterion is met.

Criterion (3) The proposed street plan affords the best economic, safe, and efficient circulation of traffic possible under the circumstances.

FINDINGS OF FACT

- 3.1 The subject lot is presently served by public streets.
- 3.2 Albany's Transportation System Plan (TSP) does not identify any capacity problems adjacent to the development.
- 3.3 No new streets are proposed. The cul-de-sac will serve the subject site and other properties on Willetta Street, and will provide the best possible circulation given the dead-end setting. The site will also continue to be served by Pacific Boulevard.

CONCLUSIONS

- 3.1 The proposed replat does not create additional lots nor leave any remaining amount of land.
- 3.2 No new street plan is being proposed.
- 3.3 This review criterion has been met.

Criterion (4) The location and design allows development to be conveniently served by various public utilities.

FINDINGS OF FACT

- 4.1 The subject site will be served by public utilities.
- 4.2 The replat would accommodate and provide easements for the existing public water and stormwater facilities on site.

CONCLUSION

- 4.1 The proposed lot consolidation will not adversely impact public utilities or services to the subject property.
- 4.2 This criterion is met without conditions.

Criterion (5) 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

5.1 Findings 6.1 through 6.4 of Conditional Use CU-07-15 above, are hereby incorporated by reference.

CONCLUSIONS

- 5.1 The subject property is not located within the Airport Approach district, 100-year floodplain, Natural Resource Overlay district or Historic district.
- 5.2 Wetlands have been identified on the site that will require mitigation in accordance with Oregon Department of State Lands/U.S. Army Corps of Engineers permitting and mitigation requirements.
- 5.3 There are no other special purpose districts to consider with this replat application. This criterion is met without conditions.

OVERALL CONCLUSION

This report reviews and evaluates a consolidated Street Vacation, Conditional Use and Replat application submitted by Mackenzie on behalf of the City of Albany Police Department for conformance with the Albany Development Code (ADC). As proposed and conditioned, the application for a street vacation, conditional use review and replat to develop a new police station satisfies all of the applicable review criteria as outlined in this report.

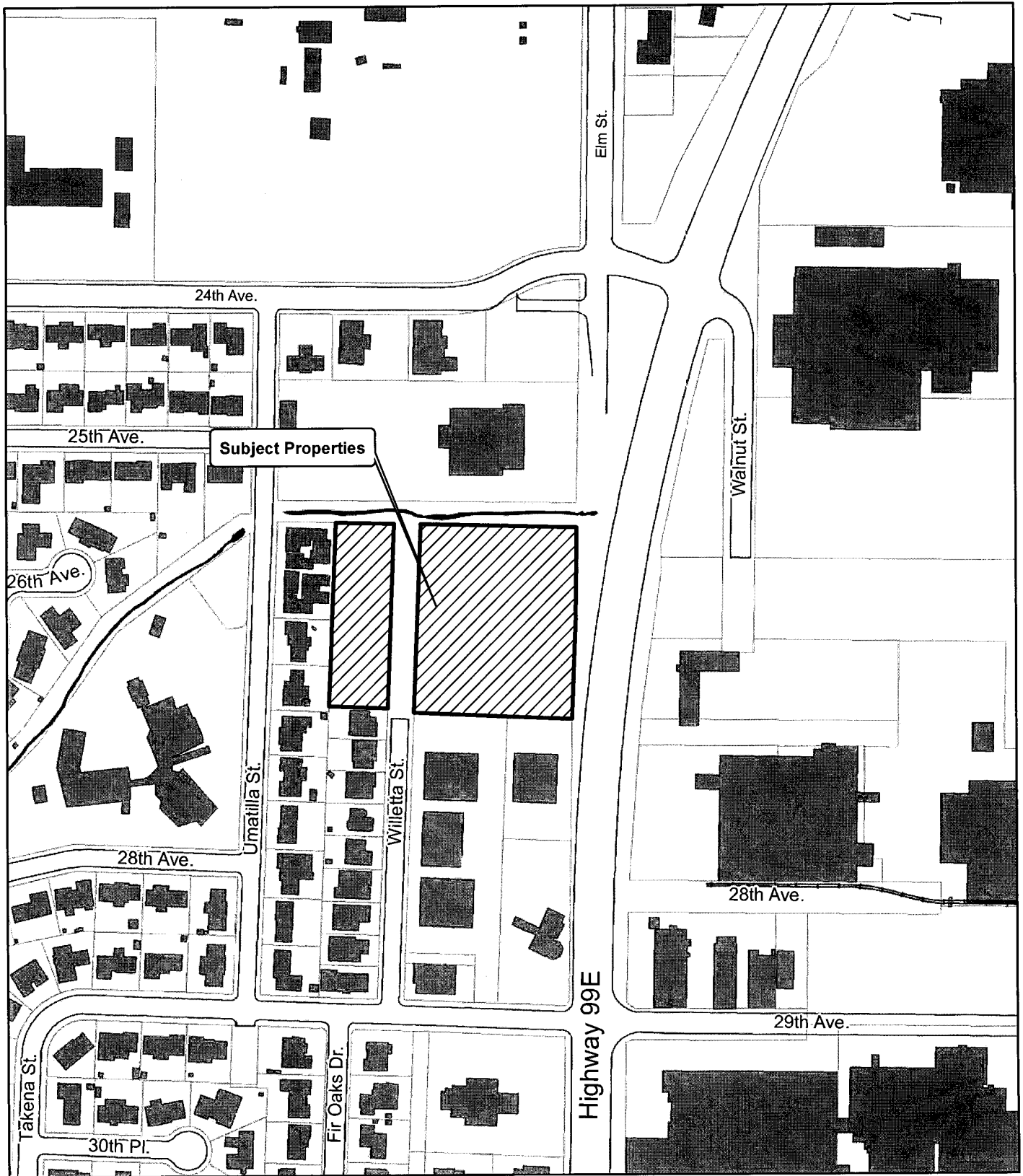
ATTACHMENTS

- A. Location Map
- B. Vacation Documents
- B.1 – B.3 Map Exhibits
 - B.4 Applicant Findings
 - B.5 Legal Descriptions
 - B.6 Property Reversion
- C. Conditional Use and Tentative Replat Findings Documents
- C.1 Mackenzie Response to Incomplete Letter, 10/14/2015
 - C.2 – C.48 Conditional Use and Tentative Replat Findings
 - C.49 – C.57 Neighborhood Meeting Documents
- D. Conditional Use and Tentative Replat Site Plans
- D.1 – D.2 Concept Massing – Prospective Views
 - D.3 – D.6 Building Elevation Drawings
 - D.7 Property Zoning Map
 - D.8 Existing Conditions Plan, Wetlands (Sheet C1.1)
 - D.9 Site Plan, 10/16/2015 (Sheet C2.1)
 - D.10 Grading Plan (Sheet C2.2)
 - D.11 Utility Plan (Sheet C2.3)
 - D.12 Site Details (Sheet C8.0)
 - D.13 Photometric Site Plan, Lighting Details (Sheet E1.1PH)
 - D.14 Revised Refuse Disposal Area Drawing
 - D.15 Plaza Layout and Materials Plan (Sheet L2.1)
 - D.16 Overall Landscape Plan (Sheet L4.0)
 - D.17 Irrigation Plan (Sheet L3.1)
 - D.18 Tentative Replat (Sheet C2.4)

ACRONYMS

ACOE	(U.S.) Army Corps of Engineers
ADC	Albany Development Code
AMC	Albany Municipal Code
APD	Albany Police Department
DSL	(Oregon) Department of State Lands
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
ICC	International Construction Code
ITE	Institute of Transportation Engineers
NAVD 1988	North American Vertical Datum of 1988*
NGVD 1929	National Geodetic Vertical Datum of 1929*
ODOT	Oregon Department of Transportation
OFC	Oregon Fire Code
OP	Office Professional Zoning District
/RC	Riparian Corridor Overlay District
RS-5	Residential Single-family Zoning District (minimum lot size 5,000 sq. ft.)
RS-6.5	Residential Single-family Zoning District (minimum lot size 6,500 sq. ft.)
SD	Subdivision
/SW	Significant Wetland Overlay District
TSP	City of Albany's Transportation System Plan

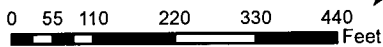
*The conversion factor from NGVD 1929 to NAVD 1988 in Albany is +3.38 feet.



Location Map: West side of Pacific Blvd., midway between 24th and 29th Avenues



The City of Albany's infrastructure records, drawings, and other documents have been gathered over many decades, using differing standards for quality control, documentation, and verification. All of the data provided represents current information in a readily available format. While the data provided is generally believed to be accurate, occasionally it proves to be incorrect, thus its accuracy is not warranted. Prior to making any property purchases or other investments based in full or in part upon the material provided, it is specifically advised that you independently verify the

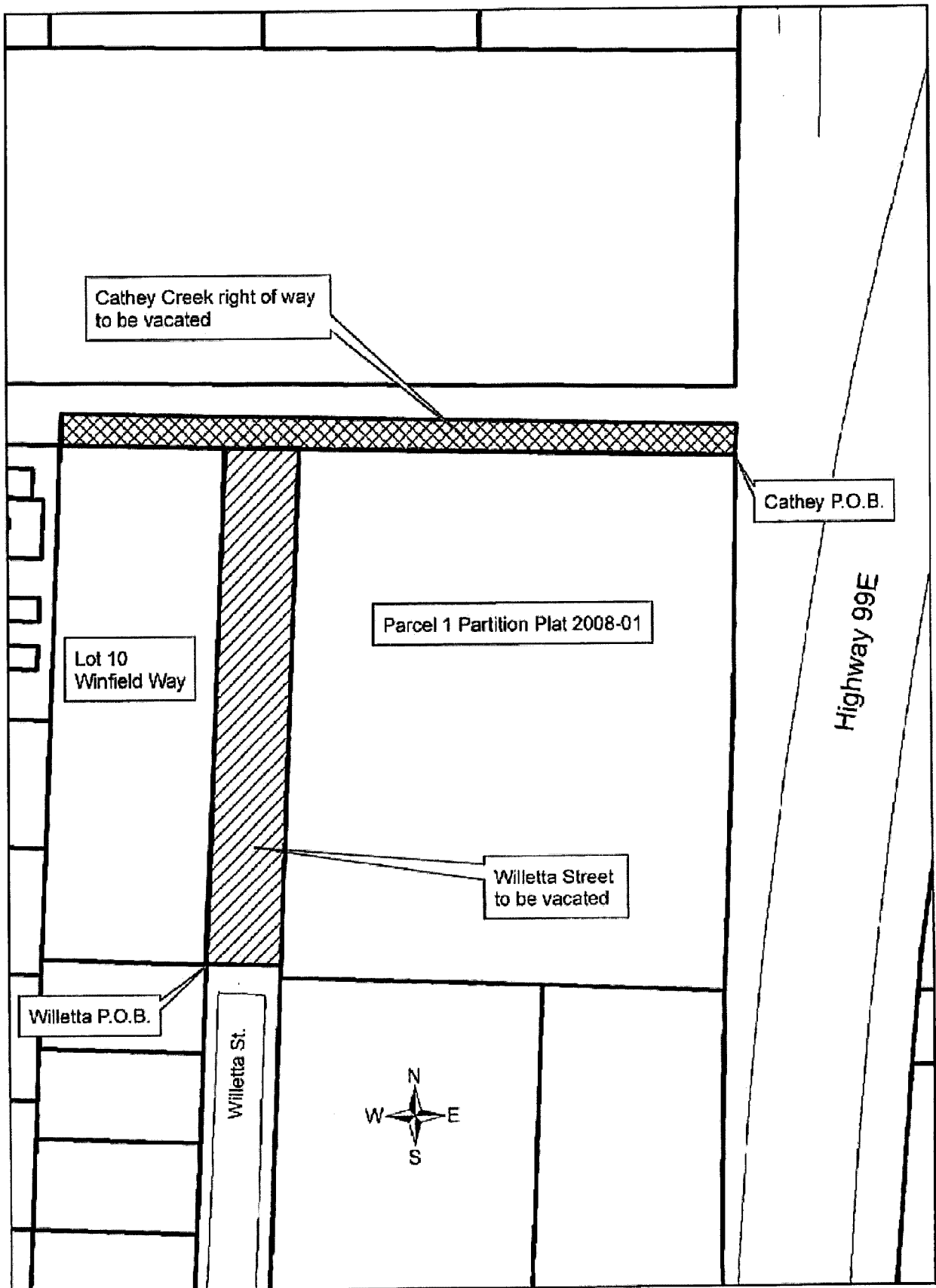


June 2, 2015

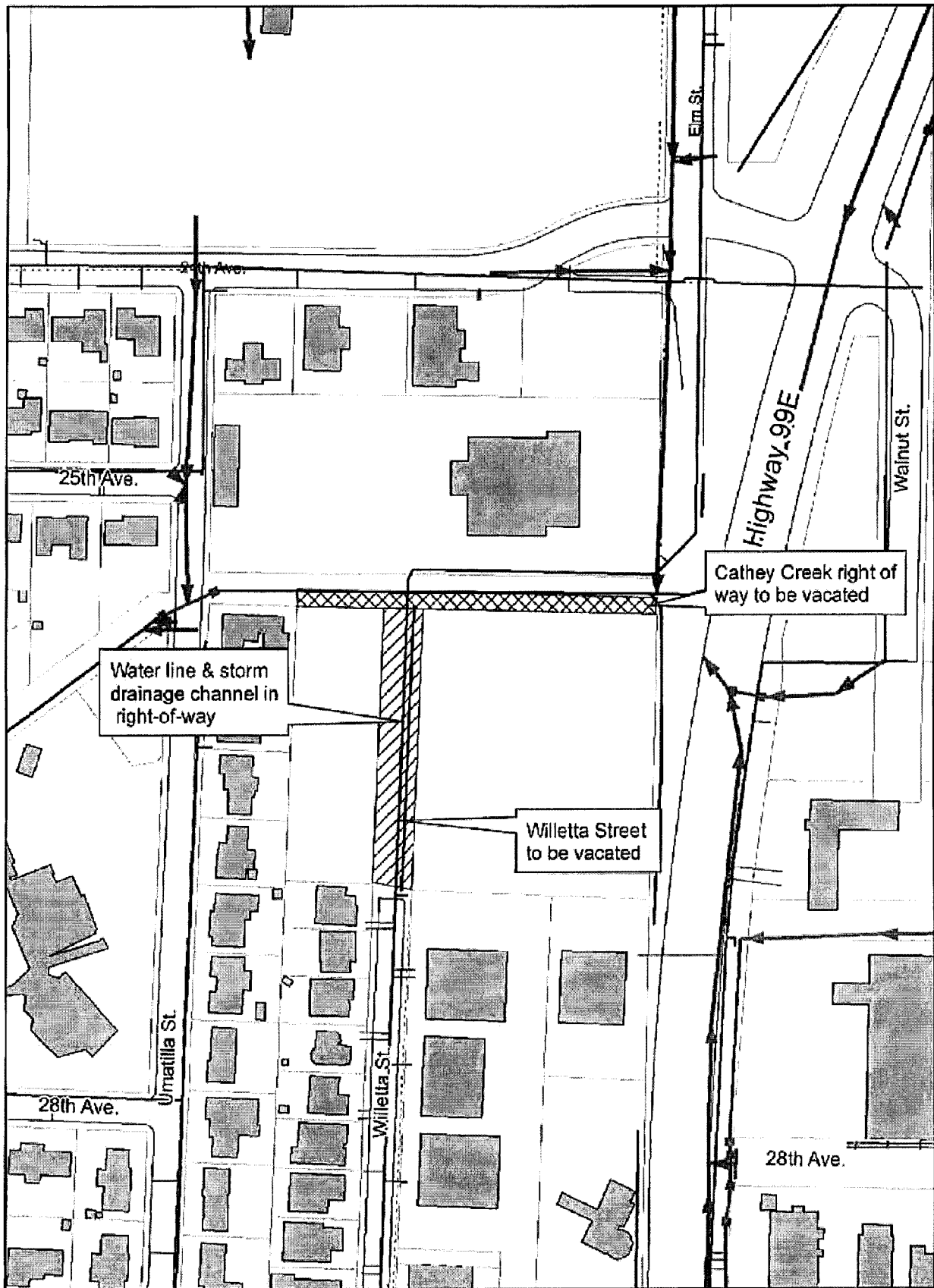
Planning Division

City of Albany - 333 Broadalbin St. SW, Albany, Oregon 97321 (541) 917- 7550

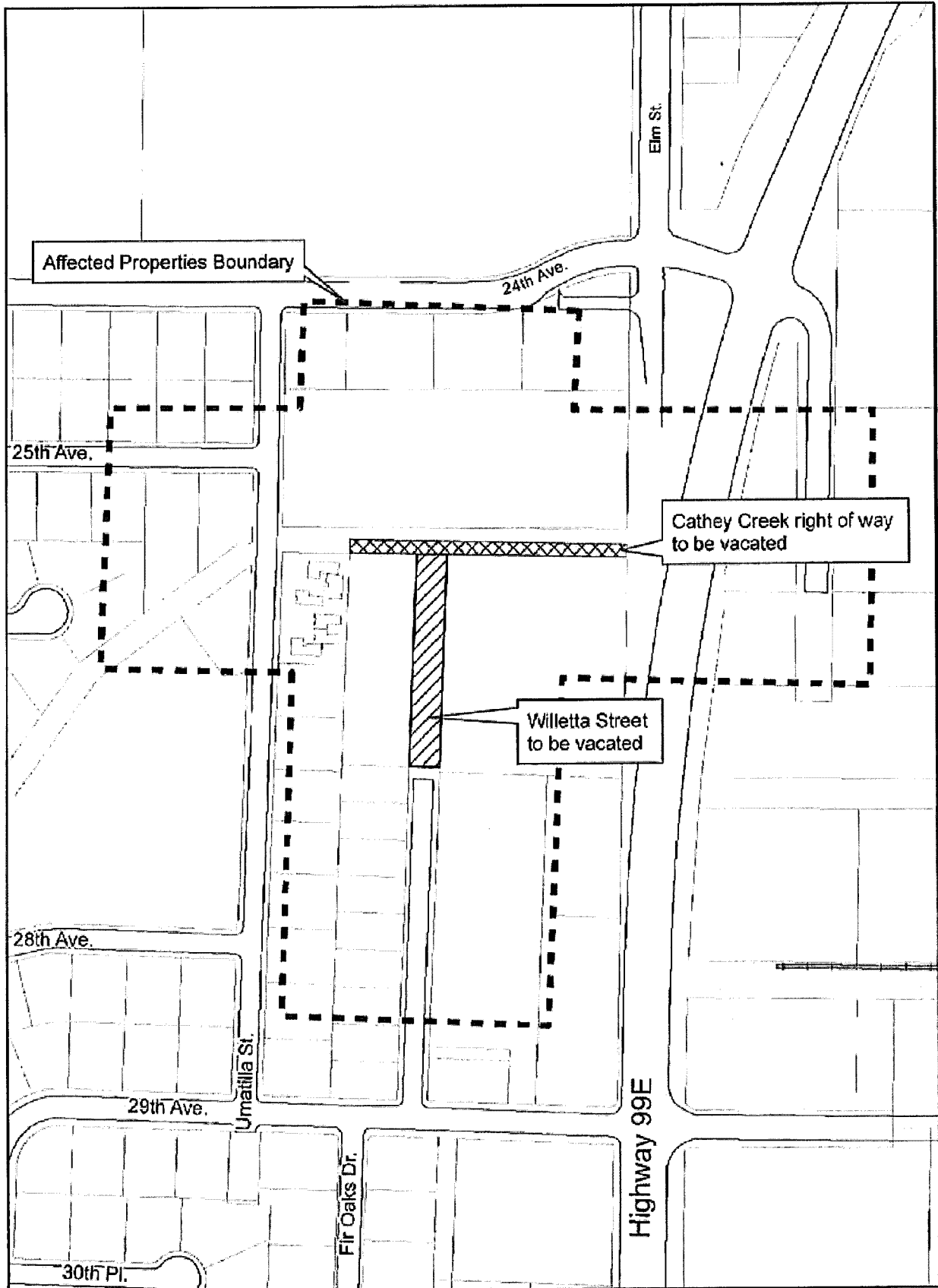
Exhibit A - Willetta Street & Cathey Creek Vacations



Site Plan for Right-of-way vacation



Attachment A - Affected Properties



Willetta Street and Cathey Creek - Vacation Review Criteria

(1) The requested vacation is consistent with relevant Comprehensive Plan policies and with any street plan city transportation or public facility plan.

Fact: Neither of these right-of-ways appear in the Albany Transportation System Plan.

Conclusion: Vacating these right-of-ways is not inconsistent with the Albany Transportation System Plan.

(2) The requested vacation will not have a negative effect on access between public rights-of-way or to existing properties, potential lots, public facilities or utilities.

Fact: This section of Willetta Street has never been constructed and never been open to traffic. All existing properties in the area have access to existing improved street. This section of Cathey Creek is a drainage facility, not a public street, and it does not provide access to any properties.

Conclusion: All adjacent properties currently have access to public streets. Vacating these right-of-ways will not have a negative impact on any property's access to public streets.

(3) The requested vacation will not have a negative effect on traffic circulation or emergency service protection.

Fact: The right-of-ways proposed to be vacated do not contain any constructed roadways.

Conclusion: There will be no negative effect on traffic circulation or emergency service protection due to vacating these rights-of-way.

(4) The portion of the right-of-way that is to be vacated will be brought into compliance with Code requirements, such as landscaping, driveway access, and reconstruction of access for fire safety.

Fact: The right-of-ways will be converted into a portion of the new City of Albany Police Station. The Police Station will be required to meet Albany Development Code standards.

Conclusion: The vacated right-of-way will be brought into Development Code compliance.

(5) The public interest, present and future, will be best served by approval of the proposed vacation.

Fact: The vacated right-of-ways will be converted into a portion of the new City of Albany Police Station.

Conclusion: It is in the public interest to have a new Police Station. Approving this right-of-way vacation will allow the Police Station to be completed.

Legal Description of proposed Vacation areas of Willetta Street and Cathey Creek.**Willetta Street –**

The northern portion of the Willetta Street right-of-way that was created by deeds recorded in Linn County, Oregon Deed Records Book 339, Page 355 and Book 340, Page 617, more particularly described as follows:

Beginning at the Southeast corner of Lot 10 of Winfield Way subdivision, a subdivision of record located in the NE ¼ of Section 13, T11S, R4W, W.M., said Southeast Corner of Lot 10 also lying on the west right-of-way line of Willetta Street; thence North 0°26'00" East 343.76 feet along the west right-of-way line of Willetta Street to the northeast corner of Lot 10, said northeast corner also lying on the south right-of-way line of Cathey Creek, a right-of-way recorded in Linn County, Oregon deed records Book 159, Page 174; thence east 50.01 feet along the south right-of-way line of the Cathey Creek right-of-way to the northwest corner of Parcel 1 of Linn County, Oregon, Partition Plat No. 2008-01, said corner also lying on the east right-of-way line Willetta Street; thence South 0°26'00" West 343.7651.79 feet along the east right-of-way line of Willetta Street to a point 8.03 feet north of the southwest corner of said Parcel 1; thence West 50.00 feet to the point of beginning, as shown on attached Exhibit A.

Cathey Creek –

The southern 20 feet of the eastern 453.11 feet of the drainage right-of-way created by a deed recorded in Linn County, Oregon deed records Book 159, Page 174, more particularly described as follows:

Beginning at the Northeast corner of Parcel 1 of Linn County, Oregon, Partition Plat No. 2008-01; thence south 89°23' west 293.19 along the north property line of said Parcel 1 to the northwest corner of said Parcel 1; thence continuing south 89°23' west 50.01 feet to the northeast corner of Lot 10 of Winfield Way subdivision; thence continuing south 89°23' west 109.91 feet along the north property line of said Lot 10 to the northwest corner of Lot 10; thence north 0°37' west 20 feet to the centerline of the Cathey Creek right-of-way; thence north 89°23' east 453.11 feet parallel with and 20 feet north of the south right-of-way line of Cathey Creek right-of-way to a point on the west right-of-way line of Pacific Highway, said point lying North 0°37' west 20 feet from the northeast corner of Parcel 1; thence south 0°37' east 20 feet along the west right-of-way line of Pacific Highway to the point of beginning, as shown on attached Exhibit A.

Properties to which the vacated area will be transferred

The property that the vacated area will revert to is Lot 10 of Winfield Way subdivision and Parcel 1 of partition Plat 2008-01. Both right-of-way dedications originally were attached to these properties. Since only the southern half of the Cathey Creek right-of-way is being vacated, it will all revert to the properties to the south. The northern half of Cathey Creek would revert to the property to the north, however, that half of the right-of-way is not being vacated.

MACKENZIE.

DESIGN DRIVEN | CLIENT FOCUSED

October 14, 2015

City of Albany Community Development Department
Attention: David Martineau, AICP, CFM
PO Box 490
Albany, OR 97321

Re: **Albany Police Station (VC-02-15, CU-07-15, & RL-10-15)**
Response to Incompleteness Determination
Project Number 2140284.02

Dear Mr. Martineau:

Thank you for your letter dated October 13, 2015 to Police Chief Mario Lattanzio regarding items necessary to deem the land use application complete for the proposed Albany Police Station on Pacific Boulevard. In accordance with your request we have enclosed a stormwater report to document compliance with City requirements for stormwater detention and stormwater quality.

Furthermore, we have amended the site plan to provide 133 parking spaces in the secure parking lot; to provide an additional drive aisle allowing direct access to the vehicle evidence bay; and to reflect a recent building size reduction from 41,749 square feet to 40,367 square feet as requested by the Police Department. An updated site plan is attached for use during the City's review of the land use applications.

If you have any questions regarding this information, please feel free to contact me at your earliest convenience.

Sincerely,



Brian Varricchione, P.E.
Land Use Planner

Enclosure(s): Stormwater Report
Revised Site Plan

c: Chief Mario Lattanzio – Albany Police Department



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**CONDITIONAL USE
PERMIT, STREET
VACATION, &
TENTATIVE REPLAT**

To
City of Albany

For
Police Station
Pacific Highway between 24th
Avenue and 29th Avenue SW

Submitted
September 14, 2015

Project Number
2140284.02

M.

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I. PROJECT SUMMARY

Applicant:	Albany Police Department Att: Mario Lattanzio, Chief of Police 1117 Jackson Street SE Albany, OR 97321 mario.lattanzio@cityofalbany.net (541) 917-7680
Owner:	City of Albany PO Box 490 Albany, OR 97321 (541) 917-7500
Contact:	Mackenzie Att: Brian Varricchione 1515 SE Water Avenue, Suite 100 Portland, OR 97214 bvarricchione@mcknze.com (503) 224-9560
Location:	Pacific Boulevard SW (Highway 99E) between 29th Avenue and 24th Avenue Tax Map 11S04W13AB, Tax Lots 6900 & 7003
Site Address:	None
Site Size:	3.89 Acres
Zoning:	RS-5 – Residential Single Family District (western portion of site) OP – Office Professional District (eastern portion of site)
Comprehensive Plan:	Residential – Low Density (western portion of site) Commercial Light (eastern portion of site)
Adjacent Zoning:	RS-5 and RM to the west, OP to the north and south, and LI to the east.
Existing Structures:	There are no existing structures on the site.
Request:	Conditional Use Permit, Tentative Replat, and Street Vacation for Albany Police Headquarters

II. INTRODUCTION

Description of Request

On May 19, 2015, the citizens of Albany passed a bond measure which allowed for the replacement and reconstruction of existing police and fire facilities which have become inadequate to serve the needs of the Police Department and Fire Department. Therefore, the Albany Police Department is now requesting the review and approval of land use applications to allow for the construction of a new headquarters facility on Pacific Boulevard SW (US Highway 99E). Required applications include a conditional use permit, a tentative replat to combine two parcels into one, and vacation of a portion of Willetta Street and the south 20 feet of the Albany Canal/Cathey Creek right-of-way.

Existing Site & Surrounding Land Use

The proposed site for the new Police Headquarters is comprised of two tax lots adjacent to Willetta Street SW (see Figure 1). The site is bounded to the west by residences on Umatilla Street SW, to the north by the Albany Canal/Cathey Creek drainage ditch right-of-way, to the east by Highway 99E, and to the south by residences on Willetta Street and commercial development on Highway 99E.

The site is currently undeveloped and is largely cleared of trees. The eastern portion of the site is in the Office Professional (OP) zone and the western part of the site is Residential Single Family (RS-5). The site is bounded by single family and medium density residential districts to the west, Office Professional districts to the north and south, and light industrial zoning to the east.



Figure 1: Site Boundaries

Description of Proposed Development

The applicant is proposing the development of a new 41,749 square foot police headquarters to serve the City of Albany. The total site area is 163,272 SF. Of that, 15% will be building area, 52% will be paved, and 33% will be landscaped.

Development will include a total of 167 on-site parking spaces, 135 of which will be dedicated to police station use in a secure area. Of the 32 parking spaces open to the public, 4 will be accessible spaces. The applicant proposes extensive landscaping within the parking lots and fronting Pacific Boulevard and a vegetated buffer in the western portion of the site to separate the development from adjoining residences. The building itself is proposed to have a brick and metal façade with a generous amount of windows to be an inviting and attractive addition to the Pacific Boulevard streetscape.

III. NARRATIVE & COMPLIANCE

Oregon Revised Statutes

Chapter 271 - Use and Disposition of Public Lands Generally; Easements

Response: The development proposal is contingent upon the vacation of the abutting portion of Willetta Street SW where it terminates at the site, plus the south half of the Cathey Creek right-of-way abutting the site. ORS Chapter 271 (271.080-271.230) governs the process for vacating streets within incorporated cities. Findings in support of the vacation request are included in Exhibit 6. This standard is met.

