

SEASIDE PLANNING COMMISSION AGENDA
989 Broadway - City Hall Council Chambers
June 5, 2012
7:00 p.m.

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **OPENING REMARKS:**
4. **DECLARATION OF CONFLICT OF INTEREST OR EXPARTE CONTACTS:**
5. **APPROVAL OF MINUTES:** May 1, 2012
6. **PUBLIC HEARING:**

A.) 12-015VRD: A request by Barbara Nizich for a Three (3) bedroom vacation rental dwelling permit within the Residential Medium Density (R-2) zone. The property is located at 2430 S Edgewood.

B.) 12-016Major Land Partition and 12-017PLA: A land division request by TLC Federal Credit Union to create three separate parcels). The subject property is located 2315 N Roosevelt. (6 10 15BA TL: 5800 and 5801) and it is zoned General Commercial (C3). The purpose of dividing the property is to leave flexibility in the sizes of the future parcels to accommodate a wide range of potential buyers. The property line adjustment is to extend utilities to the end of the existing TLC parcel.

7. **ORDINANCE ADMINISTRATION:**
8. **PUBLIC COMMENTS:** Not related to specific agenda items:
9. **PLANNING COMMISSION & STAFF COMMENTS:**
10. **ADJOURNMENT**

MINUTES SEASIDE PLANNING COMMISSION
May 1, 2012

CALL TO ORDER: Chair Tom Horning called the regular meeting of the Seaside Planning Commission to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE: Commissioners present: Steve Winters, Virginia Dideum, Ray Romine, Tom Horning, Chris Hoth, Bill Carpenter, and Dick Ridout, Staff Present: Debbie Kenyon, Administrative Assistant, Kevin Cupples, Planning Director

OPENING REMARKS & CONFLICT OF INTEREST/EXPARTE CONTACT: Chair Horning asked if there was anyone present who felt the Commission lacked the authority to hear any of the items on the agenda. There was no response. Chair Horning then asked if any of the Commissioners wished to declare a conflict of interest or exparte contact. There was no response.

APPROVAL OF MINUTES: Motion to approve the April 3, 2012 minutes;
Commissioner Hoth made a motion to approve the minutes as submitted. Commissioner Romine seconded the motion was carried unanimously.

PUBLIC HEARING REQUIREMENTS:

The following public hearing statements were read by Chair Horning:

1. The applicable substantive criteria for the hearing items are listed in the staff report(s) prepared for this hearing.
2. Testimony and evidence shall be directed toward the substantive criteria listed in the staff report(s) or other criteria in the plan or land use regulation, which you believe applies to the decision.
3. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals on that issue.
4. The applicant will testify first, then any opposition will testify, and then the applicant will be given time for rebuttal.

PUBLIC HEARING: None

ORDINANCE ADMINISTRATION:

Mr. Cupples stated the City Council has asked to join the Planning Commission on the next work session to discuss lighting ordinances and the sign ordinance. This evenings meeting is to go over what should be brought forward to the joint work session. Tonight's meeting is a public hearing but we are still in the work session mode. The City Council has asked for information regarding the sign ordinance, specifically sandwich boards, banners and flag signs. Mr. Cupples can cover what is allowed under the current ordinance and then it will be up to the Planning Commission, City Council to propose any changes with input from the public. If there are some changes that need to be made. Is everyone aware of what the regulations currently are. Part of this is education and the other part is determining if we need to propose an amendment to the ordinance. If you get into the amendment part then there will be a public hearing with a specific item on the agenda. Next testimony will be given from the public and then the Planning Commission will give there recommendation to the City Council. The City Council then can pass an ordinance or amendment the current ordinance.

At the Planning Commission work sessions we have reviewed a couple of lighting ordinances and the City of Sisters seems to be the least restrictive. We have also printed out examples of lighting fixtures to give you an idea of what is out there. Mr. Cupples would like the Planning Commission to write down any questions they may have and forward it to him before the joint work session so that they can be addresses at that time.

Lighting Ordinance:

Commissioner Hoth stated that he thinks it's a good idea as long as it's not to restrictive. What kind of lighting would this apply to? Residential? Commercial? We need to be practical. What kind of expense is involved? How restrictive do we need to be? If we do something like this what are the problems that it might create? Who's going to enforce it?

Mr. Cupples stated that we would need to get public input on what the citizens want.

Commissioner Winters stated that we are inundated with regulations, City regulations, County regulations, State regulations, Federal regulations. You have someone going around the neighborhood and checking on other peoples lights and trying to push regulations on them. It's just not right. We are talking about a lighting ordinance and we have gone into a discussion where permits will be required when there are permits required

that means more money taken out of the peoples pocket. If you don't like the city lights then move out of the city. We have a nuisance ordinance, use that, it's good enough. This is a waste of time and paper. We are being regulated to death as it is. The minute we put this ordinance into affect, it's just the first step into more regulations. If the light bothers you then shut your shade, and that's his opinion. Somebody has to come forward and say enough is enough. It's a great passion, it's a great thing but it doesn't mean it's the right thing. Commissioner Ridout stated that he doesn't see this as a problem, there's nothing broken so we don't need to fix it.

Commissioner Romine asked what are the advantages, and what do we gain?

Chair Horning stated livability in the city should be promoted. Light in the wrong place and the wrong intensity is a form of light pollution. Odors are a form of pollution, noise is a form of pollution we don't have medal fabrication plants next to hospices. We have outright permits for outright uses in certain zones. We have conditional uses and we have band uses. You do not put pig farms next to churches and you don't put heavy equipment next to hospitals. These are just examples that are obvious. There are some things that just merge into the background. Technology has advanced and with these new sodium vapor lamps have the ability to cast light on the neighbors or neighboring properties. There are also effects on wildlife and since we are adopting the Estuary as a Natural History Park and the Comprehensive Plan calls for maintaining livability in the natural areas of the city it seems casting light into these areas is a bad thing. We can have urbanization and urban living with responsible lighting and we can have that compatible with natural areas within the city. Without care we condemn the natural areas into becoming less than natural. One of the things you could look at is the financial aspect of it. Two thirds of the cities income comes from transfer payments and not tourist payments. We can have urbanization without impact. If the town becomes less desirable then we have fewer jobs. Chair Horning has been working with Mr. Cupples over the past 15 or so years on light pollution even before he was on the Planning Commission. Obviously other communities feel there is an issue as well because they have lighting ordinances.

Commissioner Hoth stated that this should benefit people and what is the concrete benefit in having a lighting ordinance. The one that comes about is the economic and attractiveness of the city. Image is everything these days. If you create a pleasant and more attractive environment then more people will come. If you want to take a quiet walk on the beach and look at the stars at night, it won't happen if you are walking in front of the Hi-tide Motel because their lights shining on the beach are so bright. So this would be a great benefit for having some kind of lighting ordinance.

Commissioner Romine stated that if you got the viewpoint from the Hi-tide they would say they like it the way it is. The view from the hotel room at night is nice with the lights shining on the beach and being able to see the waves. The concept has been accepted in other communities so now we have to figure out how it would work best in our community.

Commissioner Winters stated that it is a minority at best with communities around the US that have lighting ordinances. Who is going to police this? We don't need lighting Nazi's going around town telling people what kind of lighting they have to have on their homes.

Commissioner Romine asked Mr. Cupples about the City of Sister's lighting ordinance; it seems very simple and non-intrusive. The thing that comes to mind is enforcement. This new ordinance would easily be implemented with new construction because of the inspection process. Also being a builder and knowing that lighting selections are limited to lights that would comply with this ordinance. People wouldn't be able to go down to the local builders supply and have a great selection or maybe not even be able to buy it off the shelf.

Chair Horning stated that this may be creating a certain market just for these types of lighting fixtures.

Commissioner Winters stated that it is just more money that the citizens will have to pay in order to comply with these new regulations.

Commissioner Romine stated that he is on the fence on this at the moment because he can see both sides of the issue. He was explaining to Commissioner Winters earlier, he has a neighbor's lights that were intrusive and he went over and talked with the neighbor and the situation was handled. We have a nuisance ordinance on how someone must keep their property, does this fit under that. Mr. Cupples stated that it in a way it does because if something is annoying to someone we can take that pretty far. The nuisance ordinance by itself tries to identify what is called enumerated nuisances that is construction noise between x and y and bugles or stereos playing over a certain level. There are specific nuisances outlined in our nuisance ordinance. If someone put up a flood light that shines directly at your house or at your car that could be a problem and can be taken care of right now under the nuisance ordinance. You could put that in as an enumerated nuisance where we put this in as a specific nuisance, regarding annoying or causing direct glare upon another person property. Commissioner Hoth stated that he is not approaching this as a nuisance he is approaching this as something the City can do and what are the benefits to those affected by it.

Chair Horning asked if anyone in the audience had any comments? Someone asked if Chair Horning's concern is in neighborhoods or in the commercial areas? Where is the main concern? Chair Horning stated that he would like to keep the natural areas of the city natural, if there are outstanding problems that occur in neighborhoods then they should be resolved, and then in the business district. The business district should be

able to have better lighting for the sake of their business but not have the lighting shine onto other properties. There will be different requirements for different areas of the city. Someone else mentioned that he moved here from California and there were lighting ordinances in many cities. They do affect the wildlife and the wildlife migration. In the City of Seaside you have so many zones, if you are going to have a lighting ordinance then it should be based on the amount of lumens' and you need restrictions in certain zones where they can have certain lighting. Someone else mentioned that if you are going to have a lighting ordinance it should not involve residential zones. Where he sees lighting as a nuisance is where the lights are shining on the beach. The beach is a natural area and shouldn't be all lit up. For safety it's a good thing but other than that it's a nuisance. But regarding residential neighborhoods and the neighbor's security light coming on for 15 seconds isn't the problem.

