



Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

NOTICE OF PUBLIC MEETING CITY OF MILLERSBURG PLANNING COMMISSION

Tuesday, November 19th, 2019
6:00 p.m.

Agenda

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. MEETING MINUTE APPROVAL

1) Planning Commission Meeting held on:

- i. October 12th 2019 Planning Commission Meeting and Work Session

E. QUASI-JUDICIAL PUBLIC HEARINGS

1) File No: SP 19-04 Ti Squared Chemical Mill Expansion

The applicant is proposing to add about 3 acres of improvements to an existing manufacturing facility. The improvements include a 7,500 sf building (constructed in two phases), additional access paving, fence expansions, drainage, and additional external mechanical equipment. The new structure will perform chemical milling and etching for titanium products. No additional restrooms are proposed in the new structure.

2) SP 19-05 Headrick Food Truck Court Additional Vendor and Canopy

The applicant is proposing three changes to the approved food truck court- 1) to add one additional food/beverage vendor location to the site for a total of seven; 2) to add a covered seating area to one vendor location; and 3) to add two additional pole lights to the site.

F. CITY PLANNER UPDATE

G. ADJOURNMENT

Upcoming Meeting:

December 10th, 2019 @ 6:30 p.m. – City Council Meeting

December 17th, 2019 @ 6:00 p.m. – Planning Commission Meeting



**CITY OF MILLERSBURG
PLANNING COMMISSION MEETING AND WORK SESSION**

4222 NE Old Salem Road
Tuesday, October 15th, 2019
6:00 pm

Minutes

- A. CALL TO ORDER: Commission President Jimmie Kirkendall called the meeting to order at 6:00 pm.
- B. ROLL CALL:
- Members Present: Jimmy Kirkendall, Ed Perlenfein, Connie Lepin, Dennis Gunner, and John Sullivan
- Members Absent: Steve Vogler, Scott Stimpson, Ryan Penning, and Anne Peltier
- Staff Present: Matt Straite, City Planner; Jake Gabell, Deputy City Recorder; Forrest Reid, City Attorney; John Morgan, Planning Director; Janelle Booth, Assistant City Manager/City Engineer; and Kevin Kreitman, City Manager.
- C. MEETING MINUTE APPROVAL
- 1) September 17th meeting minutes
- Action: Motion to accept the minutes as presented made by Commissioner Perlenfein; seconded by Commissioner Sullivan.**
- Commissioner Kirkendall: Aye**
- Commissioner Perlenfein: Aye**
- Commissioner Lepin: Aye**
- Commissioner Sullivan: Aye**
- Commissioner Gunner: Abstained**
- D. QUASI-JUDICIAL PUBLIC HEARING
- 1) Public hearing on Land Use File SP 19-03 opened by President Kirkendall at 6:04 p.m. Deputy City Recorder, Jake Gabell, read disclosures. President Kirkendall finished opening the hearing.
- i. Commissioner Gunner declared site contact; he drove by the property.
- File No: SP 19-03 Jeff Benge Outdoor Storage
The applicant is proposing a Site Plan Review (SP 19-03) to add a 0.75 acre paved outdoor storage area to an existing facility of 8.08 acres. The applicant proposes to store paving materials that are manufactured on-site.
- i. Staff report was presented by Matt Straite, City Planner.
1. No public comments or testimonies.
- Public hearing closed at 6:09 pm by President Kirkendall.
- i. Deliberation of Planning Commissioners with questions for staff.

1. Commissioner Lepin asked clarifying questions about the wetlands and the materials being stored outdoor.
 - a. Janelle Booth, City Engineer/Assistant City Manager, explained the DEQ permits that the applicant already has and clarified containment questions.

ACTION

The following Motion was made by Commissioner Sullivan:

Based upon the findings of fact, any testimony, the conditions of approval, and staff recommendations listed in the staff report and because the proposed project satisfies the applicable criteria, I motion for the adoption of the findings from the staff report dated October 8, 2019, and further motion that the Planning Commission approve Site Plan 19-03, Jeff Benge Outdoor Storage, pursuant to the conditions of approval listed in the staff report.

A seconded was given by Commissioner Perlenfein.

Commissioner Kirkendall: Aye
Commissioner Perlenfein: Aye
Commissioner Lepin: Aye
Commissioner Sullivan: Aye
Commissioner Gunner: Aye

Matt Straite, City Planner, explained the applicant's desire to waive their right to appeal to be able to quickly begin construction.

ACTION

The following Motion made by Commissioner Gunner

The Chair and the Commission recognize that no one presented testimony and no testimony has been received that would provide standing for an appeal within the next fifteen days and, subject to the applicant waiving his right to appeal in writing, this Commission moves to allow the granting of grading and building permits immediately.

A seconded was given by Commissioner Sullivan.

Commissioner Kirkendall: Aye
Commissioner Perlenfein: Aye
Commissioner Lepin: Aye
Commissioner Sullivan: Aye
Commissioner Gunner: Aye

Hearing adjourned at 6:20 PM.

E. City Planner Update

- 1) Matt Straite, City Planner, gave a review of the staff approved Wills Lot Line Adjustment.

F. New Business - Presentation by John Morgan.

- 1) Review of Draft Article IV, Review Procedures
 - i. 4.101 Application Types
 1. 4.101.03, Table of Land Use Application Procedures, was discussed and the fence permit was removed from the table.

2. 4.101.04, Expiration of Approval and Time Extension, was discussed and no changes made.
3. 4.101.05, Exercising a Land Use Approval, was discussed. A provision was added to clarify when construction begins on an approved project.
- ii. 4.102, Process for Property Line Adjustment was discussed and minor typos were corrected.
- iii. 4.103, Process for a Home Occupation
 1. Matt Straite, City Planner, introduced an adjusted Article III, 3.204 Home Occupations, to the Planning Commission for their review.
 - a. 3.204.01 (A) was discussed and provision (2) was modified to include a 1-acre parcel provision.
- iv. 4.104 Process for Partitions was reviewed.
 1. 4.104.05 Decision Criteria (D) "In accordance with adopted City policy" was removed.
- v. The following sections were reviewed and no changes proposed:
 1. 4.105 Process for Adjustments
 2. 4.106 Processing Variances
 3. 4.107 Processing a Conditions Use
 4. 4.108 Processing a Site Development Review
 5. 4.109 Interpretations
 6. 4.110 Nonconforming Uses
- vi. 4.111 Subdivisions and Planned Unit Development was reviewed. 4.111.05 (A) was removed, and (E) 2 and 3 were removed. Other minor typo corrections were made.
- vii. The following sections were reviewed and no major changes proposed:
 1. 4.112 Comprehensive Plan Map Amendment
 2. 4.113 Zone Map Amendment
 3. 4.114 Text Amendments
 4. 4.115 Annexations
 5. 4.201 General Administrative Provisions
- viii. 4.202, 4.203 4.204, and 4.205 will be combined and blended with 4.101 to clarify the application processes.
- ix. 4.202 Type I Application and Review Procedures was reviewed.
 1. 4.202.01 (B) (2) 30 days was changed to 180 days
- x. 4.203 Type II Application and Review Procedures was reviewed.
 1. 4.203.01 (B) (2) 30 days was changed to 180 days
- xi. 4.204 Type III Applications and Review Procedures was reviewed.
 1. 4.204.01 (H) the 10-day notice was changed to a 5-day notice to comply with state law.
- xii. 4.205 Type IV Applications and Review Procedures was reviewed.
 1. 4.205.01 (E) the 10-day notice was changed to a 5-day notice to comply with state law.
 2. 4.205.01 (F) was modified to be a notice of action rather than a notice of decision.
 3. Other minor text edits were made to clarify the code language.
- xiii. 4.206 Public Hearing Before the Planning Commission was reviewed.
 1. 4.206.02, Planning Commission Hearing Procedures was discussed and it was decided that staff will modify this section for the final draft.
- xiv. 4.207 Review and Public Hearing by City Council was reviewed.