City of Albany Development Code

Article 1 – Administration and Procedures

Application Procedures

1.200 Land Use Application Procedures.

- (3) *When a proposal involves more than one application for the same property, the applicant(s) may submit concurrent applications that shall be processed simultaneously in accordance with the highest numbered procedure specified. When concurrent applications are received and accepted as complete, the 120-day requirement of Section 1.220(2) shall apply as if a single application had been made.*

Response: The proposed development will require numerous land use permits and processes. It will involve a street vacation to create a cul-de-sac at Willetta Street SW; a re-plat to remove property lines and combine parcels; a conditional use review for a Community Services land use designation in the RS-5 and OP zones; and site plan review for tree felling. All of these applications will be submitted simultaneously. Since the street vacation requires hearings in front of the Planning Commission and the City Council, the City Council will be the decision-making body for all associated applications. This standard is met.

1.204 Neighborhood Meeting Standards.

- (1) *The applicant shall consult with City staff to determine an appropriate meeting date, time, and place given the location of the proposed development and availability of staff to attend.*
- (2) *The applicant shall send mailed notice of the public meeting to the Community Development Department Director and all property owners within a minimum distance of 300 feet of the boundaries of the subject property with the specific area to be determined by the Director based on the project scale, land use and transportation patterns or anticipated public interest in the project. If any part of the subject property is within the boundaries of a neighborhood association recognized by the City of Albany or within 300 feet of any other neighborhood association recognized by the City, notice shall be sent to the designated representative(s) of such neighborhood association(s). The property owner list shall be compiled from county tax assessor's property owner list from the most recent property tax assessment roll. The address for the designated representative(s) of the affected neighborhood association(s) shall be obtained from the City. The notice shall be sent a minimum of 10 days and no more than 30 days before the meeting, and shall include:*
- (a) *Date, time and location of the public meeting.*

- (b) *A brief written description of the development proposal and proposed use(s) with enough specificity so that the project is easily discernable.*
- (c) *The location of the subject property(ies), including address (if applicable), nearest cross streets and any other easily understood geographical reference, and a map (such as a tax assessors map) that depicts the subject property.*
- (3) *The applicant's presentation at the neighborhood meeting shall include:*
 - (a) *A map depicting the location of the subject property(ies) proposed for development.*
 - (b) *A visual description of the project including a site plan, tentative subdivision plan and elevation drawings of any proposed structures, when applicable.*
 - (c) *A description of the nature of the proposed use(s) including but not limited to, sizes and heights of structures, proposed lot sizes, density, etc.*
 - (d) *The expected or anticipated impacts from the proposed development (e.g. traffic, storm drainage, tree removal, etc.).*
 - (e) *Mitigation proposed by the applicant to alleviate the expected/anticipated impacts.*
 - (f) *An opportunity for the public to provide comments.*

Response: The applicant coordinated with Planning Division staff to arrange for and publicize the required neighborhood meeting, which was held on August 13, 2015. The notice and materials followed the above procedures. A summary of the meeting is attached as Exhibit 4. This standard is met.

Article 2 – Review Criteria

Conditional Uses

2.250 Review Criteria.

Requests for conditional uses will be approved if the review body finds that the application meets all of the following criteria, either outright or with conditions that bring the proposal into compliance:

- (1) *The proposed use is consistent with the intended character of the base zone and the operating characteristics of the neighborhood.*

Response: The proposed use is a conditional use in both base zones, RS-5 and OP. The intended character of the RS-5 district is that of low- to moderate-density single-family development. The proposed use will complement the existing single-family residential uses and will not have a negative effect on their operations. Per Albany Development Code 4.020,

The OP district is intended to provide a vertical or horizontal mix of professional offices, personal services, live-work, residential and limited related commercial uses in close proximity to residential and commercial districts...OP is typically appropriate along arterial or collector streets as a transitional or buffer zone between residential and more intense commercial or industrial districts.

The proposed building will include office and institutional uses, and is along an arterial street. The use will serve to buffer the residential and industrial districts on either side. In addition, the site is currently vacant so the development provides an opportunity to establish a civic structure with a strong design. In addition, the new station will act as a public safety service and will protect and enable healthy growth of the surrounding community. This standard is met.

- (2) *The proposed use will be compatible with existing or anticipated uses in terms of size, building scale and style, intensity, setbacks, and landscaping or the proposal mitigates difference in appearance or scale through such means as setbacks, screening, landscaping or other design features.*

Response: Because the site is in a transition area between land use zones, there is no established scale or standards to mimic. The proposal is for a two-story structure designed to a human scale with reliefs and landscaping. A large portion of the lot will be used as parking for police vehicles and official use, all screened by landscaping. This standard is met.

(3) *The transportation system can support the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity and level of service, on-street parking impacts, access requirements, neighborhood impacts and pedestrian safety.*

Response: A transportation impact study was not required for this development. Based on the size and scope of the proposed police station, Mackenzie transportation engineers estimate that the project would generate 492 average daily trips, of which 41 would be during the evening peak hour. To minimize impacts on Highway 99E, only one driveway is proposed directly onto Pacific Boulevard. This driveway will serve the majority of traffic to and from the site, while the connections to Willetta Street will be for secondary access only. Pedestrian connections are proposed to Pacific Boulevard and Willetta Street, and bicycle parking will be located on site for use by employees and visitors. It is not anticipated that the vehicle traffic associated with the station would cause any of the existing transportation network to fall below mobility standards for either the City of Albany or the Oregon Department of Transportation (ODOT), which has jurisdictional control over Pacific Boulevard (Highway 99E). This standard is met.

(4) *Public services for water, sanitary and storm sewer, water management, and for fire and police protection, can serve the proposed use.*

Response: As shown in the attached plans, public services such as water, sanitary, storm sewer, and water management will fully serve the proposed police facility without requiring infrastructure upgrades (water and storm drainage facilities traverse the site from south to north). The site is within a well-connected location that allows for acceptable response time for fire and police protection in the event outside assistance is needed. This standard is met.

(5) *The proposal will not have significant adverse impacts on the livability of nearby residentially zoned lands due to:*

(a) *Noise, glare, odor, litter, or hours of operation.*

(b) *Privacy and safety issues.*

Response: The proposed use is for an office and institutional use for Albany Police, which will be a 24-hour operation. Due to the nature of the law enforcement use, no objectionable noises, odor, or litter are expected. Glare will be minimized through the use of appropriate shielding on parking and building lighting fixtures, as shown in Exhibit 3 Sheet E1.1PH. The building will not create privacy or safety issues; the proposed site plan includes fencing and landscaping to protect the neighboring properties on all sides, including the residentially zoned neighbors to the south and west of the site. This standard is met.

(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.*

Response: The proposal is not sited within any special purpose districts. This standard does not apply.

Vacations

2.630 Review Criteria.

A vacation request may be approved if the review body finds that the applicant has shown that all of the following review criteria are met:

- (1) *The requested vacation is consistent with relevant Comprehensive Plan policies and with any street plan, city transportation or public facility plan.*
- (2) *The requested vacation will not have a negative effect on access between public rights-of-way or to existing properties, potential lots, public facilities or utilities.*
- (3) *The requested vacation will not have a negative effect on traffic circulation or emergency service protection.*
- (4) *The portion of the right-of-way that is to be vacated will be brought into compliance with Code requirements, such as landscaping, driveway access, and reconstruction of access for fire safety.*
- (5) *The public interest, present and future, will be best served by approval of the proposed vacation.*

Response: Findings in support of the proposed street vacation request are attached as Exhibit 6. This standard is met.

Article 3 – Residential Zoning Districts

Zoning Districts

3.020 Establishment of Residential Zoning Districts.

In order to implement the mixed-use and livability concepts in the Town Center and Albany Comprehensive Plans, the following zoning districts are created:

- (4) *RS-5—RESIDENTIAL SINGLE FAMILY DISTRICT. The RS-5 District is intended primarily for low- to moderate-density single-family development. The average minimum detached single-family lot size is 5,000 square feet.*

Response: The eastern portion of the proposed site, as shown in Exhibit 1, is within the RS-5 zone and is subject to its development standards. The lot in the RS-5 district will be combined with the Willetta Street right-of-way and lot in the OP district. No single-family residences are proposed as part of this application. This standard is met.

Schedule of Permitted Uses

3.050 Schedule of Permitted Uses.

[...]

The abbreviations used in the schedule have the following meanings:

[...]

CU Use permitted conditionally under the provisions of Sections 2.230-2.260 through a Type III procedure.

USES ALLOWED IN RESIDENTIAL ZONING DISTRICTS	
Use Categories	RS-5
Institutional	
Community Services	CU

Response: Community services are permitted conditionally under the provisions of Sections 2.230-2.260 through a Type III procedure. No building is proposed in the RS-5 zone, but the proposed parking, landscape, and pedestrian circulation system will serve the proposed Community Services use, allowed through a Type III Conditional Use permit in the RS-5 residential zone. This application includes a request for a Type III Conditional Use approval. This standard is met.

Development Standards**3.190 Purpose.**

Development standards are intended to promote site planning and design that consider the natural environment, site intensity, building mass, and open space. The standards also promote energy conservation, needed privacy, safe and efficient parking areas for new development, and improve the general living environment and economic life of a development. Table [3-1], on the following page, summarizes the basic development standards. It should be used in conjunction with the sections immediately succeeding the table, which address special circumstances and exceptions. See Article 8 for design standards for single-family and multiple-family developments.

Standard	Allowance	Proposed
Minimum Lot Depth	70'	160' (in RS-5 zone, proposed through replat)
Setbacks:		
Minimum Front ¹	15'	N/A (no building)
Maximum Front	None	N/A (no building)
Minimum Interior: Two or More Stories ¹	5'	N/A (no building)
Maximum Height²	30' (or through CU, per 3.340)	N/A (no building)
Maximum Lot Coverage	60%	59.8% (portion within RS-5 zone)
Minimum Landscaped Area	All yards adjacent to streets	40.2%

(1) Additional setbacks may be required, see Sections 3.230-3.330 and the buffer matrix at 9.210; exceptions to Setbacks for Accessibility Retrofits are in Section 3.263; Zero-Lot Line standards are in Sections 2.365 and 2.370.

(2) See exceptions to height restrictions, Section 3.340.

Response: No building will be located in the RS-5 zone. As noted in the above table, the project meets all applicable criteria that apply to non-residential projects. This standard is met.

Setbacks**3.330 Special Setbacks for Education and Religious Institutions, Public and Semi-Public Buildings.**

Any new construction of an educational institution, religious institution, or public or semi-public building shall be set back at least 25 feet from any property line adjoining or directly across public right-of-way from any residential district. No required front or interior yard of the lot on which such building or use is located shall be used for stockpiling or storage of materials or equipment. All other setbacks of the district where the property is located continue to apply.

Response: Through the Tentative Replat proposed with this application package, the lot will contain some RS-5 zoning. As shown in the attached plans, the building will be set back 85.3 feet from the RS-5 zoning boundary. No materials or equipment will be stockpiled or stored in the front or interior yard of the lot. This standard is met.

Height**3.340 Height Exceptions.**

Height limitations are shown in Table 1, Development Standards. See also Table 2, Accessory Structure Standards.

- (1) *Roof Structures and Architectural Features.* Roof structures for the housing of elevators, stairways, tanks, ventilating fans and similar equipment required to operate and maintain the building, fire walls, skylights, towers, flagpoles, chimneys, smokestacks, wireless masts, antennas, steeples, and similar structures may be erected above the height limits prescribed in this Article provided that no roof structure, feature, or any other device above the prescribed height limit shall be allowed or used for the purpose of providing additional floor space.
- (2) *Religious Institutions and Public and Semi-Public Buildings.* In zoning districts where religious institutions and certain public and semi-public buildings require Conditional Use approval, the height restrictions may be waived as a part of the Conditional Use proceedings, provided that a request for such has been noted in the public hearing notice.

Response: No building will be located in the RS-5 zone. This standard does not apply.

Article 4 – Commercial and Industrial Zoning Districts

Zoning Districts

4.020 Establishment of Commercial and Industrial Zoning Districts.

In order to regulate and segregate the uses of lands and buildings and to regulate the density of development, the following commercial and industrial zoning districts are created:

- (1) *OP – OFFICE PROFESSIONAL DISTRICT.* The OP district is intended to provide a vertical or horizontal mix of professional offices, personal services, live-work, residential and limited related commercial uses in close proximity to residential and commercial districts. The limited uses allowed in this district are selected for their compatibility with residential uses and the desired character of the neighborhood. OP is typically appropriate along arterial or collector streets as a transitional or buffer zone between residential and more intense commercial or industrial districts.

Response: As shown in Exhibit 1, the western portion of the site is within the OP zone and is subject to its development standards. The proposed use is allowed conditionally in the zone and its development standards will be met. This standard is met.

Schedule of Permitted Uses

4.050 Schedule of Permitted Uses.

[...]

The abbreviations used in the schedule have the following meanings:

[...]

S Use permitted that requires a site plan approval prior to the development or occupancy of the site or building.

CU Use considered conditionally through the Type III procedure under the provisions of Sections 2.230-2.260.

TABLE 4-1 SCHEDULE OF PERMITTED USES	
Use Categories	OP
Institutional	
Community Services ¹	S/CU

(1) Community Service Uses. Community Service uses that may have significant off-site impacts, such as public swimming pools, public safety facilities and homeless shelters, may be considered through the conditional use process.

Response: A Community Services use is permitted through a Type III Conditional Use permit in the OP zone. The zone also requires the approval of a site plan prior to development or occupancy of the site or building. This application includes a request for a Type III Conditional Use approval and includes a site plan. This standard is met.

Development Standards

4.090 Purpose.

Development standards are intended to promote site planning and design that consider the natural environment, site intensity, building mass, and open space. The standards also promote energy conservation, needed privacy, safe and efficient parking areas for new development, and improve the general living environment and economic life of a development. Table 4-2, on the following page, summarizes the basic development standards. It should be used in conjunction with the sections immediately succeeding the table, which address special circumstances and exceptions. See Article 8 for design standards for single-family and multiple-family developments.

Response:

TABLE 4-2 EXCERPT: OP- COMMERCIAL AND INDUSTRIAL DEVELOPMENT STANDARDS		
Standard	Allowance	Proposed
Minimums:		
Lot Size	None	109,908 SF (within OP zone, proposed through replat)
Lot Width	None	375'
Lot Depth	None	293' in OP zone
Front Setback	10'	92.9'
Interior Setback – abutting non res'l	5'	44.4'
Interior Setbacks – abutting res'l district ¹	10'	85.3'
Maximums:		
Building Size ²	None	41,749 SF
Lot Size	None	109,908 SF (within OP zone, proposed through replat)
Height	30'	39'
Lot Coverage	70%	70.0%
Landscaped Area ³	100%	100% adjacent to streets; 30% overall in OP zone

(1) Structures on property abutting residential districts and/or uses require 1' of setback for each foot of finished wall height, with a minimum setback of 10'.

(2) The maximum business footprint for supporting commercial uses allowed in IP is 5,000 SF. The maximum business footprint for convenience-oriented and personal service-oriented retail uses in NC and OP is 5,000 SF.

(3) All yards adjacent to streets. Approved vegetated post-construction stormwater quality facilities are allowed in landscaped areas.

Response: As shown in the above table, the project meets all applicable criteria except height, which will be addressed through the Conditional Use process as specified in Section 4.240. All other standards are met.

Setbacks*4.210 Special Setbacks for Educational and Religious Institutions, Public and Semi-Public Buildings.*

Any new construction of a school, church, or public or semi-public building must be set back at least 25 feet from any property line adjoining or directly across public right-of-way from any residential district. Stockpiling or storing materials or equipment is not permitted in the required front or interior setbacks. All other setbacks of the district where the property is located apply.

Response: As illustrated on Exhibit 3 Sheet C2.1, the proposed building would be located upwards of 80 feet from any property line within the RS-5 zone (on the rear of the site). This standard is met.

4.220 Parking Restrictions in Setback Areas.

Parking and loading spaces may not be located in a required front or side setback, except:

- (1) *Driveways meeting dimensional standards may be used to fulfill parking requirements for single-family and two-family residences. Each space must be a paved area at least 10 feet wide and 20 feet long.*

Response: As shown in the attached plans, no parking or loading will be located in the required 10' front setback (at least 20 feet is provided) or side setback. No residences are proposed. This standard is met.

Height*4.240 Height Exceptions.*

- (1) *Roof structures for the housing of elevators, stairways, tanks, ventilating fans and similar equipment required to operate and maintain the building, fire walls, skylights, towers, flagpoles, chimneys, smokestacks, wireless masts, antennas, steeples, and similar structures may be erected above the height limits prescribed in this article, provided that no roof structure, feature, or any other device above the prescribed height limit may be allowed or used for the purpose of providing additional floor space.*
- (2) *Religious Institutions and Public and Semi-Public Buildings. In zoning districts where churches and certain public and semi-public buildings require Conditional Use approval, the height restrictions may be waived as a part of the Conditional Use proceedings, provided that a request for such has been noted in the public hearing notice.*

Response: As illustrated on Exhibit 3 Sheet A3.1, the proposed building would have a height of 39 feet, which exceeds the 30-foot standard for the OP zone. The applicant requests that the City authorize this additional height as allowed for public buildings. This standard is met.

Outside Storage*4.290 General.*

- (1) *In the NC, OP, TD and IP zoning districts, outside storage or display of materials, junk, parts, or merchandise is not permitted, except for automobile sales (where allowed).*

4.300 Screening of Refuse Containers.

The following standards apply to all development, except for one- and two-family dwellings. Any refuse container or disposal area that would otherwise be visible from a public street, customer or resident parking area, any public facility, or any residential area, must be screened from view by placement of a sight-obscuring fence, wall, or hedge at least 6 feet tall. All refuse materials must be contained within

the screened area. Refuse disposal areas may not be located in required setbacks or buffer yards and must be placed at least 15 feet from any dwelling window.

Response: As shown in the attached plans (Exhibit 3 Sheet C2.1), a trash enclosure will be located on-site, northwest of the cul-de-sac. The enclosure will provide a six-foot sight-obscuring masonry wall to screen the trash containers. The enclosure will be located 5 feet from the property line. This standard is met.

Article 6 – Natural Resource District

Significant Natural Resource Overlay Districts

6.260 Overview.

The Significant Natural Resource overlay districts include Riparian Corridors (/RC) and Significant Wetlands (/SW) and fish-bearing waterways throughout the city, and a Habitat Assessment area (/HA) designated specifically for turtle habitat in and around Thornton Lakes in North Albany.

Response: The site abuts a portion of Albany Canal/Cathey Creek, which is regulated by the Riparian Corridor overlay to the west of the site but not on the portion next to the site. The property also contains a number of wetlands, but they have not been identified as being within the Significant Wetlands overlay, so development can proceed in accordance with Oregon Department of State Lands/U.S. Army Corps of Engineers permitting and mitigation requirements. A copy of the wetland delineation report is attached as Exhibit 7. This standard does not apply.

6.280 Lands to Which These Regulations Apply.

The procedures and requirements of this section apply only to property that is within a Significant Natural Resource overlay district.

(A) *Riparian Corridor overlay district (/RC): The Riparian Corridor overlay district extends 50 feet upland from the Ordinary High Water mark, measured horizontally.*

If the Riparian Corridor overlay district area includes all or portions of a significant wetland, the district extends upland 50 feet, measured horizontally from the edge of the significant wetland. Fish-bearing waterways, and the significant wetlands associated with such waterways, are included in the Significant Wetland overlay district.

(1) *The Riparian Corridor boundary applies to the following Albany water resources (and in-stream lakes): [...]*

(B) *Significant Wetland overlay district (/SW): The Significant Wetland overlay district is comprised of fish-bearing waterways below the Ordinary High Water Mark, the wetlands associated with riparian corridors, and higher quality isolated significant wetlands, in the City's Local Wetland Inventory (LWI), and as amended through wetland delineations approved by the DSL and the ACE, if applicable. Notice to, and potentially permits from, DSL and ACE are still required for potential impact to all wetlands regulated by DSL or ACE.*

Response: The site shares its northern border with a segment of Cathey Creek. The creek is a tributary of the Calapooia River and Oak Creek. The riparian corridor (/RC) buffer extends from the protected Oak Creek up Cathey Creek (SW of site) to the northeast diagonally across residential areas until it terminates just after crossing Liberty Street and 28th Avenue. The City maps do not show any Local Wetlands Inventory, Riparian Overlay, or Habitat Overlay on the site.

However, the City's wetlands consultant delineated wetlands on large swaths of the site (see Exhibit 7), requiring the City to mitigate the development of this area by contributing funds to a mitigation bank.

This process is regulated by the Oregon Department of State Lands/U.S. Army Corps of Engineers rather than by the Albany Development Code. This standard does not apply.

Article 8 – Design Standards

Commercial and Institutional Site Design

8.310 Purpose.

These sections are intended to set threshold standards for quality design in new commercial, mixed-use, and institutional development. Good design results in buildings that are visually compatible with one another and adjacent neighborhoods and contribute to a commercial district that is attractive, active and safe. These qualities in turn contribute to the creation of commercial districts that facilitate easy pedestrian movement and a rich mixture of land uses.

Response: Care has been taken to design a community service building that contributes aesthetically to the urban fabric of the neighborhood in which it is placed. The design focuses on maximizing efficacy as a police station while also creating a landmark that will invigorate the community. This standard is met.

8.315 Applicability.

These standards apply to the design of new commercial, mixed-use, or institutional development and to the expansion of existing developments in any district.

Response: The development of the new police station is classified as a Community Service, thus falling within the “institutional development” designation that triggers compliance with the commercial and institutional site design standards. The following section of the narrative will discuss how the proposal satisfies the required design standards. This standard is met.

8.330 Building Orientation.

Building orientation and maximum setback standards are established to help create an attractive streetscape and pleasant pedestrian environment.

- (1) *New buildings shall be oriented to existing or new public streets. Building orientation is demonstrated by placing buildings and their public entrances close to streets so pedestrians have a direct and convenient route from the street sidewalk to building entrances.*
 - (a) *On sites smaller than three acres, new buildings shall be oriented to the public street/sidewalk and off-street parking shall be located to the side or rear of the building(s), except where it is not feasible due to limited or no street frontage, the site is an infill site less than one acre, conservation of natural resources, or where there are access restrictions.*
 - (b) *Buildings on sites larger than three acres may be setback from the public street and oriented to traffic aisles on private property, if the on-site circulation system is developed like a public street with pedestrian access, landscape strips and street trees.*
- (2) *Customer entrances should be clearly defined, highly visible, using features such as canopies, porticos, arcades, arches, wing walls, and planters.*

Response: As shown in the attached plans, the building will face Pacific Boulevard (Highway 99E). The front façade and main public entry will be enhanced with a pedestrian-scale plaza, bicycle parking, and decorative landscaping. As the subject site is larger than three acres, the building is set back from the street and faces the on-site drive aisle and parking lot, which is designed with pedestrian walkways and landscaping including numerous trees. As shown in the attached elevations (Exhibit 3 Sheet A3.1), the main entry will be defined with a vestibule, canopy, and glazing. This standard is met.

8.340 General Building Design.

New commercial buildings shall provide architectural relief and interest, with emphasis at building entrances and along sidewalks, to promote and enhance a comfortable pedestrian scale and orientation. Blank walls shall be avoided except when not feasible.

- (1) Ground floor windows shall be provided along frontages adjacent to sidewalks. The main front elevation(s) of buildings shall provide windows or transparency at the pedestrian level in the following minimum proportions:

District	% Transparency
RC, CC, NC, OP, MUC	25%
MS, LE, PB, ES, MUR, WF	50%
HB, CB	75%

The minimum window and door requirements are measured between 2 and 8 feet from the ground. Only the glass portion of doors may be used in the calculation. If there are upper floor windows, they shall continue the vertical and horizontal character of the ground level windows.

Response: Due to the site’s location within the OP zone, twenty-five percent of the street elevation is required to be transparent between a height of 2 and 8 feet above ground. As shown in the attached elevation drawings, the front of the building will provide pedestrian-level transparency with an aluminum-framed storefront system, with transparency of approximately 546 SF or 35.5% of the 1,537 SF pedestrian-level area, exceeding the 25% minimum. The upper floor windows mirror the style and locations of those on the first floor to the extent possible. This standard is met.

- (2) Walls that are visible from a public street shall include a combination of architectural elements and features such as offsets, windows, entry treatments, wood siding, brick, stucco, synthetic stucco, textured concrete block, textured concrete), and landscaping.

Response: As shown in the attached elevation drawings, all walls of the building will include architecturally interesting features such as windows and varying building materials. The east and south elevations, most visible from public streets, will feature masonry veneer, structural masonry, and metal panel walls as well as window and storefront systems. Exhibit 3 Sheets L4.1- L4.4 illustrate the proposed landscaping that is intended to complement the building design. This standard is met.

8.350 Street Connectivity and Internal Circulation.

The following standards emphasize the importance of connections and circulation between uses and properties. The standards apply to both public and private streets.

- (1) New commercial buildings may be required to provide street or driveway stubs and reciprocal access easements to promote efficient circulation between uses and properties, and to promote connectivity and dispersal of traffic.

Response: As shown in the attached plans, access to the site will be available from the Willetta Street cul-de-sac to the south and to Pacific Boulevard (Highway 99E) to the east. The primary entrance will be on Pacific Boulevard. This standard is met.

- (2) The internal vehicle circulation system of a commercial development shall continue the adjacent public street pattern wherever possible and promote street connectivity. The vehicle circulation system shall mimic a traditional local street network and break the development into numerous smaller blocks.

Response: The site is located near the end of the Willetta Street right-of-way, bordered by Cathey Creek to the north, bordered by developed lots to the west, and bordered by Pacific Boulevard (Highway 99E) to the east. The street network is already set at this location. No additional connectivity is possible, although the internal vehicle circulation system is designed to connect to both the existing rights-of-way. This standard does not apply.

(3) *Traffic aisles shall not be located between the building(s) and the sidewalk(s), except as provided in (4) below, or where drive-through windows are permitted, sites are constrained by natural resources, or are infill sites less than one acre.*

Response: In accordance with Section 8.330(1)(b), the building is oriented toward the traffic aisle and parking lot which have been designed in the manner of a street with pedestrian zones and landscaping. This standard does not apply.

(4) *Where drop off facilities are provided, they shall be designed to meet the requirements of the American with Disabilities Act but still provide for direct pedestrian circulation.*

Response: No drop-off facilities are proposed. This standard does not apply.

(5) *Internal roadways shall be designed to slow traffic speeds. This can be achieved by keeping road widths to a minimum, allowing parallel parking, and planting street trees to visually narrow the road.*

Response: Internal circulation within parking areas is designed to discourage aggressive driving and ensure a safe environment for pedestrian and motor vehicle operators. The use of landscaping and islands will create a perception of a pedestrian-focused environment while also creating a more aesthetically pleasing and environmentally friendly design. This standard is met.

8.360 Pedestrian Amenities.

Amenities such as awnings, seating, special paving and planters can have a dramatic [effect] on the pedestrian environment. Commercial developers should give as much thought to the pedestrian environment as they give to vehicle access, circulation and parking. The standards for pedestrian amenities are related to the scale of the development and also provide the flexibility for the developer to select the most appropriate amenities for the particular site and use.

(1) *All new commercial structures and improvements to existing sites shall provide pedestrian amenities. The number of pedestrian amenities shall comply with the following sliding scale.*

REQUIRED PEDESTRIAN AMENITIES	
Size of Structure or Improvement	Number of Amenities
Less than 5,000 sf	1
5,000 – 10,000 sf	2
10,001 – 50,000 sf	3
More than 50,000 sf	4

(2) *Acceptable pedestrian amenities include the following improvements. No more than two of any item may be used to fulfill the requirement:*

- (a) *Sidewalks at least 10 feet wide with ornamental treatments (e.g., brick pavers), or sidewalks that are 50 percent wider than required by the Code.*
- (b) *Benches or outdoor public seating for at least four people.*
- (c) *Sidewalk planter(s) enclosing a total of 8 square feet.*
- (d) *Pocket parks or decorative gardens (minimum usable area of 300 square feet).*
- (e) *Plazas (minimum usable area of 300 square feet).*

- (f) *Street trees 50 percent larger than required by the Code.*
- (g) *Weather protection (awnings, etc.).*
- (h) *Other pedestrian amenities that are not listed but are similar in scale and benefit.*
- (3) *Pervious pedestrian amenities can include approved vegetated post-construction stormwater quality improvements.*
- (4) *Pedestrian amenities shall meet the following standards:*
 - (a) *Amenities shall be located outside the building main entrance, along pedestrian corridors, or near transit stops. Amenities shall be visible and accessible to the general public from an improved public or private street. Access to pocket parks, plazas, and sidewalks must be provided by a public right-of-way or a public access easement.*
 - (b) *Amenities are not subject to setback requirements.*
 - (c) *Amenities are consistent with the character and scale of surrounding developments. For example, similarity in awning height, bench style, planter materials, street trees, and pavers is recommended to foster continuity in the design of pedestrian areas. Materials should be suitable for outdoor use, easily maintained, and have a reasonably long life cycle (e.g., 10 years before replacement).*

Response: The proposed building size of 41,749 SF requires the inclusion of three pedestrian amenities. As shown in the attached plans, the amenities provided are a public plaza, outdoor public seating (seat walls), a landscaped stormwater swale, and an entry canopy adjacent to the plaza. This standard is met.

8.370 Pedestrian Connections.

- (1) *New retail, office and institutional buildings at or near existing or planned transit stops shall provide convenient pedestrian access to transit.*

Response: The subject site is 0.1 miles from the transit stop at 24th Avenue SW and Highway 99E. As shown in the attached plans, the building will provide a direct pedestrian connection to the sidewalk on Highway 99E, providing convenient access to transit. This standard is met.