Commissioner Winters asked about lighting of the US Flags. It says any new flags must be lit in a downcast manner in order to be dark sky compliant. When you hang a flag off a flag pole its up in the air and the law says that you must light that flag. If you have a downcast light, what this is saying is that you have to have a light at the top of the flagpole. So every person that gets a flagpole will have to hire a lift to put the light up there and then hire a lift for every time you need to change the light bulb. It just doesn't make economic sense.

Commissioner Carpenter made a motion to move on to the sign ordinance. Commissioner Winters seconded the motion and it was carried unanimously.

Sign Ordinance:

Mr. Cupples stated that the second part of the meeting we will be discussing the sign ordinance. The City Council has asked that we discuss the sign ordinance. This started a while ago when Ace Hardware put out the fishing pole looking signs (flag pole signs). They put them in the flowerbeds in the public right of way. Those were not in compliance. Ace was contacted and they removed them. With new businesses we grant them latitude with Grand Opening or Closing signage. They can have special signage during that period, but they cannot have signs in the right of way. There is an allowance to have projecting signs over the right of way from a building unlike other areas we say signs are not allowed. If someone wants to have a banner hanging over Broadway they go to the public works department to put that up and it's only temporary.

Almost all of last year we had a sign battle going on in the downtown core area. In part it was due to the construction going on at Trendwest and another part people wanted to put their sandwich boards in the right of way. Specifically along S Columbia because they didn't feel like they were drawing in any customers. What happened is they started putting sandwich boards out. We thought they were in the public right of way but it turns out that when Trendwest built the building they set the building back and so technically the signs were on private property. On Broadway most of the buildings are built right up to the public right of way. So what happens is that those businesses that have a recessed door can put the sandwich boards there and the ones that don't put theirs in the public right of way thinking that it's ok. This creates an enforcement issue.

What sparked the interest of the City Council were the sandwich board signs and feather flags in the flag pole holes in the downtown core area which the holes were intended to put US Flags in on certain holidays. Our city ordinance states that no signs are allowed in the public right of way.

Commissioner Dideum stated that at the SDDA meeting Mark Winstanley was there and the one thing that Mark repeated over and over was that these signs are on city land and this is a liability issue. He gets complaints all the time, people walking with their children and they say their kids have run into them and people walking their dogs and the dog's leashes get caught up on them. Commissioner Dideum stated that Mr. Winstanley said that it comes down to city liability. Another issue is that not all businesses in the downtown core area have flag pole holes in front of their business. Those holes were drilled by the city and re-drilled in early 80's. The chamber puts out the flags 8 times a year. The Chamber Ambassadors puts out the flags and those holes were drilled for that service. Of all the flags that were out a couple of weeks ago there were only 3 businesses that used the flag pole holes.

Karen with Beach Books stated that she has never had anyone complain or run into her flag the whole time it's been up. It could happen but it hasn't. On windy days she brings it in.

Commissioner Dideum stated that Karen's business is on a side street and Karen would like to have a street sign that says more business's this way. The other thing is that all the feather flag signs be consistent.

Rockaway has lots of flags and they are used as a decoration and to let people know they are open.

Commissioner Hoth asked how would the businesses feel about having sandwich board signs and feather flags up and down Broadway. Karen with Beach Books said that it would be nice and inviting.

Mark the owner of the Espresso stand stated that there are other issues here: who is regulating the bicycles that are on the sidewalk, they lean them against the poles and the buildings. At the Trendwest building they are not allowed to put signs on the exterior of the building. Commissioner Hoth asked how he felt about the sandwich boards. Mark stated he was just fine with them. If you want people to come here then you want them to know what businesses are open.

Commissioner Winters asked Mark (espresso owner) how he would feel if the business owners all got together and came up with a design that all business could agree with. Mark stated that the feather flags do not bother anyone. It's a service for tourist to come to town and know what kind of business it is and whether it's open or not. The feather flags are just more appealing, you see them in Rockaway, Warrenton and Astoria. Mark also stated if it's a liability issue then charge people \$25. a year to use those holes and buy the insurance. Or the businesses can provide their own insurance.

Chair Horning asked if Mr. Cupples could give a history on the sign ordinance. Mr. Cupples stated that the sign ordinance was in place when he came to work for the city.

Commissioner Ridout stated that he was on the Council when the sign ordinance went into affect. He stated that with the urban renewal, one of the biggest things that the business owners wanted was to clean up Broadway and get rid of the carnival atmosphere downtown. The sign ordinance was designed by the downtown businesses at that time. Over time owners have changed, attitudes have changed and advertising has changed. If the business community can come up with a way that the vast majority can agree with why would anybody object to it. Commissioner Hoth agrees. Commissioner Ridout stated that basically when you are talking about the city right of way or public sidewalks the people who are putting out these flags out do not have any right to say anything because it is a city owned sidewalk. If those holes are going to be used for personal use then they have to get the cities approval. The business owners need to get together and come up with a plan that they want and come back with that agreed upon idea. Karen stated that through the chamber and the SDDA the business owners should be able to come up with something to bring back to the Planning Commission.

Commissioner Romine stated that there should be a council representative or a city representative on the board also.

David with Tsunami Sandwich stated that city can easily set a regulation that states the sign needs to be of this size and look like this and if you have a feather flag sign then you need to show that you have liability insurance. If the business owners want to have sandwich boards just make all of the sandwich boards be the same size. He hasn't seen a problem with people running into them or tripping on them. If there are people who don't want to advertise that way then they don't have to. Mr. Cupples stated that with Tsunami Sandwich and other businesses that lease from Trendwest they cannot have signs protruding from building because that's one of the contingencies in their lease agreement. Other business in the downtown core area can have signs protruding from the building but there are restrictions. Mr. Cupples asked how the businesses feel about having everyone have these feather flags? Would it look too cluttered? The businesses that were in the audience stated that they thought it was fine. It actually looks like the town is alive when you have these flags out. Just like on a Holiday when the US flags are in the holes.

Commissioner Hoth asked if the owners of these businesses will have to go to the City Council or do they go to Planning Commission? Mr. Cupples stated they can go to a joint work session and then have that discussion; any of those options will work. David with Tsunami sandwich stated to assume that the SDDA or the Chamber of Commerce speaks for the businesses downtown is not the way to go. He sits on the Board for the Chamber of Commerce and doesn't believe that they speak for his business. Also members of the Chamber of Commerce are from other areas of the county and do not and cannot speak for the businesses in the downtown area. Mark (espresso owner) stated that the business owners are here to speak to the Planning Commission because they are the regulatory agency in Seaside and that's who they want to speak with. Chair Horning stated that it seems like the city goes through cycles. Seaside was fairly regulated and that was one of the reasons that the downtown businesses got together and got a theme together coordinating their efforts with signage in the downtown core area. Times change, tastes have changed and owners have changed it may be that we need a flexible sign ordinance that reflex the times. At what point do the feather flag become obsolete are they going to be outdated and then are we going to have to come back and see what the new thing is. Commissioner Carpenter asked what is the cost of one of the feather flags. David from Tsunami sandwich stated that it is about \$60.00 including the pole. Mr. Cupples stated that if the business owners are going to be putting something in the right of way it will probably be something that is not covered under the cities sign ordinance; it will be some kind of right of way use permit. It will probably be the city council stating that yes you can put something in the cities right of way. Also on Flag Day what is going to happen to the US flags then? Mark (espresso owner) stated that then the business flags will not be in the holes but the US flags will be. David asked if the city has people who are doing things on city property, do they have to sign a waiver of liability? Mr. Cupples stated he's not sure how this will work, and it's something that will need to be discussed. David stated that his thought was that the sign owners should have something that states that they have liability insurance. Commissioner Ridout stated if someone wants to say it's a liability issue, it's just an excuse to kill the deal. If this is something that you want to happen then let's do it.

Mr. Cupples stated that these discussions will continue on May 15th 2012, at 7pm at a joint work session with the City Council and the Planning Commission.

Commissioner Ridout and Commissioner Dideum stated that they will not be able to attend.

Commissioner Hoth mentioned to the people in the audience that they should get together and bring some of their ideas to the work session so the City Council will have an idea of what the business owners want.

Mr. Cupples stated that the City Council has the authority over the public right of way. This could be a change in policy.

COMMENTS FROM THE PUBLIC: None

COMMENTS FROM COMMISSION/STAFF: None

ADJOURNMENT: Adjourned at 8:30 pm.

Tom Horning, Chairperson

Debbie Kenyon, Admin. Assistant

CITY OF SEASIDE STAFF REPORT

To: Seaside Planning Commission
From: Administrative Assistant, Debbie Kenyon
Date: May 25, 2012
Applicant: Barbara Nizich
14321 SE Oakwood Ave
Portland, OR 97267
Owner: Barbara Nizich
Location: 2430 S Edgewood, T6-R10-S 28BD TL#1100
Subject: Conditional Use 12-015VRD; Vacation Rental Dwelling Permit

REQUEST:

The applicant is requesting a conditional use that will allow the establishment of a Vacation Rental Dwelling (VRD) at **2430 S Edgewood**. The subject property is zoned **Medium Density Residential (R-2)** and the **applicant is** requesting a maximum occupancy of **nine (9)** within the existing **three** bedroom dwelling.