1. 4.207.01 (A) was modified to include a provision for the City Attorney polling the City Council.

G. Additional topics of discussion by the Planning Commission.

- 1) 3.211.04 Farm Uses and Livestock was reviewed. The new version contains more livestock provisions. The draft was discussed and the residential low provision was removed from the chicken and rabbit section. The topic was tabled for discussion at the next work session.
- 2) ADU topic brought up by Mayor Jim Lepin. He suggested that the Planning Commission remove the requirement for owner occupied based on a suggestion from the City Attorney.

H. Meeting adjourned by Commission President Kirkendall at 8:35 pm.

Respectfully submitted:

Reviewed by:

Jake Gabell
Deputy City Recorder

Matt Straite
City Planner

DRAFT



File No: SP 19-04 Ti Squared Chemical Mill Expansion

Proposal: The applicant is proposing to add about 3 acres of improvements to an existing manufacturing facility. The improvements include a 7,500 sf building (constructed in two phases), additional access paving, fence expansions, drainage, and additional external mechanical equipment. The new structure will perform chemical milling and etching for titanium products. No additional restrooms are proposed in the new structure.

I. BACKGROUND

- A. Applicant: Ti Squared Technologies, Chris Martin
- B. Location: 3900 Western Way NE
- C. Review Type: The proposed Site Development Review requires a hearing before the Planning Commission. The Planning Commission is scheduled to hold a hearing on the application on November 19, 2019. The Planning Commission decision can be appealed to the City Council. Any appeal of the City Council's decision relating to this matter will be considered by the Oregon Land Use Board of Appeals (LUBA).
- D. Public Notice and Hearing: Notice was mailed to all property owners within 100 feet of the proposed location, posted in City Hall on October 22, 2019, and information related to the hearing is posted on the City's website here - <http://cityofmillersburg.org/planning-commission/>
- E. Review Criteria: Article 2 §2.400(2)- Site Plan Review
- F. Current Zoning: Limited Industrial (LI)
- G. Proposed Zoning: N/A
- H. Property Size: 5.26 acres (only a portion of the property is to be used for the proposed use, about 3 acres)
- I. Background: The project location was originally approved on March 21, 2017 for a 35,715 square foot manufacturing facility. At that time the site plan showed that the site featured about 60,000 square feet of expansion area. This chemical mill is proposed in that expansion area.

II. AFFECTED AGENCY, PUBLIC NOTICE, AND PUBLIC COMMENTS

Agencies:

The applicant's materials were transmitted to the following agencies/departments on October 22, 2019: City of Albany, Albany Fire Department, Linn County Sheriff's Office, City of Millersburg Engineer, Oregon Department of State Lands, PacificCorp, Linn County

Planning and Building Department, Linn County GIS, Linn County Road Department, Northwest Natural Gas, and Republic Services. To date, the following comments have been received:

- The City of Albany responded that they have no comments.
- The Department of State Lands responded and did not express any concerns.
- Albany Fire provided comments.
- The Millersburg City Engineer provided comments and conditions of approval.

Public:

Notice of the November 19, 2019 hearing was mailed to all property owners within 100 feet of the property. To date, no written comments have been received by staff.

III. CRITERION

CITY OF MILLERSBURG DEVELOPMENT CODE

Article 2 §2.400(2)- Site Plan Review

(2) Decision Criteria. After an examination of the site and prior to approval, the Planning Commission must make the following findings:

(a) The proposed development or use does not conflict with the City's Comprehensive Plan.

ANALYSIS: The zoning code implements the Comprehensive Plan. Consistency with the zoning code demonstrates consistency with the Comprehensive Plan. Section 9 of the Comprehensive Plan contains a list of Land Use Goals and Policies. Section V of this report goes through the pertinent policies from the Comprehensive Plan. In summary, based on staff's review, the project is consistent with the plan.

FINDING: Based on the analysis above, the project meets the required criteria.

(b) That the proposed development or use complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the application.

ANALYSIS: The standards of the Limited Industrial Zone are reviewed in detail in section IV of this staff report. In general, the project complies with the standards of the zone and all other codes and ordinances of the City.

FINDING: Based on the analysis above, the project meets the criterion.

(c) That the proposed development will not have an adverse impact on traffic flow or to pedestrian, bicycle and vehicular safety, and future street right-of-way are protected.

ANALYSIS: Section 5.122(7) explains when a traffic study is needed; the project did not require a study. The proposed project is the addition of chemical milling area to the existing titanium manufacturing business. By including this step into the titanium processing, there may be less trucks leaving the site as product will no longer be required

to be shipped offsite and back onsite for final manufacturing steps. The addition of the chemical mill will not result in any additional truck trips except the delivery of chemicals to the site. The new structure will only require two additional employees. The public is not permitted onsite. Therefore, the addition of the chemical mill will not result an increase of vehicle or truck traffic over what the site experiences today. There should be no impacts.

FINDING: Based on the analysis above, the project meets the required criterion.

(d) That proposed signs or lighting will not, by size, location, color or operation, have an adverse impact on traffic, limit visibility or have an have an adverse impact on adjacent properties.

ANALYSIS: The proposal does not include any signage or lighting.

FINDING: This criterion does not apply.

(e) That water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use and can be extended in the future to accommodate future growth beyond the proposed land division.

ANALYSIS: The proposed project will not require any additional utility connections. All required utilities exist on the site. The proposal should not result in the need for a significant increase in staffing levels; as such, the existing plumbing facilities will suffice for wastewater disposal. No additional restrooms are proposed. Additionally, the chemical milling process will introduce the use of new chemicals onsite, some of which are intended to be discharged into the sewer. The applicant is required to obtain proper permissions from the City of Albany and the State Department of Environmental Quality (DEQ). These are already required through the State so no additional conditions of approval are required from the City.

FINDING: Based on the analysis above, the project meets the required criteria.

(f) That the proposed development or use does not have an adverse impact on existing or proposed drainageways including flow disruptions, flooding, contamination or erosion on drainage-ways and required drainage facilities are provided that have the capacity to serve the proposed development or use.

ANALYSIS: There are no wetlands near the property. The Ti Squared facility, when originally permitted, included a proposed expansion area, which is where the chemical mill is proposed in this application. The stormwater plan included the expansion area. Consistency with the approved stormwater plan will assure there are no significant impacts to drainageways.

FINDING: Based on the analysis above, the project meets the required criteria.

