



A place where families and businesses thrive.

NOTICE OF ADMINISTRATIVE DECISION

DATE: July 31, 2024
FILE NUMBER: 311-24-000041-PLNG
APPLICANT: CK Designs, LP
APPLICANT REP.: Barghausen Consulting Engineers, Inc.
PROPERTY OWNER: CK Designs, LP
LOCATION: 3605, 3619, 3627 & 3641 Pacific Avenue
Washington County Tax Lots: 1N332DC01000, 1N332DC00901,
1N332DC00902 & 1N332DC06300
PROPOSAL: Site development and design review approval for a fueling station,
convenience store (4,270 square feet) & car wash (2,607 square
feet)

This is your notice that the land use application, referenced above, has been approved, with conditions, by the Forest Grove Community Development Department. This decision is based on the criteria listed below and information included in the record. The findings of fact relied upon for this decision, and the conditions of approval, are attached to this notice. The criteria for approval, for this proposed, are found within the following Forest Grove Development Code Sections:

- §17.2.350: Design Review Criteria
- §17.2.450: Site Development Review Criteria
- §17.3.320: Commercial Zone Use Regulations
- §17.3.330: Commercial and Mixed-Use Zone Development Standards
- §17.5.205: Solid Waste and Recycling
- Forest Grove Development Code Article 8: General Development Standards (§17.8.005 et. seq.)

This administrative decision is appealable to the Forest Grove Planning Commission. An appeal must be in writing and submitted to the Community Development Department, at 1924 Council Street, or mailed to PO Box 326, Forest Grove, Oregon, 97116. The appeal must be received by the Community Development Department within 14 days of the date shown on this notice. The written appeal must state specifically how the decision does not comply with the approval criteria or other applicable ordinances. The required appeal fee is \$250.00. If an issue is not raised in the appeal to the Planning Commission or explained in sufficient detail to allow for a response by the applicant, that issue cannot be used as a basis for an appeal to the Forest Grove City Council or Oregon Land Use Board of Appeals (LUBA).

Contact Daniel Riordan, Senior Planner for more information about this decision or the appeal process at driordan@forestgrove-or.gov or (503) 992-3226.

FINDINGS AND CONDITIONS
PROPOSED FUELING STATION AND CAR WASH
File Number: 311-23-00041-PLNG

Washington County Tax Lots: 1N332DC01000, 1N332DC00901, 1N332DC00902 & 1N332DC06300
Physical Addresses: 3605, 3619, 3627 & 3641 Pacific Avenue
Zoning of subject properties: Community Commercial (CC) zoning district.
Property Owner/Applicant: CK Designs, LP
Applicant's Representative: Barghausen Consulting Engineers, Inc.
Request: Type II Design Review and Site Development Review for a fueling station, convenience store and car wash

BACKGROUND: On behalf of CK Designs, LP, Barghausen Consulting Engineers, Inc., applied for a Type II Site Development and Design Review permit to construct a fueling facility, 4,270 square-foot convenience store, including equipment and stock room, and a 2,067 square foot car wash. The application was submitted on November 28, 2023, and deemed complete by the Planning Division on February 22, 2024. Plan revisions were submitted for subsequent City review, after the application was deemed complete, on February 14, 2024, May 24, 2024, and July 9, 2024.



OVERALL SITE 3D VIEW -
ORIGINATOR



SITE CONTEXT: The subject property is located at the northeast corner of Pacific Avenue (Oregon Highway 8) and Quince Street (Oregon Highway 47). The site is zoned Community Commercial (CC) and is just under 1.2 acres in area. The property is developed with several

buildings including an office building and two commercial buildings. The site is paved and has no landscaping.

An age-restricted apartment complex is located immediately north of the subject property. An urgent care office and auto parts store are located east of the subject property. The Habitat for Humanity Restore is also located east of the subject property.



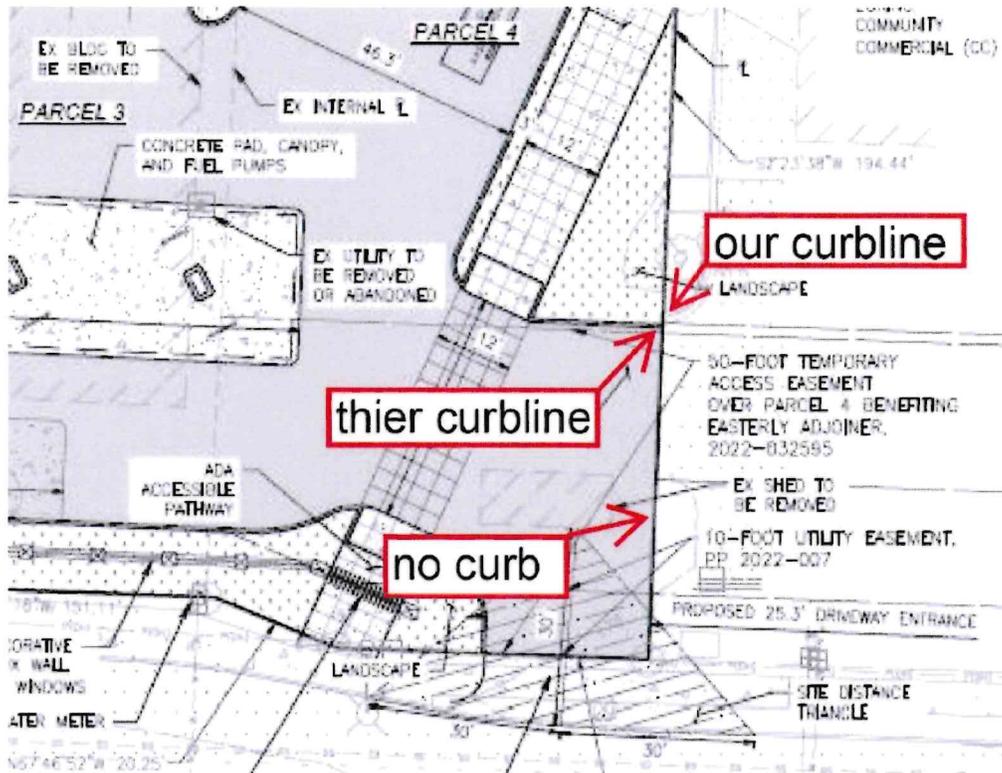
REVIEW PROCESS: The applicant requested Type II design review and site development review. The review process for a Type II application is described in Forest Grove Development Code (DC) §17.1.505 through §17.1.540. As required by DC §17.1.515 notice was mailed to all property owners within 300' of the exterior boundaries of all four (4) of the subject properties proposed for development, on March 1, 2024. A fourteen-day public comment period is required for a Type II application.

PUBLIC COMMENTS:

Samantha Kozlowski, Development Manager, EIG14T Commercial Real Estate

- The proposed curblines at the point of cross access does not appear to line up with our existing curblines. Can you require that the curblines match for a more cohesive development?

The plans submitted by the applicant show a “jog” in the internal curb connectivity as shown on the image below.



The City's Development Code or Engineering Construction and Design Standards and Specifications do not address property curb connectivity outside of the public right-of-way. Therefore, the City cannot require that the applicant match the curbline for a more cohesive development.

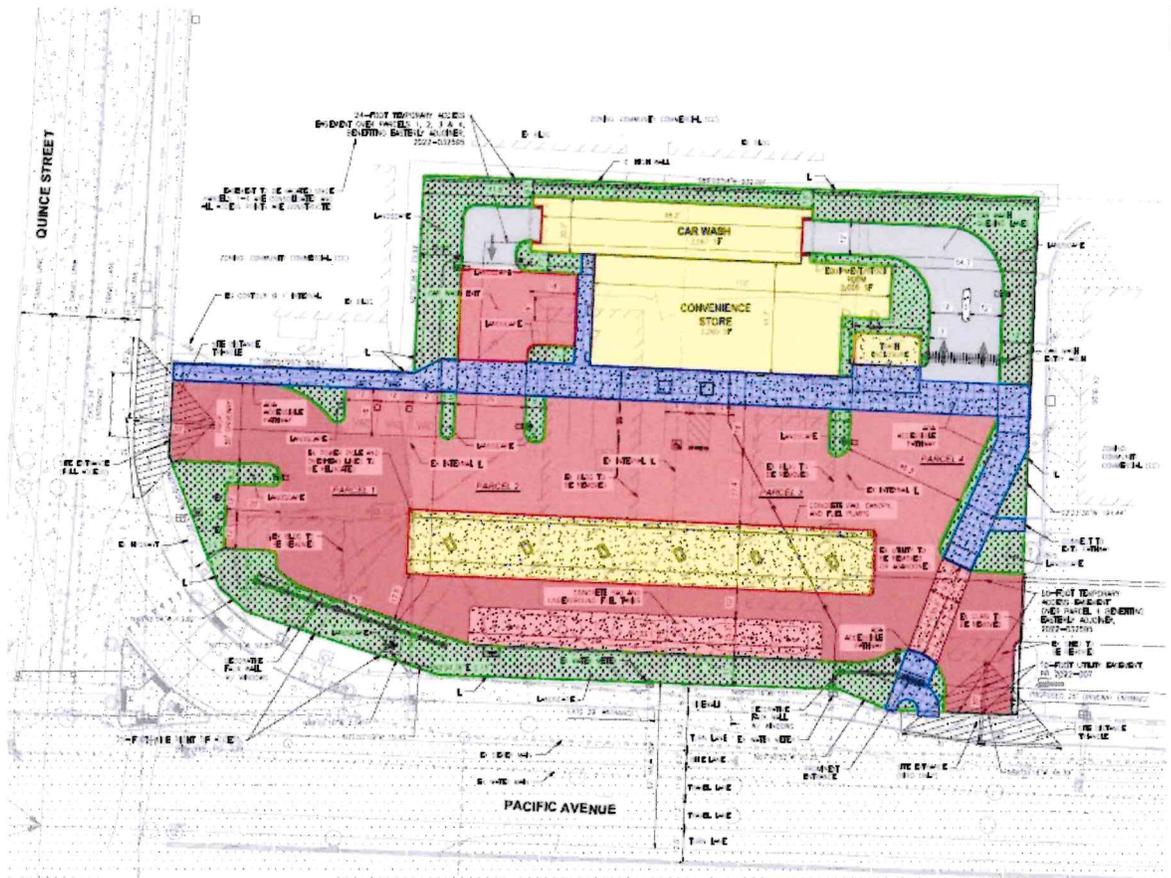
- What will be required on the back side of our landscaped island. The site plan provided currently does not show anything.

As the image below shows, the subject property currently lacks landscaping. The applicant proposes landscaping improvements as part of the development.



Proposed landscaping, shown in green on the image below, includes a 6-foot-wide landscaped strip along the property line separating the commercial development from the residential area to the north consistent with the Development Code. A landscaped area with ground cover is also proposed along the eastern site perimeter outside of the vehicle maneuvering and pedestrian areas.

Landscaping is also shown along the Pacific Avenue and Quince Street property frontages outside of driveway areas. The landscaping along the street frontages is 10 feet wide consistent with the requirements in the Fores Grove Development Code. The amount of landscaping proposed is approximately 9,675 square feet and comprises about 18.6% of the site's gross area. The minimum amount of landscaping required by the Development Code is 15%.



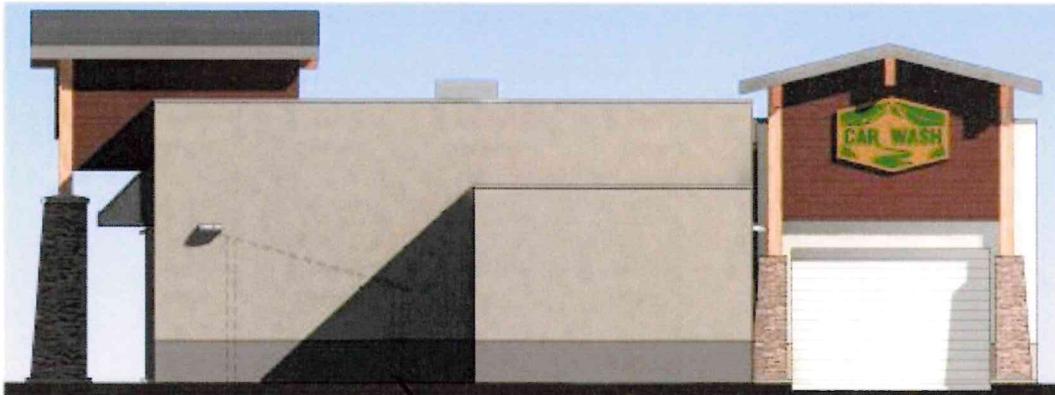
The applicant provided a landscape plan, labeled as plan sheet L1 and L2 identifying proposed plantings by species and quantities as size at time of planting as required by DC §17.2.440(0). The proposed planting schedule is shown below.