The review will be conducted in accordance with Article 6 and Article 10 of the Seaside Zoning Ordinance which establishes the review criteria and procedures for a Conditional Use. The specific review criterion for Vacation Rental Dwellings is included in Section 6.137 of the Ordinance.

DECISION CRITERIA, FINDINGS AND CONCLUSIONS:

The following is a list of the decision criteria applicable to the request. Each of the criteria is followed by findings or justification statements which may be adopted by the Planning Commission to support their conclusions. The Commission may include conditions which they consider necessary to protect the best interests of the surrounding area of the city as a whole. Although each of the findings or justification statements specifically applies to one of the decision criteria, any of the statements may be used to support the Commission's final decision.

DECISION CRITERIA # 1: Pursuant to Section 6.137, Vacation Rental Dwellings (VRDs) within the R-2 and R-3 zones shall be reviewed by the Planning Commission whenever the surrounding VRD density is 20% or greater. A permit shall be issued as an accessory use provided the applicant can demonstrate by written application that all of the following standards are met:

- A. Parking.** One 9' x 18' off-street space will be provided for each bedroom in the unit, but in no event shall fewer than two spaces be provided.
- B. Number of Occupants.** The maximum number of occupants cannot exceed three persons (over the age of three) per bedroom. The maximum

occupancy, along with good neighbor rules, shall remain posted inside the front door in a conspicuous place. It is the owner's responsibility to ensure the renters are aware of these limitations.

The number of overnight renters or the maximum number of occupants may be reduced by the Code Enforcement Officer or Fire Marshal at the time of inspection for valid code reasons.

C. Residential yard areas. Front, side, and rear yards must maintain a residential appearance by limiting off street parking within yard areas. At least 50% of each yard area which is not occupied by buildings must be landscaped in some fashion so that parking will not dominate the yard.

D. Local responsible party. A local responsible party that permanently resides within the County must be identified by the owner. The responsible party will serve as an initial contact person if there are questions regarding the operation of the VRD. The owner shall provide the telephone number of the local contact person to the City, and to the immediate neighbors within the notification area (within 100' of the subject property).

E. Spatial distribution requirements. Within the medium density residential (R-2) zones and high density residential (R-3) zones, not more than 20% of the properties within 100' of the subject property can be currently licensed for VRD use without Planning Commission review based on the following additional criteria:

A. The use of the property as a VRD will be compatible with the surrounding land uses.

B. The VRD will not contribute to excessive parking congestion on site or along adjacent streets.

A decision by the Commission to approve a VRD request may include conditions that would restrict the number of renters or total occupants in the VRD.

FINDINGS & JUSTIFICATION STATEMENTS:

1. The applicant is requesting a conditional use that will allow the establishment of a Vacation Rental Dwelling (VRD) at **2430 S Edgewood**. The subject property is zoned **Medium Density Residential (R-2)** and the **applicant** is requesting a maximum occupancy of **nine (9)** within the existing **three** bedroom dwelling.

The applicant's submitted justification is adopted by reference and summarized below:

- a. The applicant's plot plan indicates there are **six** off-street parking spaces that are available on the site; **however, staff has verified five spaces. Two inside the garage and three in front of the garage.**
- b. The existing **three** bedroom residence will have a limited occupancy of **nine people**.
- c. The plot plan shows that parking will not take up more than 50% of the front, side or rear yard areas.

d. **Rogers Inn (436 S Downing, Seaside OR 97138)** will be the local manager for the VRD. **Robert Murphy** will be the local contact and he can be reached at **(503) 738-7367**. After hours number is **(971)-997-2756**.

e. The owner/applicants, **Barbara Nizich** have read all of the standards and conditions applicable to VRDs.

2. The proposed VRD is located within a developed residential neighborhood primarily consisting of single family dwellings. Currently **30%** of the surrounding dwellings are licensed for VRD use and all of the property is zoned **Medium Density Residential (R-2)**.

3. All property owners within 100 feet of the subject property were notified of the applicant's request. The Community Development Department **has not** received written comments about the applicant's request.

4. The proposed use is located within the tsunami inundation zone identified by the State of Oregon.

5. The City of Seaside Planning Commission adopted a list of policies and a uniform list of conditions they believed should be incorporated into the vacation rental dwelling review process. These were reviewed with the City Council prior to adoption and they are consistent with the provision in Section 6.031 which in part states: "...the Planning Commission may impose, in addition to those standards and requirements expressly specified by this Ordinance, additional conditions which the Planning Commission considers necessary to protect the best interest of the surrounding area of the city as a whole."

CONCLUSION TO CRITERIA #1:

The Vacation Rental Dwelling requirements have been adequately addressed by the applicant and the request can be approved subject to the following list of special and standard conditions of approval:

1. **Compliance Inspection:** The proposed vacation rental dwelling (VRD) must pass a compliance inspection conducted by the Community Development Department prior to any transient rental. This inspection will verify compliance with all VRD standards and conditions of approval and the applicant is hereby advised that failure to meet certain standards can result in a reduction in the maximum occupancy. The final occupancy will be noted in land use file **(12-015 VRD)** and reflected on the City of Seaside Business License. The license is not valid until the appropriate occupancy has been established by the approval of a final compliance inspection by the Community Development Department.
2. **Parking spaces: THREE (3) off-street parking spaces (9' X 18' per space) are required on site.** These spaces shall be permanently maintained and available on-site for use by the vacation rental occupants. Vacation Rental Dwelling (VRD) tenants are required to park in the spaces provided on site for the VRD. No on-street parking associated with this VRD is allowed at this location. Vehicles parked at VRDs may not project over the sidewalk and block pedestrian traffic. A parking map shall be posted inside the dwelling for the VRD tenants.

3. **Maximum number of occupants:** **NINE (9) persons over the age of three years.** The maximum occupancy, along with good neighbor rules, shall remain posted inside the front door in a conspicuous place. It is the owner's responsibility to ensure the renters are aware of these limitations. If the number of occupants is less than the original number requested, it may have been reduced for valid code reasons.
4. **Applicability of Restrictions:** Properties licensed for VRD use will be expected to adhere to the VRD standards and rules throughout the entire year even when they are not being rented for profit. This will not apply to the dwellings when members of the owner's family are present.
5. **Open Yard Areas:** Front, side, and rear yards must maintain a residential appearance by limiting off street parking within yard areas. At least 50% of each yard area that is not occupied by buildings must be landscaped in some fashion so parking will not dominate the yard.
6. **Rogers Inn (436 S Downing, Seaside, OR 97138) will be the local manager for the VRD. Robert Murphy** will be the local contact for the VRD and he can be reached at **(503) 738-7367** during normal business hours. After hours number is **(971)997-2756**.
7. The contact person must be available 24 hours a day to address compliance issues while the property is rented. Upon any change in the local contact, the owner must provide formal notice of the updated contact information to the City and all of the neighboring property owners within 100'. Managers are encouraged to notify the City any time they stop representing a VRD.

Local contact information is available at the Community Development Department (503) 738-7100, City Hall (503) 738-5511, or after business hours at the Seaside Police Department (503) 738-6311.
8. **Compatibility:** A VRD will be compatible with the surrounding land uses and shall not contribute to excessive parking congestion on site or along adjacent streets.
9. **Ordinance Compliance & Solid Waste Pick-up:** All vacation rentals must comply with City ordinances regarding noise, smoke, dust, litter, odor, and solid waste collection. Weekly solid waste pick-up is required during all months.
10. **Required Maintenance:** It is the property owner's responsibility to assure that the vacation rental dwelling remains in substantial compliance with Oregon State requirements for the following: Health, Safety, Building, and Fire Codes, Traveler's Accommodation Statutes, and with the Uniform Housing Code. **Owners are hereby advised that Carbon Monoxide detectors must be installed and maintained in all newly established transient rental occupancies.**
11. **Permit Non-transferability:** Vacation rental dwelling permits are personal in nature and accordingly are not transferable. Upon transfer of the property, the new owner, if he or she so desires, may apply for a new permit in accordance with City Ordinance.

- 12. Business License, Room Tax Requirements, & Revocation for Non Payment:** A City Business License is required and all transient room tax provisions apply to VRD's. The business license must be obtained prior to any rental of the property. Renewals must be made in January of the permit year. If the business license fee or the transient room tax payments are thirty (30) days past due, the VRD Permit will be revoked unless a written extension is granted by the Finance Director.
- 13. Conflicts & Potential Denial for Non Compliance:** Upon receipt of two written complaints from two or more occupants of different residences who claim to be adversely affected by the use of the property as a vacation rental dwelling, or by notice from the City Code Compliance Officer that requirements or conditions of approval are not being met, the Planning Department will work with the parties involved to settle any conflicts. If the problems are not resolved, the permit will be reviewed by the Planning Commission as provided in Subsection 5 of this Section. Failure on the applicant's part to meet the standards or conditions will result in modification or denial of the permit.
- 14. Complaints:** Applicants are hereby advised the City Code Compliance Officer routinely follows-up on individual complaints if there is a valid code issue that needs to be addressed by the owner and/or manager of a VRD. Staff does not wait until the occupants of two different residences submit written complaints before they take action to achieve compliance. The VRD complaint procedures are outlined in an attachment to the notice of decision and the forms can also be accessed on the City of Seaside's web site <http://www.cityofseaside.us/sites/default/files/docs/VRD-COMPLAINTFORM.pdf> This should be used to report alleged violations that are not being addressed by the local contact or property manager.
- 15. Time Period for Approval, Required Re-inspection:** This VRD approval shall be limited to 5 calendar years unless the dwelling is re-inspected (subject to the applicable fee) for compliance with the VRD policies and ordinances applicable at the time of the re-inspection. Re-inspection notices will be provided to the owners at the time business licenses are issued for the 5th calendar year. If the re-inspection is not completed during the 5th year, the permit will expire and a new VRD application must be approved prior to obtaining a new business license for the 6th calendar year. Compliance with the re-inspection requirements will reauthorize the VRD for an additional 5 calendar years.
- 16. Tsunami Information & Weather Radio:** The owner shall post or otherwise provide a tsunami evacuation map in a conspicuous location within the VRD. In addition, a NOAA weather radio, with automatic alert capabilities, must be permanently affixed in a central part of the VRD along with an informational sheet that summarizes the warning capabilities of the radio in the event of a distant tsunami.
- 17. Grace Period:** If a currently licensed VRD sells to another party, staff is allowed to grant a temporary grace period of not more than 60 days in which current

bookings can be cleared without being recognized as a violation. The manager or owner must provide staff with a list of the bookings during the grace period and no additional bookings can be taken during that time.