- (2) *Walkways shall be provided that connect building entrances and streets adjoining the site.*

Response: As shown in the attached plans (Exhibit 3 Sheet C2.1), walkways will be provided from the main building entrance to the adjacent streets. This standard is met.

- (3) *Pedestrian connections to adjoining properties shall be provided except where impractical. Pedestrian connections shall connect the on site circulation system to existing or proposed streets, walkways, and driveways that abut the property. When adjacent properties are undeveloped or have the potential to be redeveloped, streets, accessways and walkways on site shall be laid out or stubbed to allow for extension to the adjoining property.*

For the purposes of this section, "impractical" means where one or more of the following conditions exists:

- (a) *Physical or topographic conditions make a connection impracticable. Such conditions include but are not limited to freeways, railroads, steep slopes, wetlands or other bodies of water where a connection could not reasonably be provided;*
- (b) *Buildings or other existing development on adjacent land physically preclude a connection now or in the future considering the potential for redevelopment; or*
- (c) *Where streets or accessways would violate provisions of leases, easement, covenants, restrictions or other agreements existing as of May 1, 1995, which preclude a required street or accessway connection.*

Response: The subject site is surrounded by developed properties and rights-of-way. No connections to adjoining properties are practical. This standard does not apply.

- (4) *On sites at major transit stops provide the following:*
- (a) *Either locate buildings within 20 feet of the transit stop, a transit street or an intersecting street, or provide a pedestrian plaza at the transit stop or a street intersection;*
 - (b) *A reasonably direct pedestrian connection between the transit stop and building entrances on the site;*
 - (c) *A transit passenger landing pad accessible to disabled persons;*
 - (d) *An easement or dedication for a passenger shelter, if requested by the transit provider; and*
 - (e) *Lighting at the transit stop.*

Response: The subject site is not at a transit stop. This standard does not apply.

8.390 Compatibility Details.

Attention to detail can significantly increase the compatibility of commercial development with adjacent uses. Commercial development shall be designed to comply with the following applicable details and any other details warranted by the local conditions:

- (1) *On-site lighting is arranged so that light is reflected away from adjoining properties and/or streets.*

Response: As depicted on Exhibit 3 Sheet E1.1PH, all overhead lighting will be directed downward to illuminate the parking areas and exterior of the building with the primary purpose of increasing safety for employees and visitors. Light pollution will be mitigated by utilizing appropriate shielding on light fixtures and planting trees along the borders of the parking lots. This standard is met.

- (2) *Any undesirable impacts produced on the site, such as noise, glare, odors, dust, or vibrations have been adequately screened from adjacent properties.*

Response: The landscape plan (Exhibit 3 Sheets L4.1-L4.2) includes a variety of parking lot trees and shrubs lining the exterior of the parking lot/site with the intention of segregating the neighbors from any noise, glare, odors, and dust. Furthermore, the secure parking area will be surrounded by fencing. This standard is met.

- (3) *The site is protected from any undesirable impacts that are generated on abutting properties.*

Response: The site is bordered by residential and medical uses, Highway 99E, and Cathey Creek. These properties do not create undesirable impacts and no protections are needed. This standard does not apply.

- (4) *Unightly exterior improvements and items such as trash receptacles, exterior vents and mechanical devices have been adequately screened.*

Response: As shown in the attached plans, trash receptacles will be stored in a concrete masonry unit (CMU) block trash enclosure south of the western parking area. Mechanical equipment will be located on the roof and will be blocked by parapets and mechanical screens, as shown in the attached elevations. This standard is met.

- (5) *Storage areas, trash collection facilities and noise generating equipment are located away from public streets, abutting residential districts or development, or sight obscuring fencing has been provided.*

Response: As shown in the attached plans, the trash area will be screened by a sight-obscuring CMU block wall. This standard is met.

- (6) *Where needed, loading facilities are provided on-site and are of sufficient size and number to adequately handle the delivery or shipping of goods or people. Where possible, loading areas should be designed so that vehicles enter and exit the site in a forward motion.*

Response: The proposed development is for a Community Services use. No loading area is needed or proposed. This standard does not apply.

Article 9 – On-Site Development and Environmental Standards

Off-Street Parking

9.020 Space Requirements.

Off-street parking and loading must be provided for all development in the amounts indicated in the table below subject to any applicable reductions permitted in this Article. All required parking must be developed in accordance with the standards in this Article.

- (1) *Calculating Floor Area for Parking. The area measured is the combined floor area of each level of a building exclusive of vent shafts, court yards, stairwells, elevator shafts, restrooms, storage rooms and rooms designed and used for the purpose of storage and operation of maintenance equipment, and covered or enclosed parking areas.*
- (2) *Employees. The number of employees shall include those working on the premises, plus proprietors, during the largest shift at peak season.*
- (3) *Fractional Space Requirements shall be counted to the nearest whole space; half spaces will be rounded up.*
- (4) *Unspecified Uses and Alternative Standards. When a use is not specifically listed in the Table 9-1: Parking Requirements, the Director will determine if the use is similar to a listed use in terms of parking needs. When a use is not similar to a use listed in Table 9-1 or the applicant has documentation that demonstrates a different parking demand, the Director may approve alternative parking standards. Acceptable documentation may include parking standards from other cities of similar size, company data on parking demand, parking demand studies, or the ITE Parking Generation Manual.*

Response: Table 9-1 (Parking Requirements) does not identify the minimum number of spaces required for police stations. No similar uses are listed. Therefore, the Planning Director may approve alternative parking standards. Parking standards from other cities of similar size are provided in Table 1 below.

City	Use Category	Ratio (parking spaces per unit)
St. Louis Park, MN	Police Station	1 per 1,000 SF
Bloomington, IN	Police Station	3 per 1,000 SF (1 per 333 SF) plus 1 per company vehicle
Racine, WI	Police Station	4 per 1,000 SF (1 per 250 SF)
Bend, OR	Government – point of service intended to serve the City	1 per 350 SF
Corvallis, OR	Public Safety Services	1 per 400 SF or 2 per bed
Keizer, OR	Government offices open to the public	1 per 500 SF
Tigard, OR	Emergency Services	3 per 1,000 SF (1 per 333 SF)

The first three cities presented above were used based on population size as listed in *Parking Standards*, a publication of the American Planning Association Planning Advisory Service in 2002. St. Louis Park, Bloomington, and Racine all have parking standards specifically for police stations. As shown, their ratios vary widely from 1 per 1,000 SF to 4 per 1,000 SF floor area (1 per 250 SF).

Also shown are standards for similar uses from four Oregon cities with similar populations per the 2014 city population estimates produced by the Population Research Center at Portland State University. Many other cities of similar size to Albany do not specify parking for similar civic uses. However, as shown above, in Oregon, parking for government/public safety services uses ranges from 1 space per 333 to 1 per 500 square feet.

The proposed building is 41,749 SF. Based on the figures in Table 1 above, the average ratio is approximately 1 space per 452 SF of gross floor area. To be conservative, the applicant proposes a standard of one parking space per 400 SF of gross floor area, which equates to a minimum of 105 spaces. As illustrated on Exhibit 3 Sheet C2.1, the proposed site plan would provide 32 parking spaces for public/visitor use and 135 secure spaces for police parking, totaling 167 spaces, which exceeds the proposed requirement. This standard is met.

9.025 Parking in the Public Right-of-Way.

Parking spaces in a public right-of-way may not be counted as fulfilling any part of the parking requirements except when permitted below. Any parallel parking spaces in the right-of-way that are counted toward fulfilling the parking requirements must be at least 25 feet long.

- (5) *Non-Residential Development. The amount of off-street parking required may be reduced by one space for every on-street space abutting the development for up to 25 percent of the minimum parking requirement, except when the development is proposed in a residential zoning district in Article 3 or in the ES (Elm Street) zone.*
- (a) *The on-street parking spaces must be at least 100 feet from a residential zoning district or the ES zoning district.*
- (b) *On-street parking credits can only be granted for developments with frontage on streets that allow parking on both sides and with approval from the Director of Public Works.*

Response: No parking in the public right-of-way is proposed. This standard does not apply.

9.120 Parking Area Improvement Standards.

All public or private parking areas, loading areas and outdoor vehicle sales areas must be improved based on the following standards:

- (1) *General. All parking spaces must be improved in accordance with these standards and available for use at the time of project completion.*
- (2) *Other Requirements. All parking areas shall conform to the setback, clear vision, landscaping, and buffering/screening provisions of this Code.*

Response: The proposed parking lot has been designed in compliance with applicable provisions of the Albany Development Code and shall be completed prior to the opening of the new police station. This standard is met.

- (3) *Surfacing. All required parking, including travel aisles and access, shall have a durable, dust-free surface of asphalt, cement concrete, or other materials approved by the Director. Parking lot surfacing shall not encroach upon the public right-of-way except when it abuts a concrete public*

sidewalk, or has been otherwise approved by the Director of Public Works. Pervious pavements, such as pervious asphalt or pervious concrete, may be allowed by the Director of Public Works.

Response: As described in the response to Section 9.020(4) above, based on the alternative parking demand data presented, 105 stalls are required for the proposed 41,749 SF building. As shown in the attached plans, all required and non-required striped parking spaces will be hard-surfaced with asphalt concrete over aggregate. This standard is met.

- (4) *Drainage. All parking lots must provide a drainage system to dispose of the runoff generated by the impervious surface. Post-construction stormwater quality facilities are required per Title 12 of the Albany Municipal Code when applicable. Provisions shall be made for the on-site collection of drainage water to eliminate sheet flow of such water onto sidewalks, public rights-of-way, and abutting private property. All drainage systems must be approved by the Director of Public Works.*

Response: As shown in the attached plans (Exhibit 3 Sheets C2.2 and C2.3), the paved areas will drain to stormwater facilities on the east and west sides of the site, with a portion also draining to the proposed public storm line running in the Willetta Street corridor (discharging to Cathey Creek). These facilities will meet City standards. This standard is met.

- (5) *Perimeter Curb. Perimeter curbing is required for protection of landscaped areas and pedestrian walkways, and to prevent runoff onto adjacent properties. All parking areas except those required in conjunction with a single- or two-family dwelling or approved overflow parking areas shall provide a curb at least 6 inches high along the perimeter of all parking areas. Exceptions may be allowed for connections to approved vegetated post-construction stormwater quality facilities.*

Response: As shown in the attached plans, on the northern-facing and internal parking areas, a continuous 6" curb will surround the parking stalls. Abutting the stormwater facilities, no curb will be provided per the exception above. This standard is met.

- (6) *Wheel Bumper. All parking stalls fronting a sidewalk, alleyway, street or property line, except for those required in conjunction with a single- or two-family dwelling, shall provide a secured wheel bumper at least 6 inches high and at least 6 feet long, set back from the front of the stall at least 2-1/2 feet, but no more than 3 feet. If the sidewalk is widened to 7 feet 6 inches to allow for vehicle encroachment, no wheel bumpers are required.*

Response: As shown in the attached plans, parking stalls fronting walkways narrower than 7'-6" will include 6" high, 6' long wheel stops. This standard is met.

- (7) *Turnaround. Except for single-family and duplex dwellings, groups of more than two parking spaces must be located and served by an aisle or turnaround so that their use will require no backing movements or other maneuvering in a street right-of-way other than an alley.*

Response: As shown in the attached plans, all stalls will be served by aisles and no backing into a street right-of-way will be required. This standard is met.

- (8) *Striping. Lots containing more than two parking spaces must have all required spaces permanently and clearly striped. Stripes must be at least four inches wide. When motorcycle parking, compact, or handicapped parking spaces are provided, they shall be designated within the stall.*

Response: As illustrated in Exhibit 3 Sheet C2.1, the proposed parking spaces in the parking lots are separated by a 4-inch-wide stripe. Handicapped spaces are appropriately denoted with painted and signed designations. This standard is met.

- (9) *Connecting to Adjacent Parking Areas. Where an existing or proposed parking area is adjacent to a developed or undeveloped site within the same zoning district, any modifications 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.*

Response: The proposed parking area abuts the Cathey Creek right-of-way to the north, Highway 99E to the east, and developed sites to the south and west. No future connections are expected. This standard does not apply.

- (10) *Parking Lot Landscaping. Parking lots shall be landscaped according to the standards in Section 9.150.*

Response: Compliance with this requirement is outlined in the response to Section 9.150. This standard is met.

- (11) *Compact Car Parking. No more than 40% of parking spaces provided may be designated for compact cars. Compact spaces must be signed and/or the space painted with the words "Compact Car Only."*

Response: No compact spaces are proposed as part of this development. This standard does not apply.

- (12) *Parking Accessible to the Disabled. All parking areas must provide accessible parking spaces in conformance with the Oregon Structural Specialty Code.*

Response: For parking areas with 151 to 200 spaces, the Oregon Structural Specialty Code requires six accessible spaces, one of which must be van accessible. As illustrated on Exhibit 3 Sheet C2.1, five standard accessible space and one van-accessible space is proposed for this facility. This standard is met.

- (13) *Bicycle Parking. Bicycle parking space requirements are as follows:*

- (a) *For multiple-family dwellings (three or more units) – one space per four units.*
- (b) *For industrial development – one space for every 10 automobile spaces required.*
- (c) *For commercial or office development - at least two spaces, plus one space for every 10 automobile spaces required.*
- (d) *Exemptions -- the Director may allow exemptions to or reductions in required bicycle spaces in connection with temporary uses or uses that are not likely to need bicycle parking.*

Bicycle parking spaces shall meet the following standards:

- (e) *Required spaces should be visible and not hidden, and must be located as near as possible to building entrances used by automobile occupants.*
- (f) *Each required bicycle parking space must have a parking rack securely fastened to the ground. Parking racks must support each bicycle at a minimum of two points, including at least one point on the frame, and must allow the frame and at least one wheel to be locked with a U-type lock.*
- (g) *Bicycle parking areas must provide at least 3 feet of clearance around all 3 sides of a fully-loaded bicycle rack and have an overhead clearance of at least 7 feet.*
- (h) *At least one-half of required bicycle parking spaces must be sheltered. Spaces must be protected from precipitation by a roof overhang or a separate roof at least 7 feet tall. Bicycle parking spaces within roofed buildings and bike lockers are considered sheltered spaces.*

Response: The closest category for this use is commercial or office development, so this project would need to provide at least two bicycle parking spaces, plus one space for every 10 required vehicle spaces. Based on the required 105 parking spaces, a total of 13 bicycle spaces are required. As illustrated on Exhibit 3 Sheets C2.1 and L2.1, parking for 8 bicycles has been provided east and west of the building,

with spaces for another 14 bicycles in the sally port. The public racks are proposed to be located so that the canopy provides weather protection. This standard is met.

(14) *Lighting. 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.*

Response: As shown in Exhibit 3 Sheet E1.1PH, parking lot lighting fixtures will be located to concentrate lighting around the parking areas and shielding will be provided as appropriate. This standard is met.

(15) *Pedestrian Access. Walkways and accessways shall be provided in all new off-street parking lots and additions to connect sidewalks adjacent to new development to the entrances of new buildings. All new public walkways and handicapped accessible parking spaces must meet the minimum requirements of the Oregon Structural Specialty Code.*

Response: As shown in the attached plans, walkways will be provided from the existing sidewalks on Willetta Street and Highway 99E to the building, as well as from the building to the parking areas. This standard is met.

(16) *When employee parking is designated in new developments, parking for carpools and vanpools shall be provided and located near the employee entrances to buildings.*

Response: As shown in the attached plans, carpool/vanpool parking will be located near the rear entry of the building. This standard is met.

9.130 Off-Street Parking Lot Design.

All off-street parking lots must be designed in accordance with City standards for stalls and aisles as set forth in Table 9-2: Parking Lot Design and supplemental drawings. Stall dimensions are measured from inside the stripes.

- (1) *Compact spaces shall be at least 8 feet wide by 16 feet long.*
- (2) *Accessible spaces shall be a minimum of 9 feet wide and 17 feet long and designed in accordance with the Oregon Structural Specialty Code (OSSC). An adjacent access aisle must be provided that is at least 8 feet wide and 17 feet long for a van-accessible space, and 6 feet wide for a standard accessible space.*
- (3) *Stall Width. Long-term parking spaces must be at least 8.5 feet wide. Parking stalls for grocery stores or adjacent to planter islands must be at least 9.5 feet wide.*
- (4) *Minimum Aisle Widths. Aisles for two-way traffic and emergency vehicle operations must be at least 24 feet wide. One-way aisles and one-way emergency vehicle access must be at least 20 feet wide.*
- (5) *The design of driveways and on-site maneuvering and loading areas for commercial and industrial developments shall include 20 feet of storage length for entering and exiting vehicles, in order to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation.*

A Parking Angle	B Stall Width	C Curb Width	D Aisle Width	E Stall Depth	F Bumper Overhang	G Dead-end Back-up
(Parallel)	8.0 feet	8.0 feet	N/A	25.0 feet	N/A	N/a
45	8.5	12.0	13.0	17.5	2.0	5.0
	9.0	12.7	12.0	17.5	2.0	5.0
	9.5	13.4	11.0	17.5	2.0	5.0
	10.0	14.1	11.0	17.5	2.0	5.0

60	8.5	9.8	18.0	19.0	2.5	5.0
	9.0	10.4	16.0	19.0	2.5	5.0
	9.5	11.0	15.0	19.0	2.5	5.0
	10.0	11.6	14.0	19.0	2.5	5.0
Compact	8.0 C	8.0 C	26.0 C	16.0 C	3.0	5.0
90	8.5	8.5	26.0	18.5	3.0	5.0
	9.0	9.0	26.0	18.5	3.0	5.0
	9.5	9.5	26.0	18.5	3.0	5.0
	10.0	10.0	24.0	18.5	3.0	5.0

Response: As shown in the attached plans, all parking spaces will be 90 degree and will meet the dimensional standards above. Stalls will be 9' or 10' wide, with 15.5' to 16.5' paved areas and 3' landscaped overhangs, and two-way parking lot aisles will be 26 feet wide. This standard is met.

Landscaping

9.140 General Requirements.

Landscaping requirements by type of use are listed below:

- (6) *Landscaping Required – Residential. All front setbacks (exclusive of accessways and other permitted intrusions) are required to be landscaped before an occupancy permit will be issued or final building permit approved. In all residential districts except Rural Residential (RR), the minimum landscaping acceptable for every 50 lineal feet of street frontage (or portion thereof, deducting the width of the driveway) is:*
- One tree at least 6 feet tall.*
 - Four 1-gallon shrubs or accent plants.*
 - The remaining area treated with attractive ground cover (e.g., lawn, bark, rock, ivy, and evergreen shrubs).*

Response: No residential uses are proposed. This standard does not apply.

- (7) *Landscaping Required – Non-Residential. All required front and interior setbacks, exclusive of accessways and other permitted intrusions, must be landscaped before an occupancy permit will be issued. Minimum landscaping acceptable for every 1,000 square feet of required setbacks in all commercial industrial districts is as follows:*
- One tree at least 6 feet tall for every 30 feet of street frontage.*
 - Five 5-gallon or eight 1-gallon shrubs, trees or accent plants.*
 - The remaining area treated with suitable living ground cover, lawn, or decorative treatment of bark, rock, or other attractive ground cover.*
 - 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.*

Response: The subject site has 377' of frontage in the OP zone. Thus, 13 trees are required. As shown in the attached plans (see Exhibit 3 Sheets L4.0-L4.4), over 25 trees will be provided in the front setback area. The required setback area, including the 5' interior setback and 10' front setback areas, is 6,725 SF. Thus, the minimum 5-gallon shrubs required are 5 per 1,000 SF, or 34. As shown in the attached plans, upwards of 100 5-gallon shrubs will be planted in the required setback area, and the remaining areas of the proposed improvements will be treated with ground cover. This standard is met.

- (3) *Alternate Plan – Non-Residential - The Director may approve placement of the required setback landscaping in public right-of-way when the following conditions are met:*

- (a) *The site contains existing development that includes substantial building(s), and is subject to ADC improvement requirements due to a change of use or vacancy; and*
- (b) *The appropriate government agency grants written permission for use of the right-of-way; and*
- (c) *The applicant provides written assurance that on-site setback landscaping will be installed within 90 days in the event permission to use the right-of-way is revoked; and*
- (d) *The Director finds that the required setback landscaping can feasibly be installed on the property without creating other violations of this Code; and*
- (e) *The Director finds that providing the landscaping in the public right-of-way in the interim fulfills the intent this Code for high quality development (9.010) and the minimum landscaping requirements in Section 9.140(2)(a) through (c).*

Response: The applicant is not requesting that landscaping in the right-of-way satisfy the Development Code requirements for setback plantings. This standard does not apply.

9.150 Parking Lot Landscaping.

The purpose of landscaping in parking lots is to provide shade, reduce stormwater runoff, and direct traffic. Incorporation of approved vegetated post-construction stormwater quality facilities in landscaped areas is encouraged. Parking lots must be landscaped in accordance with the following minimum standards:

- (1) *Planter Bays. Parking areas shall be divided into bays of not more than 12 parking spaces. At both ends of each parking bay there shall be curbed planters at least 5 feet wide, excluding the curb. Gaps in the curb may be allowed for connections to approved post-construction stormwater quality facilities. Each planter shall contain one canopy tree at least 10 feet high and decorative ground cover containing at least two shrubs for every 100 square feet of landscape area. Neither planter bays nor their contents may impede access on required public sidewalks or paths, or handicapped-accessible parking spaces.*

Response: As shown in the attached plans, the parking area is divided into bays of no more than nine spaces, with curbed planters at every end. Each island will contain a canopy tree and numerous shrubs. No bays or contents impede access to required public sidewalks or ADA parking spaces. This standard is met.

- (2) *Entryway Landscaping. Both sides of a parking lot entrance shall be bordered by a minimum 5-foot-wide landscape planter strip meeting the same landscaping provisions as planter bays, except that no sight-obscuring trees or shrubs are permitted.*

Response: As shown in the attached plans, parking lot entrances will be bordered with wide planter strips with compliant plantings and ground cover. This standard is met.

- (3) *Parking Space Buffers. Parking areas shall be separated from the exterior wall of a structure by pedestrian walkways or loading areas or by a 5-foot strip of landscaping materials.*

Response: As shown in the attached plans, all parking spaces will be separated from the building by at least 7' of walkway or other buffers. This standard is met.

- (4) *Alternate Plan. An alternate plan may be submitted that provides landscaping of at least five percent of the total parking area exclusive of required landscaped yard areas and that separates parking areas of more than 100 spaces into clusters divided by landscape strips. Each planter area shall contain 1 tree at least 10 feet tall and decorative ground cover containing at least 2 shrubs for every 100 square feet of landscape area. Landscaping may not impede access on required public sidewalks or paths, or handicapped-accessible parking spaces.*

Response: No alternate plan is proposed. This standard does not apply.

- (5) *Landscape Protection. Required landscaped areas adjacent to graveled areas must be protected, either by railroad ties secured by rebar driven 18 inches into the ground, by large boulders, or by another acceptable means of protection.*

Response: No graveled areas are proposed. This standard does not apply.

9.160 Irrigation of Required Landscaping.

All required landscaped areas must be provided with an irrigation system unless a licensed landscape architect, landscape construction professional or certified nurseryman submits written verification that the proposed plants do not require irrigation. Irrigation systems installed in the public right-of-way require an encroachment permit.

Response: Exhibit 3 Sheet L3.1 illustrates the irrigation requirements for all of the landscaped areas. The landscaped area and the stormwater treatment areas will be irrigated using rotary spray nozzles. Temporary irrigation will be provided to help establish plantings in the Highway 99E right-of-way abutting. Final design of the irrigation system would be performed at the time of permitting. This standard is met.

9.170 Identification of Existing Trees.

In all proposed developments, existing trees over 25 inches in circumference (8 inches in diameter) as measured 4.5 feet above mean ground level from the base of the trunk shall be noted on all development plans, with notations indicating whether they are to be removed or utilized in the development. To obtain the circumference of a tree with multiple trunks, add the individual trunk circumferences, which are greater than 6 inches in circumference. Clusters of trees in open space and floodplain areas may be noted in approximate locations.

Response: The required information is contained with Exhibit 3 Sheet C2.1. This standard is met.

Tree Protection

9.207 Applicability.

Site Plan Review approval is required for the felling of 5 or more trees larger than 25 inches in circumference (approximately 8 inches in diameter) on a lot or property in contiguous single ownership in excess of 20,000 square feet in any zone.

The following activities are exempt from site plan review if they meet the applicable requirements of the Significant Natural Resource overlay districts in Article 6:

- (1) *The action of any City official or of any public utility necessary to remove or alleviate an immediate danger to life or property; to restore utility service or to reopen a public street to traffic.*
- (2) *Felling of any tree that is defined as a nuisance under the Albany Municipal Code.*
- (3) *Any felling necessary to maintain streets or public or private utilities within a public right-of-way or utility easement provided the Tree Commission or City Forester approved the proposed tree felling.*
- (4) *Felling of trees planted as Christmas trees.*
- (5) *Felling of trees on property under a Forest Stewardship Plan approved by the Oregon Department of Forestry.*

Response: As shown in the attached plans, the proposed development will result in the removal of four trees on site in excess of 8 inches in diameter. Since this is fewer than five trees, the proposed tree felling is not subject to review under Section 9.208. This standard does not apply.

9.208 Tree Felling Criteria.

The following review criteria replace the Site Plan Review criteria found elsewhere in this code for the purpose of reviewing tree felling. A Site Plan Review for tree felling will be processed as a Type I-L land use decision.

- (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, the Community Development Director, City Forester, or his/her designee shall approve site plan review 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 State standards, City ordinances, 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.*

Response: As illustrated on Exhibit 3 Sheet C2.1, removal of multiple trees is required to construct the proposed police station, parking areas, stormwater management facilities, and required landscaping. Due to the site's location within the heart of the City, it is not anticipated that tree removal would negatively impact environmental quality. The site is not within a Significant Natural Resource Overlay District. This standard is met.

- (4) *The Director may attach conditions to the approval of the tree felling permit 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.*
- (5) *Precautions shall be made to protect residual trees and tree roots from damaging agents during and after the removal process. The following tree protection specifications should be followed to the maximum extent feasible for all projects with protected existing trees.*

- (a) *Within the drip line of any protected existing tree, there shall be no cut or fill over a four-inch depth unless a qualified arborist or forester has evaluated and approved the disturbance.*
- (b) *Prior to and during construction, an orange fence shall be erected around all protected existing trees that is a minimum of 4 feet tall, secured with metal T-posts, no closer than 6 feet from the trunk or within the drip line, whichever is greater. There shall be no storage or movement of equipment, material, debris or fill within the fenced tree protection zone.*
- (c) *During the construction stage of development, the applicant shall prevent the cleaning of equipment or material or the storage and disposal of waste material such as paints, oils, solvents, asphalt, concrete, motor oil or any other material harmful to the life of a tree within the drip line of any protected tree or group of trees.*
- (d) *No damaging attachment, wires, signs or permits may be fastened to any protected tree.*
- (e) *Large property areas containing protected trees and separated from construction or land clearing areas, road rights-of-way and utility easements may be "ribboned off," rather than erecting protective fencing around each tree as required in subsection (5)(b) above. This may be accomplished by placing metal t-post stakes a maximum of 50 feet apart and tying ribbon or rope from stake-to-stake along the outside perimeters of such areas being cleared.*
- (f) *The installation of utilities, irrigation lines or any underground fixture requiring excavation deeper than 6 inches shall be accomplished by boring under the root system of protected existing trees at a minimum depth of 24 inches. The auger distance is established from the face of the tree (outer bark) and is scaled from tree diameter at breast height as described in Table 9-3 below.*

Tree Diameter at Breast Height (inches)	Auger Distance from Face of Tree (feet)
8-9	5
10-14	10
15-19	12
Over 19	15

Response: The proposed plantings illustrated on Exhibit 3 Sheets L4.1 and L4.2 more than compensate for the trees proposed for removal. As all trees are proposed to be removed, there is no need for protection measures such as those outlined above. This standard is met.

Buffering and Screening

9.210 General Requirements/Matrix.

In order to reduce the impacts on adjacent uses of a different type, buffering and screening is required in accordance with the matrix that follows Section 9.300. The property owner of each proposed development is responsible for the installation and maintenance of such buffers and screens. The Director may waive the buffering/screening requirements of this section where such has been provided on the adjoining property in conformance with this Code. Where a use would be abutting another use except for separation by right-of-way, buffering (but not screening) shall be required as specified in the matrix. Where a proposed use abuts undeveloped property, only one half of the buffer width shall be required.

TABLE 9-4: BUFFER AND SCREENING MATRIX

Abutting Use or District	Proposed Use
	Commercial/professional or mixed-use
Dwellings in RM and RS-6.5	10' S
Any arterial street	10'
Commercial or professional uses, or commercial and mixed use districts	0'
Any parking lot with at least 5 spaces	0'

"S" indicates screening required.

The buffer/screening standard does not apply along arterial streets where it conflicts with other provisions of this code.

Response: Albany Development Code Table 9-4 (Buffer and Screening Matrix) dictates that a 10' buffer with screening is required when abutting dwellings. This is applicable on the western and southern portions of the site that abut houses in the RM and RS-6.5 zones. A 10' buffer (but no screening) is required on Pacific Boulevard since it is an arterial street. No other buffering or screening is required. The standards of this section are addressed below.