(g) That the proposed development will not have an adverse impact, potential hazards or nuisance characteristics as identified in Section 2.140, Item 21 of the Application Site Plan consistent with the standards of the Zoning District and complies with the applicable standards of all regulatory agencies having jurisdiction.

ANALYSIS: Section 2.140 Item 21 explains that the applicant is required to identify any noise or emissions that may result from the application. The applicant's narrative explains:

Exterior noise generating processes are located on the East side of the property adjacent to the railway and interstate and shielded from neighboring properties by building construction. The proposed new development will include a chiller, backup generator, and a process fume scrubber. Each of these are designed with noise reduction and control features to limit the overall sound levels within standard industrial levels.

Equipment and procedures will be implemented for control of process fugitive dusts and fumes, these are regulated under the Air Contaminant Discharge permit issued by the State of Oregon. This includes chemical storage tanks and process tanks which are located inside the building and are supported with fume scrubbers which collect and treat process offgas prior to discharge to the atmosphere.

The chemical milling process utilizes acids which require specific design specifications for materials of construction, material handling, fume control, and spill prevention. These issues are addressed through a chemical process safety program which includes process and facilities design, operations, maintenance, employee training, safety plans, and management of change to install and operate a robust process for safe management of these chemicals.

FINDING: Based on the analysis above, the project meets the required criteria.

(h) That the proposed development or use does not conflict with the standards of other regulatory agencies having jurisdiction.

ANALYSIS: The project was transmitted to several other jurisdictional agencies for their review, including the Department of State Land which has jurisdiction on wetlands. Some agencies responded, however none of the responses indicated that there were any inconsistencies with their requirements. Fire provided some standard conditions of approval.

FINDING: Based on the analysis above, the project meets the required criteria.

IV. STANDARDS

The proposed design complies with all the specifications and design requirements of Chapter 4, specifically the LI zone and Chapter 5, Development Standards, except as noted or explained in more detail below.

SECTION 4.132 LIMITED INDUSTRIAL ZONE SUBSECTION (4)(c) IMPERVIOUS SURFACES

ANALYSIS: This section of code requires that no more than 80% of the site be impervious surface. The site currently features many improvements. The site is about 5.26 acres. Using the 80% maximum requirement, the site cannot use more than 4.2 acres of

impervious surfaces without specific Planning Commission approval (of the excess over 80%). All existing improvements consist of structures, manufacturing areas, sidewalks, access, and parking. The existing site features a detention pond that is larger than 1.06 acres, thus keeping the total developed area (non-impervious) under the 80% requirement. Thus the project meets this requirement.

FINDING: Based on the analysis above, the project meets the standard.

SUBSECTION (4)(d) SETBACKS

ANALYSIS: The LI zone requires a 20 foot setback from the main street in the front of the lot to be fully landscaped. The proposed project fronts Western Way and currently features landscaping along the full property frontage. This landscape area is well in excess of 20 feet.

FINDING: Based on the analysis above, the project meets the required standard.

SECTION 5.120 PARKING

ANALYSIS: This section regulates parking. The landscape requirements of the parking area are reviewed below in the landscape section. The site is currently over parked, featuring 68 parking spaces. Phase 1 of the new mill will require 4 new employees, 2 per shift. At full buildout the new mill will have 4 staff per shift. The original approval states that 58 spaces are required for the existing building. 31 additional spaces were shown on the original approval as future expansion spaces. It is not clear if 31 spaces were approved with the previous approval. No additional parking spaces are proposed with this application, though they continue to be labeled on the exhibit as future spaces. To be clear, another site design review would be required to allow construction of the additional spaces. The addition of the chemical mill will not impact the existing parking.

FINDING: Based on the analysis above, the project meets the required standard.

SECTION 5.134 LANDSCAPING

ANALYSIS: The proposed mill location is to the rear of the project site and will be obscured by the existing structure from the street right-of-way. No new parking is proposed, and no buffers are required.

FINDING: Based on the analysis above, with the proposed conditions of approval, the project meets the required standard.

V. CITY OF MILLERSBURG COMPREHENSIVE PLAN

City of Millersburg Comprehensive Plan

The City of Millersburg Comprehensive Plan implements the 19 State Goals. Based on staff review, the project is consistent with all goals and policies of the Comprehensive Plan. The following are *relevant and pertinent* policies from the Comprehensive Plan.

Chapter 9.1- Planning

Policy 16. Close coordination shall be maintained between the school district, fire districts, serving utilities, Linn County, the City of Albany and other governmental agencies having facilities or programs in the area.

ANALYSIS: The project was transmitted to a full suite of jurisdictional agencies including the Linn County, Albany, Albany Fire and the utility companies. All responses have been included.

FINDING: Based on the analysis above, the project is consistent with the policy.

Chapter 9.5- Land Use

Policy Industrial Land Use No. 2- All industrial development shall strictly comply with the environmental quality standards of the State of Oregon, including all applicable standards and regulations of the Oregon State Board of Health, the Oregon Department of Environmental Quality and any other public agency having regulatory jurisdiction.

ANALYSIS: The applicant is required to obtain all required environmental permits through DEQ and any other responsible agency. The City does not have any specific requirements, shy of mandatory compliance with State and Federal environmental regulation. The applicant's narrative explains that they are fully aware of these requirements.

FINDING: Based on the analysis above, the project is consistent with the policy.

VI. RECOMMENDATION

Based on the above findings of fact, and the conditions of approval, the proposed project satisfies the applicable criteria, and staff recommends the Planning Commission approve Application SP 19-04 pursuant to the conditions of approval listed below.

VII. ALTERNATIVE RECOMMENDATION

Should the Planning Commission elect not to approve the proposed development, they could continue the item for further discussion or deny the application citing the specific criteria not satisfied by the application.

VIII. CONDITIONS OF APPROVAL

General Conditions:

1. This land use approval shall substantially comply with the submitted preliminary site plans as included as Exhibits C and D, except as indicated in the following conditions. Additional development or change of use may require a new development application and approval.
2. Applicant must obtain a Grading Permit from the City of Millersburg prior to beginning work.

3. Stormwater drainage plans and calculations accounting for additional impervious area must be submitted, reviewed, and approved prior to issuance of building permits. Calculations must show that the existing pond detention volume is adequate for the additional impervious surface, or propose modifications to the pond to increase storage capacity. The stormwater detention system shall be designed in accordance with the City of Albany Engineering Standards.
4. All required public improvement plans shall be approved by the City prior to beginning construction. All utilities shall remain uncovered until inspected and approved by the City. All required public improvements shall be completed and approved by the City prior to construction.
5. The project permitted by this approval shall commence within one year of approval or the permit is void. An extension of the permit may be granted through a new site design review process.
6. The applicant shall provide an additional fire hydrant prior to occupancy of phase one of the proposed structure. All plans for the new hydrant shall be approved by Albany Fire and the City prior to installation.
7. The applicant shall provide evidence of adequate onsite water pressure for Fire standards.
8. Modification of existing industrial discharge permit through the City of Albany is required to include new facilities.
9. Submit documentation verifying that existing water supply and meter size are adequate to support new facilities.
10. Additional SDC charges for water or sewer may be required based on additional system capacity use.
11. Site access shall be designed to comply with emergency access requirements.