FINAL STAFF RECOMMENDATION

Conditionally approve application **12-015VRD** allowing the establishment of a Vacation Rental Dwelling (VRD) with a maximum occupancy of **Nine (9)** at **2430 S. Edgewood**. This decision can be supported by the Commission adopting the findings, justification statements, and conclusions in this report subject to the previously stated conditions.

Although they are not conditions of approval, the following is a list of reminders to applicant.

- This approval will become void one (1) year from the date of decision unless final plans are submitted or an extension of time is approved in the manner prescribed under the Seaside Zoning Ordinance.
- As with any permit, the applicant must meet all applicable standards in the Seaside Zoning Ordinance such as erosion control provisions and any other applicable City of Seaside Ordinances.

The information in this report and the recommendation of staff is not binding on the Planning Commission and may be altered or amended during the public hearing.

Attachments: Applicant's Submittal

R2
12-015VRD

CITY OF SEASIDE VACATION RENTAL DWELLING (VRD) APPLICATION

The City of Seaside requires approval for short term (less than 30 day) rental of certain types of residential property. These uses are referred to as vacation rental dwellings (VRDs) and they must be approved in accordance with the conditional use provision in Chapter 6.137 of the Seaside Zoning Ordinance (see attached). Although most requests can be reviewed by the Planning Director; in some cases, the requests require a public hearing before the City Planning Commission. In both cases, VRD applicants must provide the following information and submit it for review along with their business license application.

In addressing the following questions, additional information and supporting evidence can be referenced and attached to the submittal.

SUBMITTAL INFORMATION

- 1. Applicant's Name: Barbara A. Nizich
- 2. Mailing Address: 14321 SE Oakwood Ave PHd, OR 97267
- 3. Telephone #: Home 503 816-2965, Work _____, Fax 503-794-5992

4. If the applicant is not the current owner, the applicant must also submit a signed statement from the owner that authorizes the VRD application.

5. VRD Street Address: 2430 S Edgewood St

6. Tax Map Ref.: Township 6N, Range 10W, Section 28B D, Tax lot # 062850

7. What is the total number of off-street parking spaces (9' X 18') that will be available for VRD occupant use? 6 The VRD ordinance states: One 9' X 18' off-street space will be provided for each bedroom in the unit, but in no event shall fewer than two spaces be provided.

8. How many bedrooms are in the dwelling? 3 Is the applicant requesting that all the bedrooms be used to calculate the maximum occupancy, and if not, how many are being proposed? 3 Please multiply the last number by three (3) to indicate the requested maximum occupancy for the VRD 9. The VRD ordinance states: The maximum number of occupants cannot exceed three persons (over the age of three) per bedroom. The maximum occupancy, along with good neighbor rules, shall remain posted inside the front door in a conspicuous place. It is the owner's responsibility to ensure the renters are aware of these limitations. The number of overnight renters or the maximum number of occupants may be reduced by the Code Enforcement Officer or Fire Marshal at the time of inspection for valid code reasons.

9. All off street parking spaces must be clearly indicated on the applicant's site plan. Will the existing parking spaces or any planned expansion of parking take

ORIGINAL

VRD Application updated 5-5-11
 V 2108
 20 -
 100 -
 430 -
 240 -

 790.00

9590

CITY OF SEASIDE
 MAY 10 2012
 PAID

up more than 50% of the property's yard areas? NO. The VRD ordinance states: Front, side, and rear yards must maintain a residential appearance by limiting off street parking within yard areas. At least 50% of each yard area which is not occupied by buildings must be landscaped in some fashion so that parking will not dominate the yard.

10. Who will be acting as the local responsible party for the VRD owner? Name:

Local management company Phone # _____ Address:
to be selected

The VRD ordinance states: A local responsible party that permanently resides within the county must be identified by the owner. The responsible party will serve as an initial contact person if there are questions regarding the operation of the VRD. The owner shall provide the telephone number of the local contact person to the City, and to the immediate neighbors within the notification area (within 100' of the subject property).

11. What is the zone designation of subject property? R-2. The VRD ordinance states: Within the medium density residential (R-2) zones and high density residential (R-3) zones, if more than 20% of the dwelling units within 100' of the subject property are currently licensed for VRD use, a public hearing and review by the Planning Commission is required.

12. Provide a site plan, drawn to scale, which indicates the following: the actual shape and dimensions of the lot, the sizes and locations of buildings and off street parking spaces (existing & proposed). In addition to the site plan, a floor plan(s) must be included which clearly indicates the intended use of all interior areas (e.g. bedrooms, kitchen, living room, storage etc.).

13. The following is a list of standard conditions that apply to VRDs:

- Vacation rentals must comply with City ordinances regarding noise, smoke, dust, litter, odor, and solid waste collection Weekly solid waste pick-up is required during all months.
- Prior to issuance of a vacation rental dwelling permit, the building in question must be inspected and be in substantial compliance with the Uniform Housing Code.
- It is the property owner's responsibility to assure that the vacation rental dwelling remains in substantial compliance with Oregon State requirements for the following: Health, Safety, Building, and Fire Codes; and Traveler's Accommodation Statutes, and with the Uniform Housing Code.
- Vacation rental dwelling permits are personal in nature and accordingly are not transferable. Upon transfer of the property, the new owner, if he or she desires, may apply for a new permit in accordance with the VRD ordinance.
- A City Business License is required and all transient room tax provisions apply to VRD's. The business license must be obtained prior to any rental of the property. Renewals must be made in January of the permit year. If the business license fee or the transient room tax payments are thirty (30) days

past due, the VRD Permit will be revoked unless a written extension is granted by the Finance Director.

- Upon receipt of two written complaints from two or more occupants of different residences who claim to be adversely affected by the use of the property as a vacation rental dwelling, or by notice from the City Code Compliance Officer that requirements or conditions of approval are not being met, the Planning Department will work with the parties involved to settle any conflicts. If the problems are not resolved, the permit will be reviewed by the Planning Commission as provided in the VRD ordinance. Failure on the applicant's part to meet the standards or conditions will result in denial of the application. This would be in addition to any violation procedures specified in Article 12 of the Seaside Zoning Ordinance.

Has the owner or the duly authorized applicant read all the standard conditions and answered all of the questions honestly based on their understanding of the VRD request? yes.

By signing this application, the applicant is also acknowledging that if the request requires review by the Planning Commission (Ordinance Provision 6.137E), the Applicant or a duly Authorized representative must attend the Public Hearing.

Applicant's Signature: Barbara G. Knight Date: 4-15-12

-----For Office Use Only-----

At the time of submittal, the applicant must pay the annual business license fee based on the proposed occupancy of the VRD: 1-5 occupants \$75.00, 6-10 occupants \$100.00, 11+ occupants 150.00. This fee must be accompanied by a one time filing fee of \$20.00.

In addition to the business license fee, a \$430.00 planning review fee must be submitted with this application. If the surrounding density of VRDs (see question 11) requires a Planning Commission review, an additional fee of \$240.00 must be paid before staff will schedule the public hearing to review the application.

If the VRD application is not approved, only the business license fee will be refunded.