PLANT SCHEDULE

<u>DECIDUOUS TREES</u>	<u>BOTANICAL / COMMON NAME</u>	<u>CONT.</u>	<u>SIZE</u>	<u>QTY</u>	
	CARPINUS BETULUS 'FRANS FONTAINE' / FRANS FONTAINE HORNBEAM BRANCHED TO 3-4' HEIGHT. 'SMALL' TREE. 25' HT. X 15' WIDTH AT MATURITY	B & B	2" CAL	12	
	GLEDITSIA TRIACANTHOS INERMIS 'IMPCOLE' / IMPERIAL® HONEY LOCUST BRANCHED TO 6' HT.	B & B	2" CAL	6	
<u>SHRUBS</u>	<u>BOTANICAL / COMMON NAME</u>	<u>CONT.</u>	<u>WATER USE</u>	<u>SPACING</u>	<u>QTY</u>
	EUONYMUS FORTUNEI 'EMERALD 'N GOLD' / EMERALD 'N GOLD WINTERCREEPER	1 GAL.		42" o.c.	24
	LAVANDULA ANGSTIFOLIA 'HIDCOTE' / HIDCOTE ENGLISH LAVENDER	5 GAL.		42" o.c.	15
	LONICERA NITIDA 'LEMON BEAUTY' / BOXLEAF HONEYSUCKLE	5 GAL.		48" o.c.	18
	MAHONIA AQUIFOLIUM / OREGON GRAPE	1 GAL.		48" o.c.	24
<u>GROUND COVERS</u>	<u>BOTANICAL / COMMON NAME</u>	<u>CONT.</u>	<u>WATER USE</u>	<u>SPACING</u>	<u>QTY</u>
	ARCTOSTAPHYLOS UVA-URSI / KINNIKINNICK	1 GAL.		30" o.c.	703
	PRUNUS LAUROCERASUS 'MOUNT VERNON' / MOUNT VERNON ENGLISH LAUREL	1 GAL.		24" o.c.	600

- What does this development have planned for signage? Would there be any opportunity for additional signage for our project?

The applicant provided an architectural plan set that provides a concept for signage.



In addition to the wall signs shown above, the Development Code allows monument and pylon/pole signs in the Community Commercial zone. The applicant did not provide details for monument or pylon/pole signs. The applicant may apply for sign permits at a later date for these signs. Monument and pylon/pole signs are subject to the following requirements.

Each site or multi-tenant complex is allowed one permanent monument sign not to exceed 40 square feet in area and eight feet in height per 400 feet of property frontage up to a maximum of three monument signs per multi-tenant complex. Monument signs may not be located within the required clear vision/ site distance triangle adjacent to a driveway to ensure vehicle turning movements are not obstructed.

In lieu of a monument sign, one pylon sign is allowed per street frontage. All pylon signs must have a minimum clearance of ten feet below the sign and must be no taller than 20 feet above grade. A pylon sign may not have a total area of more than 40 square feet per face except that properties with three or more businesses are allowed up to 70 square feet per face.

Wall signs (including window signs) may not have a gross area greater than 15% of the face of the building where the sign is attached.

Virginia Ohler, Executive Director, West Tuality Habitat for Humanity

The Executive Director of West Tuality Habitat for Humanity submitted comments during the 14-day public comment period. The comments focused on the existing approach/access to and from Pacific Avenue (Hwy 8) located on the Habitat for Humanity "ReStore" property. The Executive Director expressed concern that the Restore property could be overutilized by patrons of the proposed commercial development trying to avoid traffic congestion.

For context, the ReStore property; 3731 Pacific Avenue (Washington County Tax Lot 1N332DC00700) is located three (3) properties east of the subject properties. The submitted site plan shows a 25.3' right in / right out (RIRO) driveway on the southern boundary of tax lot 6300 at the southeastern corner of the development site, and a full access ingress/egress 30' driveway to and from Quince Street (Hwy 47) on the westernmost side of the development which is, coincidentally, the west side of tax lot 1000. The applicant does not propose the use of the ReStore access point within the submitted application material. Notwithstanding the foregoing, a perpetual, reciprocal cross-access easement agreement benefitting the subject property and providing access over the Urgent Care (tax lot 6400), O'Reilly (tax lot 800) and Habitat ReStore (tax lot 700) is recorded with Washington County as document No. 2012-011152. While the City is sensitive to concerns about traffic and safety, the City is not party to the access agreement and does not have authority to restrict access across the privately owned property.

The Executive Director also commented that the potential traffic situation might be somewhat ameliorated if the traffic signals which were planned and partially installed in front of the physical therapy office near the ForestPlace apartments development south of Pacific Avenue were fully installed and activated. The signal poles that remain were installed when a grocery store was proposed the site south of Pacific Avenue near the physical therapy office. The site has since been developed with an apartment complex.

Pacific Avenue west of Quince Street is managed by the Oregon Department of Transportation (ODOT). ODOT's Traffic Signal Policy & Guidelines manual addresses the installation of traffic control, including signals, on the state highway system. According to the Manual, installation of new signals must meet one or more of the traffic signal warrants mentioned on Chapter 4C of the Manual of Uniform Traffic Control Devices, unless criteria for special applications are met. ODOT determined that warrants wouldn't be met when the ForestPlace apartments were built. Subsequently, the Oregon Department of Transportation reviewed the application for the proposed fueling station and car wash and determined that the proposed project does not require a traffic impact analysis. At this time, ODOT has not recommended installing traffic signals near the apartments.

DECISION: Based on the information provided by the applicant and evidence in the record and findings and conclusions provided below, the proposal is found comply with the submittal requirements and the applicable review criteria contained in the Forest Grove Development Code for design review (DC §17.2.340 and §17.2.350) and site development review (DC §17.2.440 and §17.2.450) with the proposed conditions of approval listed below.

ANALYSIS: The following sections of the Forest Grove Development Code (DC) are deemed applicable to this proposal:

- Development Code §17.2.300 - §17.2.350 (Design Review)
- Development Code §17.2.400 - §17.2.450 (Site Development Review)
- Development Code §17.3.320 (Commercial Zone Use Regulations)
- Development Code §17.3.330 (Commercial and Mixed-Use Zones Development standards)
- Development Code §17.5.205 (Solid Waste and Recycling)
- Development Code §17.8.125 (Access and Circulation)
- Development Code §17.8.155 (Clear Vision Area)
- Development Code §17.8.400 et. seq. (Landscaping, Screening and Buffering)
- Development Code §17.8.500 et. seq. (Off street parking and loading)
- Development Code §17.8.700 et. seq. (Building Design and Development Standards)
- Development Code §17.8.755 (Lighting Standards)
- Development Code §17.8.830 (Signs)

New commercial development is subject to design review (DC §17.2.310). Projects are reviewed under one of two procedures: Type II (Administrative/Limited Land Use Decision) or Type III (Quasi-Judicial). The procedure type is based on the size of the project and whether the project is reviewed against clear and objective standards (Track 1) or flexible design guidelines (Track 2) allowing for deviations from the clear and objectives standards.

The Community Development Director is the decision maker for Type II, Track 1 applications. The Planning Commission is the decision maker for Type III applications or new commercial construction of more than 10,000 square feet.

This application is reviewed under the Type II procedure since the proposed building gross area is approximately 6,337 square feet including the car wash building comprising approximately 2,070 square feet and convenience store building with a total area of 4,270 square feet including the retail space and equipment/stock room area.

The fuel pump area was excluded from the development square footage for purposes of determining the appropriate review procedure since the fuel pumps are equipment that is not contained in a structure as defined in the Development Code. The Development Code defines structure to mean a walled and roofed building including a gas or liquid storage tank that is principally above ground (DC §17.12.205 (Meaning of Common Words). Since the fuel pump area is not walled it is not considered a structure subject to design review.

The applicable project review criteria are contained in DC §17.2.350 (Design Review Criteria). The criteria include:

- A. The development standards of the applicable zoning district and any overlay district.

- B. The general development standards of Article 8.
- C. Departures from code requirements may be permitted as part of a Track 2 Design Review Process, when the following criteria are met:
 - a. The design guidelines contained in the applicable section of the “Design Guideline Handbook” are adequately addressed.
 - b. The applicant demonstrates that the overall development would result in a development that better meets the intent of the design guidelines than a design that simply meets the Code.

Findings supporting a decision pertaining to the design review criteria are provided below:

DC §17.2.450(A): The site development plan complies with all applicable standards of the base zone district (Article 3), any overlay district, and the applicable general development standards of Article 8.

FINDING: The base zone is the Community Commercial (CC) zoning district, and the applicable standards are set forth at DC §17.3.300 et seq. The proposed site plan complies with the applicable standards of DC §17.3.310 et. seq. as follows:

The applicant proposes a fueling station, drive through car wash and convenience store. These uses are identified as commercial uses pursuant to DC §17.12.130 (D) *General Retail* - (1) *Sales oriented*; (F) *Motor vehicle related* – (2) *Motor vehicle servicing/repair “car washes”* and, (3) *Vehicle fuel sales*. DC §17.3.320, use table 3-8 identifies that the uses under §17.12.130(F)(2) and (3) are permitted by right in the CC zoning district. The General Retail use of the convenience store is listed as “L[7]” within table 3-8. Pursuant to §17.3.320 (B), uses identified in the table with an “L”, are allowed if they comply with the limitations listed in the footnotes to the table the development standards and other regulations of the code. Footnote [7] is specific to cannabis retailers. The proposal does not incorporate this use and the footnote is not applicable. Retail use, in conjunction with the motor vehicle-related use can comply with the applicable and relevant provisions of the development code and are therefore permissible in the CC zone. As proposed, the criteria of this section are satisfied.

FINDING: The subject property is not located within an overlay zone affecting the use or development of land.

FINDING: The general development standards contained in DC Article 8 related to access and circulation (DC §17.8., clear vision area, landscaping, and loading apply to this application. Compliance with the applicable Article 8 standards is addressed elsewhere in this report. The applicant must also meet the lighting and sign standards contained in Article 8. Compliance with the lighting and sign standards will be reviewed at the time of building permit application.

DC §17.2.450(B) The site development plan addresses the development standards in Article 5 (Natural Resource Areas, Tree Protection and Historic Resources) when such resources are present or directly adjacent to the development site.

FINDING: The applicant submitted a Sensitive Area Pre-Screen Site Assessment from Clean Water Services (Clean Water Services File Number 23-002441). The site assessment indicates that sensitive natural areas do not appear to exist on site or within 200 feet of the property subject to development.

FINDING: Aerial imagery shows there is vegetation along the north property line adjacent to the apartments. The applicant is required to exercise care and observe accepted arboriculture standards when excavating near trees on adjacent properties to ensure such trees are not damaged.

FINDING: The local historic resource inventory adopted in the Forest Grove Comprehensive Plan indicates there are no historic resources on the subject property. The Oregon State Historic Preservation Office online historic sites database, <https://heritagedata.prd.state.or.us/historic/>, also indicates there are no historic resources I the subject property.

DC §17.3.320 identifies uses allowed in the Community Commercial zoning district.

FINDING: The subject property is zoned Community Commercial on the Forest Grove zoning map. DC §17.3.320, in Table 3-8, identifies land uses allowed in the Community Commercial zone. Motor vehicle fuel sales is categorized as permitted in the Community Commercial zone. General retail uses, including convenience stores, are also permitted in the Community Commercial zone. Forest Grove Development Code Article 12 defines land use categories. DC §17.12.130 (Commercial Use Category) includes car washes under the motor vehicle servicing/repair category. Motor vehicle servicing/repair is also a permitted use in the Community Commercial zone. Therefore, the proposed uses for the site comply with the Community DC §17.3.320.

DC §17.3.330 establishes standards for lot size, setbacks and building height in the Community Commercial zone.

FINDING: The minimum lot size requirement in the CC zone is 5,000 square feet. The development site is comprised of four (4) separate properties, each individually exceeding this requirement and combined are a total of approximately 52,300+/- square feet.

All four (4) lots are greater than the minimum 50-foot width requirement when measured individually and again, continue to exceed the requirement when considered combined for the purposes of the proposed development site.

There are no established minimum setbacks in the CC zone. The subject property is bordered by right of way (ROW) to the west and south and CC zoned property to the North and East therefore, pursuant to footnote [2] of table 3-9, no screening or buffering is required. Notwithstanding the foregoing, there is an existing evergreen hedge located along the northwestern and northern boundary of the development site that will be retained as represented on the submitted preliminary landscape plan.

There are no established maximum setbacks in the CC zone. The subject property is located east of Oak Street. Pursuant to footnote [3](c) there is no special setback applicability.

The maximum building height in the CC zone is 45 feet. The submitted architectural plans demonstrate that the highest proposed architectural component of the development along the south elevation of the convenience store/car wash structure is less than 27' in height. The proposal demonstrates compliance with the height limitations of the CC zone.

The submitted structural plans, site plan and landscape plan demonstrate compliance with the dimensional and landscaping requirements of DC §17.3.330.

DC §17.3.340 Commercial development in the NC and CC zones is subject to the design review process in Article 2 and standards in Article 8.