IX. NOTICES TO THE APPLICANT

The applicant should also be aware of the following standards and processes that are required for development. These are not part of the decision on this land use case and are provided as a courtesy to the applicant. Please contact City Hall with any questions.

1. Construction within Linn County right-of-way must conform to Linn County construction standards and requires a Linn County right-of-way permit.
2. System Development Charges (SDCs) for water and sewer are due at the time of connection. Commercial SDC charges are based on equivalent dwelling units.
3. Sewer connections require oil/water separator(s).
4. Compliance with the Conditions of Approval is the responsibility of the developer or its successor in interest.

5. The developer is responsible for all costs associated with any remaining public facility improvements and shall assure the construction of all public streets and utilities within and adjacent to the tentative map as required by these conditions of approval, to the plans, standards, and specifications of the City of Millersburg.
6. The continual operation of the property shall comply with the applicable requirements of the Millersburg Development Code.
7. This approval does not negate the need to obtain permits, as appropriate from other local, state, or federal agencies, even if not specifically required by this decision.
8. The applicant shall comply with the fire protective standards administered by the Linn County Building Official and the Albany Fire District. Hydrant and turnaround locations shall be provided by the applicant and approved by the Albany Fire District and the City.
9. In the event there is engineered fill on any public roads or lots, the applicant's soils engineer and testing lab shall obtain and record compaction tests and submit results for the review and approval of the City Engineer.
10. Driveways shall conform to Section 5.120 of the Millersburg Development Code, with individual driveway slopes not exceeding a grade of 14%.
11. Decks, fences, sheds, building additions, and other site improvements shall not be located within any easement unless otherwise authorized in writing by the City Engineer.
12. Dust shall be controlled within the development during construction and shall not be permitted to drift onto adjacent properties.
13. Noise shall be kept at the minimum level possible during construction. The developer shall agree to aggressively ensure that all vehicles working in the development shall have adequate and fully functioning sound suppression devices installed and maintained at all times.
14. All construction sites shall be maintained in a clean and sanitary condition at all times. Construction debris, including food and drink waste, shall be restricted from leaving the construction site through proper disposal containers or construction fencing enclosures. Failure to comply with this condition may result in a "Stop Work" order until deficiencies have been corrected to the satisfaction of the City.

X. EXHIBITS

- A. Zoning Map
- B. Vicinity Map
- C. Applicant's Description and Narrative
- D. Applicant's Exhibits- Phase 1 Site Plan, Phase 2 Site Plan, and elevations for both phases.
- E. Albany Fire Letter dated October 24, 2019
- F. City Engineer comments dated November 8, 2019
- G. City of Albany Email dated October 23, 2019
- H. Public Hearing Notice

Zoning Map



This product is for informational purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain usability of the information.

Vicinity Map



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Land Use Application- City of Millersburg

Ti Squared Technologies

3900 Western Way, Millersburg, OR

Chemical Milling Facility Addition

Project Description

A. Proposed Use

Ti Squared Technologies currently operates a titanium casting operation at 3900 Western Way NE in Millersburg, OR. This facility was constructed in 2018-19 and began operations in spring 2019 with a staff of 50 employees.

The site is 5.26 acres located at the end of a Cul-De-Sac on Western Way. A 45,730 sq ft building includes an office area, manufacturing area, product lab, maintenance area, and storage area. Approximately 3 acres of the site are currently developed with the remainder consisting of a cleared but otherwise unimproved area planned for additions to the existing operations.

Utilities installed to the site include electricity, natural gas, city water, city sewer, and communications. These were installed during original construction and sized and installed for future growth at the site.

Support utilities installed at the site include electrical power distribution, an air compressor with building, a cooling tower, bulk industrial gas storage tanks for oxygen and argon, a back-up generator, a water treatment area, and stormwater collection and retention pond.

A supplemental process to the existing casting operations is a chemical milling and etching process for treatment of parts prior to shipment. This process utilizes nitric and hydrofluoric acid to remove thin surface contaminants between processing steps, this is required in many titanium casting applications.

The planned development will include a new concrete building consisting of a Phase 1 of 5129 square feet and a future Phase 2 addition of 2371 square feet. A new gravel pavement driveway will be added to provide emergency services and truck access to the building. A back-up generator, fume scrubber, and chiller will be installed adjacent to the building to support the new process. Existing utilities at the site will be extended to the new facility to support the new process.

Parts requiring this processing are currently shipped off site resulting in cost and schedule impacts to Ti Squared Tech and its customers. This is a key process for which the facilities to chemically mill and etch on site improves the ability of Ti Squared Tech to control part quality, cost, and delivery schedules within customer's expectations.

The waste products from this process consist of dilute and concentrated acids which will be processed on site to produce non-hazardous solid waste that will be disposed off-site in a landfill and a non-hazardous liquid which will be pumped to the City of Millersburg sewer under a waste discharge permit. Facilities construction may be phased such that a combination of waste treatment on-site and off-site disposal may occur during this period.

The new facility will be situated on the current site adjacent to the existing building and along the East side of the property as shown on the site plans included. The new building will not be visible from Western Way but will be visible from I-5. A privacy fence is currently installed along the eastern boundary as a barrier from I-5 and the existing railway, this will be extended to encompass the new facilities. The proposed new building will be similar in appearance to the existing building including height, color, and outdoor lighting.

B. General Operating Characteristics

The existing facilities typically operates 24 hours per day 5 days per week, the new facility will operate on roughly the same schedule.

C. Permitting

Applicable permits have been issued for the existing operations including the following:

1. Oregon DEQ -NPDES- Stormwater Permit
2. Oregon DEQ -RCRA-Hazardous Waste Permit
3. Oregon DEQ-Air Contaminant Discharge Permit
4. City of Albany -Industrial Water Discharge Permit

The Air Contaminant Discharge Permit is active and includes the future chemical milling process. The NPDES Stormwater Permit is active and requires revisions to include the planned site development.

The RCRA Hazardous Waste registration is active and requires revisions to include the planned future site activities.

The Industrial Water Discharge permit is active and requires revisions to include the planned future site processes.

D. Land Use and Waste Water

The site is zoned limited industrial with all neighboring properties in the same zoning classification. The proposed new facility fits within this classification.

The chemical milling operation generates a concentrated waste acid and a dilute waste acid. The dilute acid waste water will be treated on site and disposed to the city sewer according to planned revisions to the Industrial Water Discharge Permit. The concentrated acid waste water will initially be shipped off site for disposal but will be treated on site in future development to produce a non-hazardous waste water disposed to the city sewer and a non-hazardous solid waste disposed to a landfill.

E. Water Consumption

The site is currently served by city water which is used for personal consumption as well as process requirements such as cooling tower makeup water, boiler feedwater, and product makeup. The new facility requires additional water which will be supplied by the current service, it is sized to meet the requirements of the new facility although it may fall into a different rate schedule. City water consumption at the facility will increase up to 15,000 gal per day.

F. Vehicle Traffic

Vehicle traffic to the site is not expected to be significantly different than existing operations. Currently, parts are shipped off site for these processing steps and then shipped back to the site. Addition of a milling facility eliminates this off site work while reducing truck traffic to and from the plant. This new process will require additional truck traffic for delivery of bulk acid and pick up of spent acid, this is anticipated to be 2 to 3 trucks per week to the site. Overall there is expected to be no new net truck traffic to the facility.