Submittal Date: _____ Amount Paid: _____

~~~~~ For Community Development Use ~~~~~

Date application was received at Community Development: \_\_\_\_\_

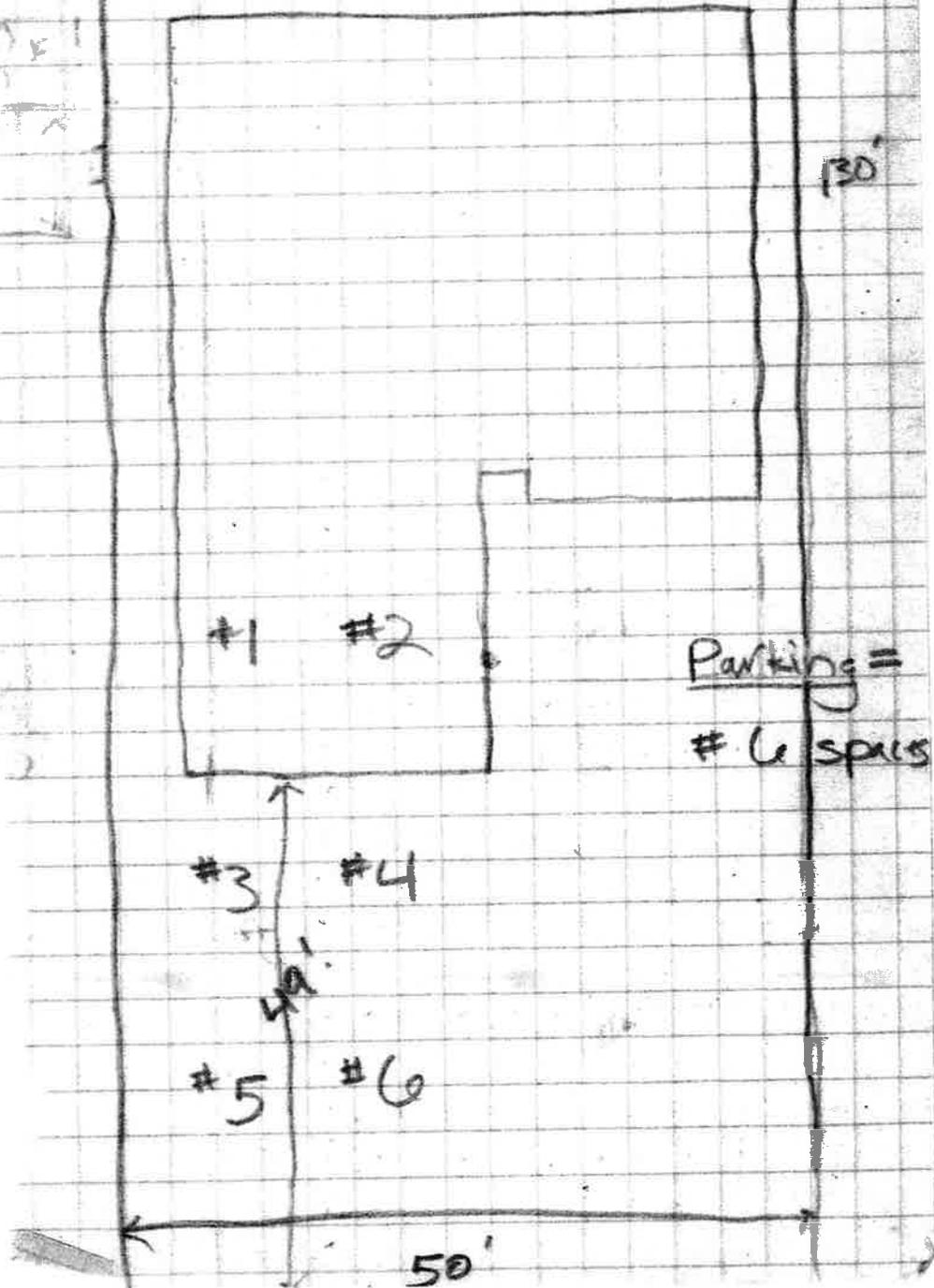
File Reference # \_\_\_\_\_ Date determined to be complete: \_\_\_\_\_

If applicable, date for Planning Commission Hearing: \_\_\_\_\_

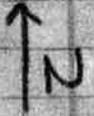
\$ 430  
100 = \$550  
20 + 240  
\$ 790

LET 01100

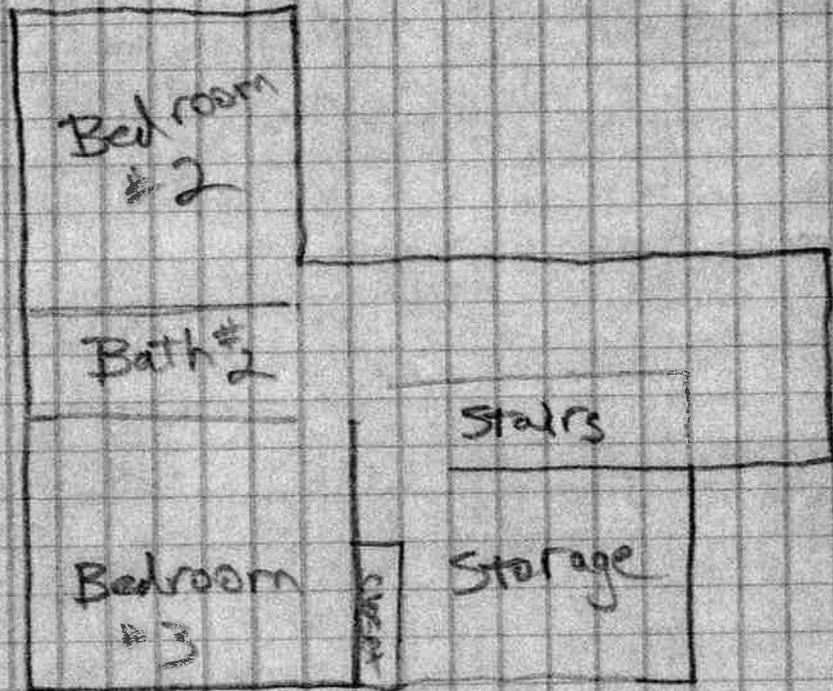
2430 S.  
Edgewood Street



UPPER



□ = 2ft

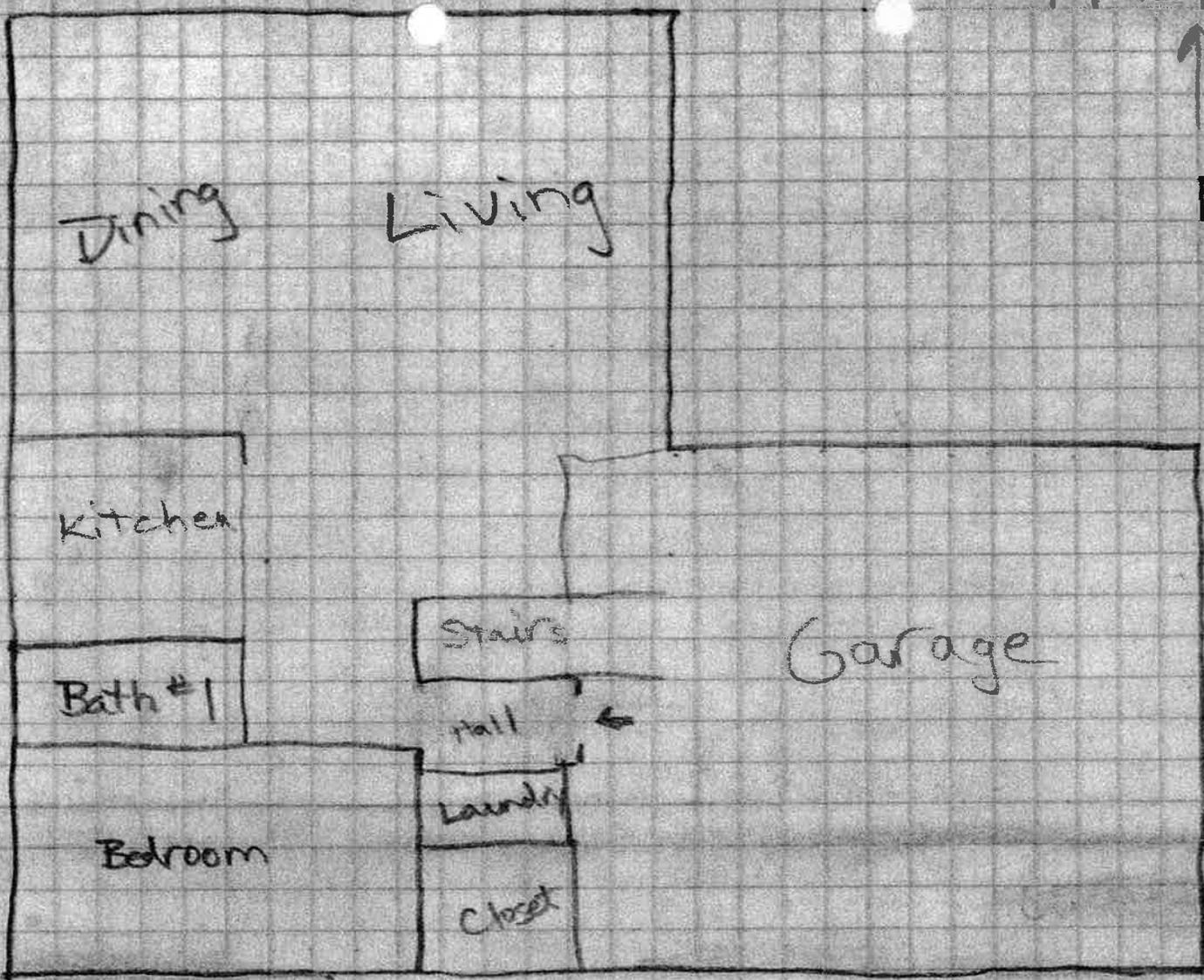


25 2430 S Edgewood St

MAIN



□ = 25'



2430 S Edgewood St

## CITY OF SEASIDE STAFF REPORT

**To:** Seaside Planning Commission  
**From:** Planning Director, Kevin Cupples  
**Date:** June 5, 2012  
**Owner:** TLC Federal Credit Union; 1510 3rd Street,  
Tillamook, OR 97141  
**Applicant:** CKI; P.O. Box 309, Seaside, OR 97138  
**Location:** 2315 N Roosevelt; T6-R15BA TL#5800 & 5801  
**Subject:** Major Partition 12-016MAP Creating Three Parcels within the  
General Commercial (C-3) Zone

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### **REQUEST:**

The applicant is requesting a major partition that will create three parcels within the General Commercial (C-3) zone. All the parcels will be accessed from a private street (Cross Creek Lane) and the subject property (6-10-15BA-TL5800) is the balance of undeveloped land that surrounds the new TLC Federal Credit Union Development at 2315 N Roosevelt (6-10-15BA-TL5801).

A similar land division was previously approved for the site under permit 11-018MAP; however, TLC will be modifying their existing building's parcel lines, through a property line adjustment, prior to completing the land division. This will reduce the parking available to TLC's existing building and move the eastern division lines to the center of the access easement. The subsequent partition will then establish new division lines based on the following configuration: Parcel 1 will be approximately 1.01 acres, Parcel 2 will be approximately 0.66 acres, and Parcel 3 will be approximately 4.72 acres. This will allow for smaller commercial development on the first two parcels and allow flexibility when considering development of the larger third parcel.

The Planning Commission has reviewed and approved a number of prior proposals for this property that were submitted by a local developer; however, all of these prior plans were contingent on funding that never materialized. The owner now plans to utilize the existing access so each parcel can be marketed and developed separately.

### **DECISION CRITERIA, FINDINGS, AND CONCLUSIONS:**

The following is a list of the decision criteria applicable to the request. Each of the criteria is followed by findings or justification statements which may be adopted by the Planning Commission to support their conclusions. The Commission may include conditions which they considers necessary to protect the best interests of the surrounding area of the city as a whole. Although each of the findings or justification statements specifically apply to one of the decision criteria, any of the statements may be used to support the Commission's final decision.

**FINDINGS & JUSTIFICATION STATEMENTS:**

**REVIEW CRITERIA #1: Section 18 of the Subdivision and Land Partition Ordinance: The minimum standards for design and improvements in a major land partition shall conform to the general regulations and design standards (Sections 32-45).**

**The Planning Commission shall hold a public hearing on the tentative partition in accordance with Section 10.070 of the Zoning Ordinance and make a decision on the tentative partition in accordance with the Zoning Ordinance.**

**FINDINGS & JUSTIFICATION STATEMENTS:**

1. The applicant's supporting evidence and tentative partition plan depicting the proposed land division are adopted by reference and summarized as follows:

- Parcel 1: lot area 1.01 acres (43,996 sq. ft.)
- Parcel 2: lot area 0.66 acres (28,750 sq. ft.)
- Parcel 3: lot area 4.72 acres (205,603.2 sq. ft.)

2. One constant throughout the reiterations of proposed development at this site has been the utilization of a private road to access any future development. This road will meet the minimum development standards for a local street.