FINDING: The submitted site development proposal follows the Track 1 Development Standards and has been appropriately reviewed pursuant to a Type II process as prescribed by §17.2.320 (DESIGN REVIEW). The relevant development provisions of specific to the CC zone have been addressed above and the applicable standards of DC §17.8.000 et. seq. are addressed as follows:

DC §17.8.005(C) Adoption by Reference of CWS Standards:

FINDING: The applicant submitted a Sensitive Area Pre-Screening Site Assessment (CWS File No. 24-000218) to the record. A condition of approval will require the site and all improvements will be required to comply with CWS standards for any discharge into the sanitary sewer and/or storm drainage systems. For this reason, this criterion is satisfied.

DC §17.8.100 – §17.8.140 Access and Circulation:

FINDING: The site is located in a commercial area with vehicular, pedestrian and transit access. The proposed vehicular and pedestrian access complies with the provisions set forth in this section. As demonstrated on the submitted site plan, pedestrian connections will be provided between the parking area, the public right-of-way, and the building entrance. Existing Trimet line 57 stops are located in proximity to the proposed development. The site plan demonstrates compliance with the minimum access requirements for non-residential uses as defined by §17.8.125 and widths and locations of existing and proposed curb cuts as required by §17.8.130. At the request of ODOT, the applicant is closing a pre-existing access point along Pacific Avenue that is currently located in nearer proximity to the intersection, and moving that access point further east, which will bring the development into compliance with the requirements of §17.8.130(C) and the ODOT requirements whose facility onto which access is taken. §17.8.135(C) requires joint access where feasible and possible in commercial zones via provision of reciprocal easements. In compliance with §17.8.110(C), recorded easement instruments have been provided to the record. An easement instrument, recorded with the Washington County Clerk as document No. 2022-32595, benefits and provides cross access between the subject property and the Urgent Care Property and an easement instrument, recorded with the Washington County Clerk as document No. 2012-011152 provides cross access over and through multiple adjacent properties to the east. Although the property has been partitioned since the recordation of the 2012 easement, a partition itself does not have the effect of extinguishing an easement.

DC §17.8.150 Clear Vision Area:

FINDING: The site plan demonstrates that no structures or other features will be located within the clear vision area described in DC §17.8.155 Figure 8-5. Accordingly, the site plan complies with this section. Compliance with the clear vision area requirements will be an ongoing condition of project approval.

DC §17.8.400 Landscaping:

FINDING: The site and all improvements will be required to comply with the land-scaping standards of §17.8.415, §17.8.420(B) and §17.8.545. §17.8.415(D) – PERIMETER Landscaping §17.8.545(D). The north property boundary is approximately 232 feet in length. At least 7 trees are required to comply with DC §17.425(D), Table 8-2 and Table 8-3. Required trees may be

deciduous, evergreen or coniferous. Walls shall be constructed of stone, rock, brick, concrete or CMU block. Walls shall be a minimum six inches thick (§DC 17.8.425(B)(7)(c)).

DC §17.8.500 – DC §17.8.545 Off-Street Parking:

FINDING: Pursuant to Oregon Administrative Rule (“OAR”) 660-012-0440 developments within ½ mile of a frequent transit corridor are not required to provide a minimum or maximum number of off-street parking spaces. The subject site is situated on Pacific Avenue and coincidentally, on the Trimet Line 57 bus line, therefore, no parking requirements (vehicular or bicycle) are applicable to the proposed development.

DC §17.8.600 Public Improvements:

FINDING: The subject site has frontage along two (2) Oregon Department of Transportation facilities; Hwy 47/Quince Street and Hwy 8/Pacific Avenue, there is no City of Forest Grove jurisdiction regarding public improvements. ODOT provided conditions of approval including closure of two (2) existing access points along the frontage and requires the applicant to obtain State Highway Approach Permits for the two (2) new access points; one in the southeastern corner of the development (RIRO) along Pacific Avenue and the other, on the western side of the development (full ingress/egress) along Quince Street. ODOT also notes that the ADA ramp at the corner of the two streets within their facility is not currently ADA or ODOT compliant. The applicant will work with ODOT to obtain the necessary right of way permits to reconstruct the ADA ramp in compliance with their standards. The site design shall be required to comply with City, Oregon Department of Transportation and CWS sidewalk, sanitary, street, and storm drainage standards and specifications.

DC §17.8.700 Building Design:

FINDING: The site is located in a commercial zone; the provisions of §17.8.710(B) apply. Article 12 of the development code defines the term “BUILDING” to mean:

That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

By this definition, the proposed faux wall constitutes a building. The proposed building orientation, massing and form, design elements, compatibility and safety comply with the provisions of this section.

DC §17.8.750 Lighting Standards:

FINDING: The site and all improvements can comply with the lighting standards of this section. For this reason, this criterion is met.

DC §17.8.800 Signs:

FINDING: Signage shall be required to comply with the provisions of DC §17.8.830(D).

CONDITIONS OF APPROVAL

Proposed Gas Station, Car Wash and Convenience Store

3675 Pacific Avenue

File Number: 311-21-000031-PLNG

Standards and Specifications - General:

1. All construction, dedications, landscaping and other site improvements shall conform to the project description, site plan, engineering plans and other representations made by the applicant as part of the application and during the application review process including the project narrative and plan sheets dated July 9, 2024. Modifications to the approved site plan, dated July 9, 2024, will be required to undergo an additional Type II review.
2. Building elevations shall substantially comply with the building design and colors shown on Sheets A2.1B, A2.2B, A2.3B. The Community Development Director shall determine if the exterior building elevations submitted for building permits substantially complies with this site development and design review approval.
3. Exterior solid waste collection areas and mechanical equipment shall be screened as required by Development Code (DC) §17.3.540(D) and (E), and §17.7.205. Because the trash enclosure will receive food waste, it must be roofed to ensure storm water is not directed into the sanitary sewer system.
4. Install address digits on the property so that digits are clearly visible from Pacific Avenue. Digits shall be at least 12-inches tall and shall contrast with their background.
5. All work shall comply with current Clean Water Services standards and specifications (DC §17.8.005(C)).
6. All utility connections shall be underground (DC §17.8.645(A)). The utility plan (Sheet 3) is considered preliminary.
7. Provide a copy of the recorded access easement to ensure that a through access connection remains available to subsequent property owners. A joint maintenance agreement is also recommended.
8. All lighting shall comply with the provisions of DC §17.8.755(C) *Pedestrian Lighting Standards* and §17.8.755(E) *Lighting Standards for Commercial Development*. Note that pole height shall not exceed 14 feet and that fixture bases are limited to a height of 8 inches. The applicant shall provide a lighting and photometric plan as part of building permit submittal.
9. Submit a geo-tech report of the site conditions with recommendations for foundation design and drainage. Questions on this condition should be directed to Rich Mead at 503-992-3155.
10. Landscaping shall substantially comply with the planting schedule shown on Plan Sheet L1 and the "Ground Cover Exhibit" provided with the July 9, 2024, plan sheet resubmittal showing that landscaped areas consist of 18.6% of the overall site area.
11. The subject property abuts an apartment development to the north. The landscaping plan shall comply with the buffer standards of DC §17.8.425. Trees shall be planted along the north property line at a minimum spacing of 15 feet and maximum spacing of 30-feet. Adjustments from these requirements can be obtained as allowed by DC §17.2.100 - §17.2.120. Approved adjustments shall be noted on the site plan submitted for building permit approval.
12. A final certificate of occupancy shall not be issued by the City until all required landscaping is installed.
13. No structures or other features shall be located within the clear vision area described in DC §17.8.155, Figure 8-5.
14. Building awnings shall be provided at the building entry and along the pedestrian path along the front wall of the convenience store as shown on Plan Sheet A2-3B.

15. Prior to or concurrent with any building permit application provide signage details for City approval as required by DC §17.2.440(P).

Engineering Division Conditions of Approval

16. The Engineering Division conditions of approval are attached. Any questions should be directed to Rich Blackmun at 503/992-3192 or rblackmun@forestgrove-or.gov.
17. Note that an R.P. backflow device will be required.

Light and Power Department Conditions of Approval

18. A CAD file of the Site Utility Plan which shows all utilities is required to begin electrical design.
19. A 10-foot-wide public utility easement is required along the south property line.
20. Submit a commercial service application which includes electrical loading and demand.
21. The developer will be responsible for all labor and material costs minus a credit allowance, TBD.
22. The developer will be responsible for providing and installing all vaults and conduits.
23. The developer will be responsible for any costs to reconfigure existing electrical infrastructure required to provide electrical service.

The developer/contractor shall communicate directly with Jason O'Dell about electrical design (jodell@forestgrove-or.gov or 503-992-3294)

Oregon Department of Transportation Conditions of Approval

24. The applicant shall comply with the ODOT comment letter dated April 1, 2024 (ODOT File Number 12540). The applicant should contact ODOT to determine ODOT permit requirements for all work in the ODOT state highway right-of-way.
25. An ODOT application for state highway approach is required for both accesses to Highway 8 and Highway 47.

City of Forest Grove
Engineering Conditions of Approval

Applicant/representative shall sign below and return to City Engineering. Applicant/representative has read the conditional approval form and understands the conditions of approval outlined to this project. Not meeting these conditions may result in withdrawal of engineering approval to project.

GENERAL

1. All plans submitted to date are considered preliminary only. Upon completion of land use application approval, detailed construction plans and specifications must be submitted to engineering that demonstrate compliance with standards and regulations adopted by the City of Forest Grove and/or all other agencies that have jurisdiction including Clean Water Services, Washington County, Oregon Department of Transportation, and the conditions of approval as passed by the City Planning Commission for Land Use Approval. Contact engineering for questions on detail construction plan check process and the required number of construction plan sets/specification required for the detailed review.
2. All detailed construction plans submitted shall be stamped by an Oregon registered professional engineer.
3. All information related to vertical and horizontal location including in documents containing legal description, Draft Development Plan, Final Development Plan, Final Plat, Right-of-Way Deed, or Easement, and Record Drawings must be on the City of Forest Grove current City Datum. Narrative of City Datum including Bench Mark information is available through City Engineering Department.
4. Prior to issuance of Building Permit, Applicant will enter into an agreement with the City of Forest Grove for the construction of public facilities. City will prepare Agreement Allowing Developer to Construct Public facilities. The Agreement document shall be fully executed by City and Developer prior to start of construction.
5. Public improvements shall be in place and accepted by the City Engineer prior to issuance of building permits for new lots of record.
6. Final Development Plans and Specifications containing design for construction of public facilities shall receive approvals (as applicable) from City of Forest Grove, Clean Water Services, and other affected jurisdictional agencies. Developer is responsible for all submittals, approvals and permit acquisitions, unless advised otherwise by the City. Permits, if required, shall be secured by developer or authorized representative prior to start of construction (e.g. both on-site and off-site construction).
7. It is the responsibility of the Applicant to ensure that the project contractor is aware of, and abides by, all conditions of approval. Prior approval from engineering must be received before any changes are constituted in site design, grading, building design, building colors or materials, etc.
8. Applicant shall, at applicant's expense, and under City's direction, provide for traffic control, during construction, so as to minimize the impact on residents surrounding or adjacent to the Project. Applicant agrees that, during any construction within or as a part of the overall Project, all existing

roadways as of the date of approval of this project, at all times, remain passable to a minimum of two lanes of traffic, one in each direction, or an acceptable detour approved by City. Applicant further agrees that if, at any time, City shall determine that there are not sufficient acceptable traffic lanes or acceptable detours which are passable, that all construction by applicant shall immediately cease upon written demand therefore, by City.

9. Applicant shall replace, or have replaced, or repair or have repaired, as the case may be, all existing infrastructure which have been destroyed or damaged, and applicant shall replace or have replaced, repair, or have repaired, as the case may be, or pay to the owner, the entire cost of replacement by reason of any work done hereunder, whether such property be owned by the City or any agency thereof, by any private, or by any person whomsoever, or by any combination of such owners. Any such repair or replacement shall be to the satisfaction and subject to the approval of the City Engineer.
10. Applicant shall provide such monumentation as may be required by City Engineer, in accordance with accepted standards. The applicant shall post security guaranteeing the payment of the cost of setting the monuments. The cost of setting the monuments will be determined by the City Engineer upon approval of the improvement plans. The Applicant shall pay the engineer or surveyor for the cost of setting the monuments within three (3) months from date of notification by the engineer or surveyor that the monuments have been set. If the applicant does not pay the engineer or surveyor within the three (3) months from date of notification, the City shall pay the engineer or surveyor for the security and refund the difference, if any, to the Applicant.
11. Prior to commencement of project work the project Applicant shall provide proposed trucking routes for all equipment and material deliveries as may be required by the City Engineer. The City shall, at Applicant expense, video the routes to establish preconstruction conditions. Damage to any public improvements, on or off site caused by construction operations, during construction on the subject property shall be repaired to the satisfaction of the City Engineer at full expense to the Applicant. This shall include slurry seal, overlay, or street reconstruction if deemed warranted by the City Engineer.
12. Project Applicant shall obtain, at Project Applicants sole expense, any and all easements or real property which may be required for the development of the Project, and which may be necessary and required in order for Project Applicant to comply with these Conditions of Approval, and the applicable ordinances and resolutions of the City.
13. All engineering design, including, but not limited to, storm sewers and appurtenances, sanitary sewers and appurtenances, streets including, but not limited to, geometrics, sight distances, lighting and sound walls, water systems and appurtenances, signing and striping, landscaping and appurtenances, shall be supported by applicable engineering studies/calculations, as required by the City Engineer.
14. Project applicant shall design/install all improvements and perform all work required for this project in accordance with established City Standards or as approved by the City Engineer and Public Works. Plans for all improvements, including, but not limited to, storm drainage, water and sewer main sizes, either on-site or off-site, shall be in accordance with City Specifications and shall be approved by the City Engineer.