G. Hours of Operation and On Site Sales

The casting facility including the planned chemical milling operation is designed to operate on a 24/7 basis with initial usage 24 hours per day 5 days per week. This facility produces titanium castings for the industrial, medical, and aerospace industries manufactured to specifications provided and shipped to the customer, they are not stock on site for local sale.

H. Staffing and Employment

The addition of this process is expected to add up to 8 employees at full plant capacity in support of this operation staffed at 2 per shift.

I. Site Access

The facility is accessed from Western Way onto paved a paved roadway and parking areas on the site. The planned development will include additional paved areas for emergency services and truck access.

J. Site Activities

The titanium casting facility currently operating on the site covers approximately ½ of the property with the remainder of the property cleared for future development. There are no streams on or adjacent to the property, a storm water ditch is adjacent to the property along the rail tracks.

K. Restrooms

There are no new restrooms planned for this development, the existing facility is sufficient for the 2 additional employees per shift.

L. Additional Scope

A future phase of construction for the facility may include a weather cover between the Phase 1 building and the existing building to enable parts movement within a covered space. This will be

evaluated following startup of Phase 1 operations and it's design and permitting effort may proceed following those efforts.

Decision Criteria

CITY OF MILLERSBURG DEVELOPMENT CODE

Article 2 §2.400(2)- Site Plan Review

A. The proposed development or use does not conflict with the City's Comprehensive Plan.

This proposed development complies with the comprehensive plan with no apparent conflicts. This development will have no impact on agricultural, recreational, scenic, natural resources, surface waters or neighboring businesses within the community.

The existing facility and proposed development are appropriate for the designated limited industrial zoning classification.

There is minimal change to existing vegetation as the intended site has been cleared as part of the original development. There are no historic features or wetlands on the property and no impact on scenic resources, wild life or fish.

The proposed facilities layout have been sited for efficient land use with no impact on neighboring properties. Industrial equipment is designed to minimize noise generation within applicable standards and will be placed on the site to minimize impact to neighboring properties.

There are no new required public utilities at the site and demand will not increase significantly. Industrial permits such as Oregon Department of Environmental Quality air and water permits are either in place or require a limited revision for the planned use. Building permit applications will be submitted pending land use approval. Preliminary plans have been reviewed with local agencies in preparation of facilities design including the City of Millersburg, Linn County Building Department, Albany Fire Marshall, and City of Albany Water Treatment Department.

The titanium cast parts produced at Ti Squared Technologies are a unique product in high demand providing a stable and diversified business within the community. Local businesses are utilized to support their facility construction and operations.

Ti Squared participates in the Oregon Energy Conservation Program using energy efficient equipment and construction to reduce energy usage.

B. That the proposed development or use complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the application.

All surrounding property is zoned Limited Industrial matching the proposed facility.

C. That the proposed development will not have an adverse impact on traffic flow or to pedestrian, bicycle and vehicular safety, and future street right-of-way are protected.

The proposed new development is located on an existing site with access from Western Way. Minimal additional traffic is anticipated from this development. All parking associated with the facility will be on the site and off-street.

D. That proposed signs or lighting will not, by size, location, color or operation, have an adverse impact on traffic, limit visibility or have an have an adverse impact on adjacent properties.

The new facilities will be located on the east side of the property adjacent to the railway. The new building will be consistent height and appearance to the existing building. A privacy fence has been installed along the east boundary adjacent to the existing operations, this will be extended for coverage of the new facilities.

Mechanical equipment including a scrubber and backup generator will be located along the east side of the new building facing the railway. The scrubber and generator are permitted by the State of Oregon DEQ requiring compliance with state limits for pollutants, noise, and opacity. The existing building utilizes exterior lighting mounted on the building face to provide general area lighting in the parking areas for personnel use and security at a lighting level of at least .5 footcandles.

Localized lighting is added where necessary for operator use at specific equipment at slightly higher lighting levels.

There are no new building signs planned for this development.

E. That water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use and can be extended in the future to accommodate future growth beyond the proposed land division.

Construction of the original Ti Squared Technologies facility included utility service for the existing facility as well as potential future expansion. Electrical, natural gas, and city water utility service to the site are sized to include the requirements of this proposed facility.

The city sewer service is sized to include this development although it is permitted for only the existing facility. Additional industrial water discharge has been discussed with the City of Albany, a permit modification will be requested upon approval of the project.

F. That the proposed development or use does not have an adverse impact on existing or proposed drainageways including flow disruptions, flooding, contamination or erosion on drainage-ways and required drainage facilities are provided that have the capacity to serve the proposed development or use.

The existing facility was designed for control and management of stormwater including a retention pond to restrict stormwater flows during storm events, collection and diversion of stormwater to reduce erosion, and process facilities designed to segregate process residue from stormwater to prevent stormwater pollution. A complete facility stormwater plan has been developed, implemented, and permitted by the State of Oregon through an NPDES Stormwater permit.

G. That the proposed development will not have an adverse impact, potential hazards or nuisance characteristics as identified in Section 2.140, Item 21 of the Application Site Plan consistent with the standards of the Zoning District and complies with the applicable standards of all regulatory agencies having jurisdiction.

Exterior noise generating processes are located on the East side of the property adjacent to the railway and interstate and shielded from neighboring properties by building construction. The proposed new development will include a chiller, backup generator, and a process fume

scrubber. Each of these are designed with noise reduction and control features to limit the overall sound levels within standard industrial levels.

Equipment and procedures will be implemented for control of process fugitive dusts and fumes, these are regulated under the Air Contaminant Discharge permit issued by the State of Oregon. This includes chemical storage tanks and process tanks which are located inside the building and are supported with fume scrubbers which collect and treat process offgas prior to discharge to the atmosphere.

The chemical milling process utilizes acids which require specific design specifications for materials of construction, material handling, fume control, and spill prevention. These issues are addressed through a chemical process safety program which includes process and facilities design, operations, maintenance, employee training, safety plans, and management of change to install and operate a robust process for safe management of these chemicals.

- H. That the proposed development or use does not conflict with the standards of other regulatory agencies having jurisdiction.**

The facility is designed by professional engineers registered in the State of Oregon intended to meet all applicable codes and regulations. The design and operations team have extensive experience in this industry, in the administration of operations, employee safety, maintenance, and permit compliance for best practices and applicable regulations. Detailed plans have been or will be submitted to applicable agencies to obtain the required permits for construction and operation of the proposed facility. Local licensed contractors experienced in this industry and local codes will be employed to construct the facility. It is Ti Squared Tech's intent to be a responsible member of the community meeting the expectations of the community and its residents as well as protecting the environment and the safety of its employees.

STANDARDS

SECTION 4.133 GENERAL INDUSTRIAL ZONE

The new facility is a chemical milling facility utilizing and classified as Metal Finishing which complies with the industrial zoning classification.

SECTION 5.120 PARKING (explain what exists, how many spaces are currently req, and how many the new building will need)

There are currently 68 parking spaces of which 4 are designated handicap spaces to support 50 employees plus visitors to the site.