9.240 Buffering.

The minimum improvements within a buffer area consist of the following:

- (1) *At least one row of trees. These trees will be not less than 10 feet high at time of planting for deciduous trees and spaced not more than 30 feet apart and 5 feet high at time of planting for evergreen trees and spaced not more than 15 feet apart. This requirement may be waived by the Director when it can be demonstrated that such trees would conflict with other purposes of this Code (e.g. solar access).*
- (2) *At least five 5-gallon shrubs or ten 1-gallon shrubs for each 1,000 square feet of required buffer area.*
- (3) *The remaining area treated with attractive ground cover (e.g., lawn, bark, rock, ivy, evergreen shrubs).*

Response: As shown in the attached plans (see Exhibit 3 Sheets L4.0 through L4.4), a perimeter of one row of parking lot trees will be on the north and south lot lines. Perimeters of two rows of trees will be provided on the eastern lot line and of three rows of trees will be provided on the western lot line. In addition, an 8' high fence will be provided around the site boundary on the north, west, and southwestern lot lines. More than five 5-gallon shrubs will be provided for each 1,000 SF of buffer area. All other landscape area will be covered in ground cover. This standard is met.

9.250 Screening.

Where screening is required or provided, the following standards apply in addition to conditions (1) and (3) above:

- (1) *One row of evergreen shrubs that will grow to form a continuous hedge at least 4 feet tall within two years of planting, or*
- (2) *A fence or masonry wall at least 5 feet tall constructed to provide a uniform sight-obscuring screen, or*
- (3) *An earth berm combined with evergreen plantings or a fence that forms a sight and noise buffer at least 6 feet tall within two years of installation.*

Response: As shown in the attached landscape plans, a continuous evergreen hedge will surround the parking area. In addition, an 8' high wall will be provided around the site boundary on the north, west,

and southwestern lot lines, satisfying the requirement to screen adjoining residences. This standard is met.

9.260 Clear Vision.

Buffering and screening provisions are superseded by the clear vision requirements of Section 12.180 and by the fence and wall height restrictions of the zone when applicable.

Response: Exhibit 3 Sheet L4.0 illustrates the required clear vision areas at the driveway entrances and the landscaping has been selected to comply with the applicable standards. This standard is met.

Fences

9.380 Standards.

Fences and walls shall meet the following standards. If a fence or wall is used to meet required screening, it shall meet the provisions in Section 9.385.

Standards in Commercial, Industrial, HD, CB, ES, LE, MS, PB, WF, and TD zones:

- (4) *Fences in front setbacks. Fences shall be no taller than 6 feet in required front setbacks. 6-foot fences containing barbed wire on top or fences taller than 6 feet are not permitted in the front setback.*

Response: As illustrated in Exhibit 3, no fencing is proposed in the front setback. This standard does not apply.

Article 11 – Land Divisions and Planned Developments

Subdivisions and Partitions

11.180 Tentative Plat Review Criteria.

Approval of a tentative subdivision or partition plat will be granted if the review body finds that the applicant has met all of the following criteria which apply to the development:

- (1) *Development of any remainder of property under the same ownership can be accomplished in accordance with this Code.*

Response: As illustrated on Exhibit 3 Sheet C2.4, the replat would combine two parcels, plus the vacated portions of Willetta Street and Cathey Creek, into one parcel under the same ownership. The proposed development would utilize the entire site and would also dedicate the Willetta Street cul-de-sac bulb. This standard is met.

- (2) *Adjoining land can be developed or is provided access that will allow its development in accordance with this Code.*

Response: The adjoining land is currently developed (except Cathey Creek to the north) and has access to existing rights-of-way so the proposed vacation area is unnecessary for development of adjoining lots. Combining multiple parcels into one lot allows for construction of the proposed police station. This standard is met.

- (3) *The proposed street plan affords the best economic, safe, and efficient circulation of traffic possible under the circumstances.*

Response: No new streets are proposed. The cul-de-sac will serve the subject site and other properties on Willetta Street, and will provide the best possible circulation given the dead-end setting. Combining multiple parcels into one lot allows for construction of the proposed police station. This standard is met.

(4) *The location and design allows development to be conveniently served by various public utilities.*
Response: As shown in the attached plans, the subject site will be served by public utilities. The replat would accommodate and provide easements for the existing public water and stormwater facilities on site. This standard is met.

(5) *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.*
Response: The subject site is not in a special purpose district. This standard does not apply.

Article 12 – Public Improvements

Streets

12.060 General Provisions.

No development may occur unless it has frontage on or approved access to a public street currently open to traffic. A currently non-open public right-of-way may be opened by improving it to City standards.

Response: The subject site has frontage on Highway 99E and Willetta Street. This standard is met.

Streets shall be connected to reduce travel distance, provide multiple travel routes, and promote the use of alternative modes. Street patterns have a greater long-range effect on land use patterns, than do parcel patterns or building location.

Response: The site is located near the end of the Willetta Street right-of-way, bordered by Cathey Creek to the north, developed lots to the west, and Pacific Boulevard (Highway 99E) to the east. The street network is already set at this location. This standard does not apply.

Streets (including alleys) within and adjacent to a development shall be improved in accordance with the standards in this Article. In addition, any new street or additional street width planned as a portion of an approved street plan shall be dedicated and improved in accordance with this Article.

Response: This proposal will include improvement of the cul-de-sac at Willetta Street. This standard is met.

When the City Engineer determines that a required street improvement would not be timely, the City Engineer may accept a Petition for Improvement/Waiver of Remonstrance for a future assessment district.

Response: No remonstrance is requested. This standard does not apply.

The City Engineer may approve adjustments to the required street right-of-way and planter widths when necessary to accommodate approved street-side post-construction stormwater quality facilities.

Response: No adjustment is requested. This standard does not apply.

12.070 Creation of Streets.

Streets are usually created by approval of a subdivision or partition plat. However, the City Council may also approve creation of a street by acceptance of a deed. If creating a street unintentionally results in a land partition, the owner is not required to apply for partition approval as long as the resulting parcels comply with Code standards.

Response: The site is located near the end of the Willetta Street right-of-way and is bordered by Pacific Boulevard (Highway 99E) to the east. The street network is already set at this location. The proposed vacation would eliminate the existing Willetta Street right-of-way and the proposed replat would dedicate the Willetta Street cul-de-sac bulb. This standard is met.

12.100 Access to Public Streets.

With the exceptions noted in Section 1.070, the location and improvement of an access point onto a public street shall be included in the review of a development proposal. In addition, the following specific requirements shall apply to all access points, curb cuts, and driveways:

- (1) *Approaches and driveways to City streets and alleys must be paved and constructed in accordance with the Standard Construction Specifications. Driveways serving more than one property shall be paved the full length of the shared portion.*

Response: As shown in the attached plans, paved driveway access points are proposed on the Willetta Street cul-de-sac and onto Highway 99E. This standard is met.

- (2) *Driveways for single- and two-family dwellings must have a minimum width of 10 feet and a maximum width of 24 feet (not to exceed the width of the driveway curb cut) and minimum separation of 5 feet.*

Up to four multiple-family units that front on a public street may have separate driveways. The driveways shall meet the same standards as for single- and two-family dwellings.

Driveways for all other uses must have widths of 12-16 feet for one-lane (one-way) driveways, 24-32 feet for two-lane driveways, and 36 feet for three-lane driveways. Three-lane driveways must have designated lanes and turning movements. Industrial driveways shall have a width of 24-48 feet. There must be a minimum separation of 22 feet between all driveways except for single- and two-family dwellings. The width of a driveway will be determined by measuring at the curb line and will exclude the transitions which must conform to standards fixed by the City Engineer.

Response: This proposal is for a public building and use. As shown in the attached plans, the driveways will be two-way and will be a minimum of 24' wide. This standard is met.

- (3) *All driveways must be located as far as practical from a street intersection, and in no instance shall the distance from an intersection be less than the following, as measured from the nearest curb return radius:*

Arterial Street 40 feet

Collector Street 20 feet

Local Street 10 feet

At intersections with bulbouts or post-construction stormwater quality curb extensions incorporated into the curb return the measurement will be made from the nearest curb return radius. When different classes of streets intersect, the distance required is between an access point and the intersection of the street type that requires the greater distance.

Response: The subject site is located on Pacific Boulevard/Highway 99E, a Principal Arterial, and Willetta Street, a local street. The proposed driveway onto Highway 99E will be approximately 460 feet from the nearest arterial street intersection (at 24th Avenue SW) and approximately 540 feet from the nearest local street intersection (at 29th Avenue SW). This standard is met.

- (4) *The location, width, and number of accesses to a public street may be limited for developments that are subject to site plan review. All development that proposes access to an arterial street is subject to site plan review and the design requirements of 12.230.*

Response: This process is understood. Section 12.230 is addressed in this narrative. This standard is met.

(5) *Access points to a public street shall be the minimum necessary to provide reasonable access while not inhibiting the safe circulation and carrying capacity of the street.*

Response: Only one access point is proposed to each public street. This standard is met.

(6) *Properties with frontage on more than one street may be restricted to access on the street(s) of a lower classification through site plan, land division, or other review procedures.*

Response: This potential limitation is understood. Due to the need to provide access to Pacific Boulevard and limit site traffic on Willetta Street, the applicant requests a primary entrance on Pacific Boulevard. This standard is met.

(7) *A common access point at a property line is encouraged and may be required in order to reduce the number of access points to streets. Construction of common access points must be preceded by recording of joint access and maintenance easements.*

Response: This potential requirement is understood.

(8) *With the exception of single-family residential development, approach grades must not exceed 10 percent slope within 20 feet of a public street. Driveways for single-family residential development shall comply with applicable fire and building codes.*

Response: As shown in the attached grading plan (Exhibit 3 Sheet C2.2), the slopes within 20' of the public streets will be no more than 5.7%. This standard is met.

(9) *Access to designated state highways is subject to the provisions of this Article in addition to requirements of the State Highway Division and State Department of Transportation. When regulations of the City and State conflict, the more restrictive requirements apply.*

Response: This relationship is understood. The applicant will apply for ODOT permits for the proposed driveway on Highway 99E. This standard is met.

(10) *For developments on property larger than five acres in contiguous ownership fronting on an arterial street or limited access highway, a frontage road may be required in order to provide a single access determined by the review body to be the most appropriate location for safety and convenience.*

Response: The subject site is less than five acres. This standard does not apply.

(11) *When access is allowed on an arterial street, efforts shall be made to locate it adjacent to the interior property line where it could be shared by the adjacent property.*

Response: Access is proposed on Highway 99E, a Principal Arterial, and Willetta Street, a local street. The driveway onto Highway 99E cannot be shared with the northern property, as it is separated by Cathey Creek. This standard does not apply.

12.110 Street Location, Width and Grade.

The location, width, and grade of all streets must conform to any approved transportation master plan or recorded subdivision plat. When location of a street is not shown in an approved street plan, the arrangement of streets in a development shall either provide for the continuation or appropriate projection of existing principal streets in the surrounding areas or conform to a plan for the neighborhood approved or adopted by the City to meet a particular situation where topographical or other conditions made continuance of or conformance to existing streets impractical or where no plan has been previously adopted.

In addition, new streets may be required to be located where the City Engineer determines that additional access is needed to relieve or avoid access deficiencies on adjacent or nearby properties. In

determining the location of new streets in a development or street plan, consideration shall be given to maximizing available solar access for adjoining development sites.

Street grades must be approved by the City Engineer, who will consider drainage and traffic safety.

Response: No changes are proposed to the existing street locations or grades. This standard does not apply.

12.120 Rights-of-Way and Roadway Widths.

Unless otherwise indicated on an approved street plan or in Section 12.130, the street right-of-way and roadway widths shall not be less than the minimum shown below in Table 12-1. Where a range is indicated, the width shall be determined by the City Engineer. Reductions in roadway width may be allowed to facilitate curb extensions required for approved street side post-construction stormwater quality facilities in the landscape strip/planter area. Reductions require approval of the City Engineer.

TABLE 8-1: STREET RIGHT-OF-WAY AND ROADWAY WIDTH REQUIREMENTS		
Type of Street	Minimum Rights-of-Way Width	Minimum Roadway Width
Arterial	70-120 feet	40-70 feet
Collector	60-80 feet	36-48 feet
Local*	42-56 feet	22-32 feet
Radius for turnaround at end of cul-de-sac	43 feet	36 feet
Alley	14-20 feet	12-20 feet

*When street rights-of-way are less than 60 feet wide, a parallel public utility easement 7-feet-wide shall be dedicated on both sides of the right-of-way unless waived by the City Engineer.

Response: No changes are proposed to the existing right-of-way widths. This standard does not apply.

12.140 Additional Rights-of-Way.

A development project requiring land use approval is required to dedicate additional right-of-way if an existing street abutting or within the development does not meet the widths designated in Section 12.120. This provision does not apply to property line adjustments or historic review. While not required to dedicate additional right-of-way, single- and two-family dwellings (and related accessory buildings) are subject to setbacks from future street rights-of-way as provided in Section 3.190.

Response: The existing rights-of-way meet the designated standards. This standard does not apply.

12.150 Future Extensions of Streets.

When it is necessary to give access to or permit a future division of adjoining land, streets shall be extended to the adjoining tract. A barricade at the end of the street shall be installed and paid for by the property owners. It shall not be removed until authorized by the City Engineer.

Response: No access to or division of adjoining land is required. This standard does not apply.

12.160 Street Alignment.

As far as practical, streets shall be dedicated and constructed in alignment with existing streets. Arterial and collector streets shall have continuous alignments without offset or staggered intersections. In no case shall streets be designed so that jogs of less than 300 feet are created as measured from the centerline of any intersection involving an arterial or collector street.

Response: The site is located near the end of the Willetta Street right-of-way, bordered by Cathey Creek to the north, developed lots to the west, and Pacific Boulevard (Highway 99E) to the east. The street network is already set at this location. This standard does not apply.

12.170 Intersections.

Streets must intersect as nearly as possible at right angles. Proposed intersection of two streets at an acute angle of less than 75 degrees is not allowed. An oblique street should be curved approaching an intersection to provide at least 100 feet of street at right angles with the intersection. Not more than two streets shall intersect at any one point.

Response: The street network is already set at this location. This standard does not apply.

12.180 Clear Vision Area.

A clear vision area must be maintained at each access to a public street and on each corner of property at the intersection of two streets or a street and a railroad. No fence, wall, hedge, sign, or other planting or structure that would impede visibility between the heights of 2 and 8 feet shall be established in the clear vision area. Visibility is not considered impeded by a fence where materials are 35 percent or less of the surface area of that portion of the fence above 2 feet. Fence posts spaced at 8 feet or more apart are not counted as part of the fence surface area. Height measurements shall be made from the top of the curb or, when no curb exists, from the established street center line grade.

- (1) *The clear vision area provisions do not apply to the following:*
- (a) *a public utility pole,*
 - (b) *a tree trimmed (to the trunk) to a line at least eight feet above the level of the intersection,*
 - (c) *another plant species of open growth habit that is not planted in the form of a hedge and that is planted and trimmed to leave at all seasons a clear and unobstructed cross-view,*
 - (d) *a supporting member or appurtenance to a permanent building lawfully existing on the date this standard becomes effective,*
 - (e) *an official warning sign or signal,*
 - (f) *the post section of a pole sign when there are no more than two posts and any post is less than eight inches in diameter, and*
 - (g) *existing or new buildings that meet the minimum setbacks.*
- (2) *A clear vision area consists of a triangular area, two sides of which are lot lines or a driveway and a lot line for a distance specified in this section, or, where the lot lines have rounded corners, the lot lines extended in a straight line to a point of intersection and so measured, and the third side of which is a line across the corner of the lot joining the non-intersecting ends of the other two sides (See illustration below, Figure 6). The measurements in Table 12-4 below shall establish the clear vision areas:*

Type of Intersection	Measurement Along Each Lot Line or Drive Edge*
Controlled Intersection (stop sign or signal)	20 feet
Uncontrolled Intersection	30 feet
Commercial and Industrial District driveways	20 feet
Residential District driveways	15 feet
Alley (less than 25 feet)	20 feet

*When two or more streets of different right-of-way width intersect, the distance to be measured along the lot lines shall be the distance specified for each type street.

Response: Exhibit 3 Sheet L4.0 illustrates the required clear vision areas at the driveway entrances. No obstacles are proposed within the regulated heights (2-8' above grade) and the landscaping has been selected to comply with the applicable standards. This standard is met.

12.190 Cul-de-sacs.

The street pattern may include cul-de-sacs and bulbs only if connectivity and block length standards have been met. A cul-de-sac must not exceed 400 feet. A cul-de-sac must end in a circular turnaround, except as provided in 12.130 (4)(c). Dead-end streets longer than 400 feet may be approved by the City Engineer if no other means is available for development of the property.

A 10-foot-wide lighted concrete bikeway/pedestrian accessway shall be dedicated and constructed from the end of each cul-de-sac to the nearest street or property line of adjacent property, except where the cul-de-sac abuts developed property and/or the City Engineer determines there is no need for a connection.

Response: The proposed development includes the improvement of an existing dead end street with a new cul-de-sac. No accessway is necessary. The cul-de-sac will end in a circular turnaround. This standard is met.

12.200 Street Abutting New Development.

Sections of existing streets that directly abut a new development and do not meet City standards shall be constructed to City standards. The City Engineer may approve construction of a partial-width street, provided the design is determined to be adequate to accommodate needed public facilities, storm drainage runoff, traffic volumes, and traffic loadings. The design of the improvement shall consider the ultimate design of the fully widened street. For purposes of this section, "development" means a land division, new commercial or industrial development, construction of multi-family residential units, or a manufactured home or recreational vehicle park.

A future improvement assurance, as described in Section 12.600, may be accepted by the City when the City Engineer determines that the street improvement would not be timely.

Response: The existing street stub of Willetta Street will be improved to current standards with the cul-de-sac. This standard is met.

12.210 Slope and Curves.

Slope shall not exceed 6 percent on arterials, 10 percent on collector streets, or 12 percent on other streets. Center line radii or curves shall be not less than 600 feet on arterials, 400 feet on collectors, or 200 feet on other streets. When existing conditions, particularly the topography, make it otherwise impractical to provide buildable sites, steeper grades and sharper curves may be approved by the review body. In flat areas, allowance shall be made for finished street grades having a minimum slope of at least 0.5 percent, when possible.

Response: No changes to the existing street system are proposed. This standard does not apply.

12.220 Street Adjacent to Railroad.

Whenever a proposed development contains or is adjacent to a railroad right-of-way, provision may be required for a street approximately parallel to and on each side of the railroad right-of-way at a distance suitable for appropriate use of the land between each street and the railroad. The distance shall be determined with consideration at each cross street of the minimum distance required for approach

grades to a future grade separation and to provide sufficient depth to allow screen planting along the railroad right-of-way in non-industrial areas.

Response: The subject site is not adjacent to a railroad. This standard does not apply.

12.230 Access to Arterials.

When a development abuts or contains an existing or proposed arterial street, the development design shall provide adequate protection for residential properties and shall separate residential access and through traffic; or if separation is not feasible, the design shall minimize the traffic conflicts. The design requirements may include any of the following:

- (1) *A parallel access street along the arterial;*
- (2) *Lots abutting the arterial of suitable depth to provide adequate buffering and having frontage along another street;*
- (3) *Screen planting at the rear or side property line to be contained in a non-access reservation along the arterial; or*
- (4) *Other treatment, as determined by the Director, suitable to meet the objectives of this subsection.*

Response: This standard is primarily intended to protect new residences from the traffic effects from an arterial. Since no residences are proposed for this development, this standard does not apply.

12.260 Traffic Signals.

Where a single development or concurrent group of developments will create a need for a traffic signal at an intersection, such installation may be a condition of development approval.

Response: Feedback from the City Engineer and ODOT staff has indicated that no traffic signal is required. This standard does not apply.

Sidewalks

12.290 Requirement.

All development for which land use applications are required by Section 1.060 must include sidewalks adjacent to public streets. This requirement also applies to new single-family houses and duplexes if they are located on arterial or collector streets or on curbed local streets, if there is an existing sidewalk within 500 feet on the same side of the street.

Sidewalks shall be built when arterial and collector streets are constructed and at the discretion of the City Engineer during their reconstruction. This provision shall also apply to local streets that serve commercial and multi-family development. Sidewalks are required on both sides of all streets. If an interim street standard is being constructed which does not include bike lanes or sidewalks, interim bikeways or walkways for pedestrians shall be provided by paved roadway shoulders at least 8 feet wide on arterials and 6 feet on other streets. Provision of sidewalks may be waived when the street serves a use or combination of uses that generate fewer than 50 trips a day (based on ITE standards) and cannot be continued or extended to other properties.

Response: As shown in the attached plans, a sidewalk will be added on the southeastern side of the new cul-de-sac to connect the on-site walkway to the existing sidewalk. This standard is met.

12.300 Design, Width, and Location.

All sidewalks must be constructed, replaced or repaired in accordance with the Standard Construction Specifications. The required width and location of sidewalks is as follows:

- (1) *The required width for a sidewalk on an arterial or collector street is 7 feet. This may be reduced to 6 feet if the sidewalk is separated from the curb by a landscaped planter strip at least 5 feet wide. When there is inadequate right-of-way for additional width and no additional right-of-way can be obtained as a condition of development approval, the sidewalk width may be reduced to 5 feet. In all cases, any right-of-way remaining outside the sidewalk is to be landscaped and maintained by the adjoining property owner.*

Response: No new sidewalks on arterial or collector streets are proposed. This standard does not apply.

- (2) *Sidewalks along residential and other local streets must be at least 5 feet wide. A planter strip at least 6 feet wide shall separate the sidewalk from the street. Street trees shall be selected from the list of approved street trees established by the City. The planter strip shall be of permeable materials. Locating approved street-side post-construction stormwater quality facilities in the planter strip is encouraged.*

Response: The subject site does abut a local street, Willetta Street. The cul-de-sac area will be constructed to City of Albany standards. As shown in the attached plans, the sidewalk on the Willetta Street cul-de-sac will be 5 feet wide. This standard is met.

- (3) *In the Historic Downtown and Central Business districts, as defined on the zoning map, sidewalks must be at least 10 feet wide and be installed adjacent to the curb.*

Response: The subject site is not in the Historic Downtown or Central Business district. This standard does not apply.

- (4) *Regardless of other provisions contained in this article, any sidewalk project that is less than 200 feet in length and connects on either end to an existing sidewalk may be designed to match the existing pattern with the approval of the City Engineer.*

Response: This option is not proposed.

- (5) *When obstructions exist or are proposed (including, but not limited to, mailboxes, utility poles, trees, planters, fire hydrants, signs, benches, bus stops, post-construction stormwater quality facilities, etc.), provisions must be made to maintain a minimum of 4 feet of unobstructed sidewalk width on local streets, 5 feet on collector and arterial streets, and 6 feet in the Historic Downtown (HD) and Central Business (CB) districts.*

Response: No obstructions exist in the area of the new cul-de-sac and sidewalk. This standard does not apply.

- (6) *Clustered mailboxes shall be on an accessible path and shall include a 72" minimum accessible turning space. Adjacent sidewalks may be incorporated in the measurement of the turning space. Where constructed in the public right-of-way, construction shall be in accordance with the Standard Construction Specifications.*

Response: No clustered mailboxes are proposed. This standard does not apply.

- (7) *Maintenance of sidewalks and planter strips shall be the continuing obligation of the adjacent property owner except for approved post-construction stormwater quality facilities located in planter strips or when the lot backs onto an arterial. Other than approved post-construction stormwater quality facilities, planter strips shall be landscaped and maintained in like manner to the front yard setback requirements of Article 9.*

Response: Maintenance of the sidewalk and planting strip will be the obligation of the owner. This standard is met.

(8) *Sidewalks shall be designed to parallel streets in line and grade and shall avoid unnecessary meandering from the curb line and elevation changes except as necessary to avoid significant trees or traverse topographic barriers.*

Response: As shown in the attached plans, the sidewalk southeast of the cul-de-sac was designed in line with the cul-de-sac. This standard is met.

(9) *Public paths not adjacent to a public street shall be a minimum of 10 feet wide.*

Response: No public paths not adjacent to a public street are proposed. This standard does not apply.

Street Trees

12.321 General Requirements.

When a new public street is created in conjunction with development, street trees are required in accordance with the standards provided in the Standard Construction Specifications and the Urban Forestry Management Plan.

Response: No new public streets are proposed. This standard does not apply.

12.324 Street Tree Planting Options.

Options available to meet this requirement are identified below. Where street side post-construction stormwater quality facilities are proposed on a new public street, the option selected must match the planting option selected for the post-construction stormwater quality facilities as identified in Title 12 of the Albany Municipal Code:

- (1) *Submit a street tree plan to the City for planting and establishing trees within the public rights-of-way that meets the tree planting standards in the Urban Forestry Management Plan. The City Forester shall either approve or deny the plan based on the plan's compliance with these requirements.*
- (2) *Pay a fee to the City based upon a requirement for one tree per thirty linear feet of street frontage. This fee shall be deposited into the City's Urban Forestry Program Fees Fund. The City shall thereafter assume responsibility for the purchase, planting, and establishment of street trees within the public right-of-way or on public lands maintained by the City within or abutting the specified development.*

Response: No new public streets are proposed; nonetheless, street trees are proposed in accordance with City requirements (see Exhibit 3 Sheets L4.0-L4.4). This standard is met.

Bikeways

12.330 Master Bikeways Plan.

The City's adopted Master Bikeways Plan is in the Comprehensive Plan.

12.340 Provisions for Bikeways.

Developments adjoining or containing proposed bikeways identified on the adopted Master Bikeways Plan shall include provisions for the future extension of such bikeways. Land use approvals issued for planned developments, greenway conditional use permits, subdivisions and other developments that will principally benefit from such bikeways may be conditioned to include bikeway improvements.

In the case of arterial or collector streets, bike lanes shall be built during their construction, and considered during their reconstruction. This provision shall also apply to local streets in other than single-family residential developments.

Response: The subject site is not adjoining or containing a proposed bikeway. No construction of arterial or collector streets is proposed. This standard does not apply.

12.350 Bikeway Design.

Where possible, bikeways should be separated from other modes of travel, including pedestrian. Minimum width for bikeways shall be 6 feet per travel lane when adjacent to a curb (one-way) and 10 feet when not on a roadway (two-way). A reduction in standards may be allowed when the City Engineer finds that no safety hazard will be created and other special circumstances (such as physical constraints) exist.

Response: No new bikeways are required. This standard does not apply.

Utilities – General

12.360 Utility Easements.

The developer shall make arrangements with the City of Albany and each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development. All utility easements must be public easements.

Response: Easements will be provided for the existing water and stormwater facilities in the Willetta Street corridor. This standard is met.

12.370 Utility Easement Width.

The standard width for public utility easements adjacent to street rights-of-way is 7 feet. The minimum width for all other public utility easements shall be 15 feet for water, 20 feet for sewer, and 15 feet for piped storm drainage unless otherwise specified by the utility company or City Engineer. When feasible, utility easements shall be centered on a lot line.

Response: As shown in the attached plans, public water and storm drainage lines on the site will provide for the required easement widths noted above. This standard is met.

12.380 Information on Development Plans.

The developer must show easements for all utilities. Plans showing the location of all utilities shall be submitted to the City as part of the site plan review or land division process.

Response: All public utilities on the site show easements as required in section 12.370. This standard is met.

12.390 Requirement for Underground Utilities.

Except as exempted in Section 12.400, all utility lines, cables, or wires (including but not limited to those used for electricity, communication, street lighting, and cable television) constructed upon, adjacent to, or within land subdivided or prepared for development after the effective date of this Code, must be placed underground. The intent of the City is that no poles, towers, or other structures associated with utility facilities shall be permitted on any street or lot within such a subdivision or development.

Response: As described in the response to 12.400 below, the proposal is exempt from this standard.

12.400 Exceptions.

Overhead facilities are only permitted in the following instances:

- (1) *Emergency installations, electric transmission lines, or through feeders operating at distribution voltages which act as a main source of supply to primary laterals and to direct connected distribution transformers and primary loads.
Should it be necessary to increase the capacity of major power transmission facilities for service to the area, new or revised installations shall be made only on rights-of-way or easements on which overhead facilities exist at the time of the capacity increase.*
- (2) *Appurtenances and associated equipment such as surface-mounted transformers, pedestal-mounted terminal boxes, meter cabinets, telephone cable closures, connection boxes, and the like.*
- (3) *Structures without overhead wires, used exclusively for fire alarm boxes, street lights, or municipal equipment installed under the supervision and with the approval of the City Engineer.*
- (4) *Power substations, pumping plants, and similar facilities necessary for transmission or distribution of utility services.*
- (5) *Television antennas and satellite dishes [See Section 3.080 (12)].*
- (6) *Industrial developments, except for utility lines, cables, and/or wires providing service to an individual lot. Such lines must be placed underground from the nearest power pole to the facility ultimately being operated on the individual lot. Certain industries requiring exceptionally large power supplies may request direct overhead power as a condition of site plan approval. Underground utilities may be required in Industrial Park developments and planned developments in the Industrial Districts.*
- (7) *New development on existing individual lots of record in areas where service is currently by overhead utilities.*

Response: Overhead facilities exist on the eastern property line and will be allowed to remain per criterion (7) above. The proposal meets this exception.

12.405 Property Monuments.

Upon completion of a utility project and before acceptance by the City, all property corners and other monuments disturbed or removed by the project shall be reestablished and protected by an Oregon-licensed surveyor retained by the developer.

Response: This process is understood.

Water

12.410 When Public Water is Available.

All new development, including a single-family residence, must extend and connect to the public water system when service is available within 150 feet of the property. Fire hydrants, mains, and related appurtenances shall be installed as required by the City Fire Marshal.

Response: As shown in the attached plans, the proposed development will connect to the public water system in Willetta Street. This standard is met.