15. The Project Applicant shall be responsible for all work performed by any and all contractors and subcontractors.
16. Detailed plans reflecting the design and construction of all public infrastructure improvements for street, sewer, water, fiber optics and storm drain, both on- and off-site, shall be as directed by the City Engineer. Developer shall have written approval from the City Engineer for any variations from the City's master plans or standards prior to any final approval.
17. The applicant, in order to reduce the tracking of mud throughout the City, shall design/install standard construction entrances, and shall be responsible for cleaning up (or any expenses incurred by the City for cleaning up) mud, debris, etc. from City streets that is attributed to his project during construction.
18. As-built work in the public right of way are to be submitted to the engineering department on CD ROM or DVD computer disk in a format approved by engineering. Digitized information shall be submitted before requesting a final inspection and should reflect as-built status and information as approved by engineering.
19. Public facilities serving the proposed development, including but not limited to, sanitary sewers, water, streets, storm sewers, electrical power facilities, parks, public safety and schools shall be adequate and meet current City standards; or it is guaranteed that inadequate or nonexistent public facilities will be upgraded or constructed by the applicant prior to occupancy of the project.
20. Except as provided otherwise, in the City's conditions of approval or special specifications for construction of public improvements, the Design and Construction Standards for Sanitary Sewer and Surface Water Management by Clean Water Services shall apply in all matters concerning sanitary sewers and the management of storm and surface water runoff.
21. The recommendations of the traffic study, geotechnical report, and drainage report shall be incorporated into the detailed construction plans and specification review.
22. Unless approved otherwise applicant shall extend utilities and roadways through the project to site boundaries for purposes of future development.
23. Identify in plans and profile, any potential vertical conflict points between utilities. Show provisions necessary to accommodate any such questionable or otherwise close conditions.

DEDICATIONS

24. The Applicant shall provide all necessary easements for streets, alleys, sewer, and water facilities, irrigation, fiber optics, district facilities, and other facilities as may be required by the City. Utility easements shall be at a minimum a clear fifteen feet (15) for one utility and a clear twenty feet (20') for two or more utilities. Easements shall not be split between property lines or as otherwise determined by the City Engineer. The easement widths identified are minimums and in certain circumstances, additional easement widths may be required as determined by the City Engineer.

GRADING/DRAINAGE

25. It is the responsibility of the Applicant to meet all Clean Water Service Standard. City engineering will coordinate and submit a set of completed detailed construction plans (completed City engineering review process) for Clean Water Services review.
26. Regarding drainage, the applicant must identify if the project will impact existing surrounding uses including but not limited to agricultural uses. The applicant shall submit a drainage plan showing enough detail to address the mitigation of impacts on these existing surrounding uses or to conclusively show that there will be no impacts to the satisfaction of the City Engineer. The mitigation of these impacts is the financial responsibility of the Applicant until the City formally accepts the mitigation. Additionally, the Applicant shall bear the financial responsibility of, and shall dedicate to the City, runoff control easements, as needed.
27. The applicant must identify issues where the finished grade of the property is higher or lower than the abutting property or adjacent lots, and a suitable solution acceptable to City Engineering shall be required. Solutions including retaining walls shall be shown on grading plans. Retaining walls shall be structurally engineered if over four (4) feet in height, including surcharge, and will require a separate building permit. Applicant shall ensure proper setback requirement on these measures for mitigating grade differences, including building code requirement of two foot setback from toe of slopes.
28. A geotechnical report shall be prepared and submitted by a geotechnical engineer who will be retained by the Applicant to observe, test, and certify that all recommendations outlined in the Report are fulfilled during construction. The reports shall be less than one year old. The reports shall include information on the nature, distribution, physical, and engineering properties of the soils onsite and/or soils to be used as fill, and include recommendations on grading procedures.
29. Prepare and submit hydrology/hydraulic calculations for sizing of all proposed drainage devices. The analysis shall also determine if changes in the post-development versus pre-development conditions have occurred. The analysis shall be stamped and signed by an Oregon Civil Engineer and prepared per area standard, including Clean Water Services requirements. Local regulations requires certain new development and redevelopment projects/activities to incorporate post construction Best Management Practices (BMPs) into the grading/drainage plans to control pollutants. Please refer to the Clean Water Service guidelines for specific comments and requirements.
30. The applicant shall take every step necessary to contain all dirt, construction materials, and construction run-off on site. No grading or construction-related debris, either directly or indirectly carried by water, will be permitted to leave the construction site.
31. All grading projects require an Erosion Control Plan as part of the grading plans. Grading permits will not be issued until an Erosion Control Plan is approved. Please refer to Clean Water Services requirements.
32. The project shall incorporate site design measures for reducing water quality impacts of the project, in compliance with Clean Water Services requirements. Where feasible, parking lots and other impervious areas shall be designed to drain stormwater runoff to, private water quality facilities, vegetated drainage swales, filter strips, and/or other treatment devices that can be integrated into required landscaping areas and traffic islands prior to discharge into storm drain systems. The use of permeable paving for parking and driveway surfaces is encouraged, to reduce runoff from the site.

Such paving should meet fire department requirements and be structurally appropriate for the location. Such water quality mitigations should plan to meet manufacture required maintenance provision.

33. All new private water quality facilities will be required to sign a Private Water Quality Facility Maintenance Agreement and provide information for City master storm water connection report prior to receiving building permit.
34. Project applicant shall, at Project Applicant expense, shall prepare and submit a Dust Emission Control Plan for Project Grading. The Plan shall require that contractor work specifications shall include provisions for adequate water to be applied during construction in order to control dust disturbance resulting from grading operations. The Plan and related contractor work specifications shall be reviewed and approved by the
35. Prior to City issuance of a grading permit, dust control measures shall be applied in accordance with all ordinances, rules and regulations of the City, including regarding use of water for compaction or dust control purposes.
36. The Applicant shall submit a grading plan to the City Engineer for approval which reflects the recommendations of a final Geologic and Geotechnical study, including construction procedures and/or design criteria. Construction plans submitted to the City Engineering shall conform to the City Engineering Design Standards and include specifications necessary to minimize potential impacts resulting from soil conditions on the project site. The City Engineer or his representative shall verify in the field that all conditions have been satisfied.
37. The project plans shall include erosion control measures to prevent soil, dirt and debris from entering the storm drain system, in accordance with Clean Water Service standards. Drainage from parking lots and private streets to the public right-of-way will be filtered through a City approved systems. The system shall be located on the development property and maintained by the property owner.
38. Pre-development flow from adjacent properties onto the project site shall be maintained or accounted for in the final design.
39. The on-site drainage system must be properly designed to maximize infiltration of roof and/or surface runoff into the underlying soil before discharging into public storm drain, street or alley. Also, the storm drainage from project site can not become a nuisance to surrounding property.
40. Storm pipe video inspection shall be provided to the Engineering Division prior to final approval.

RIGHT OF WAY IMPROVEMENTS

41. Any existing damage or damage incurred during construction to the approaches, curb, gutter and/or sidewalk shall be repaired and/or replaced to the approval of the City Engineer.
42. A State Encroachment permit shall be secured prior to the construction of improvements on State or County Facilities.

43. All street improvements shall conform with the requirements of the Americans with Disabilities Act, including the placement of sidewalk at the rear of the driveway at all driveway locations and adjacent to the back of curb at all non-driveway locations.
44. All proposed streets shall be fully improved in conformance with the City standards to the width required by the City. The Project shall install normal and necessary public improvements along the property street frontages to the satisfaction of the City Engineer.
45. These improvements may include, but are not necessarily limited to, grading, curb and gutter, sidewalk, paving, make-up paving and wheel chair ramps, along with construction of all standard utilities necessary including water facilities, sanitary sewer, and storm drainage systems, street lighting, underground utilities, traffic control devices, landscaping, and automatic irrigation systems. All approved driveway locations shall be constructed to City standards.
46. Public sidewalk location shall be shown on the approved plans. Sidewalks (parallel with public streets) shall be located near property/R.O.W. line unless approved otherwise by the City Engineer. Unless designated otherwise on the approved plans, sidewalks shall be installed concurrent with development of lot(s) of record.

TRAFFIC & LIGHTING

47. Arrange for relocation of all utilities, poles, signals, street lights, etc.
48. Developer shall provide and install the following : (1) all signing including, but not limited to, street names, speed, warning, no parking, vehicular and pedestrian traffic protection and direction, for public rights-of-way and easements; and (2) pavement striping, marking and reflective pavement markers. All such signing, striping and marking shall be shown on the approved plans.
49. All signing shall conform to the City Sign Ordinance in regards to size, design, and location. All signs shall be reviewed, approved, and a sign permit obtained prior to installation.
50. Prior to acceptance of improvements by the City, the developer shall perform roadway surface improvements, such as slurry seal or overlay as required by the City Engineer, and shall install any additional traffic signs, striping and pavement markings determined necessary by the City's Traffic Engineer, after inspection of the final physical improvement, to insure safe operation of all intersections and segments of streets before any building can be occupied.
51. Establishment of new pedestrian crossings at uncontrolled intersections or at mid-block locations on roadways under control of the City shall be based upon an engineering study by applicant, and reviewed and approved by the City Engineer according to evaluation process set by Washington County.

STORM AND SANITARY SEWER IMPROVEMENTS

52. Sewer pipe video inspection shall be provided to the Engineering Division prior to final approval.
53. Regarding septic systems, the applicant must identify if the project will impact existing surrounding

systems. The applicant shall submit a plan showing enough detail to address the mitigation of impacts on these existing surrounding uses or to conclusively show that there will be no impacts to the satisfaction of the City Engineer. The mitigation of these impacts is the financial responsibility of the Applicant until the City formally accepts the mitigation. Additionally, the Applicant shall bear the financial responsibility of, and shall dedicate to the City, runoff control easements, as needed. County standards on setbacks to existing system shall be followed.

54. Public Storm Drain and Sewer pipe materials shall be in accordance with the latest Clean Water Services design and construction standards.
55. Location of sewer and storm mains shall follow City standards or approved otherwise by the City Engineer.
56. Submit Drainage Report. Include (therein) data relevant to treatment and detention of storm and surface water runoff.

EXCAVATION, PAVING, and GRADING

57. Paving shall be per City Standards.
58. Limits of Paving Restoration shall be determined by the City Engineer or Public Works Inspector.
59. All site grading and public improvement work shall conform with the City of Forest Grove Municipal Code, development Conditions of Approval, City of Forest Grove Standard Specifications, Uniform Building Code Appendix Chapter 33-Excavation and Grading, and, if applicable, the Agreement Allowing Developer to Construct Public Improvements.

WATER

60. Water facilities must comply with plumbing cross-connection control standards as required by City Ordinance and State law for the protection of water supplies. Information on acceptable back-flow assemblies is available from the City Water Division.
61. The size and location of all water meters shall be determined by the Engineer/Architect or authorized representative. All water meters will be furnished and installed by the Water Division at the expense of the Applicant.
62. All public water system components must be constructed within public right-of-way or public easements.
63. All water connections to the City Water Distribution system shall be shown on the construction plan submittal review. This includes irrigation water meters for general open areas in a development project. Water irrigation meters and related impact fees will be paid before the Civil/Grading plans are approved and will be based on the City current meter fee schedules.
64. Municipal Code requires that water systems shall be designed to flow a minimum 2000 gpm (medium density) with 20 psi residual pressure at all new fire hydrants. New public water mains shall be sized 8-inch minimum dia. and be D.I.P. unless approved otherwise by the City Engineer.

65. Standard location for public water mains is on the West and/or South side of the public street R.O.W. and additionally, West and/or South of public storm drains unless approved otherwise by the City Engineer.
66. Public Fire Hydrant spacing and location shall conform to City Code and as otherwise required by the City Fire Marshal.
67. All new Fire Hydrants shall conform to current City Standards. City Standards require that all hydrants be equipped with a 4-inch Storz fitting. Where possible, each hydrant location shall be identified with installation of blue reflective pavement marker, adjacent to hydrant, near centerline of street or as determined otherwise by the City Fire Marshal. Hydrants situated outside of public street R.O.W. shall be clearly marked and protected from damage as deemed necessary by the City Fire Marshall.
68. Size of the new water meter service shall be shown on the plans and shall be installed by the Applicant at his/her expense per City Standard Specifications.
69. Domestic and fire backflow-prevention devices, designed to protect the public water supply, shall be approved by the City Engineer in addition to the City Building & Plumbing Official.
70. Water used in conjunction with construction of the project shall be obtained only from pre-approved sources. A permit to take City water for this purpose shall be secured by applicant or representative prior to start of construction activity.