The phase 1 construction is expected to add up to 4 new employees distributed 2 per shift. The future full chemical mill facility is expected to require 4 additional employees.

The minimum required parking spaces for the existing operations and proposed facility is 57 total parking spaces including accessible spaces.

There are 31 additional spaces reserved in the site plan to support future needs which may be implemented during the planned development phase.

There are sufficient parking spaces on site for all employees and visitors.

SECTION 5.126 STORMWATER

Initial development of the site included a complete stormwater plan designed and constructed for the existing operations as well as future expansion. A permit for the facility has been issued by the State of Oregon DEQ, NPDES Stormwater Discharge. The permit will be revised upon completion of the site to address any changes required as a result of new construction.

SECTION 5.134 LANDSCAPING (parking area landscaping may apply)

Additional parking spaces have been reserved for future development which may be required during this phase, this includes applicable parking islands and landscaping.

SECTION 5.135 LIGHTING

Exterior lighting on the new building will be consistent with the existing facility and includes general area lighting as well as task lighting as necessary.

The existing building utilizes exterior lighting mounted on the building face to provide general area lighting in the parking areas for personnel use and security at a lighting level of at least .5 footcandles. There are additional ground mounted lighting at sidewalks and illuminated building signs at the entrance and along the east side of the building.

Localized lighting is added where necessary for operator use at specific equipment at slightly higher lighting levels.

The new facility and exterior lighting is largely hidden from existing businesses, it will appear as an extension to the existing building from the railway and I-5 perspective.

TO: Matt Straite, City Planner

FROM: Janelle Booth, Millersburg City Engineer

DATE: November 8, 2019

SUBJECT: SP 19-04 Ti Squared Technology – Engineering Comments

Engineering has reviewed the above project and has the following comments:

1. Stormwater drainage plans and calculations accounting for additional impervious area must be submitted, reviewed, and approved prior to issuance of building permits. Calculations must show that the existing pond detention volume is adequate for the additional impervious surface, or propose modifications to the pond to increase storage capacity. The stormwater detention system shall be designed in accordance with the City of Albany Engineering Standards.
2. Modification of existing industrial discharge permit through the City of Albany is required to include new facilities.
3. Submit documentation verifying that existing water supply and meter size are adequate to support new facilities.
4. Additional SDC charges for water or sewer may be required based on additional system capacity use.
5. Site access shall be designed to comply with emergency access requirements.

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TI SQUARED TECHNOLOGIES, INC.

MILLERSBURG SITE EXPANSION PHASE 1

CITY OF MILLERSBURG, LINN COUNTY, OREGON

OCTOBER 2, 2019

DEVELOPER:
TI SQUARED TECHNOLOGIES, INC.
C/O CHRIS MARTIN
3900 WESTERN WAY NE
MILLERSBURG, OR 97321
(541) 367-2929

ENGINEER:
DAN K. WATSON, ENGINEER
K&D ENGINEERING, INC.
276 N.W. HICKORY STREET
ALBANY, OR 97321
(541) 928-2583

PROJECT INFORMATION:

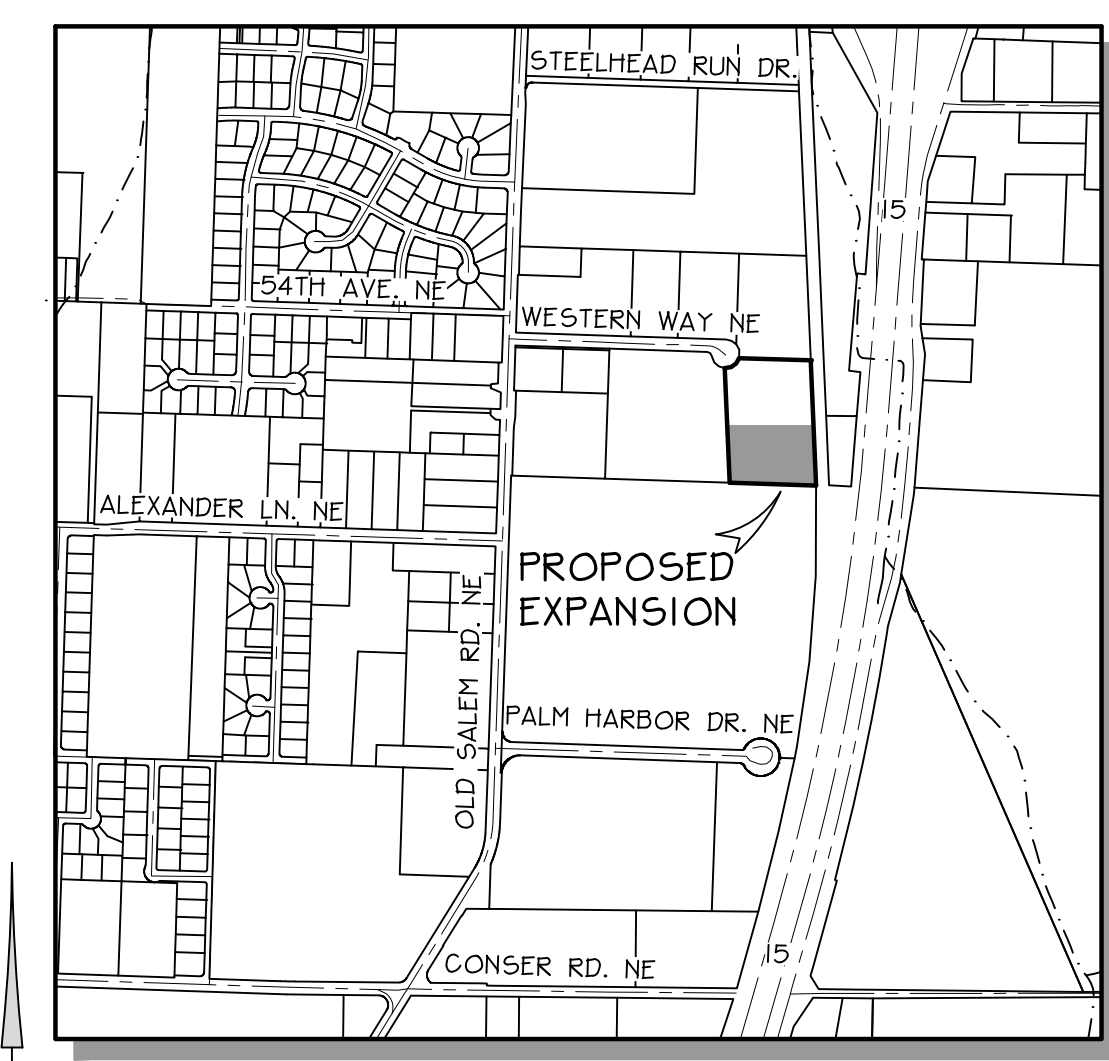
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GROSS AREA = 228,927 SQUARE FEET