3. During past review, sidewalks were not required along the private road because sidewalks already abutted the parcels, with the exception of Parcel 2. Pedestrian access to this parcel could be accommodated by developing sidewalks that would provide connectivity between the highway frontage and Parcel 2. This would require an additional easement through Parcel 1 so that pedestrian access could be established at the time these lots are developed. A sidewalk variance under Section 48 would be supported by the following:

- Sidewalk access can be more efficiently provided by the existing sidewalks provided an alternative access can be provided to Parcel 2.
- Pedestrian access would be provided in a similar fashion to that required for other property in the same vicinity.
- The need to provide pedestrian access to each lot would be maintained.
- Providing sidewalk connectivity to Parcel 2 would improve efficiency and avoid duplicating sidewalk access that is unnecessary.

4. The preliminary partition will need to be amended in order to address the following items:

- Private road maintenance responsibilities are not specified in the applicant's submittal.
- The preliminary plat does not indicate the entire site is located within the 100 year floodplain according to the FIRM maps

## **CONCLUSION TO CRITERIA #1:**

The proposed major partition will establish a private access appropriate scaled for the anticipated level of future development provided the following conditions are satisfied and the appropriate information is noted on a revised preliminary plat:

**Condition 1.** Alternative sidewalk access and appropriate easements must be provided in order to provide connectivity between Parcel 2 and the sidewalk frontage along Roosevelt.

**Condition 2.** The private access road will be named Cross Creek Lane unless an alternative name is submitted by the owner and approved by the Commission.

**Condition 3.** The applicant must establish a private road maintenance agreement that will clearly identify each parcel's level of obligation to maintain the proposed roadway.

**Condition 4.** Maintenance of the drainage facility and the private street must be addressed by means of covenants, conditions, or restrictions (CC&Rs) applicable to the partition plat.

**Condition 5.** The preliminary plat must make note the site is entirely within the 100 year floodplain and reference the base flood elevation according to the FIRM maps.

**Condition 6.** All utility extensions required for future development are the responsibility of the property owner and all plans for the infrastructure will require review and approval by the Public Works Department prior to final approval.

**Condition 7.** Once a final plan is approved, minor modifications to the applicant's proposed development plan can be authorized by the Planning Director in order to satisfy code compliance issues or plan deficiencies that arise during formal plan review. Any major modifications must be reviewed with the Commission prior to plan approval.

## **FINAL STAFF RECOMMENDATION**

Conditionally approve the preliminary partition plat 12-016MAP at 2315 North Roosevelt allowing the creation of three new parcels and a private access road by means of an easement. This decision can be supported by the Commission adopting the findings, justification statements, and conclusions in this report subject to the previously stated conditions.

Although they are not conditions of approval, the following is a list of reminders to applicant.

- As with any permit, the applicant must meet all applicable standards in the Seaside Zoning Ordinance such as erosion control provisions and any other applicable City of Seaside Ordinances.

*The information in this report and the recommendation of staff is not binding on the Planning Commission and may be altered or amended during the public hearing.*

### **Attachments:**

Applicant's Submittals



**City of Seaside, Planning Department**

989 Broadway, Seaside, OR 97138 (503) 738-7100 Fax (503) 738-8765

**Land Use Application**

Kevin Cupples, Director

PLEASE PRINT OR TYPE

|                                                                |                                                  |          |
|----------------------------------------------------------------|--------------------------------------------------|----------|
| NAME OF APPLICANT<br>TLC Federal Credit Union                  | ADDRESS<br>1510 Third Street Tillamook, OR 97141 | ZIP CODE |
| STREET ADDRESS OR LOCATION OF PROPERTY<br>2315 North Roosevelt |                                                  |          |