SPECIAL CONDITIONS

•

If you have any questions about any of the above items, please contact me at nkelsay@forestgrove_or.gov or (503) 992-3230.

Project Engineer: Nick Kelsay

Applicant (print name): _____

Signature _____ Date _____



4/1/24

ODOT # 12540

ODOT Formal Response

Project Name: FG Gas Station and Car Wash	Applicant: Nick Wecker
Jurisdiction: City of Forest Grove	
Site Address: NE Corner of OR 47 and OR 8	State Highways: OR 47 and OR 8

The site of this proposed land use action is adjacent to OR 47 and OR 8. ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation.

All ODOT permits and approvals must reach 100% plans before the District Contact signs off on a local jurisdiction building permit or other necessary requirement before construction. **The applicant should contact the District Contact indicated below to determine permit requirements and to obtain application information.**

These comments, standards, and requirements are current as of the date of this letter. If the project scope and/or timeline has been modified, the applicant should contact the ODOT Region 1 Development Review program (ODOT_R1_DevRev@odot.oregon.gov) for an updated letter as updated comments may be necessary.

LAND USE PROPOSAL

The applicant is proposing a gas station with 2, 265SF convenience store and a car wash in the northeast corner of OR 47 and OR 8.

COMMENTS/FINDINGS

State Highway Frontage Improvements

The applicant is consolidating several parcels and is proposing a single vehicular access on OR 8 and on OR 47. All other accesses are shown on the site plan as closed. Closure of the accesses must include installation of standard ODOT curb and sidewalk.

The ADA ramp at the corner does not comply with current ODOT or Americans with Disabilities Act standards. ODOT recommends the city require the applicant to bring all ADA infrastructure at the corner up to current standards.

Permits **are required** by ODOT for all work in the State highway right of way.

Vehicular Access to the State Highway

The applicant proposes ingress and egress vehicle access to both OR 8 and OR 47 removing two existing accesses within the westbound right turn lane off of OR 8. The OR 8 access will be shared with the property to the east and a cross over access easement will be required by the City. ODOT supports this requirement.

Considering both proposed accesses would reach Change of Use criteria, as defined by OAR 734-051, an Application for State Highway Approach is required for both accesses to the highways. ODOT appreciates the applicant providing truck turning templates for ingress from OR 47 and egress to OR 8.

ODOT Technical Review Requirements

All alterations within the State highway right of way are subject to ODOT standards. Alterations along the State highway but outside of the ODOT right of way may also be subject to ODOT review pending its potential impact on the safe operation of the State highway.

The following ODOT manuals may apply:

- ODOT Traffic Manual
- ODOT Highway Design Manual
- ODOT Hydraulics Design Manual

The ODOT Traffic Manual (TM) identifies items that require ODOT Region Traffic Engineer (RTE) approval. Items requiring RTE approval must be prepared by an Oregon-registered Professional Engineer (P.E.) and will be reviewed by the ODOT Region 1 Technical Center. See the TM for information on authorities and required approvals. Some approvals require a unique request form (Traffic Approval).

Deviations from ODOT Standards

Proposed alterations that deviate from ODOT standards will require a Design Exception/Deviation prepared by an Oregon-registered Professional Engineer (P.E.) for review by the ODOT Region 1 Technical Center. ODOT can only determine if design elements will require a Design Exception/Deviation or RTE approval once detailed plans have been reviewed.

Note: A Design Exception/Deviation or RTE approval items may take **6 months or longer to process**. The preparation of a Design Exception or RTE approval does not guarantee its ultimate approval.

ODOT RECOMMENDED CONDITIONS OF APPROVAL FOR LOCAL JURISDICTION

State Highway Frontage Improvements

- Curb ramp and all ADA infrastructure shall be constructed as necessary to be consistent with ODOT Highway Design Manual, ODOT Traffic Manual, and Americans with Disabilities Act (ADA) standards.

Note: Ownership of public frontage improvements constructed by the development shall be consistent with jurisdictional boundaries.

- The applicant shall close accesses that have been identified for closure on the site plan. Closure of the accesses must include installation of standard ODOT curb and sidewalk.

Vehicular Access to the State Highway

- An ODOT State Highway Approach Road Permit is required for State highway access with approval of an Application for State Highway Approach. With application submittal, design vehicle turning templates may need to be provided. Site access to the State highway is regulated by OAR 734-051. For application information go to:

<https://www.oregon.gov/odot/engineering/pages/access-management.aspx>.

Note: It may take up to **6 months or longer** to process an Application for State Highway Approach depending on the level of project complexity and plan review necessary. A general review timeline for Application for State Highway Approach is shown in the link below:

https://www.oregon.gov/odot/Engineering/Docs_AccessMngt/TimeLine.pdf

- The applicant shall record access easements between adjoining properties with State highway frontage with the County. This facilitates different travel modes and will move toward ODOT Access Management goals.

Permits and Agreements to Work in State Highway

- An ODOT Miscellaneous Permit must be obtained for all work in the State highway. When the total value of improvements within the State highway is estimated to be \$100,000 or more, a Cooperative Improvement Agreement (CIA) with ODOT is required. A CIA will address the transfer of the improvements to ODOT and any associated technical and administrative costs for projects that meet this improvement threshold. Agreements shall address the work standards that must be followed, maintenance responsibilities, and compliance with ORS 276.071, which includes State of Oregon prevailing wage requirements.

Note: If a CIA is required, it may take **6 months or longer** to process.

- An ODOT Miscellaneous Permit is required for new or modified connections to State highway drainage facilities. Connections will only be considered if the site's drainage naturally enters the State highway drainage facility. The applicant must provide ODOT District with a preliminary drainage plan showing impacts to the State highway drainage facility.

A drainage study prepared by an Oregon-registered Professional Engineer (P.E.) is usually required by ODOT if:

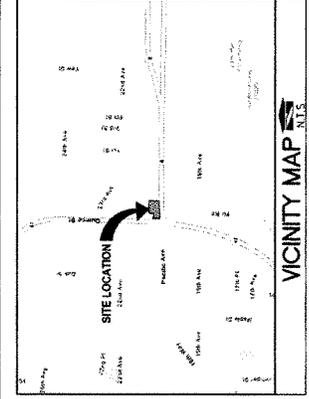
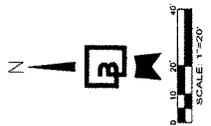
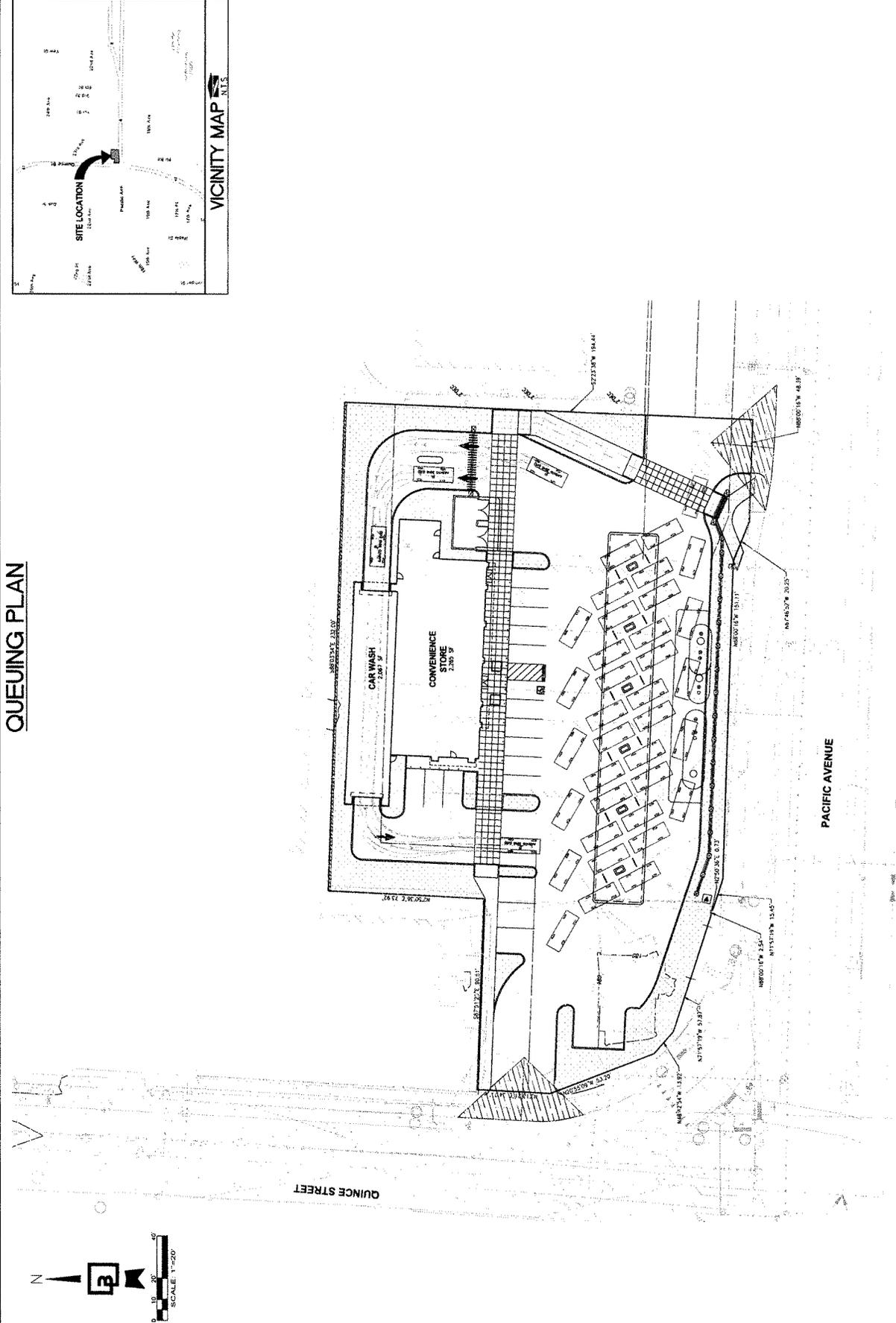
1. Modification to site development or State highway facility trigger the need for treatment, detention and drainage modifications per both local and state standards; or
2. Total peak runoff entering the State highway drainage facility is more significant than 1.77 cubic feet per second; or
3. The improvements increase the impervious surface area to greater than 10,758 square feet.

Contact the ODOT Development Review Planner identified below for further coordination or questions regarding ODOT comments and requirements during the land use process.

Please send a copy of the Notice of Decision/Staff Report with conditions of approval to:
ODOT_R1_DevRev@odot.oregon.gov

Development Review Planner: Marah Danielson	Marah.b.danielson@odot.oregon.gov
District Contact: District 2B	D2bup@odot.oregon.gov