PROPOSED ASPHALT AREA:
PROPOSED ASPHALT AREA = 25,265 SQUARE FEET

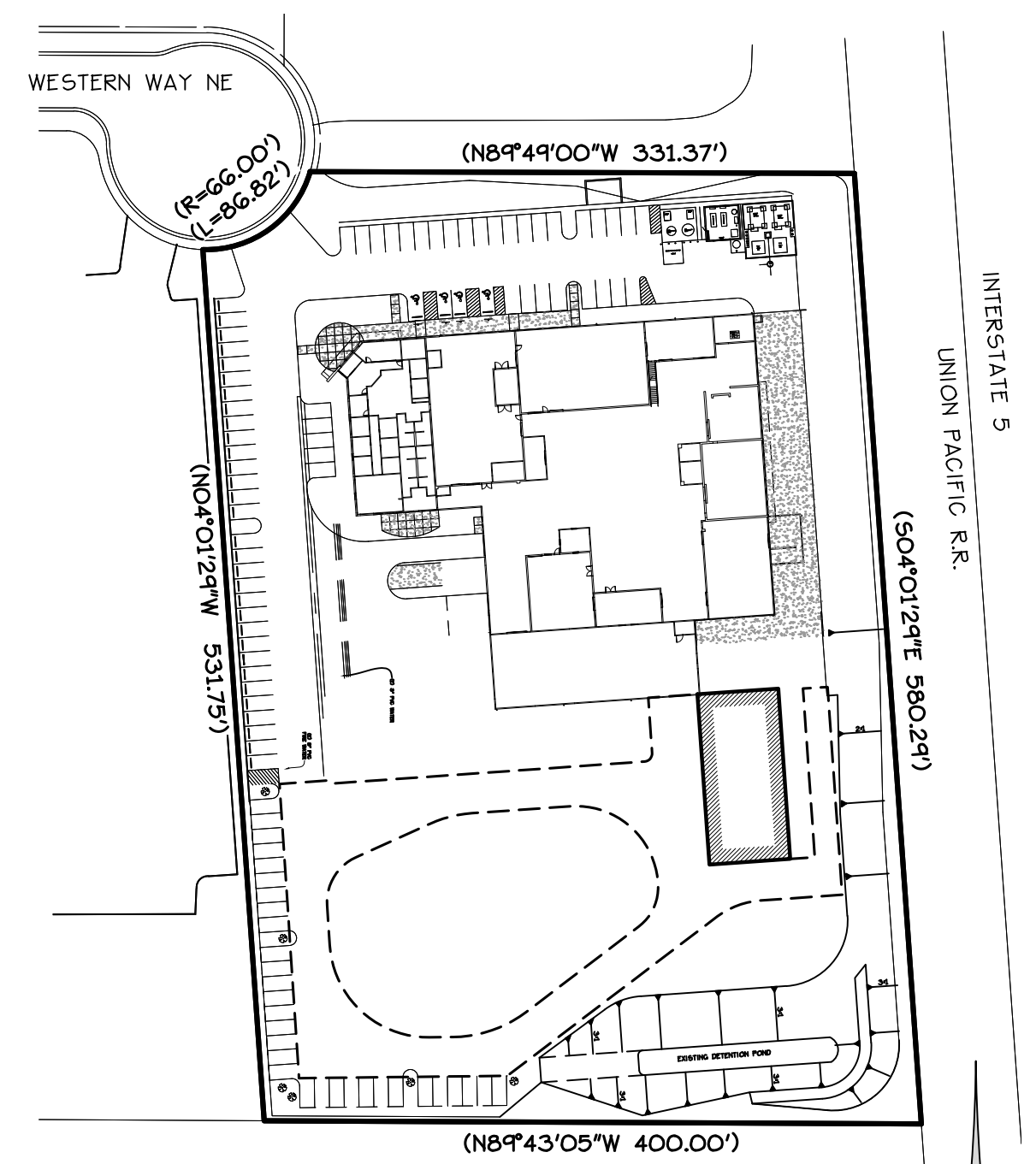
PARKING SPACES:
EXISTING TOTAL = 68
HANDICAPPED = 4
PROPOSED SPACES = 31 ADDITIONAL SPACES

ZONING:
ALL SURROUNDING PROPERTY IS ZONED LIMITED INDUSTRIAL

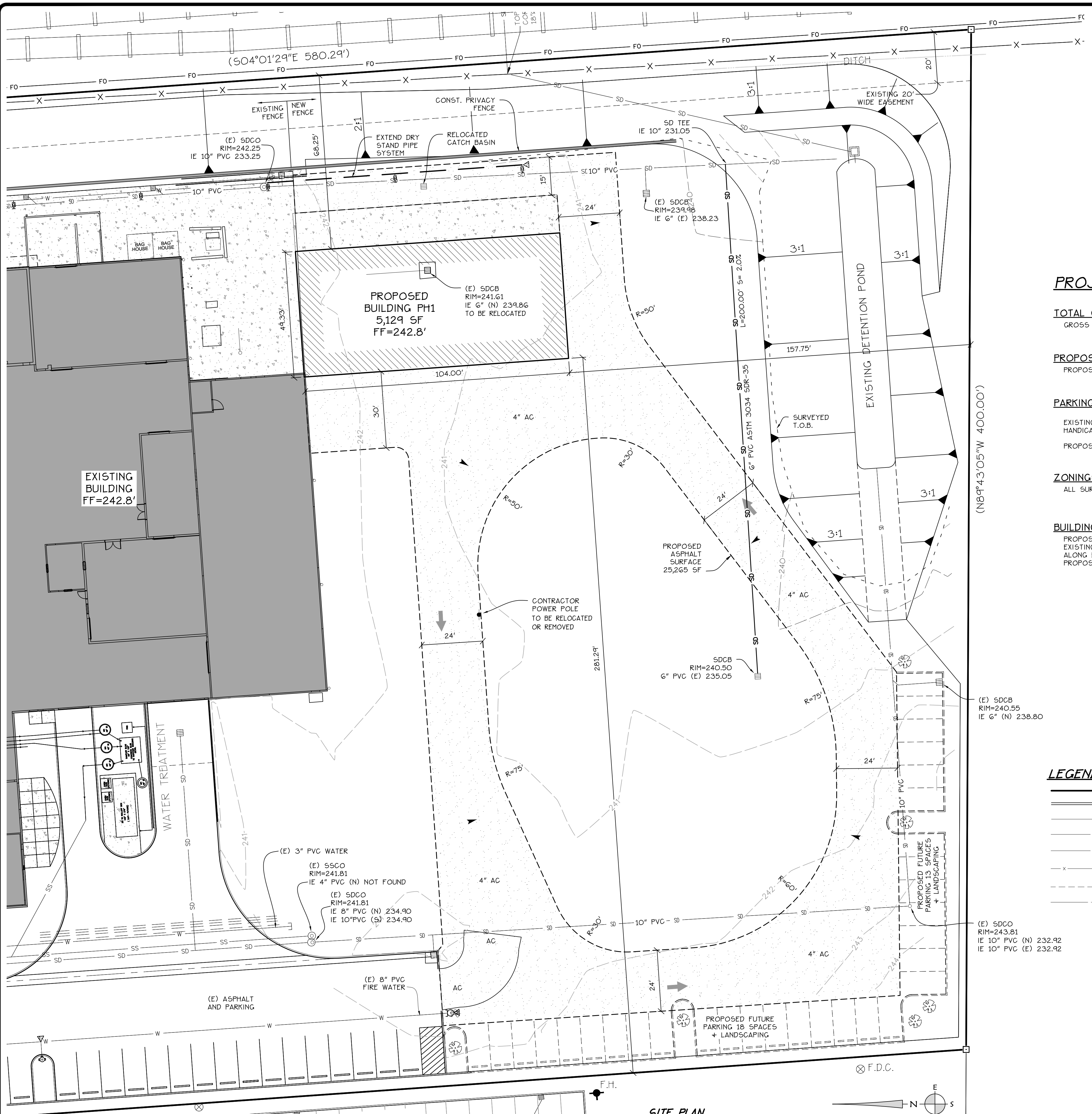
BUILDING UTILITIES:
PROPOSED BUILDING UTILITIES TO BE SERVED FROM EXISTING BUILDING, OR FROM EXISTING UTILITY STUBS ALONG EXISTING PARKING AREA TO THE WEST OF PROPOSED BUILDING.