|            |               |                         |                       |         |         |
|------------|---------------|-------------------------|-----------------------|---------|---------|
| ZONE<br>C3 | OVERLAY ZONES | TOWNSHIP<br>6N 10W 15BA | RANGE<br>Tax Lot 5800 | SECTION | TAX LOT |
|------------|---------------|-------------------------|-----------------------|---------|---------|

**PROPOSED USE OF PROPERTY AND PURPOSE OF APPLICATION(S):**

Proposed Major Partition

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(PLEASE INCLUDE THE APPROPRIATE PLOT PLAN.  
IF ADDITIONAL SPACE IS NEEDED OR SUPPLEMENTAL INFORMATION IS REQUIRED PLEASE ATTACH)

|                                                                                                    |                                                                  |
|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>OWNER:</b>                                                                                      | <b>APPLICANT/REPRESENTATIVE (OTHER THAN OWNER):</b>              |
| PRINT NAME OF PROPERTY OWNER<br>TLC Credit Union, Dianne Burkhart, Senior Executive Vice President | PRINT NAME OF APPLICANT/REPRESENTATIVE<br>CKI                    |
| ADDRESS<br>1510 Third Street Tillamook, OR 97141                                                   | ADDRESS<br>PO Box 309 Seaside, OR 97138                          |
| PHONE / FAX / EMAIL<br>503 842 7523 ext 1133/503 815 7393/Dburkhart@tlcfcu.org                     | PHONE / FAX / EMAIL<br>503 738 4320/503 738 7854/dean@ckiinc.net |
| SIGNATURE OF PROPERTY OWNER<br><i>Dianne Burkhart, Sr. EVP</i>                                     | SIGNATURE OF APPLICANT/REPRESENTATIVE<br><i>[Signature]</i>      |

**FOR CITY USE ONLY - DO NOT WRITE BELOW THIS LINE**

**CHECK TYPE OF PERMIT REQUESTED:**

- |                                                     |                                                   |                                          |                                                |
|-----------------------------------------------------|---------------------------------------------------|------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> CONDITIONAL USE            | <input type="checkbox"/> NON CONFORMING           | <input type="checkbox"/> SUBDIVISION     | <input type="checkbox"/> ZONING CODE AMENDMENT |
| <input type="checkbox"/> LANDSCAPE/ACCESS REVIEW    | <input type="checkbox"/> PLANNED DEVELOPMENT      | <input type="checkbox"/> TEMPORARY USE   | <input type="checkbox"/> ZONING MAP AMENDMENT  |
| <input checked="" type="checkbox"/> MAJOR PARTITION | <input type="checkbox"/> PROPERTY LINE ADJUSTMENT | <input type="checkbox"/> VACATION RENTAL | <input type="checkbox"/> APPEAL                |
| <input type="checkbox"/> MINOR PARTITION            | <input type="checkbox"/> SETBACK REDUCTION        | <input type="checkbox"/> VARIANCE        | <input type="checkbox"/>                       |

|                                 |                  |
|---------------------------------|------------------|
| <b>PLANNING DEPARTMENT USE:</b> |                  |
| DATE ACCEPTED AS COMPLETE       | BY <i>DK</i>     |
| CASE NUMBER (S)                 | <i>12-016 MP</i> |
| HEARING DATE                    | P.C. ACTION      |

|                          |                      |
|--------------------------|----------------------|
| <b>OFFICE USE:</b>       |                      |
| FEE <i>100 -</i>         | RECEIPT <i>12220</i> |
| DATE FILED <i>5-3-12</i> | BY <i>DK</i>         |

## **PROJECT INFORMATION**

**Developer/Owner:** TLC Federal Credit Union  
Dianne Burkhart, Senior Executive Vice President  
1510 Third Street Tillamook, OR 97141

**Legal Description:** Tax Lots 5800 and 5801 Located in Section 15BA, Township 6  
North, Range 10 West, W.M., City of Seaside, Clatsop County,  
Oregon

**Site Size:** Approximately 6.29 acres

**Zoning:** C-3, Commercial, General

## **PROPOSAL**

The proposal is for a 3 parcel partition. The intent is to develop Parcels 1 and 2 at this time and to then to proceed with another partition to create additional Parcels on the remaining tract once the first two parcels are constructed and interested parties are identified for the new parcels. The purpose of dividing the property this way is to leave flexibility in the sizes of the future parcels to accommodate a wide range of potential buyers.