12.420 When Public Water is Not Available.

No new development is allowed on private well systems, except for construction of one single-family dwelling on an existing lot of record. Residential lots created by a land partition may be served by private wells if approved by the City, and provided the new lots are subject to a Petition for

Improvement/Waiver of Remonstrance for a future assessment district for public water. If a second partition plat is filed on the same parcel, the application will be subject to the subdivision requirement that the development be served by public water.

Response: Public water is available to the subject site. This standard does not apply.

12.430 Extension Along Property Frontage and Within Interior.

Water distribution mains must be extended along the full length of the property's frontage along the right-of-way or to a point identified by the City Engineer as necessary to accommodate likely system expansion. Main extensions may be required through the interior of properties when necessary to provide service to other properties or to provide looping for fire flows.

Response: The public water system currently meets this standard. This standard does not apply.

12.440 Water Plan Approval.

Preliminary water plans and systems must be submitted to the City Engineer as part of the tentative plat or Site Plan Review application. These plans must provide enough information to enable the City Engineer to determine that the proposed development is feasible, but are not required to be detailed construction level documents. The City's Engineering Standards, while not land use criteria, may be used, in whole or in part, by the City Engineer to determine the feasibility of a proposed plan.

Response: The utility plans provided with this submittal show the information required above. This standard is met.

12.450 Design Requirements for New Development.

All new development within the City must, when appropriate, make provisions for the continuation or appropriate projection of existing principal water lines serving surrounding areas.

Response: The existing water system provides the services required to surrounding areas. This standard does not apply.

12.460 Restriction of Development.

The review body may restrict development approvals when a deficiency exists in the water system or portion thereof which cannot be corrected as a part of the development improvements.

Response: No deficiencies are known. This policy is understood but does not apply.

Sanitary Sewers

12.470 When Public Sewer is Available.

All new development must extend and connect to the public sewer system when service is available within 300 feet of the property.

Response: As shown in the attached plans, the proposed development will connect to the public sewer system in the new cul-de-sac on Willetta Street. This standard is met.

12.480 When Public Sewer is Not Available.

Where sewer is not available within 300 feet of the property, no development is allowed on private septic systems, except for construction of one single-family dwelling on an existing lot of record or on a parcel no smaller than five acres created through the land division process. Any private on-site system allowed by this section must be approved by the county.

Response: Public sewer is available to the subject site. This standard does not apply.

12.490 Extension Along Property Frontage and Within Interior.

Sewer collection mains must be extended along the full length of the property's frontage along the right-of-way or to a point identified by the City Engineer as necessary to accommodate likely system expansion. When private sanitary sewer services will exceed 100 feet long, as measured from the public main to the structure, the City Engineer may require extension of public sewers into the interior of the property.

Response: The public sewer system currently meets this standard. This standard does not apply.

12.500 Sewer Plan Approval.

Preliminary sewer plans and systems must be submitted to the City Engineer as part of the tentative plat or Site Plan Review application. These plans must provide enough information to enable the City Engineer to determine that the proposed development is feasible, but are not required to be detailed construction level documents. The City's Engineering Standards, while not land use criteria, may be used, in whole or in part, by the City Engineer to determine the feasibility of a proposed plan.

Response: The utility plans provided with this submittal show the information required above. This standard is met.

12.510 Design Requirements for New Developments.

All new development within the City must, where appropriate, make provisions for the continuation or appropriate projection of existing sewer lines serving surrounding areas. Line extensions may be required through the interior of a property to the developed when the City Engineer determines that the extension is needed to provide service to upstream properties.

Response: The existing sewer system provides the services required to surrounding areas. This standard does not apply.

12.520 Restriction of Development.

The review body may restrict development approvals where a deficiency exists in the sewer system or portion thereof that cannot be corrected as a part of the development improvements.

Response: No deficiencies are known. This policy is understood but does not apply.

*Storm Drainage**12.530 General Provisions.*

The review body will approve a development request only when adequate provisions for storm and flood water run-off have been made as determined by the City Engineer. The stormwater drainage system must be separate from and independent of any sanitary sewer system. When possible, inlets should be provided so surface water is not carried across any intersection or allowed to flood any street. Surface water drainage patterns and proposed storm drainage must be shown on every development proposal plan. All proposed storm drainage management plans and systems must be approved by the City Engineer as part of the tentative plat or site plan review process.

Response: The proposed development will provide a storm drainage system meeting the requirements listed above. This standard is met.

12.535 Storm Drainage Plan Approval.

Preliminary storm drainage management plans and systems must be submitted to the City Engineer as part of the Tentative Plat or Site Plan Review application. These plans must provide enough information

to enable the City Engineer to determine that the proposed development is feasible, but are not required to be detailed construction level documents. The City's Engineering Standards, while not land use criteria, may be used, in whole or in part, by the City Engineer to determine the feasibility of a proposed plan.

Response: The proposed development will provide a storm drainage plan meeting the requirements listed above. This standard is met.

12.540 Easements.

When a subdivision is traversed by a watercourse, drainageway, channel or stream, a public stormwater easement conforming substantially to the lines of the watercourse and further width as the City Engineer determines will be adequate for conveyance and maintenance shall be provided. Improvements to the drainage way, streets, or parkways parallel to watercourses may be required.

Response: The proposed public storm line crossing the property will have an easement dedicated as required above. This standard is met.

12.550 Accommodation of Upstream Drainage.

A culvert or other drainage facility shall be large enough to accommodate potential run-off from its entire upstream drainage area, whether inside or outside of the development. The City Engineer must review and approve the necessary size of the facility, based on the provisions of the Storm Drainage Master Plans, and sound engineering principles, and assuming conditions of maximum potential watershed development permitted by the Comprehensive Plan.

Response: The proposed storm line crossing the property has been sized and designed to accommodate the upstream drainage area. This standard is met.

12.560 Effect on Downstream Drainage Facilities.

When the City Engineer anticipates that the run-off resulting from the development will overload or cause damage to an existing drainage facility, the review body will withhold approval of the development until provisions have been made for improvement, or prevention, of said potential condition.

Response: This condition does not exist to the knowledge of the applicant. This policy is understood but does not apply.

12.570 Storm Drainage Management Practices.

Development must employ storm drainage management practices approved by the City Engineer that minimize the amount and rate of surface water run-off into receiving streams or drainage facilities or onto adjoining properties. As required by Title 12 of the Albany Municipal Code, the development must also employ post-construction stormwater quality management practices approved by the City Engineer that regulate the quality of the stormwater leaving the site. Drainage management practices must include, but are not limited to, one or more of the following practices:

- (1) Temporary and permanent ponding or detention of water;*
- (2) Post-construction stormwater quality facilities;*
- (3) Minimization of impervious surfaces;*
- (4) Emphasis on natural drainageways;*
- (5) Prevention of uncontrolled water flow from the development;*
- (6) Stabilization of natural drainageways as necessary below drainage and culvert discharge points for a distance sufficient to convey the discharge without channel erosion;*
- (7) Collection of runoff from impervious surfaces and transportation to a natural drainage facility with sufficient capacity to accept the discharge; and*

(8) *Other practices and facilities designed to transport stormwater and improve water quality.*

Response: As shown in the attached plans, the proposed on-site storm drainage system meets the requirements listed above. This standard is met.

12.575 Extension Along Property Frontage and Within Interior.

Storm mains must be extended along the full length of the property's frontage along the right-of-way or to a point identified by the City Engineer as necessary to accommodate likely system expansion.

Response: As shown in the attached plans, the public storm line crossing the site (replacing the existing ditch) is designed to meet this requirement. This standard is met.

12.580 Design Requirements for New Development.

All new development within the City must, when appropriate, provide for the continuation or appropriate projection of existing storm drain lines or drainageways serving surrounding areas. Extensions may be required through the interior of a property to be developed when the City Engineer determines that the extension is needed to provide service to upstream properties.

Response: As shown in the attached plans, the proposed public storm line is designed to provide drainage for the upstream area identified in the June 17, 2015, pre-application conference. No further extension of the public storm drainage system is required. This standard is met.

12.581 Restriction of Development.

The review body may restrict development approvals where a deficiency exists in the stormwater system or portion thereof that cannot be corrected as part of the development improvements.

Response: No deficiencies are known. This policy is understood but does not apply.

12.585 NPDES Permit Required.

A National Pollutant Discharge Elimination System (NPDES) permit must be obtained from the Department of Environmental Quality (DEQ) for construction activities (including clearing, grading, and excavation) that disturb one or more acre of land, or whatever the current standard is at the time the application is submitted.

Response: An NPDES permit from DEQ will be acquired prior to any commencement of construction. This standard is met.

Article 13 – Signs

Review Procedures.

13.210 Permit Needed.

Except as specifically excluded herein, no property owner, lessee, contractor, or other person shall display or cause to be displayed any sign requiring a permit as set forth in this Code, except for maintenance of signs that conform with this ordinance, without first obtaining from the Building Official a written permit to do so, paying the fees prescribed therefore, and otherwise complying with all of the applicable provisions of this ordinance. If a governmental agency requires the relocation of a sign, the fee described above shall be waived.

Response: The applicant will obtain necessary permits prior to installation of any signage. This standard is met.

IV. CONCLUSION

Based on the information presented and discussed in this narrative and the attached supporting plans and documentation, this application meets all applicable standards necessary for land use approval. The proposed development complies with all applicable standards of the Albany Development Code and furthers the City's objectives of promoting downtown and providing a facility that meets the needs of the Police Department. The applicant respectfully requests approval by the City.



TO: City of Albany, Community Development Department
FROM: Mario Lattanzio, Chief of Police
DATE: August 17, 2015

The purpose of this report is to document the results of the neighborhood meeting. Following is pertinent information concerning this meeting:

A. Dates and Locations of all neighborhood meetings:

One meeting was held for the purpose of providing information to the neighborhood.

Date: Thursday, August 13, 2015, at 6:00 p.m.

Location: Albany First United Methodist Church
1115 28th Avenue SW
Albany, OR 97321

B. Method of publicizing meeting:

For the neighborhood meeting, 150 public notices were mailed through the United States Postal Service to all property owners and residents within 1,000 feet of the boundaries of the subject property. The public notice included the date, time, and location of the public meeting. It also contained a brief description of the development plans and included a map for geographical reference.

C. Attendees:

The neighborhood meeting was attended by 52 people. Two people were from Mackenzie, and nine people were from the City. The remaining 41 attendees were neighbors or other interested parties. See the attached attendance list.

D. A summary of the concerns, issues, and problems raised by neighbors:

Police Chief Mario Lattanzio opened the neighborhood meeting, introduced staff and presenters, and discussed the details of the property site and building. He specified that the building is not a jail. There are five temporary holding cells (three for adults and two for juveniles) which give staff an area to continue investigations, if needed. The majority of people that are arrested will be taken directly to the Linn County Jail.

Jeff Humphreys, Mackenzie, gave an overview of the design for the proposed police building. He said the state of Oregon requires the City to spend 1.5 percent of the total construction value on green technology. That is being done by putting in solar panels on the roof. He explained that Pacific Boulevard/Highway 99E is the primary access driveway and Willetta Street is the secondary access driveway.

Acting Engineer Staci Belcastro discussed the traffic flow. She said staff has received comments and concerns from citizens about increased traffic on Willetta Street and that the Oregon Department of Transportation (ODOT) has approved the driveway access point on Pacific Boulevard/Highway 99E. She explained that the City has received approval from ODOT, but not the permit, for an unrestricted driveway which means vehicles can make a right in/right out and left in/left out from the site. She said getting the unrestricted access was very important to this project in order to alleviate traffic volume on Willetta Street. She said the ODOT permit application cannot be submitted until the land-use application is submitted.

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There will be additional opportunities for residents to review the land-use application during the land-use process. She said a police station would create a fraction of the traffic compared to other potential buildings such as multifamily housing or offices.

The neighbors expressed the following concerns and questions:

- What street does the front of the building face?
- Has ODOT given the City a permit for the driveway entrance on Pacific Boulevard?
- Increased traffic on Willetta Street.
- Why was this specific location chosen?
- How will this impact property values?
- Can the City clean up the debris in Cathey Creek?
- Potential of flooding on properties.
- Are any changes to the traffic signal anticipated?
- Has a traffic study been completed?
- How will the construction traffic be handled?
- Why wasn't a bridge over Cathey Creek chosen for secondary access?
- Will police staff use Willetta Street?
- What will be the use of sirens in the neighborhood?
- How many shift changes are there?
- How many employees are typically at the station at one time?
- Why are there so many parking spaces?
- How many cars will leave the station at one time when responding to an incident?
- What are the impacts on crime rates in neighborhoods when a police department is located nearby?
- If you arrest someone at the station and let them go, do you let them go in our neighborhood?
- Do you release individuals at all hours?
- Will the jail stay where it is?
- How tall is the lighting in the parking lot?
- Will there be a firing range located within the police department?
- Will there have to be zoning changes?
- Will you assess how the building could impact homes in the area such as increasing flooding in yards or sewer backups?
- What kind of landscaping will go along the outside wall that is around the building?
- Will there be another neighborhood meeting to discuss updates?

E. A discussion of how the applicant has addressed or intends to address concerns, issues, and problems:

- What street does the front of the building face? **Pacific Boulevard**
- Has ODOT given the City a permit for the driveway entrance on Pacific Boulevard? **The City has received approval from ODOT, but doesn't have a permit yet. The permit application takes place during the land-use process.**
- Increased traffic on Willetta Street. **Willetta Street would be used for any development that could occur on the site. The Police Chief will be able to tell his employees which streets to be used to minimize the impact on Willetta Street.**
- Why was this specific location chosen? **The City Council and staff looked at every site available within the City. This property was the best deal we could find with good access points to the community. In addition to this, the south part of Albany is where we will likely see increased growth.**

- How will this impact property values? **Chief Lattanzio said the police stations in Arizona were in the middle of neighborhoods. He doesn't believe the station will have a negative impact on property values.**
- Can the City clean up the debris in Cathey Creek? **If there are issues with Cathey Creek, staff will work to get the area cleaned up.**
- Are any changes to the traffic signal anticipated? **None are anticipated, but we won't know for sure until the traffic analysis is submitted to ODOT for review. Possibly a timing change could be required to the signals on 29th Street.**
- Has a traffic study been completed? **No, this will be submitted to ODOT after the design review.**
- How will the construction traffic be handled? **This will be addressed during permit and planning process. The goal will be to use Highway 99E as the main access point during construction.**
- Why wasn't a bridge over Cathey Creek chosen for secondary access? **There would be a bigger cost impact to build a bridge.**
- Will police staff use Willetta Street? **Minimally.**
- What will be the use of sirens in the neighborhood? **Not typically. Sirens will mainly be used when going out on Pacific Boulevard. Officers typically respond to calls while out on patrol, not from the station.**
- How many shift changes are there? **Two.**
- How many employees are typically at the station at one time? **40 people at any given time, but that number can fluctuate depending on the day and time of the week.**
- Why are there so many parking spaces? **This building is being built to accommodate 20 years' worth of growth.**
- How many cars will leave the station at one time when responding to an incident? **Multiple cars won't try to leave the station at one time. Most officers on shift are already out in the community working and they tend to stay out in the field during their working hours.**
- What are the impacts on crime rates in neighborhoods when a police department is located nearby? **There should not be an increase in crime rates as most individuals who are arrested are processed through the county jail.**
- If you arrest someone at the station and let them go, do you let them go in our neighborhood? **Individuals are usually released from the jail. If they happen to be released from the station, normally someone will come pick them up.**
- Do you release individuals at all hours? **It can happen, but it is not typical procedure.**
- Will the jail stay where it is? **Yes.**
- How tall is the lighting in the parking lot? **That hasn't been finalized yet, but should be around 16 feet tall and the lamps will be light-saving and there is a directional cutoff to minimize light spills offsite.**
- Will there be a firing range located at the police department? **No.**
- Will there have to be zoning changes? **There has not been a zone change petition submitted and one is not needed. 1/3 of the property is zoned residential and 2/3 of the property is zoned office professional, both of which permit police stations.**
- Will you assess how the building could impact homes in the area such as increasing flooding in yards or sewer backups? **There will not be an increase in flooding or sewage backups. Improvements to the Umatilla Lift Station and force main are being constructed this fiscal year and the force main is rerouted.**
- What kind of landscaping will go along the outside wall that is around the building? **Landscaping will be done on the police station side.**
- Will there be another neighborhood meeting to discuss updates? **An additional neighborhood meeting isn't planned, but this project will be moving forward to the**

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**Planning Commission for review and a public hearing on November 16, 2015.
Residents will be able to make additional comments at that time.**

F. A discussion of any concerns, issues, and problems the applicant is unable or unwilling to address and why:

- Building a bridge over Cathey Creek. **This is not a cost effective solution.**

Police Chief Lattanzio thanked everyone for attending and closed the meeting at 7:00 p.m.

ML:de
Attachment



**Neighborhood Meeting for City of Albany Police Station
August 13, 2015**

PLEASE PRINT YOUR NAME AND ADDRESS

Name (Please Print)	Address	Telephone
BILL KNAUSS	820 COX ST.	541-967-6588
Al Steward	1162 Morse Lane SW	541-926-8595
Alycia Loewen	2601 Unatilla SW #3	541-928-5429
Meta Egger	2601 Unatilla SW #2	541 791 3182
Phyllis Greig	1134 SW 29	541 928-3298
Leslie + John Jenks	3174 Fir Oaks Pl SW Albany	541-967-9731
A + L Steckley	2629 S.W Unatilla	
Jim + Pam Van Schoorck	1126 28 th Ave SW	541-926-6558
Jim Delapoe	1114 Lakewood Dr. SE	541 9266 724
Sean Kidd	3015 Liberty St. SW	(904) 315-8004
Frank Moore	2529 Hill St	541 9057937
MIKE MARTIN	1400 Cassin Hwy NW	541 967 6220
John Becker	1100 30 th Pl SW	541 926 5612
Larry + Marge Tomlin	1139 - Morse Ln SW	541-928-4327



**Neighborhood Meeting for City of Albany Police Station
August 13, 2015**

PLEASE PRINT YOUR NAME AND ADDRESS

Name (Please Print)	Address	Telephone
Steve Mills	2023 Kodiak Ave. SW	541-928-0174
Floyd Collins	754 Quany Rd	541-905-4516
NICHOLSON	1111 30th Pl, SW	541-928-4076
Jackie Cegauske	1117 30th Pl SW	541-926-3505
LARRY SENGEN	2400 PACIFIC Blvd SW	541 926-0059
Forest + Mary Winters	1105 Lakewood DR SW	541 926 1116
Marilyn Smith	City of Albany	
Charlie & Alma Mea	2700 WILLETTSW	541-928-4219
Irene COBURN	3035 Liberty St. SW	541-740-7518
DANI L. RADA BOVETT	1110 S.W. 25TH ST,	541-926-6935
Cynthia J. Henshel	2601 Unatilla St #1	541-791-3154
Greg & Susan Holman	3061 Fir Oaks Dr SW Albany	541 928 4324



Neighborhood Meeting for City of Albany Police Station
August 13, 2015

PLEASE PRINT YOUR NAME AND ADDRESS

Name (Please Print)	Address	Telephone
Bomb + Dawn Williams	1108- 30th Pl SW	
Cheryl Kloewer	2810 Willetta St	
Heber Baker	1100 30th Place SW	
Mary Ann Archer	1170-25th Ave SW	
Tom Pepper	3200 SE Davidson —	
Jim Mullen	1232 Crescent Ave —	
David Martineau	City of Albany, 333 Broadview SW, Albany 97321	
CASTLE CLARKE	MACKENZIE 1ST SW WATER PORTLAND 97214	
JEFF HUMPHREYS	LI LI	
Jeff Woodward - City of Albany		
Greg Roe		
Chief Mario Lattanzio - City of Albany		
Staci Belcastro - City of Albany		
Sharon Konopa - City of Albany Mayor		
Nes Hare - City of Albany		
Eric Carter - City of Albany		
Jeff Hinrichs - City of Albany		
Diana Eilers - City of Albany		



1117 Jackson Street SE
Albany, OR 97322-3245
www.cityofalbany.net

Records & Information
(541) 917-7680

Detectives
(541) 917-7686

Property & Evidence
(541) 917-7685

Community Resource Unit
(541) 917-7683

FAX
(541) 928-6692

NEIGHBORHOOD MEETING FOR CITY OF ALBANY POLICE STATION

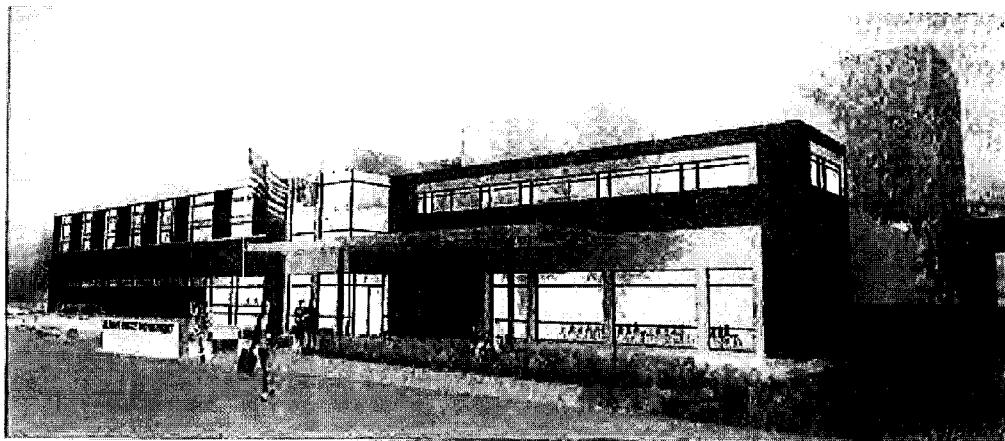
Dear Neighbor:

The City of Albany is holding an informational neighborhood meeting to present plans for a new Albany Police Station. The subject property is located in the 2400 block of Pacific Boulevard SW. The new building will be a two-story structure with approximately 41,000 square feet and will house all police department operations. Plans for the new facility incorporate modern technology, staff and community needs, and meet the latest earthquake and safety standards.

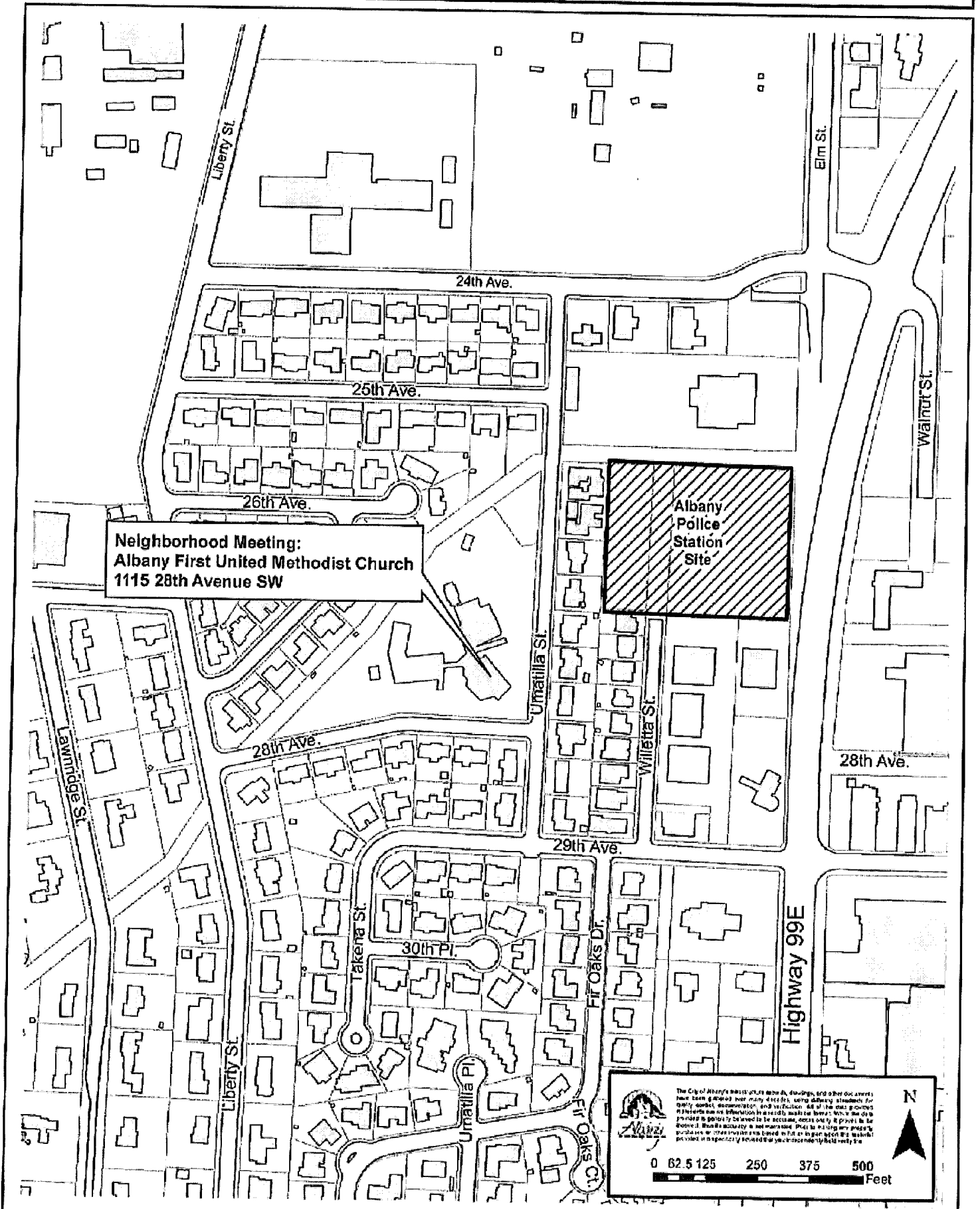
Meeting Date & Time: Thursday, August 13, 2015, at 6:00 p.m.

Meeting Location: Albany First United Methodist Church
1115 28th Avenue SW
Albany, OR 97321

If you have questions about the neighborhood meeting, please call Administrative Services Supervisor Diana Eilers at 541-917-3202.



**Neighborhood Meeting: Thursday, August 13, 2015, 6:00 p.m.
Albany First United Methodist Church, 1115 28th Avenue SW**

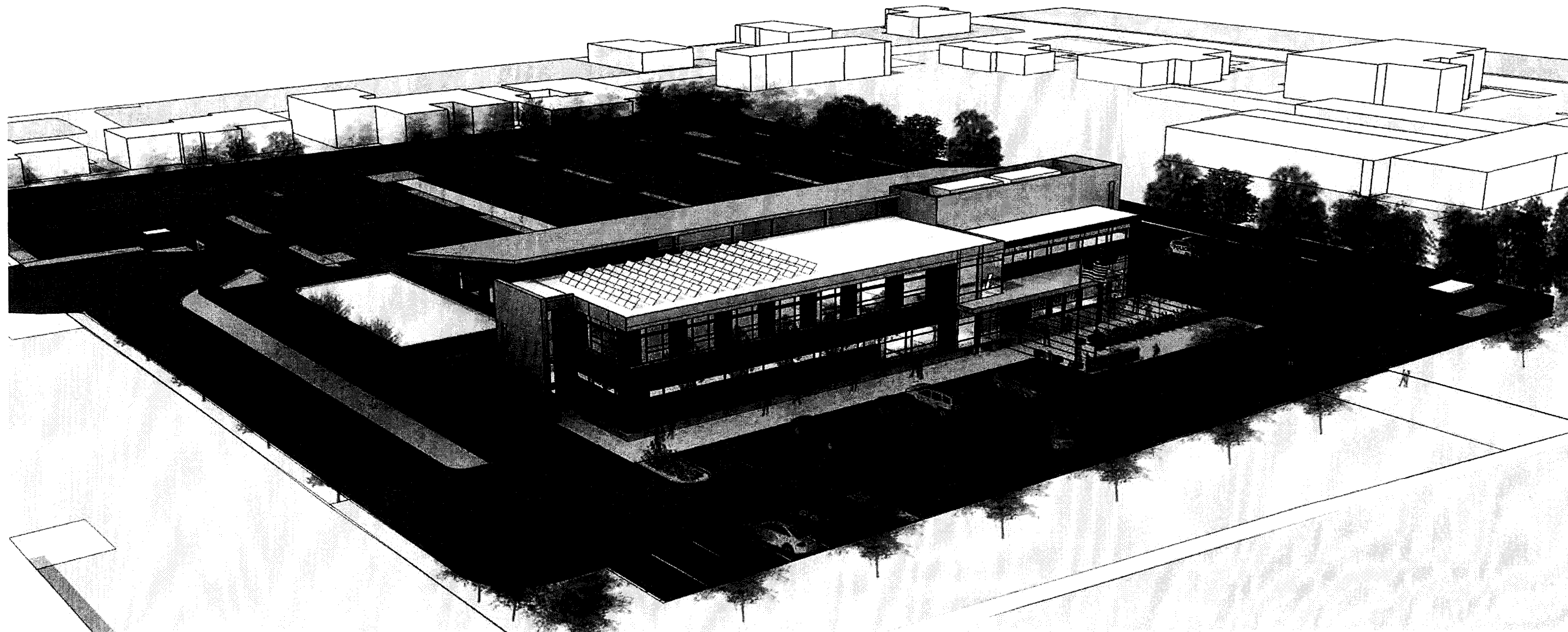


The City of Albany's maps, signs, maps, drawings, and other documents have been prepared over many decades, using different standards for scale, units, projection, and notation. All of the data sources in this map are as accurate as possible, made to meet the city's standards for accuracy. However, accuracy may vary due to the age of the data and the methods used to collect it. Please do not rely on this map for critical decisions. The City of Albany is not responsible for any errors or omissions in this map.