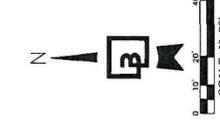
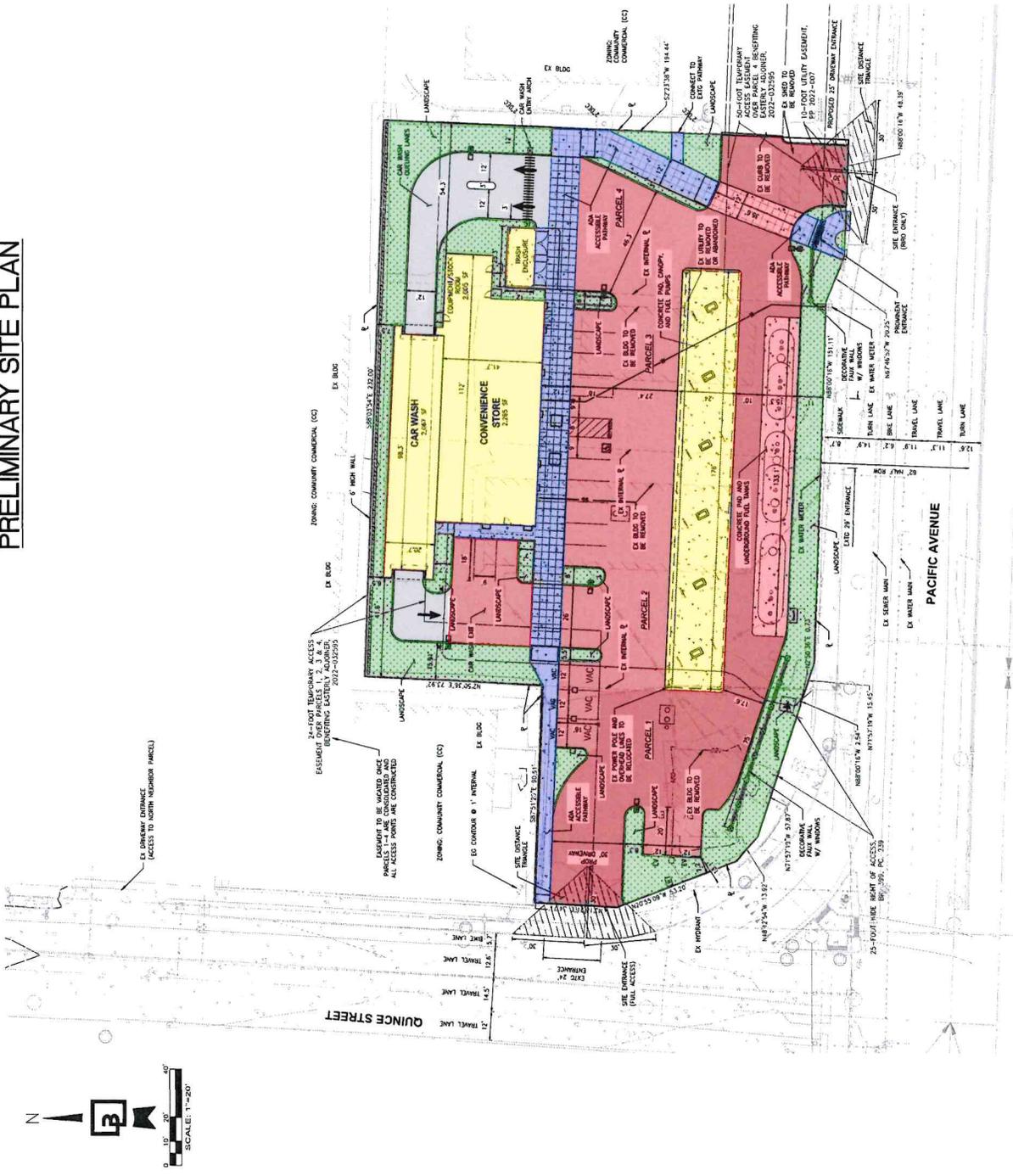
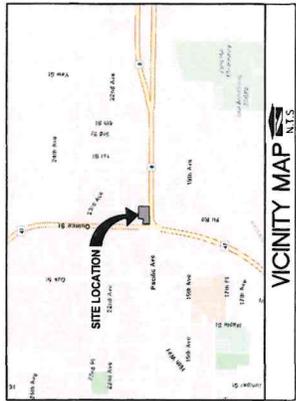
QUEUING PLAN



 Barghausen Consulting Engineers, Inc. 1825 72nd Avenue South Kent, WA 98032 425.251.2222 barghausen.com	Job Number 22701
	Sheet EX-1
Date: 05/14/2024 12:42 PM (D:\ECL)	Title: QUEUING PLAN 3605, 3619, 3627, 3641 PACIFIC AVENUE FOREST GROVE, OREGON 97116
For: CK DESIGNS, LP 2385 CAMINO VIDA ROBLE, SUITE 102 CARLSBAD, CALIFORNIA 92011	Designer: Checked: In Charge: N/A

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY SITE PLAN



No.	Date	By	Check	Appr.	Revision

Title: **PRELIMINARY SITE PLAN**
 3605, 3619, 3627, 3641 PACIFIC AVENUE
 FOREST GROVE, OREGON 97116

For: **CK DESIGNS, LP**
 2365 CAMINO VIDA ROBLE, SUITE 102
 CARLSBAD, CALIFORNIA 92011

Designed	Scale	Horizontal	1" = 20'	Vertical	N/A
Checked					
Approved					
Date	09/17/23				

Borghausen Consulting Engineers, Inc.
 1825 27th Avenue South
 Kent, WA 98032
 425.252.2222
 borghausen.com

Job Number	22701
Sheet	1
Date	09/17/23

PROJECT DATA
 LOCATION: 3605, 3619, 3627, 3641 PACIFIC AVENUE
 FOREST GROVE, OREGON 97116
 PARCEL 1 (N432000000) AREA: 88,105.55 (0.19 AC)
 PARCEL 2 (N432000000) AREA: 41,649.57 (0.43 AC)
 PARCEL 3 (N432000000) AREA: 11,121.57 (0.26 AC)
 PARCEL 4 (N432000000) AREA: 81,121.57 (0.30 AC)
 TOTAL PROJECT AREA: 152,002.26 (0.35 AC)
 ZONING: COMMUNITY COMMERCIAL (CC)

STRUCTURES & FINIS:
 CAR WASH AREA: 2,000 SF
 CONVENIENCE STORE: 2,000 SF
 FUEL PUMP/STATION: 2,000 SF
 TOTAL BUILDING AREA: 6,000 SF
 BUILDING HEIGHT: APPROX. 15'-0" (13.5' S.F.)
 TRASH ENCLOSURE: APPROX. 24'-11" (22.5' S.F.), 5' FUEL DISPENSERS
 FUEL PUMP/STATION: APPROX. 15'-0" (13.5' S.F.)
 FUEL TANKS/PAD: APPROX. 15'-0" (13.5' S.F.), 2 UNDERGROUND STORAGE TANKS

BUILDING SETBACKS:
 FRONT AND SIDE: 5'-0"
 REAR AND SIDE: 5'-0"
 REAR AND SIDE: 5'-0"

LANDSCAPING:
 MINIMUM 15% OF ENTIRE SITE
 10'-0" LANDSCAPE STRIP IS REQUIRED ALONG ALL STREET FRONTS
 PERIMETER LANDSCAPING: 10'-0" MINIMUM WIDTH ALONG ALL PROPERTY LINES ADJOINING RESIDENTIAL DEVELOPMENT
 PER FISC TABLES 8-2-7 AND 8-1-1
 LANDSCAPE GRASSY MEADOWS AND LOCAL PRODUCTION OF 6'-0" TO 8'-0" AND SHALL BE NO LESS THAN 48 SF.
 MINIMUM 8' OF INTERIOR PARKING LOT AREA SHALL BE TREE IS REQUIRED FOR EACH 1,000 SF OF INTERIOR PARKING LOT AREA

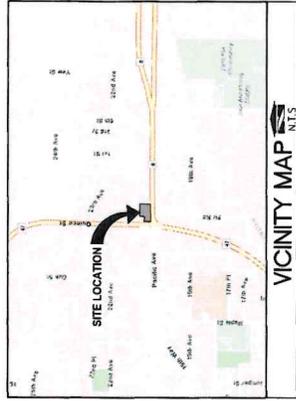
PARKING:
 8'-0" MIN. SIDE OF TOTAL REQUIRED PARKING
 13 STANDARD
 1 COMPACT
 2 ELECTRIC VEHICLE (EV)
 19 TOTAL STALLS (M2)
 15'-0" MINIMUM WIDTH AT STREET ROW LINE
 35'-0" MINIMUM WIDTH AT STREET ROW LINE

DRIVEWAY WORK:
 15'-0" MINIMUM WIDTH AT STREET ROW LINE
 35'-0" MINIMUM WIDTH AT STREET ROW LINE

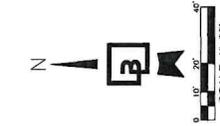
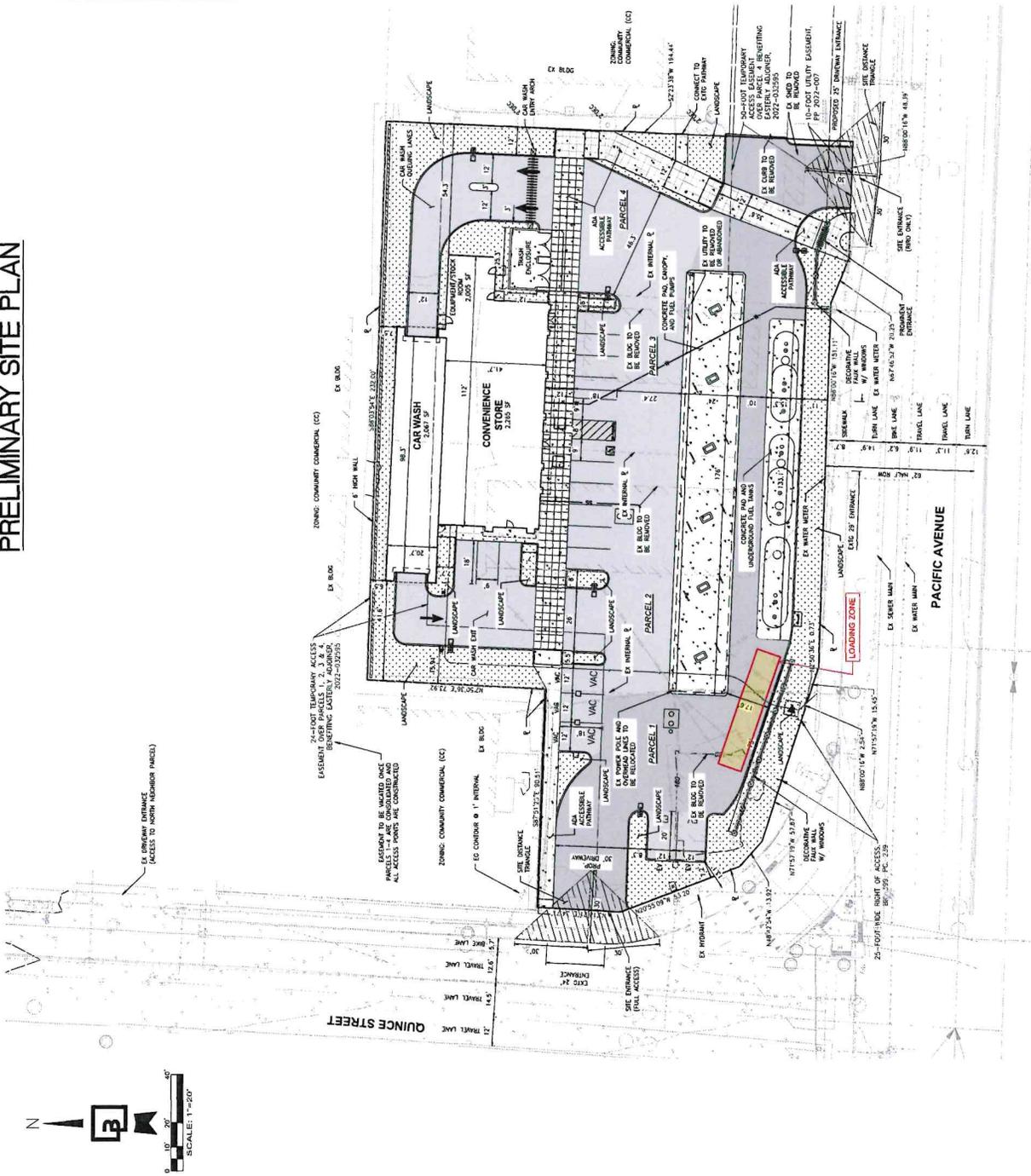
GROUND COVER SUMMARY:
 BUILDINGS (INCLUDING TRASH ENCLOSURE): 11,000 S.F. (0.11 AC)
 PARKING AND MANUEVERS: 2,000 S.F. (0.04 AC)
 DRIVEWAYS: 2,000 S.F. (0.04 AC)
 TOTAL: 15,000 S.F. (0.34 AC)
 LANDSCAPE: 152,002.26 S.F. (3.48 AC)

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY SITE PLAN



VICINITY MAP



Title: PRELIMINARY SITE PLAN
 3605, 3619, 3627, 3644 PACIFIC AVENUE
 FOREST GROVE, OREGON 97116

For: CK DESIGNS, LP
 2385 CAMINO VIDA ROBLE, SUITE 102
 CARLSBAD, CALIFORNIA 92011

Revised	08/11/23
Checked	
Drawn	
Approved	1/20
Scale:	N/A

Barghausen Consulting Engineers, Inc.
 1825 72nd Avenue South
 Kent, WA 98032
 425.251.6222
Barghausen

Job Number: 22701
 Sheet: 1

PROJECT DATA
 LOCATION: 3605, 3619, 3627, 3644 PACIFIC AVENUE
 PARCEL 1 (1433200000) AREA: 418,005 S.F. (0.9 AC)
 PARCEL 2 (1433200000) AREA: 418,005 S.F. (0.42 AC)
 PARCEL 3 (1433200000) AREA: 418,005 S.F. (0.38 AC)
 TOTAL PROJECT AREA: 832,015 S.F. (1.89 AC)
 ZONING: COMMUNITY COMMERCIAL (CC)

STRUCTURES & PAVES:
 CAR WASH AREA: 2,887 S.F.
 CONVENIENCE STORE: 2,205 S.F.
 TOTAL BUILDING AREA: 6,337 S.F.
 BUILDING HEIGHT: APPROX. 12.5/25' (11/3 S.F.)
 TRUCK ENCLOSURE: APPROX. 24'x19' (4'24' x 2', 6' FUEL DISPENSERS)
 FUEL TANKS/CHUMPS: APPROX. 15'x9' (2 UNDERGROUND STORAGE TANKS)
 BUILDING SETBACK: NONE
 FRONT YARD SETBACK: NONE
 REAR YARD SETBACK: NONE