Parcels 1 and 2 are intended to be allowed uses that have been identified but not negotiations are still in process with the intended buyers.

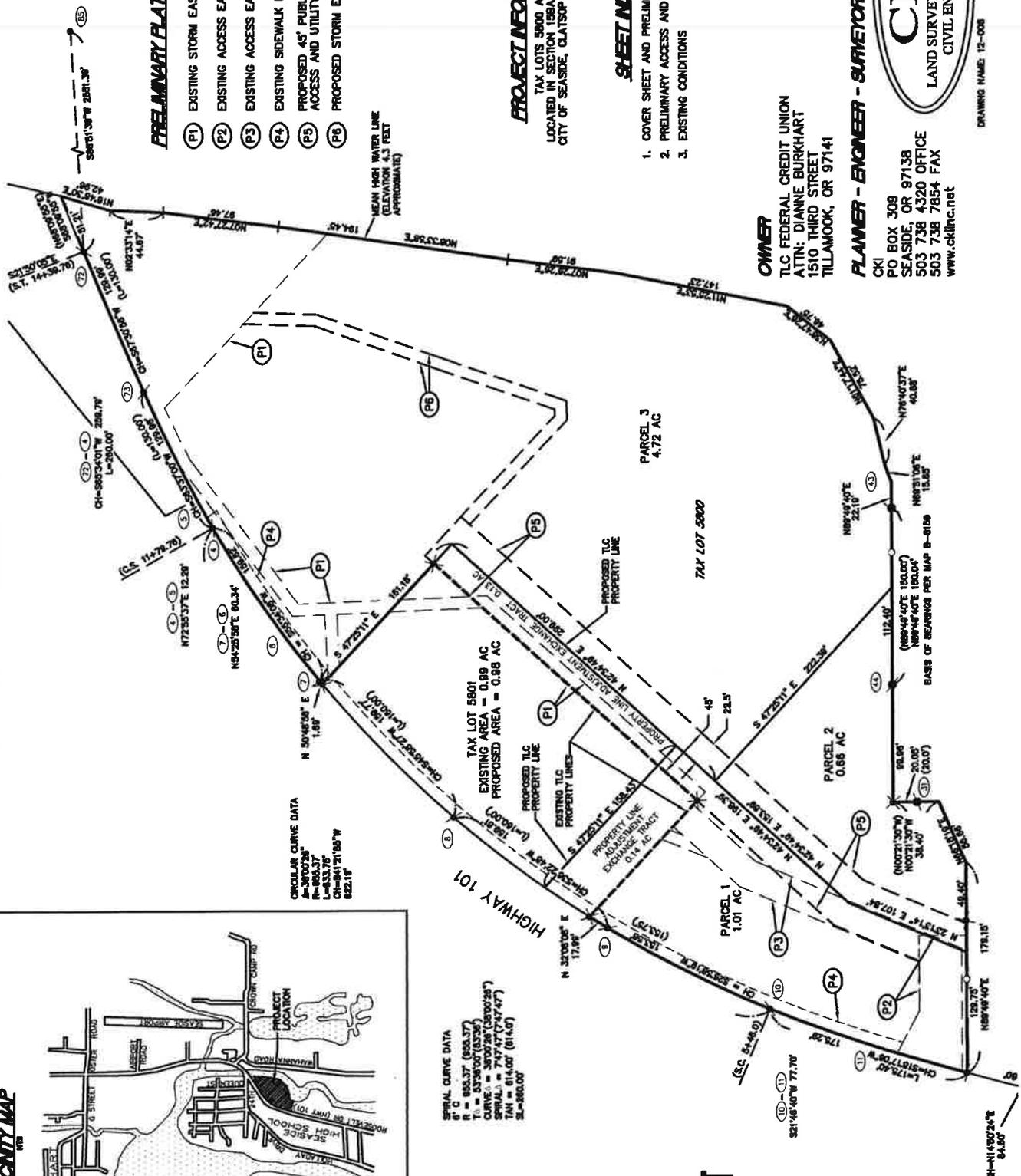
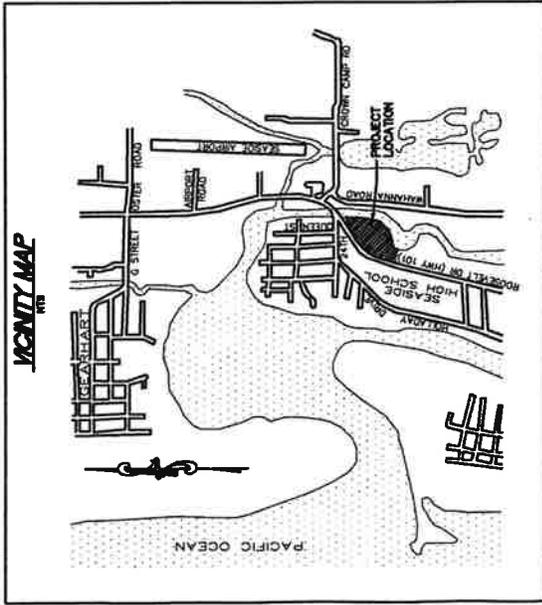
Highway 101 frontage and site entrance improvements were constructed along with the TLC building construction. Existing public utilities are located at this entrance at the Southwest corner of the site and are intended to be extended through the site as the parcels are developed. The proposal at this time is to extend utilities to the end of the existing TLC parcel. As shown on the preliminary plat, an easement is proposed that will contain the private roadway and private and public utilities.

Included with this partition application is a property line adjustment application which will adjust the existing Easterly line of the TLC parcel east 22.5' to center it within the proposed easement that will include the roadway and proposed utilities and will adjust the South line Northerly 44.5'. The property line adjustment occurs between Tax Lots 5800 and 5801.

# CROSS CREEK

## COMMERCIAL DEVELOPMENT

### PRELIMINARY PARTITION FLAT



#### PRELIMINARY FLAT NOTES

- (P1) EXISTING STORM EASEMENT
- (P2) EXISTING ACCESS EASEMENT
- (P3) EXISTING ACCESS EASEMENT TO BE VAC
- (P4) EXISTING SIDEWALK EASEMENT
- (P5) PROPOSED 45' PUBLIC UTILITY AND PRIVATE ACCESS AND UTILITY EASEMENT
- (P6) PROPOSED STORM EASEMENT

#### PROJECT INFORMATION

TAX LOTS 5800 AND 5801  
 LOCATED IN SECTION 18B4, T8N, 10W, W.M.,  
 CITY OF SEASIDE, CLATSOP COUNTY, OREGON

#### SHEET INDEX

1. COVER SHEET AND PRELIMINARY PARTITION FLAT
2. PRELIMINARY ACCESS AND UTILITY PLAN
3. EXISTING CONDITIONS

#### OWNER

TLC FEDERAL CREDIT UNION  
 ATTN: DIANNE BURKHART  
 1510 THIRD STREET  
 TILLAMOOK, OR 97141

#### PLANNER - ENGINEER - SURVEYOR

CKI  
 PO BOX 309  
 SEASIDE, OR 97138  
 503 738 4320 OFFICE  
 503 738 7854 FAX  
 www.ckilinc.net



DRAWING NAME: 12-008

DATE OF PLOT: 9/7/12

SHEET 1 OF 3

SPIRAL CURVE DATA  
 B'C = 883.37 (883.37)  
 R = 5326.07 (5326)  
 T = 5326.07 (5326)  
 CURVE = 3870.28 (3870.28)  
 TANG. DIST. (CH/47)  
 TAN = 81.62 (81.62)  
 SA = 880.00

CIRCULAR CURVE DATA  
 A = 3870.28  
 R = 883.37  
 CH = 81.62  
 CM = 81.71 (81.71)  
 EC = 82.18



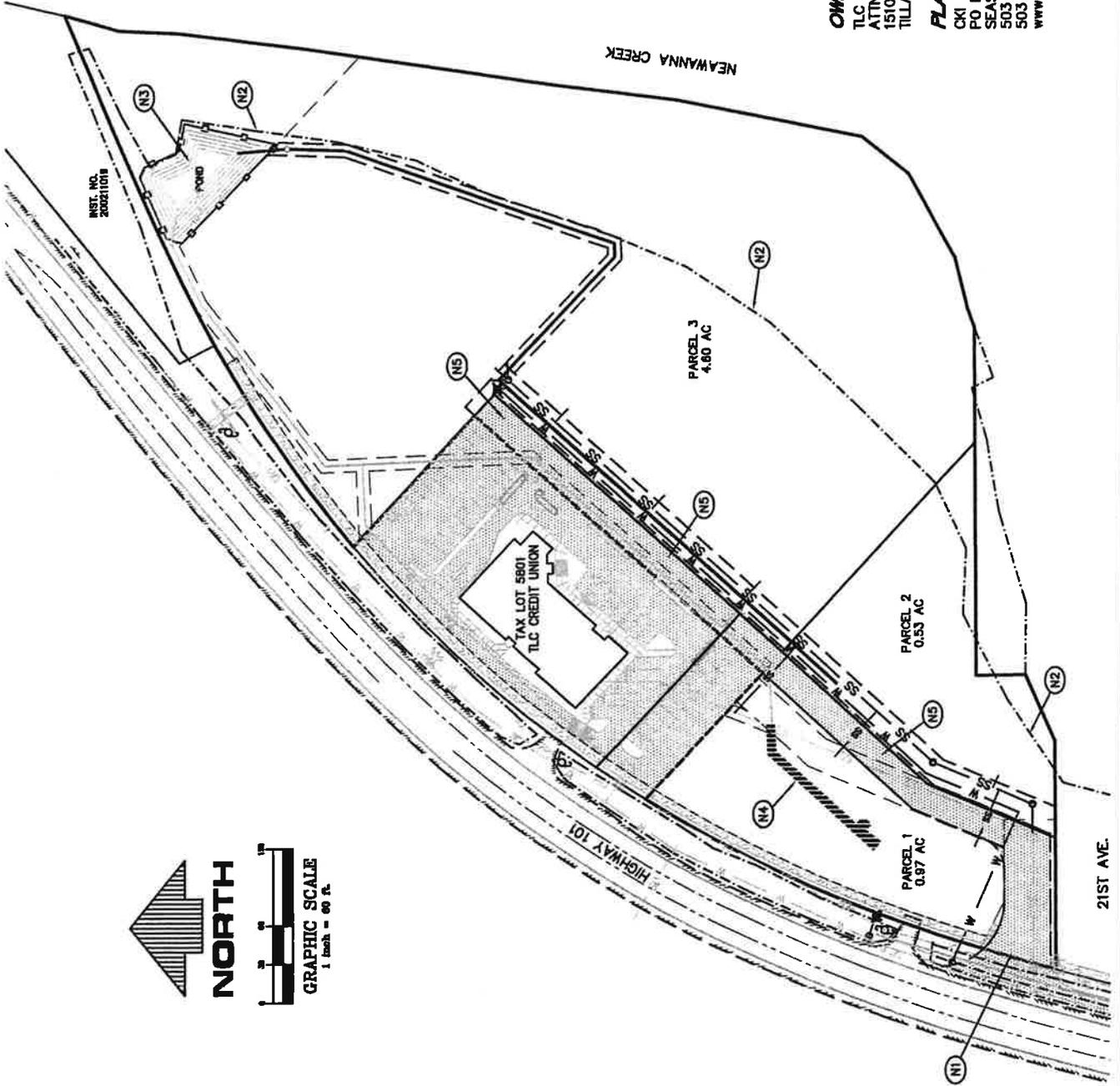
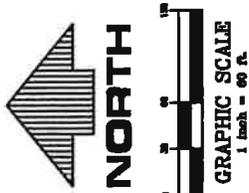
**NORTH**



GRAPHIC SCALE  
 1 inch = 80 ft.

# CROSS CREEK

COMMERCIAL DEVELOPMENT  
PRELIMINARY ACCESS AND UTILITY PLAN



**NOTES**

- (N1) EXISTING ODOT ACCESS
- (N2) EXISTING TOP OF BANK
- (N3) EXISTING POND
- (N4) EXISTING STORM TO BE REMOVED/RELOCATED
- (N5) EXISTING PAVED ACCESS

**LEGEND**

- EXISTING SIDEWALK
- PROPOSED STORM MANHOLE
- PROPOSED PUBLIC SANITARY LINE
- PROPOSED SANITARY MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED PRIVATE STORM LINE
- PROPOSED WATER METER/VAULT
- PROPOSED PUBLIC WATERLINE
- PROPOSED FIRE HYDRANT

**OWNER**

TLC FEDERAL CREDIT UNION  
ATTN: DIANNE BURKHART  
1510 THIRD STREET  
TILLAMOOK, OR 97141

**PLANNER - ENGINEER - SURVEYOR**

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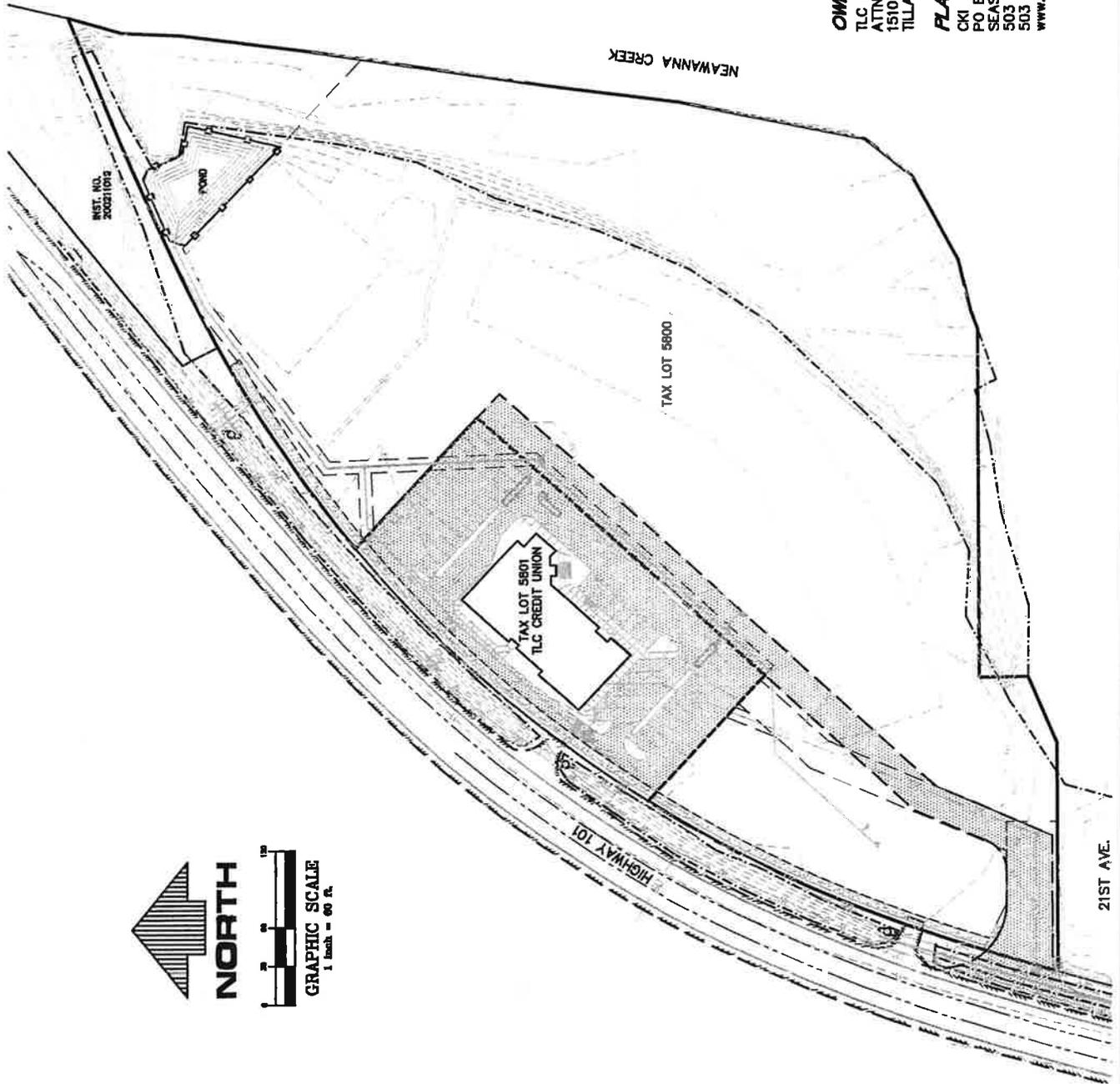
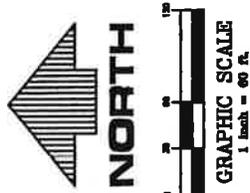


DRAWING NAME: 12-008

DATE OF PLOT: 9/1/12

# CROSS CREEK

COMMERCIAL DEVELOPMENT  
EXISTING CONDITIONS



## LEGEND

|           |                             |
|-----------|-----------------------------|
| —         | PROPERTY LINE               |
| - - -     | EXISTING EDGE OF PAVEMENT   |
| - · - · - | EXISTING GROUND CONTOUR     |
| - - -     | EXISTING SANITARY LINE      |
| - - -     | EXISTING TOP OF BANK        |
| - · - · - | EXISTING SIDEWALK           |
| - - -     | EXISTING STORM LINE         |
| - - -     | EXISTING WATER LINE         |
| - - -     | EXISTING SANITARY LINE      |
| - - -     | EXISTING GAS LINE           |
| - - -     | EXISTING OVERHEAD POWER     |
| - - -     | EXISTING POWER POLE         |
| - - -     | EXISTING WATER METER        |
| - - -     | EXISTING TELEPHONE PEDESTAL |
| - - -     | EXISTING CABLE TV PEDESTAL  |
| - - -     | EXISTING WATER VALVE        |
| - - -     | EXISTING FIRE HYDRANT       |
| - - -     | EXISTING SANITARY MANHOLE   |

### OWNER

TLC FEDERAL CREDIT UNION  
ATTN: DIANNE BURKHART  
1510 THIRD STREET  
TILLAMOOK, OR 97141

### PLANNER - ENGINEER - SURVEYOR

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DRAWING NAME: 12-008

DATE OF PLOT: 9/1/12

SHEET 3 OF 3