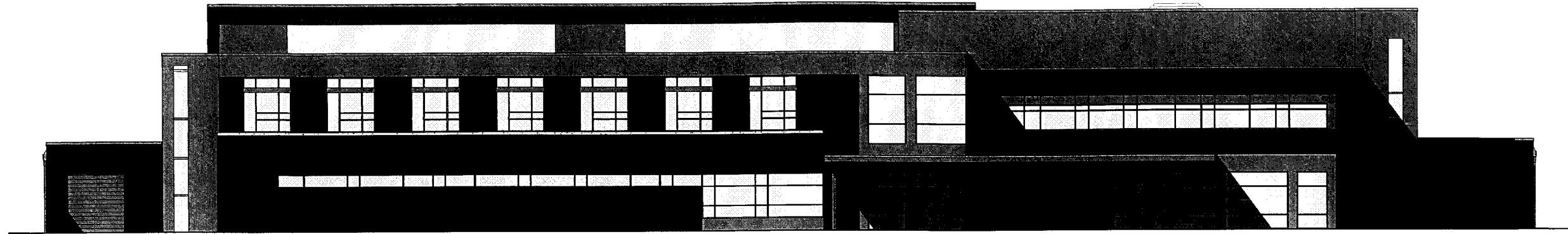
0 62.5 125 250 375 500 Feet



Concept Massing-Perspective View from the Northeast 1



Concept Massing-Aerial View from the Southeast 2



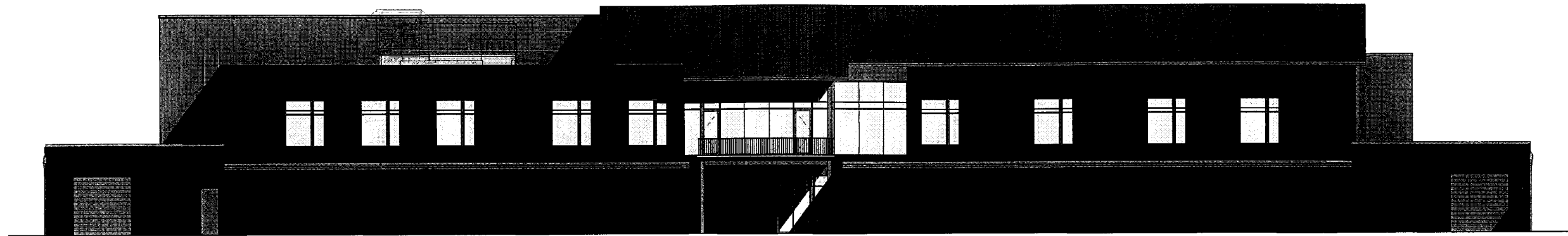
EAST ELEVATION

3/32" = 1'-0"



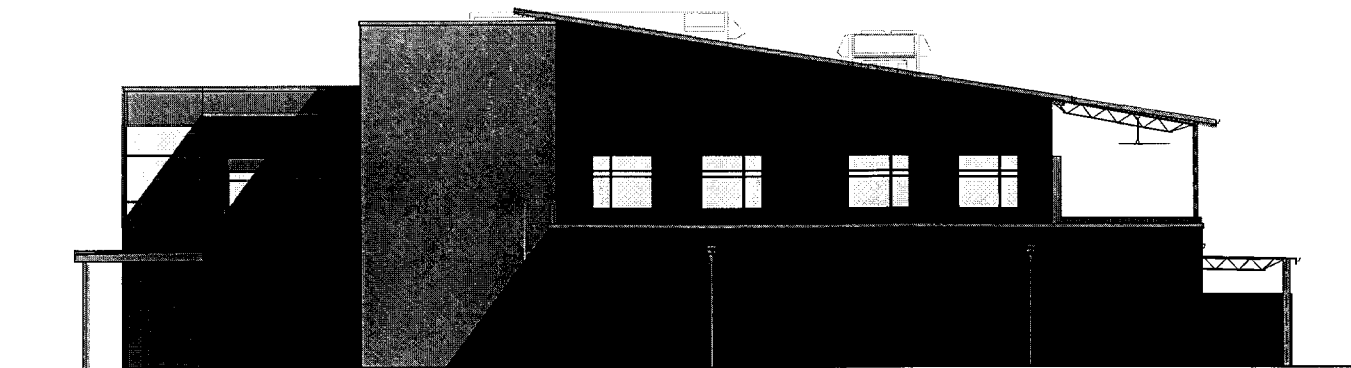
SOUTH ELEVATION

3/32" = 1'-0"



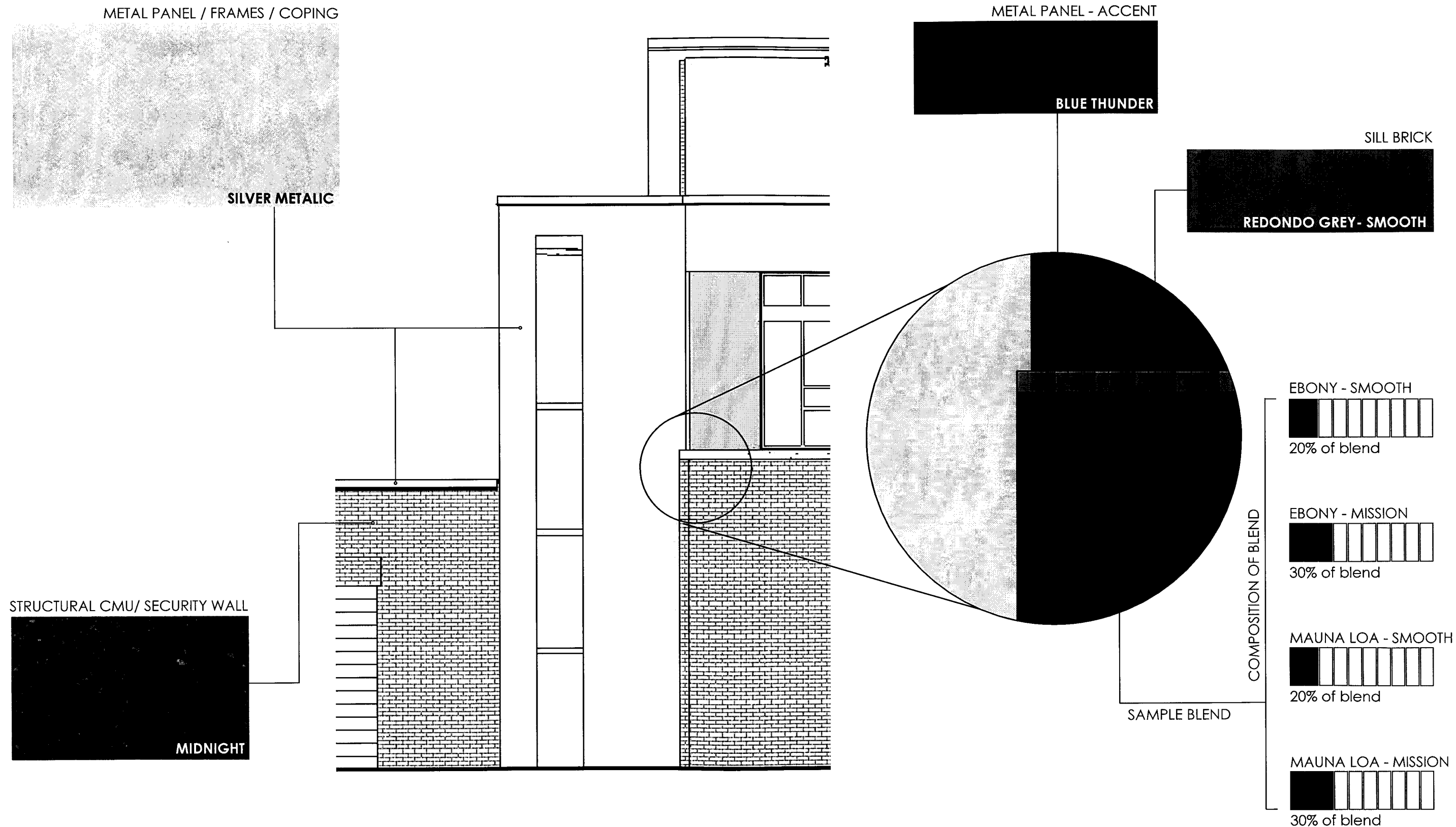
WEST ELEVATION

3/32" = 1'-0"



NORTH ELEVATION

3/32" = 1'-0"





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ALBANY POLICE DEPARTMENT
 333 BROADBELBIN ST.
 SW ALBANY, OR, 97321

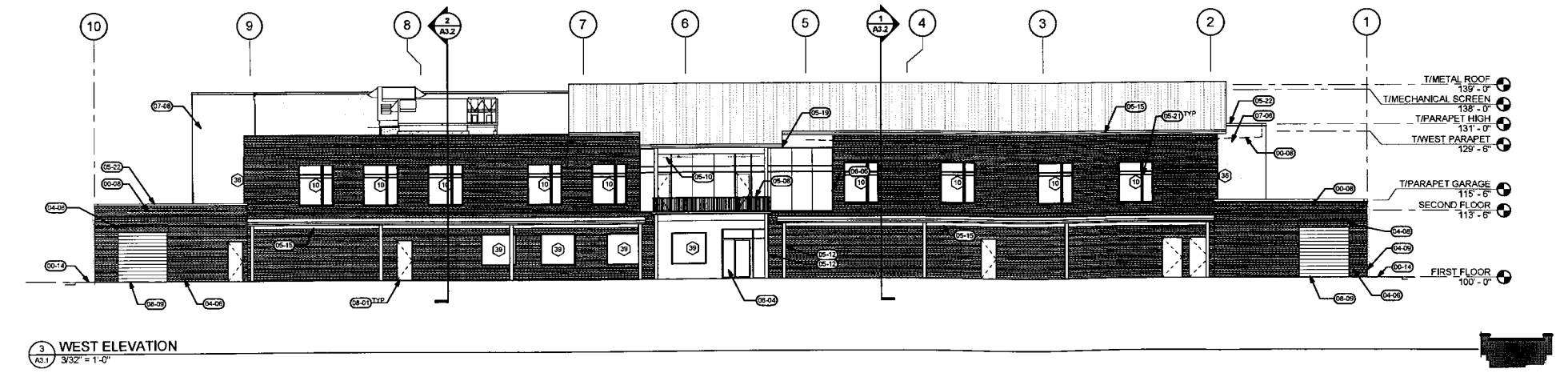
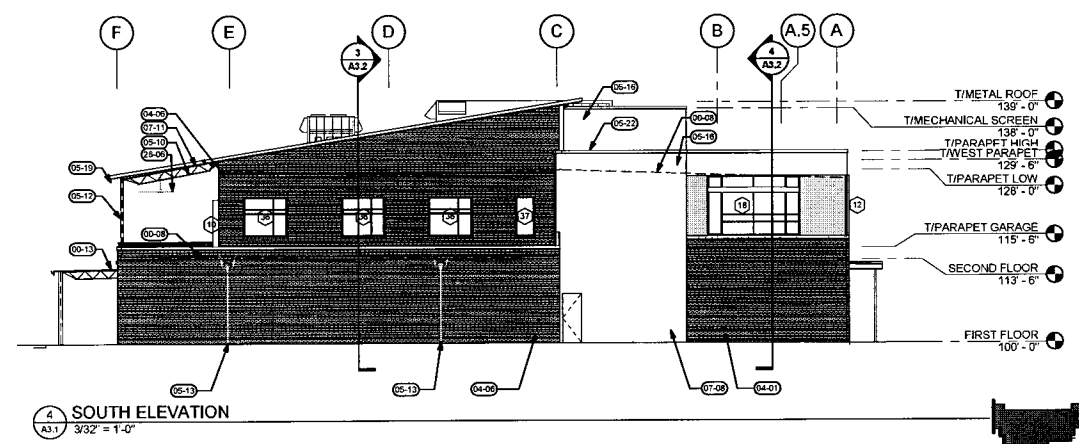
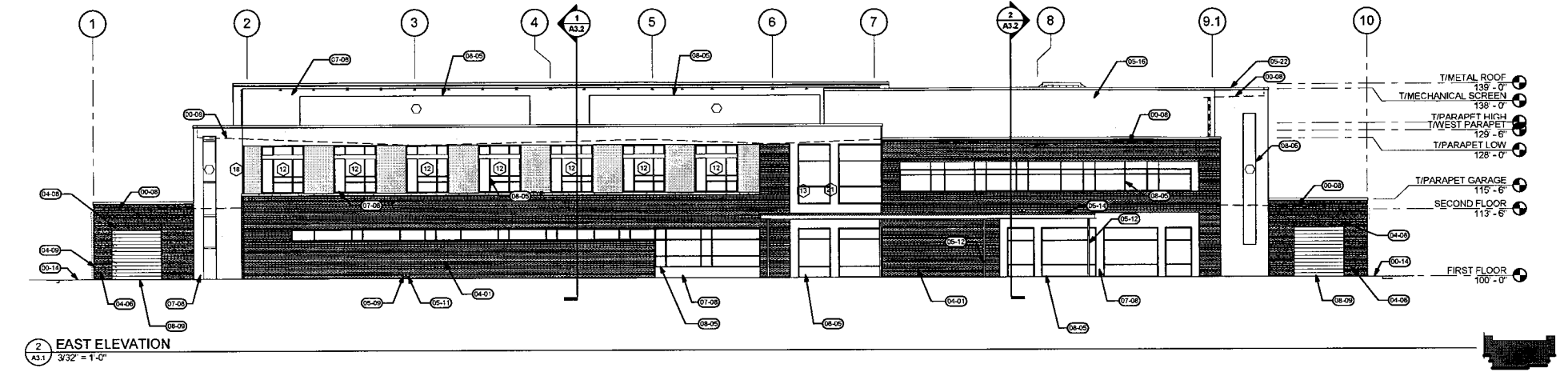
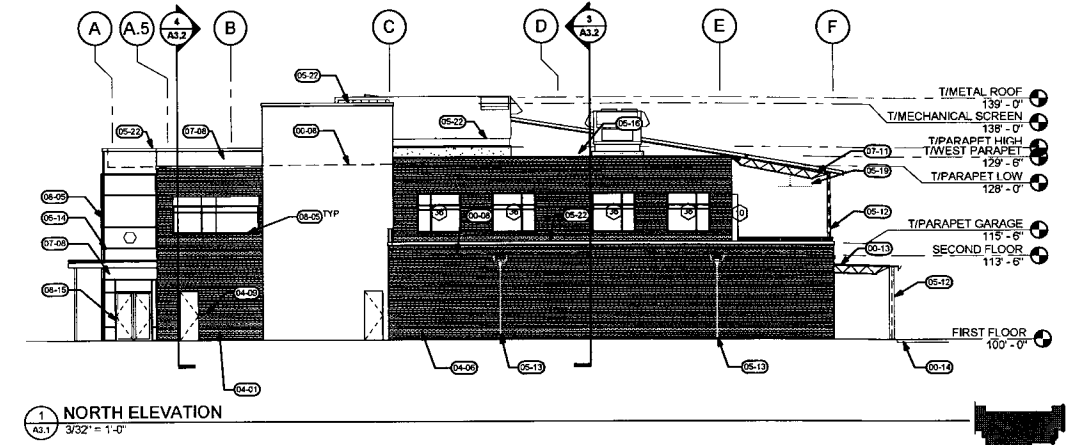
Mechanical/Electrical
INTERFACE ENGINEERING
 708 SW 3RD AVE, SUITE 400
 PORTLAND, OR, 97204

- LEGEND**
- ① WINDOW TYPE - SEE A9.3
 - ② WINDOW TYPE, AS NOTED, OPPOSITE
 - ③ WINDOW TYPE, AS NOTED, BLASTGUARD FILM - SEE A9.3
 - ④ INTERIOR WINDOW TYPE - SEE A9.3

- MASONRY VENEER
- STRUCTURAL MASONRY
- CONCRETE MASONRY UNIT
- METAL PANEL WALL

- GENERAL NOTES**
- A. SEE ELEVATIONS FOR EXTERIOR WINDOW TYPE DESIGNATION. ELEVATION 100'-0" = 217.00' FINISH FLOOR ELEVATION MAIN FLOOR INDICATED IN CIVIL DRAWINGS.
 - B. CONTRACTOR SHALL VERIFY AND CONFIRM ALL DIMENSIONS AND LAYOUT INFORMATION. NOTIFY ARCHITECT OF ANY CONFLICTS OR DISCREPANCIES PRIOR TO CONSTRUCTION. DO NOT SCALE DRAWINGS. REFER TO ENLARGED PLANS WHERE INDICATED FOR ADDITIONAL INFORMATION. ENLARGED PLANS TAKE PRECEDENCE OVER PLANS OF SMALLER SCALE.

- KEYNOTES**
- 00-04 LINE OF ROOF BEYOND - SEE ROOF PLAN
 - 00-13 CARPORT CANOPY - SEE ROOF PLAN
 - 00-14 LINE OF CURB - SEE CIVIL
 - 04-01 MASONRY VENEER
 - 04-06 STRUCTURAL MASONRY
 - 04-08 STRUCTURAL MASONRY Lintel BLOCK
 - 04-09 MASONRY SECURITY WALL - SEE CIVIL FOR EXTENT
 - 05-08 VIVA CURB GUARDRAIL
 - 05-09 METAL SCUPPER, SEE DETAILS XX, XX, XX/ABX - SEE PLUMBING
 - 05-10 METAL MESH SCREEN ATTACHED TO UNDERSIDE OF STRUCTURE
 - 05-11 OVERFLOW SCUPPER - SEE PLUMBING
 - 05-12 STEEL COLUMN, PAINT P.x - SEE STRUCTURAL
 - 05-13 STAINLESS STEEL COLLECTOR BOX, TIE TO STEEL DOWNSPOUT
 - 05-14 EXTERIOR CANOPY - SEE ROOF PLAN
 - 05-15 METAL FASCIA W/ INTEGRAL GUTTER
 - 05-16 METAL PANEL SCREEN WALL
 - 05-19 STRUCTURE PAINT P.x WHERE EXPOSED - SEE STRUCTURAL
 - 05-21 METAL SUNSHADE
 - 05-22 METAL COPING TO MATCH METAL WALL PANEL
 - 07-08 METAL WALL PANEL
 - 07-11 STAINING SEAM METAL ROOF ASSEMBLY
 - 08-01 HOLLOW METAL DOOR AND FRAME
 - 08-04 SLIDING GLASS DOOR - SEE DOOR SCHEDULE
 - 08-05 ALUMINUM FRAMED STOREFRONT SYSTEM - SEE GLAZING SCHEDULE
 - 08-09 MOTORIZED SECTIONAL OVERHEAD DOOR - SEE DOOR SCHEDULE
 - 08-15 STOREFRONT DOOR ASSEMBLY - SEE DOOR SCHEDULE
 - 26-08 WALL 64 EXTERIOR CEILING FAN - SEE ELECTRICAL



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Revision Schedule	
Revision Delta	Issue Date

SHEET TITLE:
BUILDING ELEVATIONS

DRAWN BY: CRR
 CHECKED BY: CPC
 SHEET

A3.1

JOB NO. **2140284.02**

ALBANY POLICE STATION
2400 block Pacific Blvd SW
Albany, Oregon

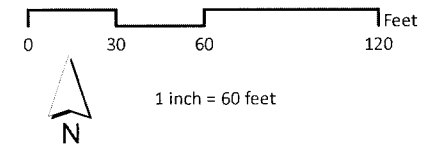
LEGEND

Parcels

Subject Site

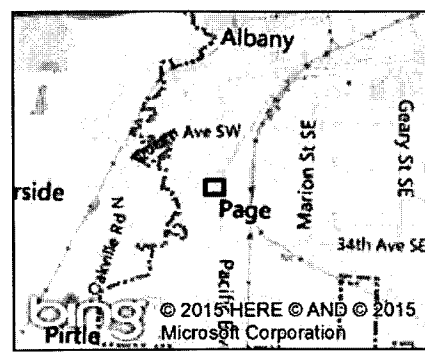
Zoning

- LI: Light Industrial
- OP: Office Professional
- RM: Residential Medium Density
- RS-5: Residential SFR 5,000 SF
- RS-6.5: Residential SFR 6,500 SF



SOURCE DATA: Oregon Spatial Data Library, 2014
 GEOGRAPHIC PROJECTION: NAD 83 HARN, Oregon North Lambert Conformal Conic

Date: 9/9/2015 Map Created By: ALD
 File: she_11x17-150905 Project No: 2140284.MX



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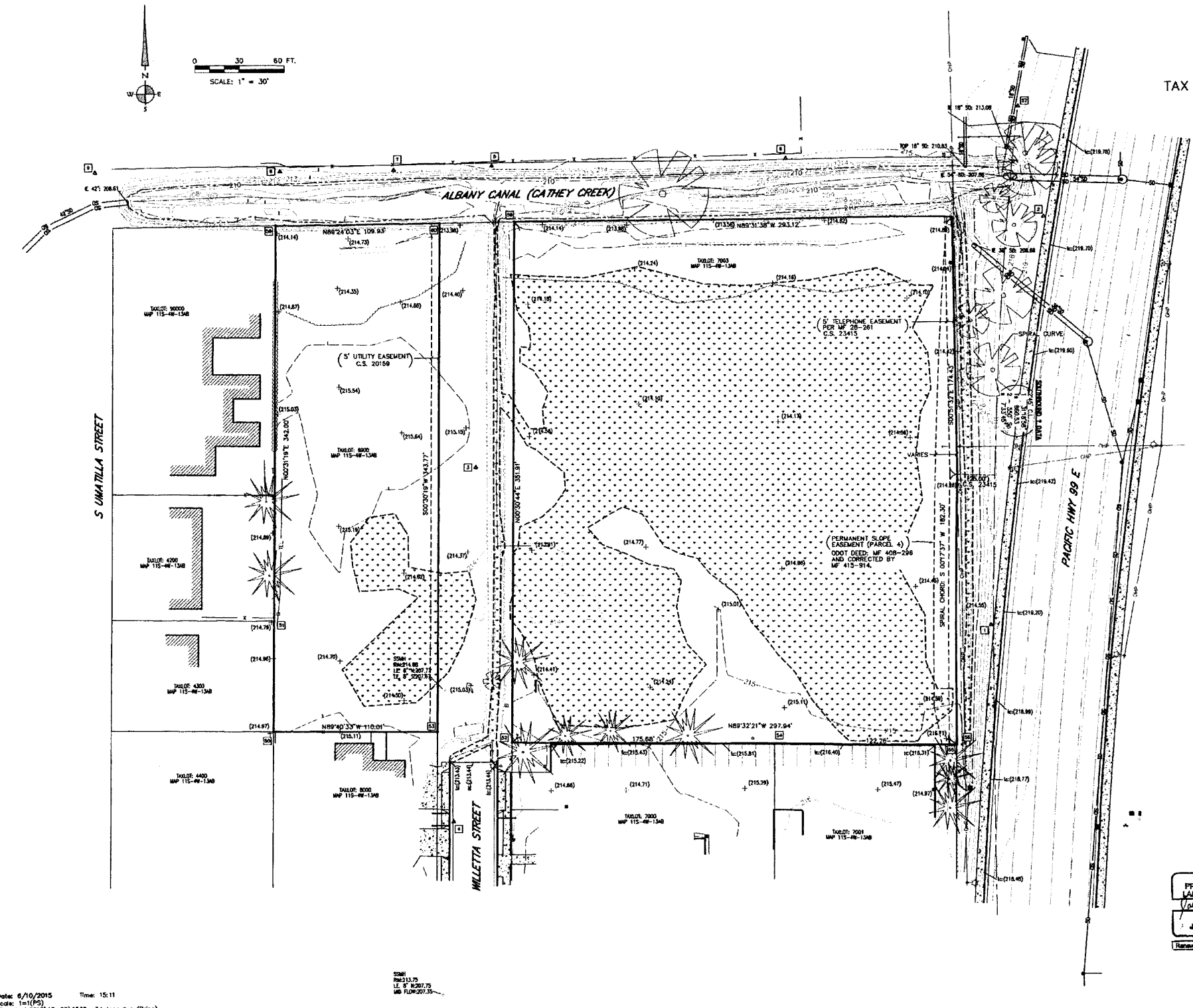
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ALBANY
NEW POLICE STATION

Mechanical/Electrical
INTERFACE ENGINEERING, INC
708 SW 3RD AVE, SUITE 40C
PORTLAND, OR 97204
Phone: (503)382-2268
FAX: (503)382-2282

TOPOGRAPHIC SURVEY
FOR
ALBANY POLICE STATION
LOCATED IN
NE 1/4 SEC. 13, T. 11 S., R. 4 W., W.M.
CITY OF ALBANY, LINN COUNTY OREGON
TAX LOTS 6900 & 7003, ASSESSOR MAP 11S-4W-13AB
JUNE 10, 2015



HORIZONTAL DATUM:

THIS PROJECT IS ON A LOCAL DATUM PLAN, SEE COORDINATE TABLE FOR SURVEY CONTROL & BOUNDARY MONUMENTS.

VERTICAL DATUM:

VERTICAL DATUM IS NGVD 1929 BASED ON CITY OF ALBANY GPS POINT 9240. SITE TBM IS SURVEY CONTROL POINT #1 AS SHOWN ON THE MAP.

CONTROL & MONUMENT TABLE

POINT NUMBER	NORTHING	EASTING	ELEVATION	DESCRIPTION
11	5060.0000	5060.0000	218.39	ent. #12
2	5278.2725	5036.1668	219.81	ent. #12
3	5107.7367	4853.4448	214.48	ent. ht
4	4888.3159	4639.4298	213.22	ent-mog
5	5311.2035	4687.0689	215.43	ent-ht
6	5335.2278	4863.5618	214.79	ent-ht
7	5308.8054	4601.1637	214.67	ent-ht
8	5307.8871	4528.2925	214.12	ent-ht
9	5307.7873	4440.0374	213.39	ent-pk
10	4929.8061	4518.8222	215.10	5/8" I.R.
11	5004.3835	4519.7105	213.97	1/2" I.R.
12	4921.7028	4678.3083	214.37	5/8" I.R.
13	4928.9639	4628.9338	213.97	5/8" I.R.
14	4920.5078	4854.5828	218.02	5/8" I.R.
15	4919.3083	4976.8414	216.25	5/8" I.R.
16	4919.2181	4980.4036	214.31	5/8" I.R.
17	5350.8867	5078.3460	216.81	BRASS CAP
18	5271.5924	4522.0372	212.15	5/8" I.R.
19	5273.5954	4682.0532	213.32	1/2" I.R.
20	5272.7422	4631.9644	212.59	1/2" I.R.

UNDERGROUND UTILITIES:

UNDERGROUND UTILITY MARKS WERE VERY SPARSE AT THE TIME OF THE SURVEY. A NEW LOCATE WILL BE COORDINATED AND ANY ADDITIONAL LOCATES WILL BE ADDED TO THE BASE MAP.