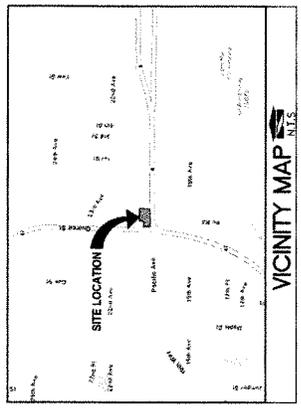
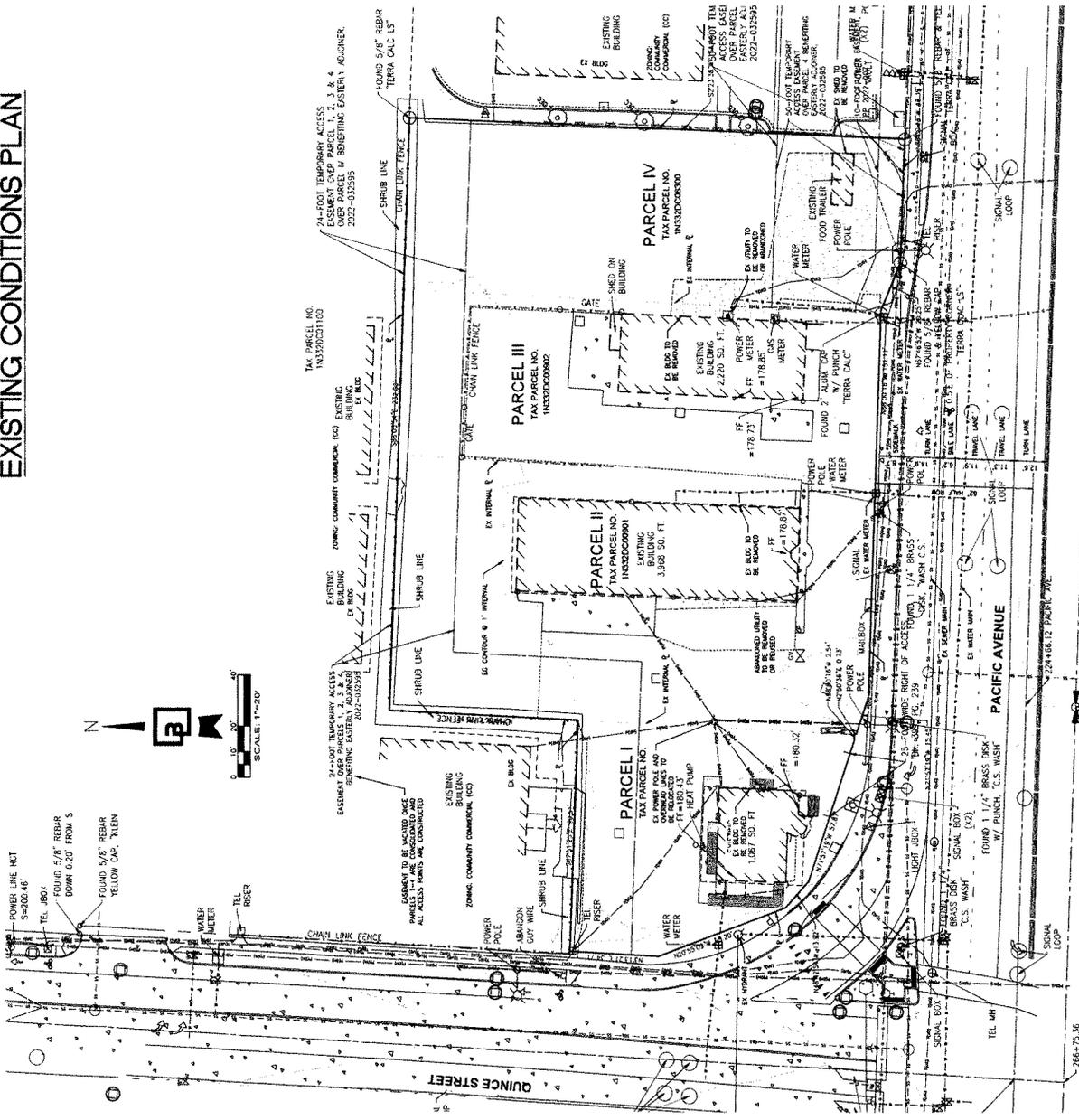
LANDSCAPING:
 PERIMETER LANDSCAPING: MINIMUM 15% OF ENTIRE SITE
 10-FT LANDSCAPE STRIP IS REQUIRED ALONG ALL STREET FRONTS.
 INTERIOR LANDSCAPING: MINIMUM 15% OF ENTIRE SITE
 10-FT LANDSCAPE STRIP IS REQUIRED ALONG ALL STREET FRONTS.
 PERIMETER LANDSCAPING: MINIMUM 15% OF ENTIRE SITE
 10-FT LANDSCAPE STRIP IS REQUIRED ALONG ALL STREET FRONTS.
 INTERIOR LANDSCAPING: MINIMUM 15% OF ENTIRE SITE
 10-FT LANDSCAPE STRIP IS REQUIRED ALONG ALL STREET FRONTS.

PARKING:
 STANDARD STALL SIZE: 8'-0" x 16" - MAX SIZE OF TOTAL REQUIRED PARKING
 COMPACT STALLS PROPOSED: 13 STANDARD
 1 ADA COMPLIANT
 2 ELECTRIC VEHICLE (EV)
 18 TOTAL STALLS
 18 TOTAL STALLS
 15-FT MINIMUM WIDTH AT STREET ROW LINE
 35-FT MINIMUM WIDTH AT STREET ROW LINE

GROUND COVER SUMMARY:
 PAVING (INCLUDING TRUCK ENCLOSURE): 11,006 S.F. (0.25 AC)
 PAVING AND LANDSCAPING: 23,680 S.F. (0.54 AC)
 TOTAL PAVING AREA: 34,686 S.F. (0.79 AC)
 TOTAL LANDSCAPING: 8,973 S.F. (0.21 AC)
 TOTAL: 43,659 S.F. (1.00 AC)

PRELIMINARY NOT FOR CONSTRUCTION

EXISTING CONDITIONS PLAN



SURVEYOR'S INFORMATION:

ALL INFORMATION ON THIS SURVEY IS BASED ON THE SURVEY DATA PROVIDED BY THE CLIENT AND THE SURVEYOR'S FIELD NOTES AND RECORDS. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE SITE AND HAS FOUND THE INFORMATION TO BE ACCURATE AND COMPLETE.

LEGAL DESCRIPTION:

PARCEL I, 3,988 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL II, 3,988 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL III, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL IV, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL V, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL VI, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL VII, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

LEGAL DESCRIPTION:

PARCEL VIII, 4,220 SQ. FT., BEING A PORTION OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 3 WEST OF THE MERIDIAN, IN THE CITY OF PORTLAND, CLATSOP COUNTY, OREGON.

EXISTING CONDITIONS PLAN

3605, 3619, 3627, 3641 PACIFIC AVENUE
FOREST GROVE, OREGON 97116

CK DESIGNS, LP
2385 CAMINO VIDA ROBLE, SUITE 102
CARLSBAD, CALIFORNIA 92011

Barghausen Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.525.2222
barghausen.com

Scale: 1" = 20'
Vertical: N/A
Horizontal: 08/11/2023

Sheet: 2
28701

PRELIMINARY NOT FOR CONSTRUCTION



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Kent, WA 98032
425.251.6222
barghausen.com

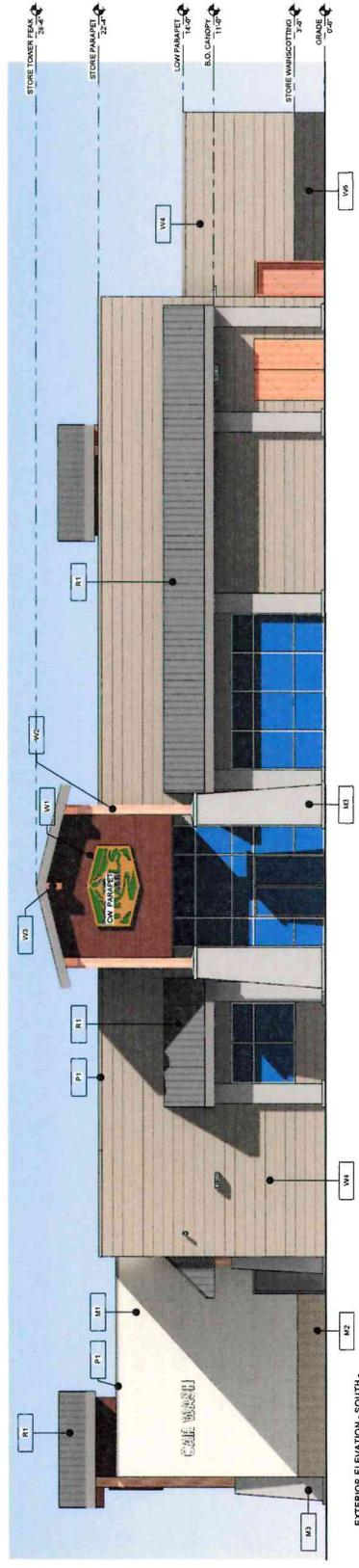
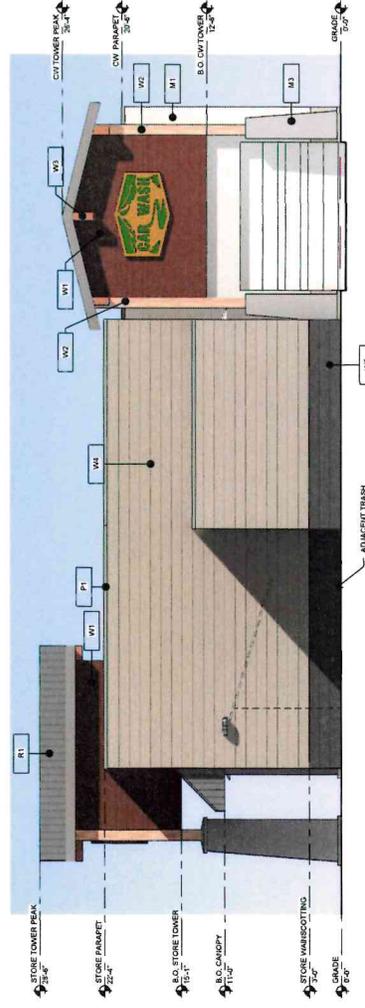
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1/16" = 1'-0"	1/16" = 1'-0"	1/16" = 1'-0"
1/16" = 1'-0"	1/16" = 1'-0"	1/16" = 1'-0"

For:

THE TRAILS

THis: ELEVATIONS - COLOR
NEW STORE - FOREST GROVE, OR
NE CORNER OF PACIFIC AVE & 47 NEHALEM
HWY

Material Mark	Material Name
M1	Aluminum, anodized
M2	CMU, Split Face, sealed
M3	Stacked Stone
P1	Steel, Paint Finish, Dark Gray
R1	Standing Seam Siding (black)
M2	Steel, Paint Finish, Dark Gray
M3	Stacked Stone
M4	Horizontal Siding - white, SW1046
M5	Horizontal Siding - white, SW9991





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 barghausen.com

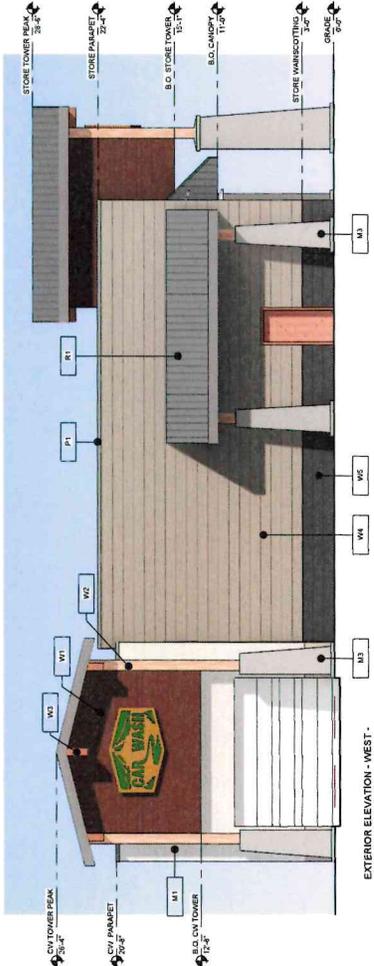
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 A2.2B

Sheet
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 1/8" = 1'-0"
 1/4" = 1'-0"
 1/2" = 1'-0"
 3/4" = 1'-0"
 1" = 1'-0"