LEGEND:

- PROJECT BOUNDARY
- PROPERTY LINE
- STREET CENTERLINE
- EXIST. CURB/OUTTER WITH SIDEWALK
- EXIST. WATER LINE
- EXIST. SEWER LINE
- EXIST. STORM DRAIN
- POLE OR OTHER EASEMENT
- EXIST. FENCE
- EXIST. DITCH
- EXIST. TREE/VEGETATION
- ⊕ EXISTING FIRE HYDRANT
- ⊕ EXISTING WATER VALVE
- ⊕ EXISTING WATER METER
- ⊕ EXISTING BLOW-OFF
- ⊕ EXIST. UTILITY POLE
- EXIST. GUY WIRE ANCHOR
- ⊕ EXISTING STREET LIGHT
- ⊕ EXISTING MANHOLE
- ⊕ EXISTING CLEAN-OUT
- ⊕ EXISTING CATCH BASIN
- ⊕ EXISTING FIELD INLET
- ⊕ FOUND MONUMENT REFERENCE
- ⊕ EXISTING WETLANDS

REGISTERED PROFESSIONAL LAND SURVEYOR
JUNE 10, 2015
K&D

K&D ENGINEERING, Inc.
274 N.W. Rodney Street, P.O. Box 170
Albany, Oregon 97321
(503) 382-2268

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REVISIONS:

NO.	DATE	REVISION	BY	DATE

SHEET TITLE:
EXISTING CONDITIONS PLAN

DRAWN BY: —
CHECKED BY: —
SHEET

C1.1

JOB NO. 2140284.00

Date: 6/10/2015 Time: 15:11
Scale: 1"=30'
File: dwg\2015\15-32\1532_c3d_topo.dwg (Brian)

SSM
RMS11.75
L2 8' 10.8175
MB FLR207.55



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Project

ALBANY POLICE DEPARTMENT

1875 SE JACKSON ST.
ALBANY, OR 97322

Mechanical/Electrical
INTERFACE ENGINEERING, INC
708 SW 3RD AVE, SUITE 40C
PORTLAND, OR 97204
Phone: (503)382-2266
FAX: (503)382-2262

GENERAL NOTES

- ALL PUBLIC IMPROVEMENTS SHALL CONFORM TO THE CURRENT EDITION OF THE CITY OF ALBANY STANDARD CONSTRUCTION SPECIFICATIONS. THE CURRENT VERSION OF THE CITY OF ALBANY STANDARD CONSTRUCTION SPECIFICATIONS CAN BE FOUND ON THE CITY'S WEBSITE www.cityofalbany.net. PUBLIC IMPROVEMENTS SHALL BE CONSTRUCTED UNDER A SEPARATE SET OF PLANS ISSUED VIA A SITE IMPROVEMENT (SI) PERMIT PROVIDING FOR THE PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE.
- ALL ON-SITE IMPROVEMENTS SHALL CONFORM TO THE STANDARD SPECIFICATIONS AND THE REQUIREMENTS OF THE CITY OF ALBANY AND THE CURRENT AMERICAN PUBLIC WORKS ASSOCIATION STANDARDS FOR PUBLIC WORKS CONSTRUCTION.
- THE WORKING DRAWINGS ARE GENERALLY DIAGRAMMATIC. THEY DO NOT SHOW EVERY OFFSET, BEND OR ELBOW REQUIRED FOR INSTALLATION IN THE SPACE PROVIDED. THEY DO NOT SHOW EVERY DIMENSION, COMPONENT, PIECE, SECTION, JOINT OR FITTING REQUIRED TO COMPLETE THE PROJECT. ALL LOCATIONS FOR WORK SHALL BE CHECKED AND COORDINATED WITH EXISTING CONDITIONS IN THE FIELD BEFORE BEGINNING CONSTRUCTION. EXISTING UNDERGROUND UTILITIES LAYING WITHIN THE LIMITS OF EXCAVATION SHALL BE VERIFIED AS TO CONDITION, SIZE AND LOCATION BY UNCOVERING, PROVIDING SUCH IS PERMITTED BY LOCAL PUBLIC AUTHORITIES WITH JURISDICTION BEFORE BEGINNING CONSTRUCTION. CONTRACTOR TO NOTIFY ENGINEER IF THERE ARE ANY DISCREPANCIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER INSTALLATION AND MAINTENANCE OF ALL EROSION PREVENTION SEDIMENT CONTROL (EPSC) MEASURED IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS UNTIL ALL CONSTRUCTION IS COMPLETED AND APPROVED BY THE CITY OF ALBANY, AND VEGETATION/LANDSCAPING IS ESTABLISHED. FOR GUIDANCE, REFER TO THE CITY OF ALBANY EPSC MANUAL WHICH CAN BE FOUND AT www.cityofalbany.net
- EFFECTIVE DRAINAGE CONTROL IS REQUIRED. DRAINAGE SHALL BE CONTROLLED WITHIN THE WORK SITE AND SHALL BE ROUTED SO THAT ADJACENT PRIVATE PROPERTY, PUBLIC PROPERTY, AND THE RECEIVING SYSTEM ARE NOT ADVERSELY IMPACTED. THE GOVERNING JURISDICTION MAY, AT ANY TIME, ORDER CORRECTIVE ACTION AND STOPPAGE OF WORK TO ACCOMPLISH EFFECTIVE DRAINAGE CONTROL.
- CONTRACTOR SHALL ADJUST ALL STRUCTURES IMPACTED BY CONSTRUCTION IMPROVEMENTS TO NEW FINISH GRADES.
- EXCAVATION: EXCAVATE FOR SLABS, PAVING, AND OTHER IMPROVEMENTS TO SIZES AND LEVELS SHOWN OR REQUIRED. ALLOW FOR FORM CLEARANCE AND FOR PROPER COMPACTION OF REQUIRED BACKFILLING MATERIAL. EXCAVATOR(S) MUST COMPLY WITH O.R.S. 757.541 THROUGH 757.574; EXCAVATOR(S) SHALL NOTIFY ALL UTILITY COMPANIES FOR LINE LOCATIONS SEVENTY-TWO (72) HOURS (MINIMUM) PRIOR TO START OF WORK. DAMAGE TO UTILITIES SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. (OREGON UTILITY NOTIFICATION CENTER: 1-800-332-2344).
- WHERE CONNECTING TO AN EXISTING PIPE, AND PRIOR TO ORDERING MATERIALS, THE CONTRACTOR SHALL EXPOSE THE END OF THE EXISTING PIPE, VERIFY THE LOCATION, SIZE, AND ELEVATION. NOTIFY ENGINEER OF ANY DISCREPANCIES.
- REQUEST BY THE CONTRACTOR FOR CHANGES TO THE PLANS MUST BE APPROVED BY THE ENGINEER.
- ALL CURB RADI ARE 3.0' UNLESS OTHERWISE NOTED.

LEGEND

- PROPERTY LINE
- EXISTING EASEMENT
- VERTICAL CURB
- EDGE OF PAVEMENT
- ROCK WALL

PAVEMENT LEGEND

- 3" AC OVER 12" AGGREGATE BASE
- 4" AC OVER 12" AGGREGATE BASE
- TUFFTRACK GRASSROAD PAVEMENT (OR APPROVED EQUAL) OVER 12" AGGREGATE BASE

KEYNOTES

- VERTICAL CURB PER DETAIL 1/C8.0
- CONCRETE SIDEWALK PER DETAIL 3/C8.0
- 4" WIDE WHITE PARKING STRIPE
- ADA COMPLIANT PARKING STALL PER DETAIL 4/C8.0
- SQUARE CURB RAMP PER DETAIL 7/C8.0
- LANDSCAPE AREA
- 12" WHITE CROSSWALK STRIPE
- 2" MAX. ROCK WALL
- CHU TRASH ENCLOSURE PER ARCHITECTURAL DRAWINGS
- 2" CURB BREAK PER DETAIL 2/C8.0
- COMMERCIAL DRIVEWAY PER SEPARATE PLANS
- CURB STOP PER DETAIL 10/C8.0
- SIDEWALK AND PLAZA AREAS PER LANDSCAPE DRAWINGS
- EXISTING TREE TO BE REMOVED
- CURB RAMP PER DETAIL 11/C8.0
- FENCE PER LANDSCAPE DRAWINGS
- PATIO AREA PER LANDSCAPE DRAWINGS
- STORMWATER PLANTER
- ROLLED CURB PER DETAIL 9/C8.0
- 2" WIDE TRUNCATED DOMES PER DETAIL 9/C8.0
- BIKE PARKING PER LANDSCAPE DRAWINGS

SITE DATA

EAST LOT: ZONE OP
 SITE AREA 109,908 SF (2.52 AC)
 VACATED R-O-W 5,859 SF (0.13 AC)
 BUILDING FOOTPRINT 23,391 SF (0.54 AC)
 PAVED AREA 83,413 SF (1.92 AC)
 LANDSCAPE AREA 33,104 SF (0.76 AC) (30.1%)

WEST LOT: ZONE RS-5
 SITE AREA 33,364 SF (1.22 AC)
 VACATED R-O-W 20,785 SF (0.48 AC)
 PAVED AREA 31,597 SF (0.72 AC)
 LANDSCAPE AREA 21,787 SF (0.50 AC) (40.8%)

PARKING DATA

PUBLIC		BIKE	
STANDARD	28 SPACES	INTERIOR (SALLY PORT)	14 SPACES
ACCESSIBLE	4 SPACES	PUBLIC	4 SPACES
POLICE PARKING		POLICE	4 SPACES
STANDARD	131 SPACES		
ACCESSIBLE	2 SPACES		

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REVISIONS:

NO.	REVISION	DATE

SHEET TITLE:

SITE PLAN

DRAWN BY: B.TS

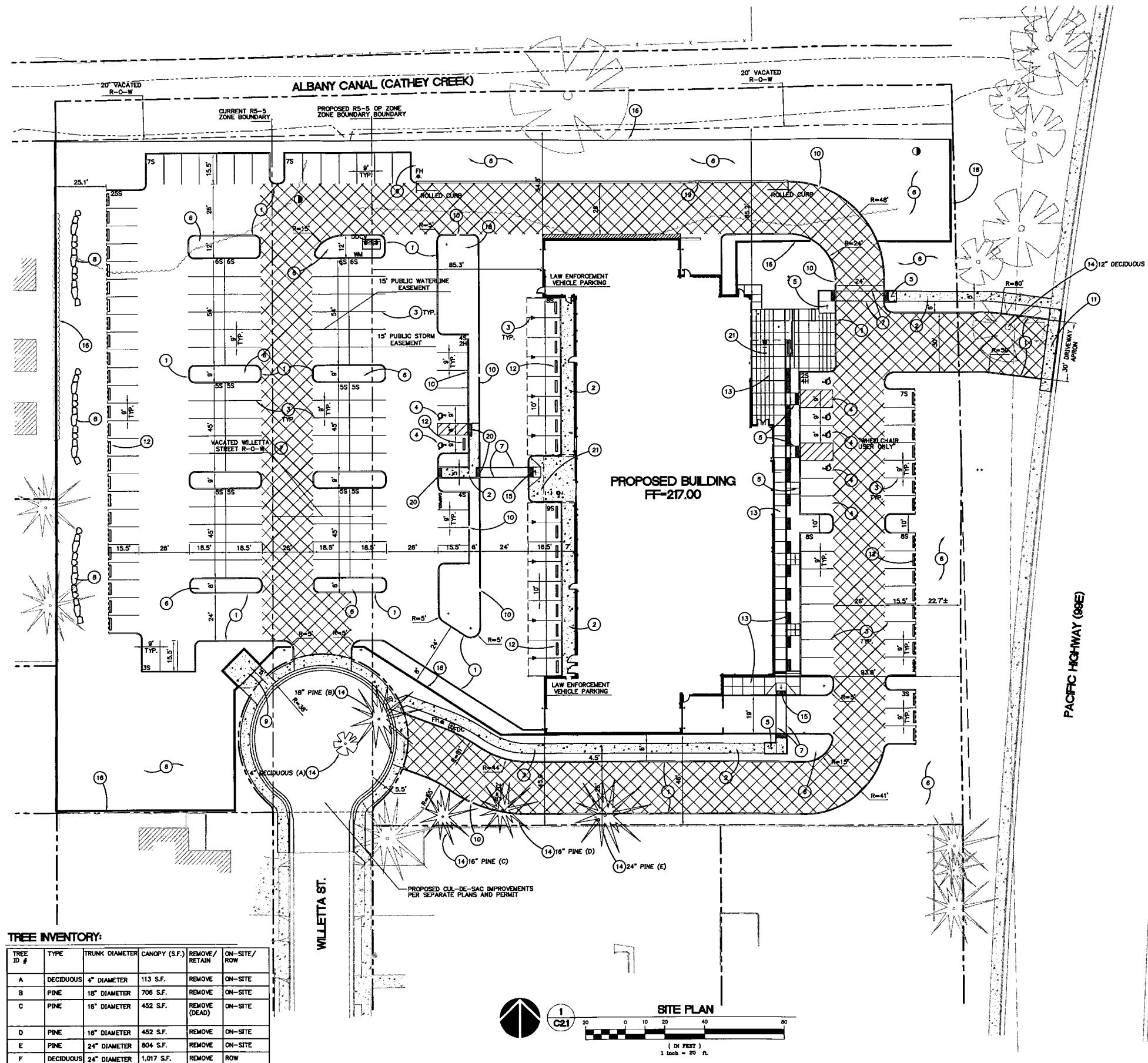
CHECKED BY: RVS

SHEET

C2.1

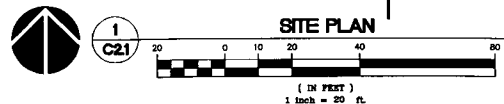
JOB NO. 2140284.00

UPDATED 10/16/2015
CONDITIONAL USE SUBMITTAL: 09/14/2015



TREE INVENTORY:

TREE ID #	TYPE	TRUNK DIAMETER	CANOPY (S.F.)	REMOVE/RETAIN	ON-SITE/ROW
A	DECIDUOUS	4" DIAMETER	113 S.F.	REMOVE	ON-SITE
B	PINE	18" DIAMETER	706 S.F.	REMOVE	ON-SITE
C	PINE	18" DIAMETER	452 S.F.	REMOVE (DEAD)	ON-SITE
D	PINE	18" DIAMETER	452 S.F.	REMOVE	ON-SITE
E	PINE	24" DIAMETER	804 S.F.	REMOVE	ON-SITE
F	DECIDUOUS	24" DIAMETER	1,017 S.F.	REMOVE	ROW





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CITY OF ALBANY

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NEW POLICE STATION**

Metropolitan Technical
INTERFACES ENGINEERING, INC.
708 SW 3RD AVE, SUITE 400
PORTLAND, OR 97204
Phone: (503)382-2286
Fax: (503)382-2287

UTILITY NOTES

- ALL PUBLIC IMPROVEMENTS SHALL CONFORM TO THE CURRENT EDITION OF THE CITY OF ALBANY STANDARD CONSTRUCTION SPECIFICATIONS. THE CURRENT EDITION OF THE CITY OF ALBANY STANDARD CONSTRUCTION SPECIFICATIONS IS AVAILABLE AT THE CITY ENGINEER'S OFFICE, 1000 W. 10TH AVE., 3RD FLOOR, ALBANY, OR 97310. A SEPARATE SET OF PLANS ISSUED VIA A SITE IMPROVEMENTS PERMIT SHALL BE CONSIDERED UNDER A SEPARATE SET OF PLANS ISSUED VIA A SITE IMPROVEMENTS PERMIT. THE PERMIT PROVIDING FOR THE PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE.
- ALL ON-SITE IMPROVEMENTS SHALL CONFORM TO THE STANDARD SPECIFICATIONS AND THE ASSOCIATION STANDARDS FOR PUBLIC WORKS CONSTRUCTION.
- THE WORKS DRAWINGS ARE GENERALLY PARAPHRASES. THEY DO NOT SHOW EVERY OFFSET, BEND OR ELBOW REQUIRED FOR INSTALLATION IN THE SPACE PROVIDED. THEY DO NOT SHOW EVERY DIMENSION, COMPONENT PIECE, SECTION, JOINT OR FITTING REQUIRED TO COORDINATE WITH EXISTING CONDITIONS IN THE FIELD BEFORE BEGINNING CONSTRUCTION. EXISTING UNDERGROUND UTILITIES LAYING WITHIN THE LIMITS OF EXCAVATION SHALL BE IDENTIFIED BY LOCAL PUBLIC AUTHORITIES WITH JURISDICTION, BEFORE BEGINNING CONSTRUCTION. CONTRACTOR TO NOTIFY ENGINEER IF THERE ARE ANY DISCREPANCIES.
- PROVIDE CLEANOUTS AS REQUIRED IN THE CURRENT UNIFORM PLUMBING CODE CHAPTER 7, SECTIONS 707 AND 710, AND CHAPTER 11, SECTION 1101.12. NOTE: NOT ALL REQUIRED CLEANOUTS ARE SHOWN ON THE PLANS.
- ALL STORM PIPING IS SIZED FOR A MANNING'S "N" VALUE = 0.013. ALL STORM PIPING IS DESIGNED USING CONCENTRIC PIPE TO PIPE AND WYE FITTINGS, UNLESS OTHERWISE NOTED, OUTSIDE THE BUILDING.
- SEE MECHANICAL DRAWINGS FOR UTILITIES LOCATED WITHIN THE BUILDING AND TO 5' OUTSIDE THE BUILDING.
- ALL DOWNSPOUT LEADERS TO BE 6" AT 2.0% MIN.
- UNLESS NOTED OTHERWISE, VERIFY LOCATION, SIZE AND DEPTH OF EXISTING UTILITIES BY POT-HOLING PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF DISCREPANCIES.
- THE SURVEY INFORMATION SHOWN AS A BACKGROUND SCREEN ON THIS SHEET IS BASED ON A SURVEY PREPARED BY M&D ENGINEERING DATED JULY 23, 2015.
- CONTRACTOR TO PROVIDE POWER TO IRRIGATION CONTROLLER. SEE SPECIFICATIONS AND LANDSCAPE PLANS.
- SEE BUILDING PLUMBING DRAWINGS FOR PIPING WITHIN THE BUILDING AND UP TO 5' OUTSIDE THE BUILDING, INCLUDING ANY FOUNDATION DRAINAGE PIPING.
- CONTRACTOR TO MAINTAIN MINIMUM 3 FT. OF COVER OVER ALL WATER LINE, DEPENDING ON THE DEPTH OF EXISTING UTILITIES AND OTHER REQUIREMENTS. NEW WATER PIPE MAY REQUIRE A DEEPER BURY TO MAINTAIN MINIMUM COVER.

LEGEND

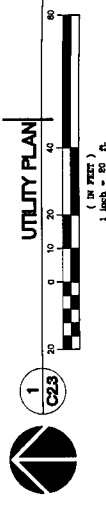
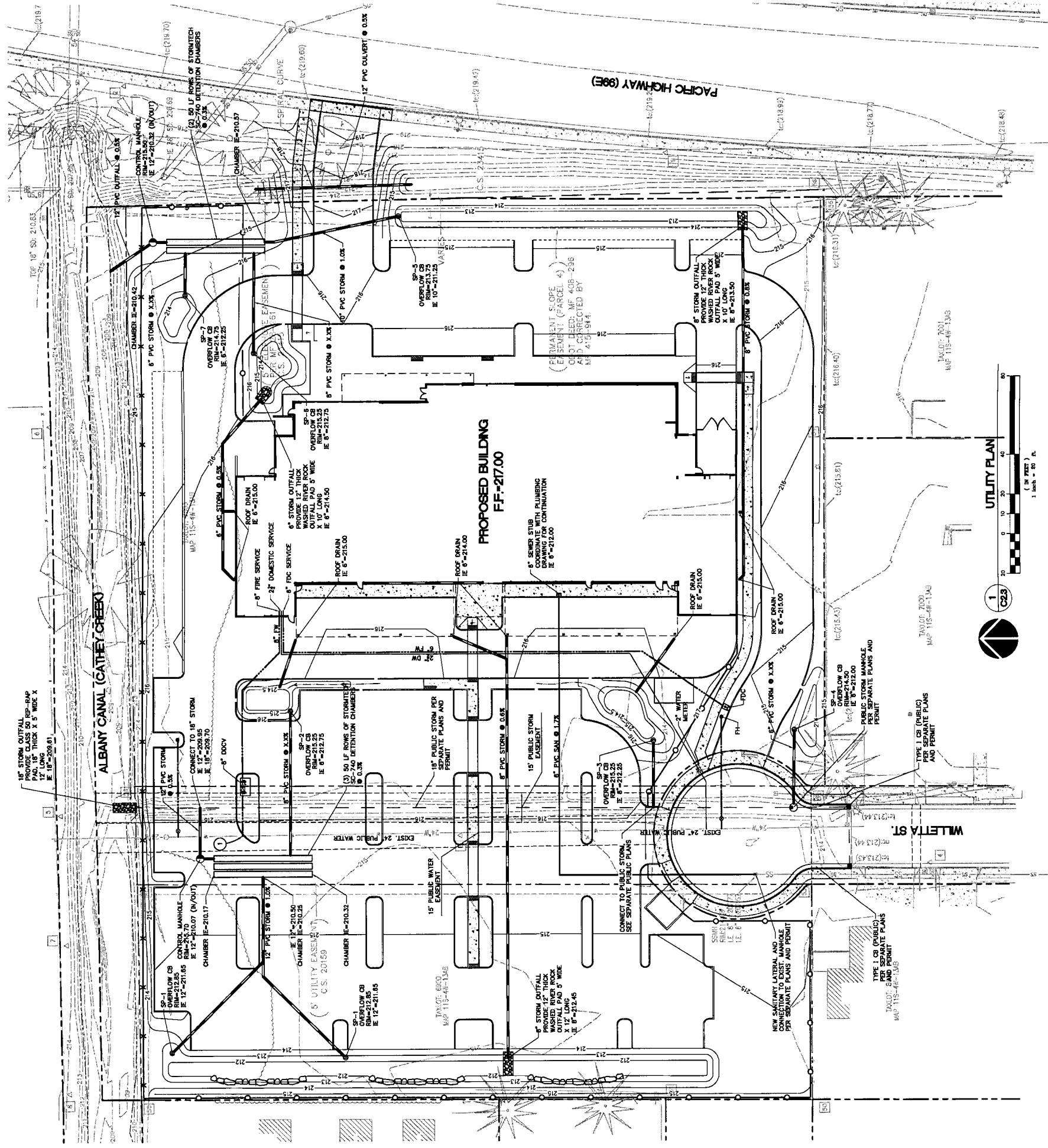
PROPERTY LINE	EXISTING	PROPOSED
1'-FT CONTOUR	---	---
5'-FT CONTOUR	---	---
EASEMENT	---	---
VERTICAL CURB	---	---
STORM	---	---
SANITARY SEWER	---	---
WATER	---	---
OVERHEAD POWER	---	---
STORM MANHOLE	---	---
STORM CATCH BASIN	---	---
LIGHT	---	---

KEYNOTES

- 8"x24" LIVE TAP TO BE INSTALLED BY ABA DRILLING SERVICES. IN-PLACE CONCRETE THROUST BLOCK PER CITY OF ALBANY STANDARD DRAWINGS NO. 561

STORMWATER PLANTER SIZING TABLE

STORMWATER PLANTER	BOTTOM AREA (SF)	BOTTOM ELEVATION	SPILING FACTOR	IMPERVIOUS AREA TREATED (SF)	MAXIMUM IMPERVIOUS AREA ALLOWED (SF)
SP-1	2215	212.00	Water Quality	45,776	N/A
SP-2	225	214.50	Storm - 1/24 hr	9,304	12,900
SP-3	304	214.50	0.018	8,447	16,889
SP-4	177	214.00	0.018	5,717	9,833
SP-5	847	213.00	0.018	18,848	20,000
SP-6	311	214.50	0.018	15,184	17,278
SP-7	161	214.00	0.018	5,058	8,944

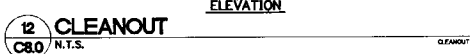
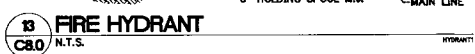
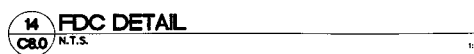
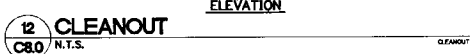
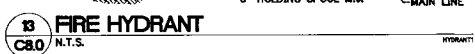
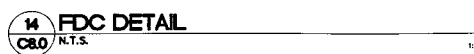
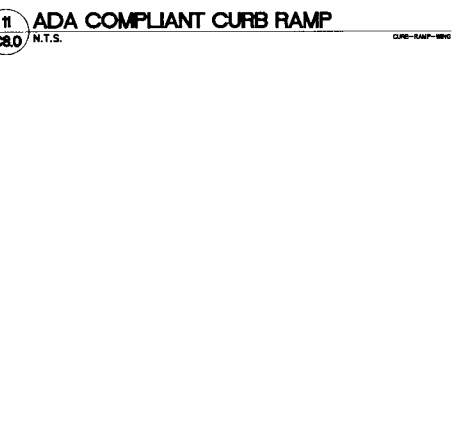
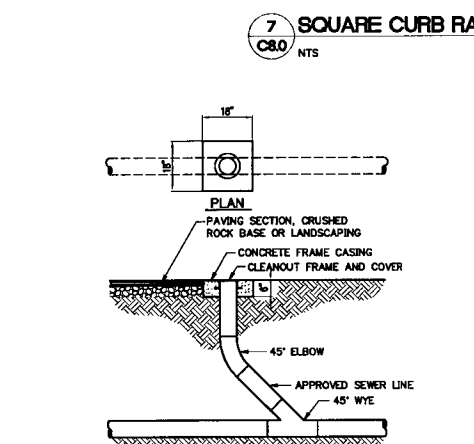
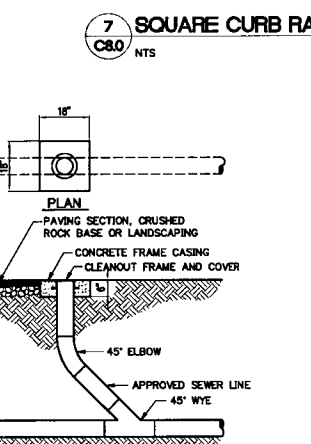
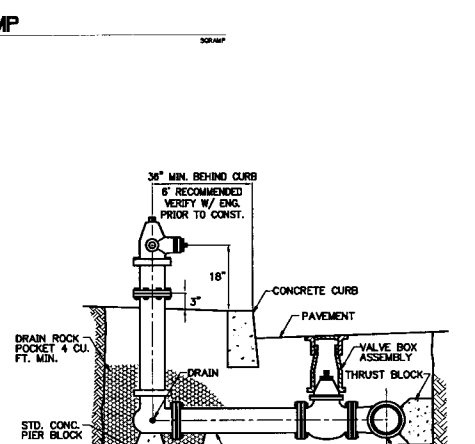
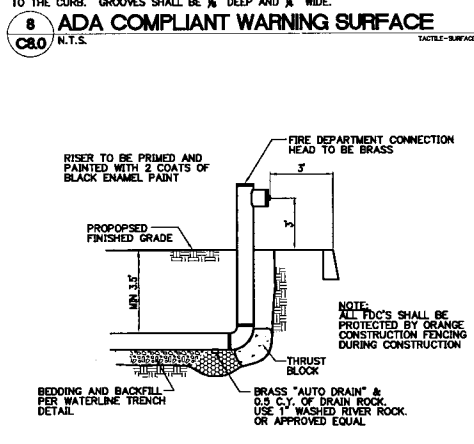
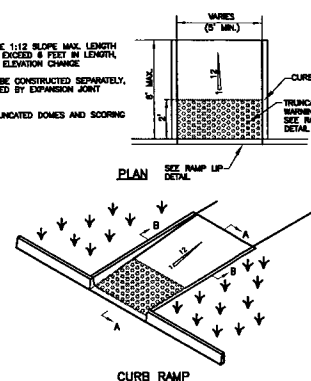
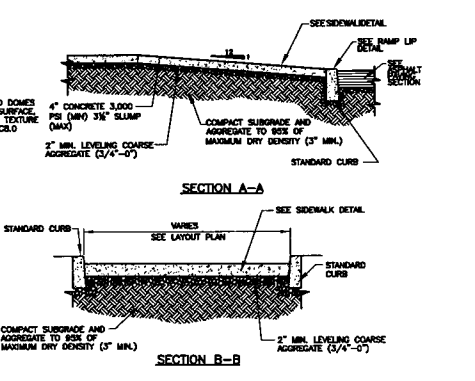
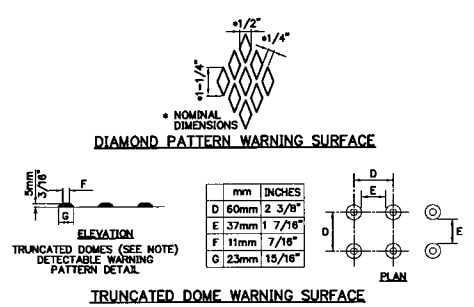
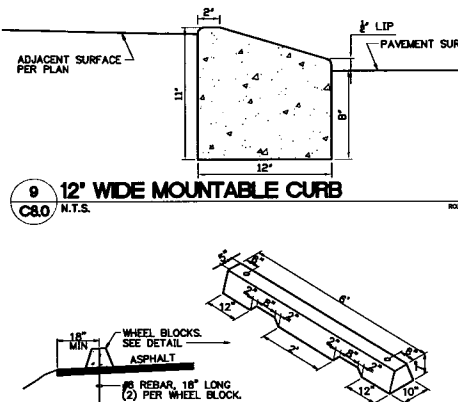
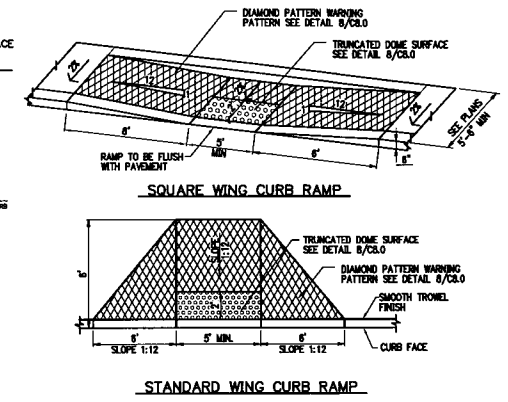
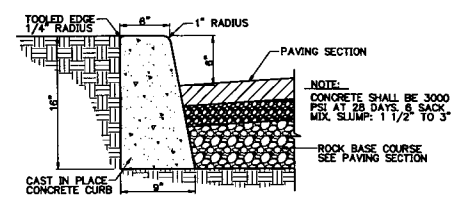
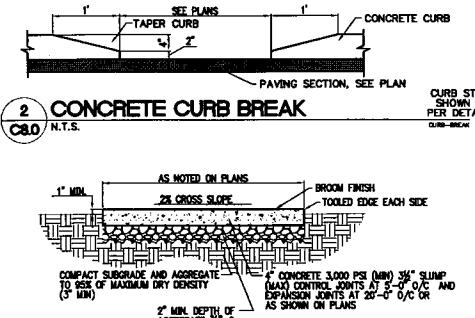
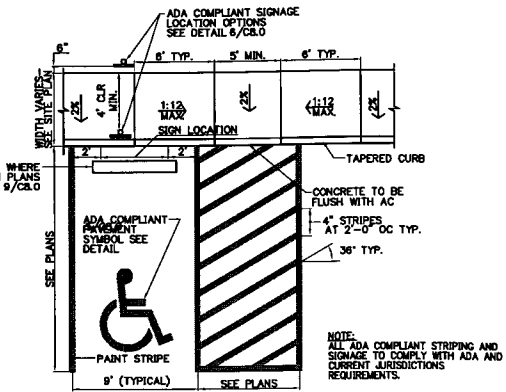
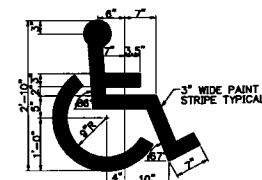
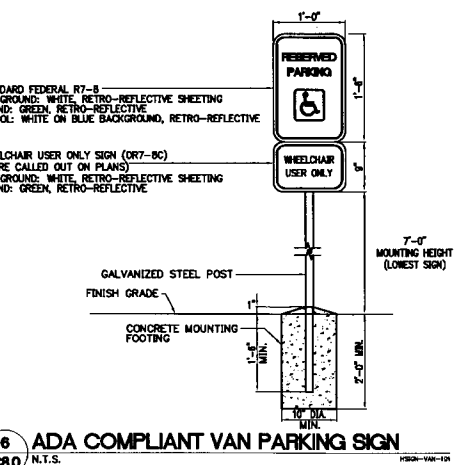


C23

DRAWN BY: BVS
CHECKED BY: RVS
SHEET

JOB NO. 214028400

CONDITIONAL USE SUBMITTAL: 09/14/2015





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Project

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Revision Schedule	
Revision Delta	Issue Date

SHEET TITLE
**SITE PLAN -
PHOTOMETRICS**

DRAWN BY: Author
CHECKED BY: Checker

SHEET

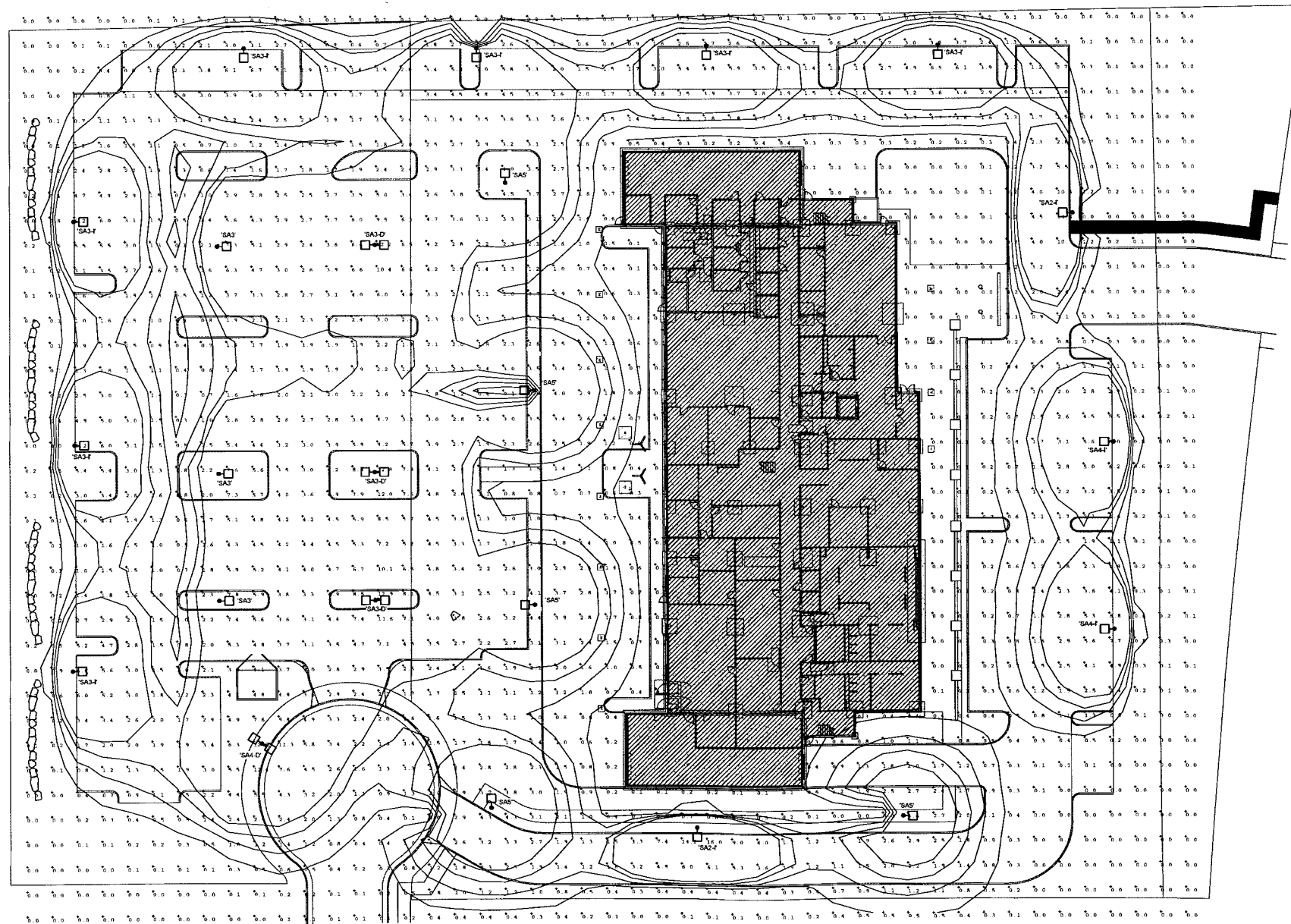
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JOB NO. **2140284.02**

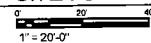
SITE LUMINAIRE SCHEDULE

TYPE	DESCRIPTION	HOUSING	SHIELDING	MOUNTING	FINISH	UL/IPC RATING	BALLAST	LAMP(S)	INPUT WATTS	MFG/CATALOG #	NOTES
SA24	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 2 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	INTERNAL HOUSESIDE SHIELD	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 11,300 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA3	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 3 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	NONE	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,400 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA34	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 3 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	INTERNAL HOUSESIDE SHIELD	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,400 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA3-D	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 3 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	NONE	DOUBLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,400 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA4	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 4 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	NONE	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,800 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA44	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 4 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	INTERNAL HOUSESIDE SHIELD	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,800 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA4-D	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 4 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	NONE	DOUBLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 10,800 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	
SA5	EXTERIOR ARCHITECTURAL LED SITE LUMINAIRE WITH TYPE 5 OPTICS	NOMINAL 18-INCH WIDE BY 31.5" DEEP BY 0.5-INCH DIE-CAST ALUMINUM AND DIE-CAST DOOR FRAME	NONE	SINGLE	AS SELECTED BY ARCHITECT	WET	ELECTRONIC	105W LED ARRAY OR 11,300 LUMENS 4000K	105W	GARDOO GULLWING QL18 SERIES, OR APPROVED	

NOTES:
1 SPECIFIED MANUFACTURERS ARE APPROVED TO SUBMIT BID. INCLUSION DOES NOT RELIEVE MANUFACTURER FROM SUPPLYING PRODUCT AS DESCRIBED.
2 PROVIDE SUBMITTALS THAT INCLUDE THE LUMINAIRE, LAMP AND BALLAST INFORMATION OF EACH LUMINAIRE, WITH APPLICABLE OPTIONS CLEARLY CHECKED OR HIGHLIGHTED. SUBMITTALS NOT INCLUDING THIS INFORMATION WILL BE RETURNED AS REJECTED BY THE ENGINEER OF RECORD.
3 REMOTE BALLAST DRIVERS UL LISTED FOR THEIR APPLICATION. BALLAST DRIVERS MARKED AS UL RECOGNIZED COMPONENT BUT NOT UL LISTED ARE SUBJECT TO REMOVAL AND REPLACEMENT AT NO COST TO OWNER.



1 SITE PLAN - PHOTOMETRICS

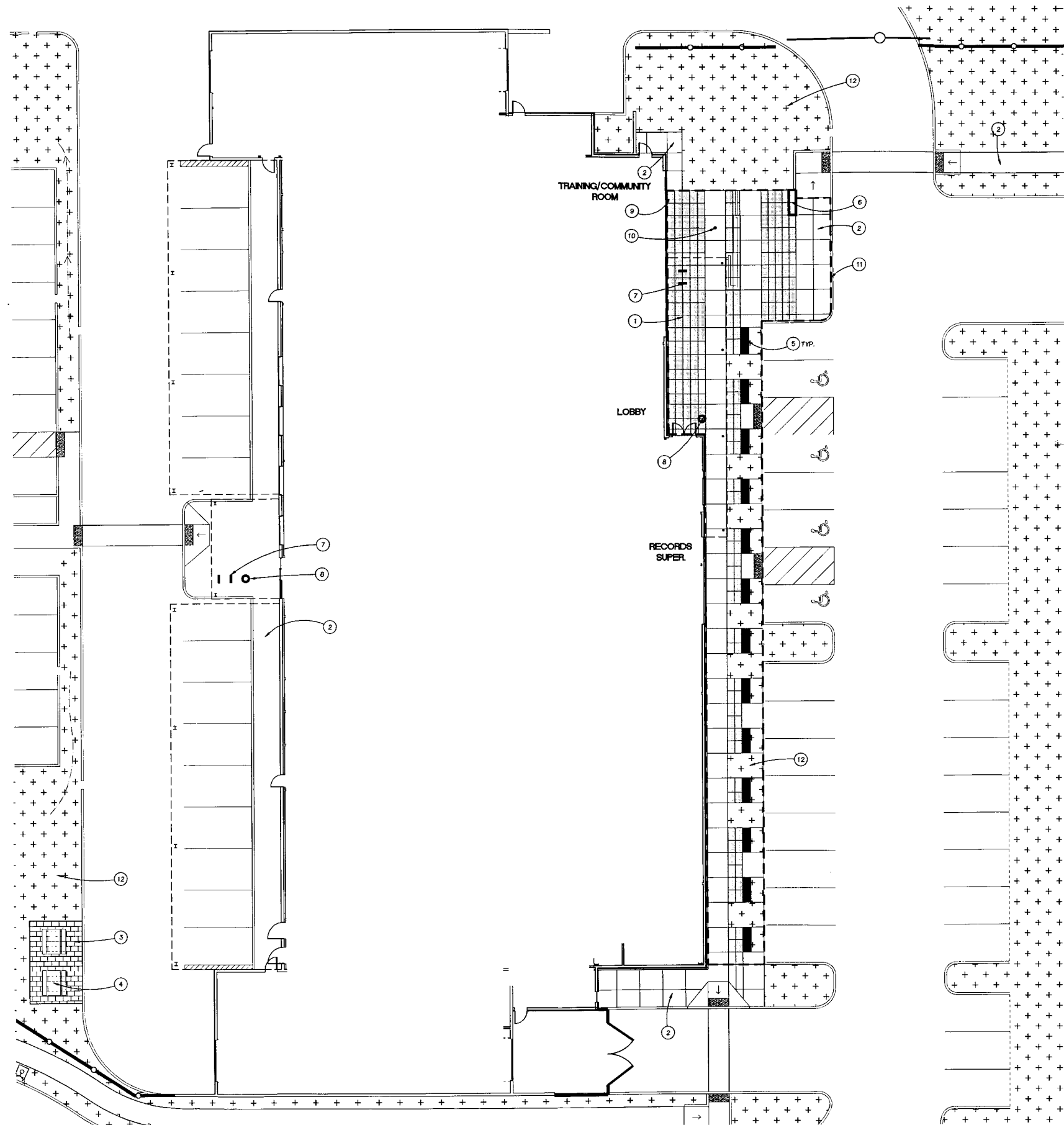


PROJECT 2015-0047
CONTACT 7

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www.interfaceengineering.com

CONDITIONAL USE SUBMITTAL: 09/14/15



KEYNOTES, LAYOUT AND MATERIALS SCHEDULE

- ① PAVING TYPE A - COLORED CONCRETE
SEE DETAIL X/LB.1
- ② PAVING TYPE B - SCORED CONCRETE
SEE DETAIL X/LB.1
- ③ GRAVEL MULCH WITH PAVERS UNDER TABLE LEGS
- ④ PICNIC TABLE
- ⑤ CONCRETE SEAT WALL WITH STRIP LIGHTING
- ⑥ CONCRETE SIGN WALL
- ⑦ BICYCLE RACK
- ⑧ TRASH RECEPTACLE
- ⑨ ASH RECEPTACLE
- ⑩ FLAG POLE
- ⑪ PLAZA AREA TO INCORPORATE STORM WATER
ART FEATURE ELEMENTS
- ⑫ AREA TO BE PLANTED
SEE PLANTING PLANS L4.0 - L4.4

1
L2.1
PLAZA LAYOUT AND MATERIALS PLAN
1" = 10'
1 inch = 10 ft.



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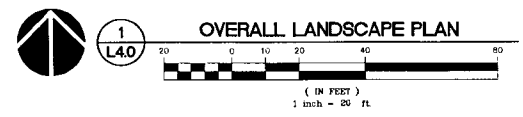
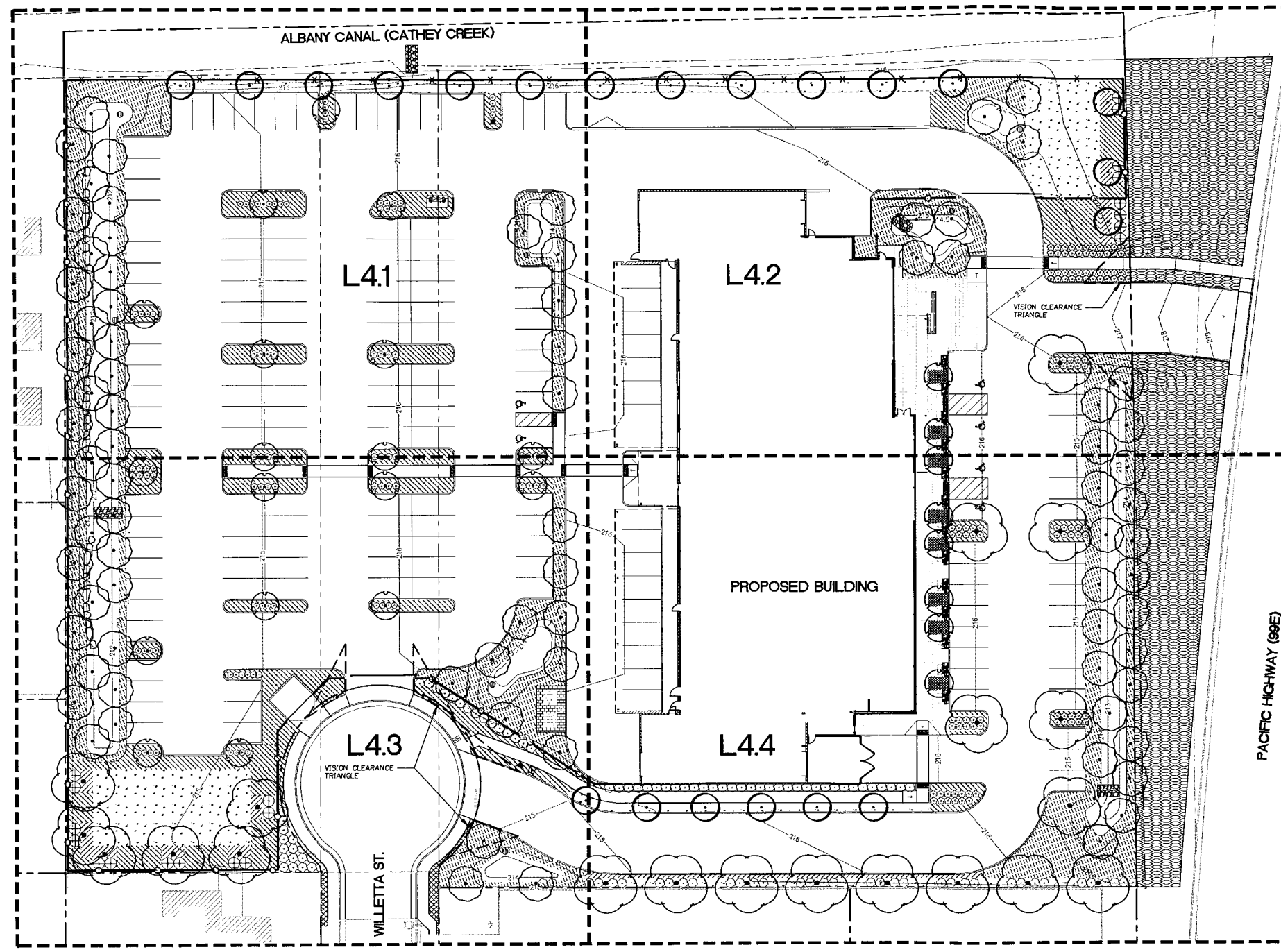
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Client:
CITY OF ALBANY

Project:
**ALBANY
NEW POLICE STATION**

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INTERFACE ENGINEERING, INC.
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PLANT SCHEDULE			
TREES	BOTANICAL NAME / COMMON NAME	SIZE	
	ACER CIRCINATUM / VINE MAPLE	2" CAL. BAB, 10' HT. MIN.	
	GINKGO BILOBA 'PRINCETON SENTRY' / PRINCETON SENTRY GINKGO	2" CAL. BAB, 10' HT. MIN.	
	QUERCUS COCCINEA / SCARLET OAK	2" CAL. BAB, 10' HT. MIN.	
	QUERCUS PALUSTRIS 'GREEN PILLAR' / GREEN PILLAR OAK	2" CAL. BAB, 10' HT. MIN.	
SHRUBS	BOTANICAL NAME / COMMON NAME	SIZE	SPACING
	MYRTICA CALIFORNICA / PACIFIC WAX MYRTLE	5 GAL	60" o.c.
	NANDINA DOMESTICA 'GULF STREAM' TM / HEAVENLY BAMBOO	3 GAL	30" o.c.
	VIBURNUM DAVIDII / DAVID VIBURNUM	3 GAL	36" o.c.
	VIBURNUM TINUS 'SPRING BOUQUET' / SPRING BOUQUET LAURESTINUS	5 GAL	48" o.c.
GROUND COVERS	BOTANICAL NAME / COMMON NAME	CONT	SPACING
	BARK MULCH	N/A	
	JUNIPERUS HORIZONTALIS 'BLUE CHIP' / BLUE CHIP JUNIPER	4" POT	24" o.c.
	PENNISETUM ALOPECUROIDES 'HAMELN' / HAMELN DWARF FOUNTAIN GRASS	1 GAL	18" o.c.
	ROCK MULCH	N/A	
	RUBUS CALYCIPOIDES / GREEN CARPET RASPBERRY	4" POT	12" o.c.
	ODOT APPROVED SEED MIX	SEED	
STORMWATER AREAS	BOTANICAL NAME / COMMON NAME	CONT	SPACING
ZONE A PLANTING AREA			
HERBACEOUS PLANTS			
	CAREX ORNUPTA / SLOUGH SEDGE	4" POT	12" o.c.
	JUNCUS PATENS 'ELK BLUE' / ELK BLUE RUSH	4" POT	12" o.c.
ZONE B PLANTING AREA			
SEMIWOODES			
	ARCTOSTAPHYLOS UVA-URSI / KINKKINNICK	1 GAL	12" o.c.
	JUNCUS PATENS 'ELK BLUE' / ELK BLUE RUSH	4" POT	12" o.c.
SHRUBS			
	CORNUS SERICEA / RED TWIG DOGWOOD	30" HT. MIN.	48" o.c.
	MAHONIA REPENS / CREEPING MAHONIA	1 GAL	18" o.c.
	ROSA MUTICANA / NOOTKA ROSE	30" HT. MIN.	48" o.c.
	SPIRAEA BETULIFOLIA / BIRCHLEAF SPIRAEA	1 GAL	24" o.c.
	SYMPHORICARPOS ALBA / SNOWBERRY	1 GAL	36" o.c.



LANDSCAPE NOTES

- GENERAL NOTES:**
- CONTRACTOR SHALL CONFIRM ALL EXISTING CONDITIONS PRIOR TO COMMENCING WORK AND NOTIFY THE OWNER OR OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES OR CONFLICTS.
 - CONTRACTOR SHALL VERIFY EXISTING TREES IN THE FIELD PRIOR TO COMMENCEMENT OF WORK.
 - CONTRACTOR SHALL VERIFY INVERT ELEVATIONS OF ALL UNDERGROUND UTILITIES AND NOTIFY LANDSCAPE ARCHITECT IF THERE ARE ANY DISCREPANCIES WITH PLANTING ROOT ZONES. TO LOCATE SITE UTILITIES PRIOR TO PROPOSED EXCAVATION CALL 1-800-332-2344.
 - CONTRACTOR SHALL COORDINATE WITH THE OWNER ANY DISRUPTION TO VEHICULAR CIRCULATION PRIOR TO COMMENCEMENT OF ANY WORK.
 - CONTRACTOR SHALL KEEP PEDESTRIAN TRAVEL WAYS AND ACCESS TO ALL STRUCTURES PROTECTED AT ALL TIMES.
 - CONTRACTOR SHALL REPLACE OR REPAIR DAMAGE TO EXISTING CONCRETE CURB, ASPHALT PAVING, OR OTHER STRUCTURES TO PRE CONSTRUCTION CONDITIONS.
 - ALL LANDSCAPE AREAS SHALL BE INSTALLED AND MAINTAINED AS A MINIMUM TO STANDARDS ACCORDING TO CITY REVISED CODE.
 - ALL NEW PLANTING AREAS TO BE IRRIGATED BY AUTOMATIC IRRIGATION SYSTEM. REFERENCE L3.1 FOR IRRIGATION PLAN AND NOTES.

- PLANTING NOTES:**
- ALL EXISTING TREES, PLANTS, AND ROOTS SHALL BE PROTECTED FROM DAMAGE DURING ANY CONSTRUCTION PREPARATION, REMOVAL OR INSTALLATION ACTIVITIES WITHIN AND ADJACENT TO PROJECT LIMITS.
 - IF DISTURBANCE IS NECESSARY AROUND EXISTING TREES, CONTRACTOR SHALL PROTECT THE CROWN AND ALL WORK WITHIN THE TREE DRIPZONE SHALL BE LIMITED TO THE USE OF HAND TOOLS AND MANUAL EQUIPMENT ONLY.
 - REPLACE, REPAIR AND RESTORE DISTURBED LANDSCAPE AREAS DUE TO GRADING, TRENCHING OR OTHER REASONS TO PRE CONSTRUCTION CONDITION AND PROVIDE MATERIAL APPROVED BY THE OWNER OR OWNER'S REPRESENTATIVE.
 - EXISTING AREAS PROPOSED FOR NEW PLANT MATERIAL SHALL BE CLEARED AND LEGALLY DISPOSED UNLESS NOTED OTHERWISE.
 - ALL PLANT MATERIAL SHALL BE HEALTHY NURSERY STOCK, WELL BRANCHED AND ROOTED, FULL FOLIAGE, FREE FROM INSECTS, DISEASES, WEEDS, WEED ROT, INJURIES AND DEFECTS WITH NO LESS THAN MINIMUMS SPECIFIED IN AMERICAN STANDARDS FOR NURSERY STOCK, ANSI Z601-2004.
 - ALL LANDSCAPED AREAS SHALL BE COVERED BY A LAYER OF ORGANIC MULCH TO A MINIMUM DEPTH OF 2-INCHES.
 - A SOILS ANALYSIS, BY AN INDEPENDENT SOILS TESTING LABORATORY RECOGNIZED BY THE STATE DEPARTMENT OF AGRICULTURE, SHALL BE USED TO RECOMMEND AN APPROPRIATE PLANTING SOIL AND/OR SPECIFIED SOIL AMENDMENTS.
 - TOPSOIL SHALL BE AMENDED AS RECOMMENDED BY AN INDEPENDENT SOILS TESTING LABORATORY AND AS OUTLINED IN THE SPECIFICATION.

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REVISIONS:

NO.	REVISION	DATE

SHEET TITLE:
**OVERALL
LANDSCAPE
PLAN**

DRAWN BY: TSD
CHECKED BY: RAH
SHEET

L4.0

JOB NO. 2140284.00

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REVISIONS:

NO.	REVISION	REVISION DATE	CLOSING DATE

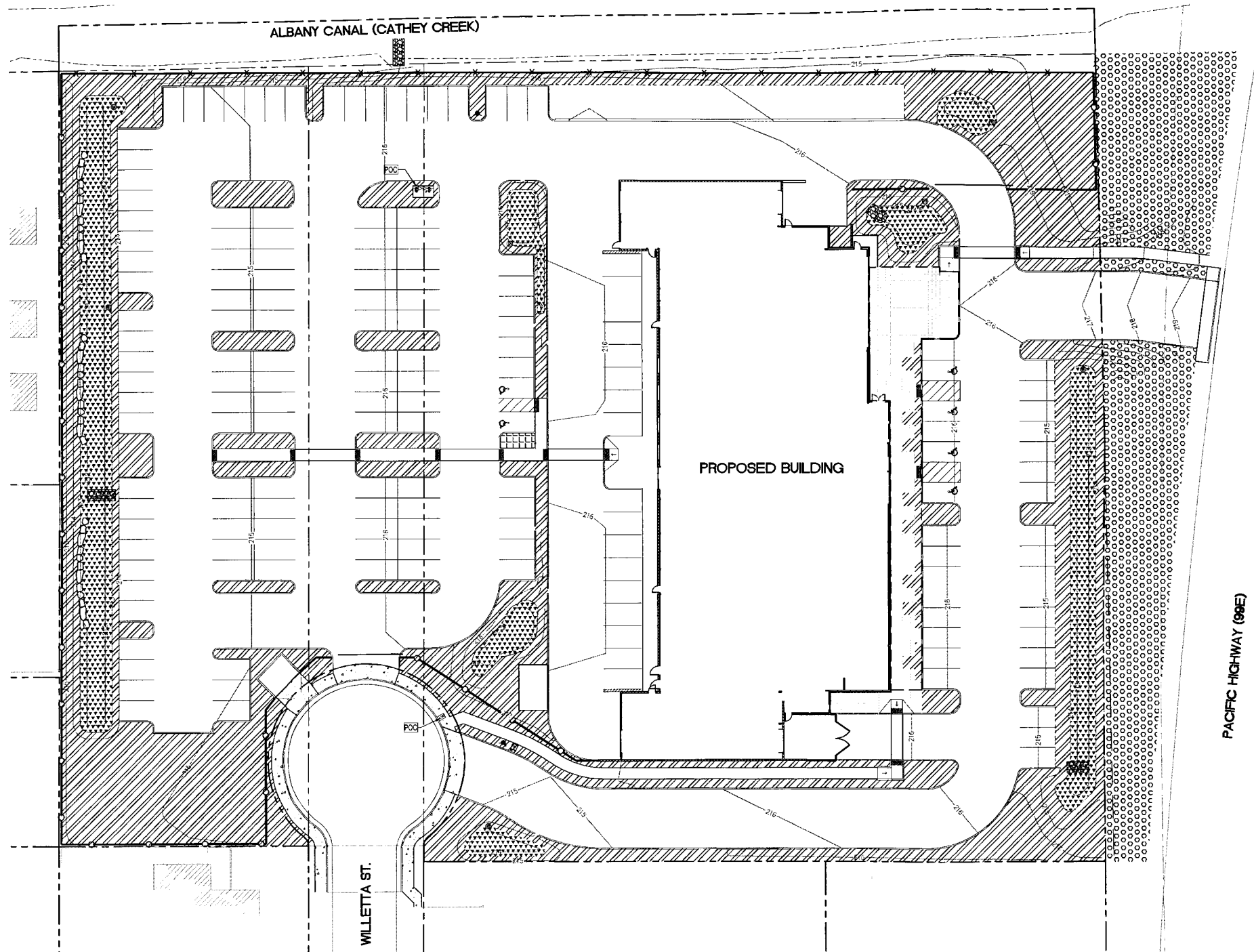
SHEET TITLE:
**IRRIGATION
PLAN**

DRAWN BY: TSD
CHECKED BY: RAH
SHEET

L3.1

JOB NO. 2140284.00

CONDITIONAL USE SUBMITTAL: 09/14/2015



IRRIGATION SCHEDULE

SYMBOL	DESCRIPTION MANUFACTURE / TYPE	SHEET #
POC	POINT OF CONNECTION	L3.1
[Hatched Box]	SPRAY IRRIGATION, ROTARY SPRAY NOZZLES	
[Dotted Box]	SPRAY IRRIGATION AT STORMWATER AREAS, ROTARY SPRAY NOZZLES	
[Cross-hatched Box]	TEMPORARY IRRIGATION	

- IRRIGATION NOTES**
1. A FULLY AUTOMATIC IRRIGATION SYSTEM TO BE DESIGNED, BUILT AND INSTALLED BY OTHERS TO MAINTAIN ALL LANDSCAPE MATERIAL.
 2. ALL NEW LANDSCAPE AREAS TO BE IRRIGATED WITH A FULLY AUTOMATIC UNDERGROUND IRRIGATION SYSTEM.
 3. IRRIGATION SYSTEM SHALL BE DESIGNED SO THAT PLANTING BEDS, SLOPED BANKS, STORM WATER FACILITIES AND LAWN ZONES ARE ON SEPARATE CONTROL VALVES TO FACILITATE THE DIFFERENT WATER REQUIREMENTS OF EACH AREA.
 4. IRRIGATION SHALL BE INSTALLED SIMULTANEOUSLY WITH PLANTING TO ENSURE PLANTS RECEIVE ADEQUATE WATER AT TIME OF INSTALLATION.
 5. VALVES SHALL BE WIRED AND INSTALLED PER MANUFACTURER'S RECOMMENDED INSTALLATION PROCEDURES AND CONNECTED TO THE IRRIGATION CONTROLLER.
 6. IRRIGATION SYSTEM SHALL PERFORM WITHIN THE TOLERANCES AND SPECIFICATIONS OF MANUFACTURERS RECOMMENDATIONS.
 7. ALL IRRIGATION PIPE MATERIAL AND INSTALLATION SHALL CONFORM TO APPLICABLE CODE FOR PIPING AND COMPONENT REQUIREMENTS.
 8. SYSTEM SHALL BE DESIGNED TO SUPPLY MANUFACTURER'S SPECIFIED MINIMUM OPERATING PRESSURE TO FARTHEST EMITTER FROM WATER METER.
 9. REFERENCE L3.1 FOR IRRIGATION DETAILS FOR POINT OF CONNECTION AND BACKFLOW PREVENTION INFORMATION.
 10. IRRIGATION SHALL BE WINTERIZED THROUGH LOW PRESSURE, HIGH VOLUME AIR BLOWOUT CONNECTION THROUGH QUICK COUPLER.