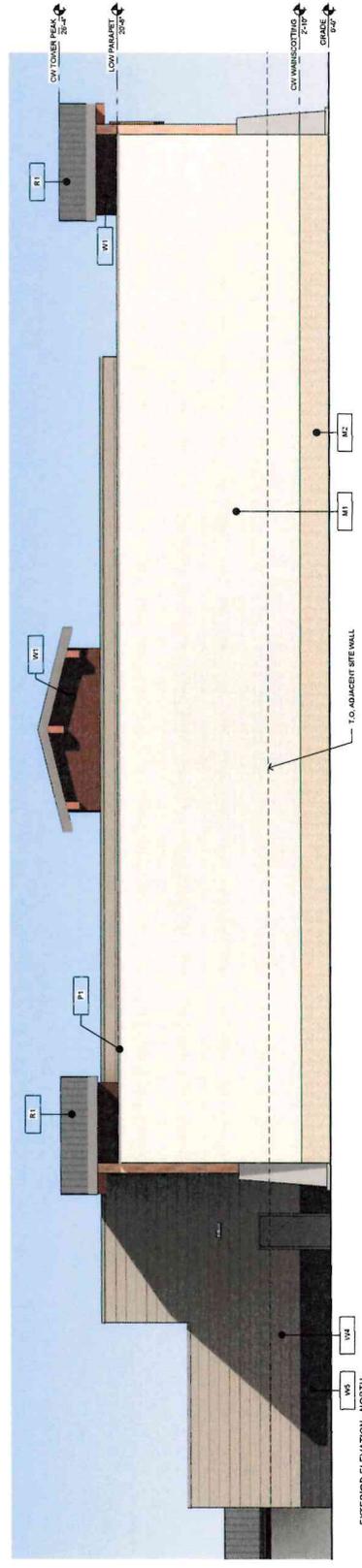
THE TRAILS

ELEVATIONS - COLOR
 NEW STORE - FOREST GROVE, OR
 NE CORNER OF PACIFIC AVE & 47 NEHALEM
 HWY

Material Mark	Material Name
A1	Aluminum, anodized
M1	CMU, painted
M2	CMU, Split Face, sealed
M3	Stacked Stone
P1	Sheet, Paint Finish, Dark Gray
R1	Standing Seam Siding (black)
S1	Shing, cedar shp
W1	Window, wood
W2	Window, wood
W3	Window, wood
W4	Horizontal Siding - wide, SW1048
W5	Horizontal Siding - wide, SW0891



EXTERIOR ELEVATION - WEST - PRESENTATION
 ② 3/16" = 1'-0"



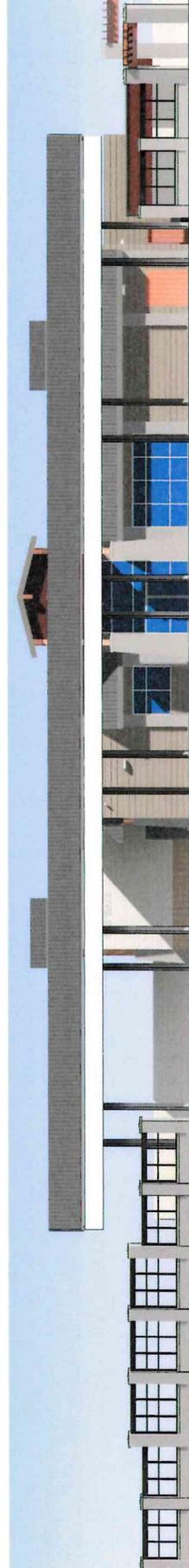
EXTERIOR ELEVATION - NORTH - PRESENTATION
 ① 3/16" = 1'-0"



Project No.	22701
Client	BAH
Location	WA
Scale	AS SHOWN
Date	12/13/21
Author	BAH
Checker	BAH
Approver	BAH
As Noted	

THE TRAILS

Site: SITE ELEVATIONS - COLOR
NEW STORE - FOREST GROVE, OR
NE CORNER OF PACIFIC AVE & 47 NEHALEM
HWY



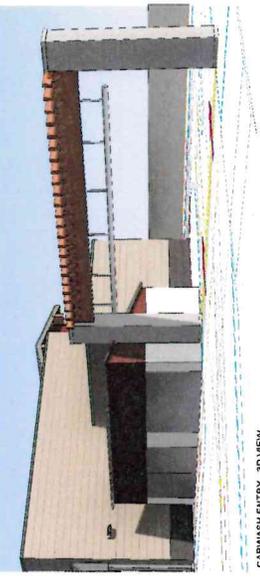
① ELEVATION - SITE WALL -
PRESENTATION
1/8" = 1'-0"



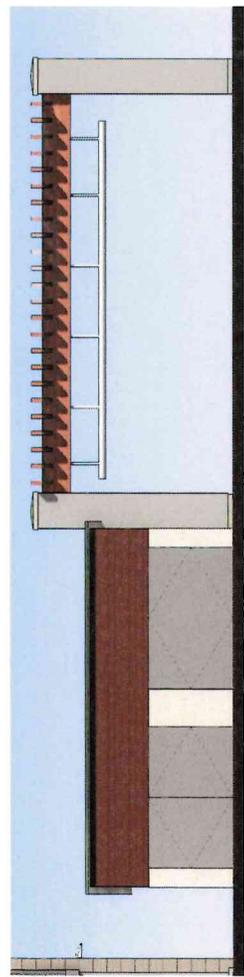
① ELEVATION - SITE ENTRY POINT -
PRESENTATION
1/8" = 1'-0"



① SITE ENTRY POINT - 3D VIEW 2



② CAR WASH ENTRY - 3D VIEW -
PRESENTATION



⑤ ELEVATION - CAR WASH ENTRY -
PRESENTATION
1/8" = 1'-0"



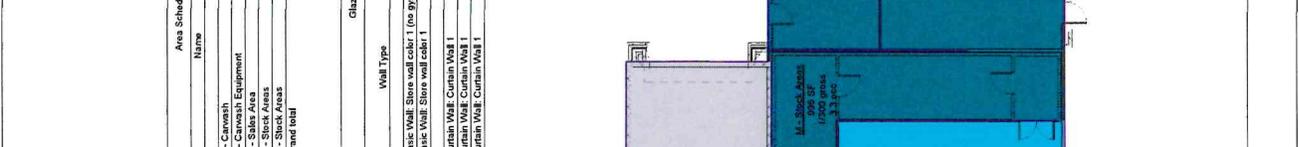
② OVERALL SITE 3D VIEW -
PRESENTATION

Area Schedule (Gross Building)	Name	Area
B - Carwash	2067 SF	
B - Carwash Equipment	575 SF	
B - Carwash Wash Area	444 SF	
M - Stock Areas	968 SF	
M - Stock Areas	6337 SF	
Grand Total		

Glazing Analysis	Wall Type	Area	Wall is glazed	Percentage
Basic Wall: Stone wall color: 1 (no 9)P	208 SF	No	11%	
Basic Wall: Stone wall color: 1	1253 SF	No	85%	
Basic Wall: Stone wall color: 1	1461 SF	Yes	8%	
Curtain Wall: Curtain Wall 1	51 SF	Yes	3%	
Curtain Wall: Curtain Wall 1	143 SF	Yes	9%	
Curtain Wall: Curtain Wall 1	181 SF	Yes	10%	
Grand Total	379 SF		20%	



① 3D VIEW - BUILDING FACADE



② AREA PLAN - GROSS BUILDING SF
1/8" = 1'-0"

NOTE: WALL FINISHES TO BE LAP SIDING. SOLID COLOR SHOWN FOR ILLUSTRATIVE PURPOSES ONLY.

WALLS INCLUDED IN GLAZING ANALYSIS

TRASH ENCLOSURE EXCLUDED

① AREA PLAN - GROSS BUILDING SF
1/8" = 1'-0"

② 3D VIEW - BUILDING FACADE

TRASH ENCLOSURE

B-Carwash 2067 SF 1/0 Unoccupied

M-Stock Area 1200 gross 378 net

M-Subst Area 2206 SF 378 gross 378 net

M-Stock Area 424 SF 114 gross 114 net

B-Carwash Equipment 575 SF 1.8 net

B-Carwash Wash Area 444 SF 1.8 net

TRASH ENCLOSURE

① AREA PLAN - GROSS BUILDING SF
1/8" = 1'-0"

② 3D VIEW - BUILDING FACADE

TRASH ENCLOSURE EXCLUDED

WALLS INCLUDED IN GLAZING ANALYSIS

NOTE: WALL FINISHES TO BE LAP SIDING. SOLID COLOR SHOWN FOR ILLUSTRATIVE PURPOSES ONLY.

② 3D VIEW - BUILDING FACADE

① AREA PLAN - GROSS BUILDING SF
1/8" = 1'-0"

TRASH ENCLOSURE

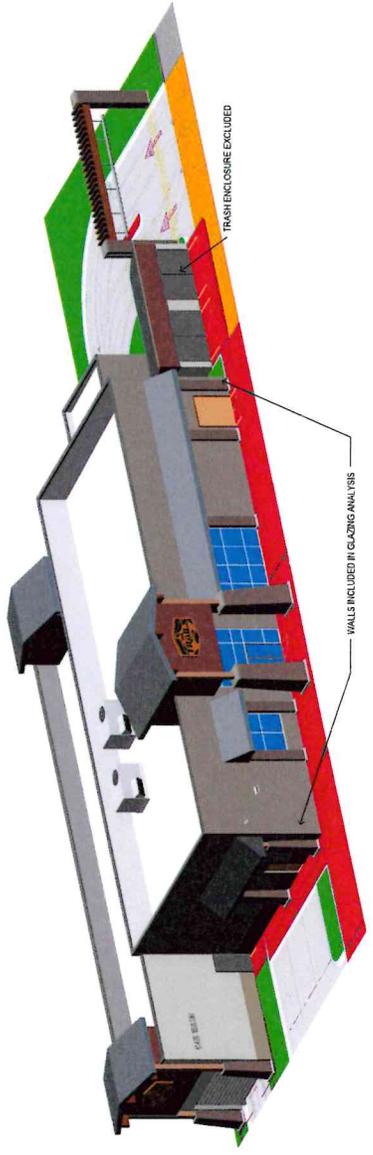
No.	REV	BY	DATE	REVISION

GLAZING ANALYSIS

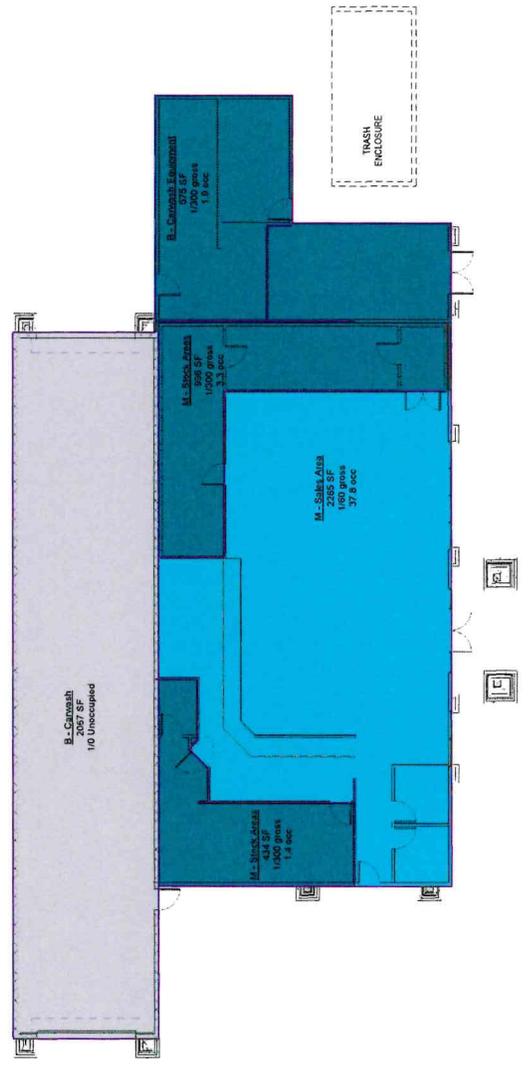
Area Schedule (Gross Building)	
Name	Area
B - Carwash	2067 SF
B - Carwash Equipment	575 SF
M - Sales Area	2265 SF
M - Stock Areas	434 SF
M - Stock Area	988 SF
Grand total	6337 SF

Glazing Analysis			
Wall Type	Area	Walls placed	Percentage
Basic Wall, Store Siding color 1	232 SF		11%
Basic Wall, Store Siding color 1	1448 SF		70%
Basic Wall, Store Siding color 1	1680 SF		82%
Curtain Wall, Curtain Wall 1	51 SF	Yes	2%
Curtain Wall, Curtain Wall 1	188 SF	Yes	9%
Curtain Wall, Curtain Wall 1	181 SF	No	9%
Grand total	3775 SF		18%

NOTE: WALL FINISHES TO BE LAP SIDING. SOLID COLOR SHOWN FOR ILLUSTRATIVE PURPOSES ONLY



① 3D VIEW - BUILDING FACADE



① AREA PLAN - GROSS BUILDING SF
1/8" = 1'-0"