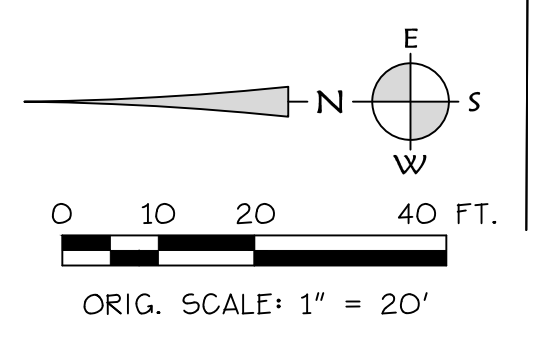
VICINITY MAP:
NOT TO SCALE



PROPERTY LAYOUT
SCALE: 1" = 100'



SITE PLAN
SCALE: 1" = 20'



LEGEND:

—	PROPERTY LINE	⊗	FIRE HYDRANT	⊗	EXIST./PROPOSED
—	EXIST. RETAINING WALL	⊗	WATER VALVE	⊗	EXIST./PROPOSED
—	EXIST. WATER LINE	⊗	BLOW-OFF	⊗	EXIST./PROPOSED
—	EXIST. SEWER LINE	⊗	EXISTING WATER SPIGOT		
—	EXIST. STORM DRAIN	⊗	ASPHALT CONCRETE		
—	EXIST. FENCE	⊗	CATCH BASIN		
—	EXIST. EASEMENT	⊗	(E)		
—	EXIST. DITCH LINE	⊗	INVERT ELEVATION		
⊗		⊗	SD		
⊗		⊗	SF		
⊗		⊗	SS		
⊗		⊗	T.O.B.		
⊗		⊗	W		

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LAND USE APPLICATION MAP

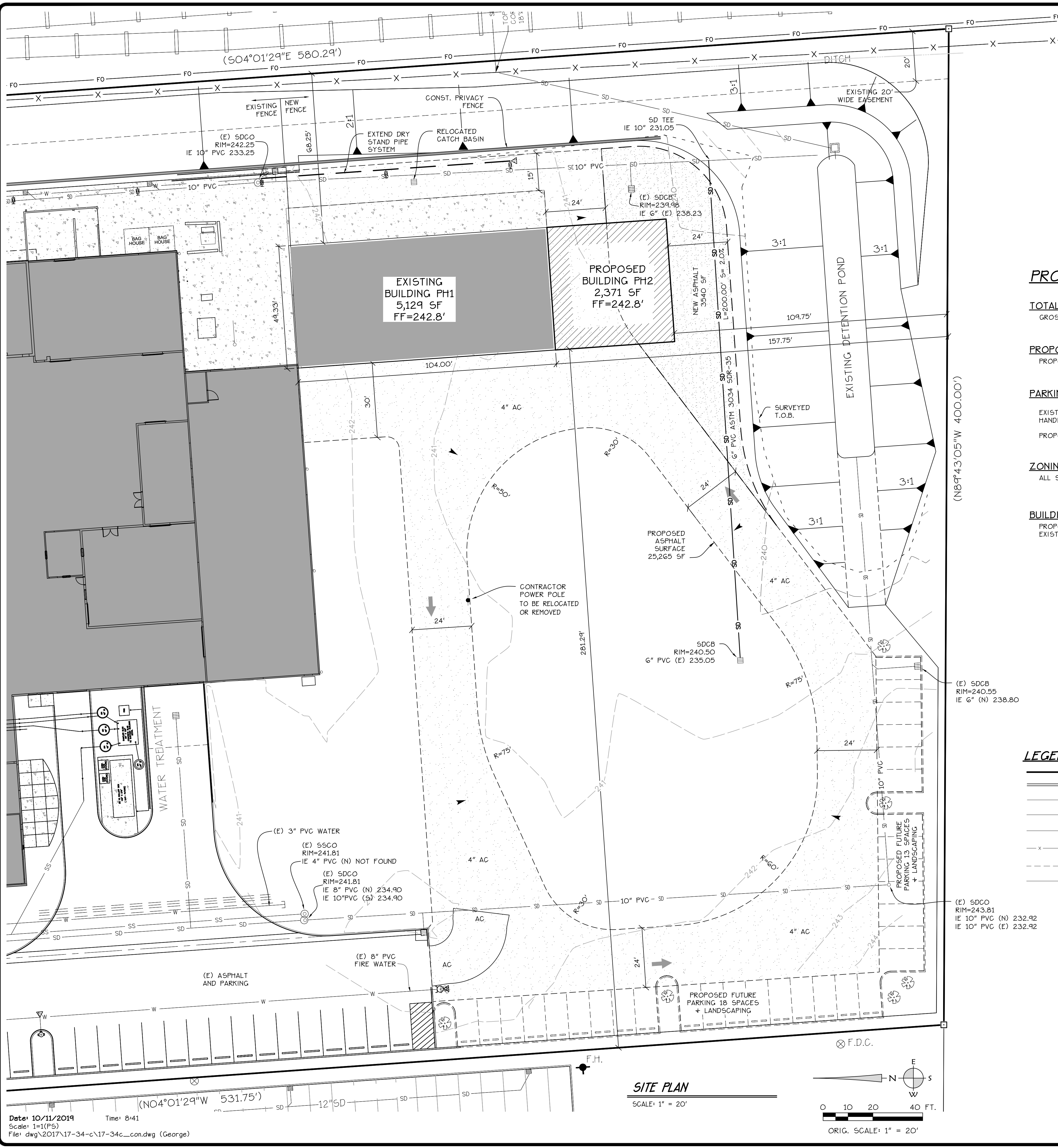
TI SQUARED EXPANSION
PHASE 1
CITY OF ALBANY, LINN COUNTY, OREGON

NO.	DATE	REVISIONS	BY

HORIZ. SCALE: 1" = 20'
VERT. SCALE:
SIGN DATE: 9-26-2019
DSGN BY: DKW
DRWN BY: GSG
CHK BY: DKW
PROJECT No.: 17-34c

SHEET No.:
C-1

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TI SQUARED TECHNOLOGIES, INC.

MILLERSBURG SITE EXPANSION PHASE 2

CITY OF MILLERSBURG, LINN COUNTY, OREGON

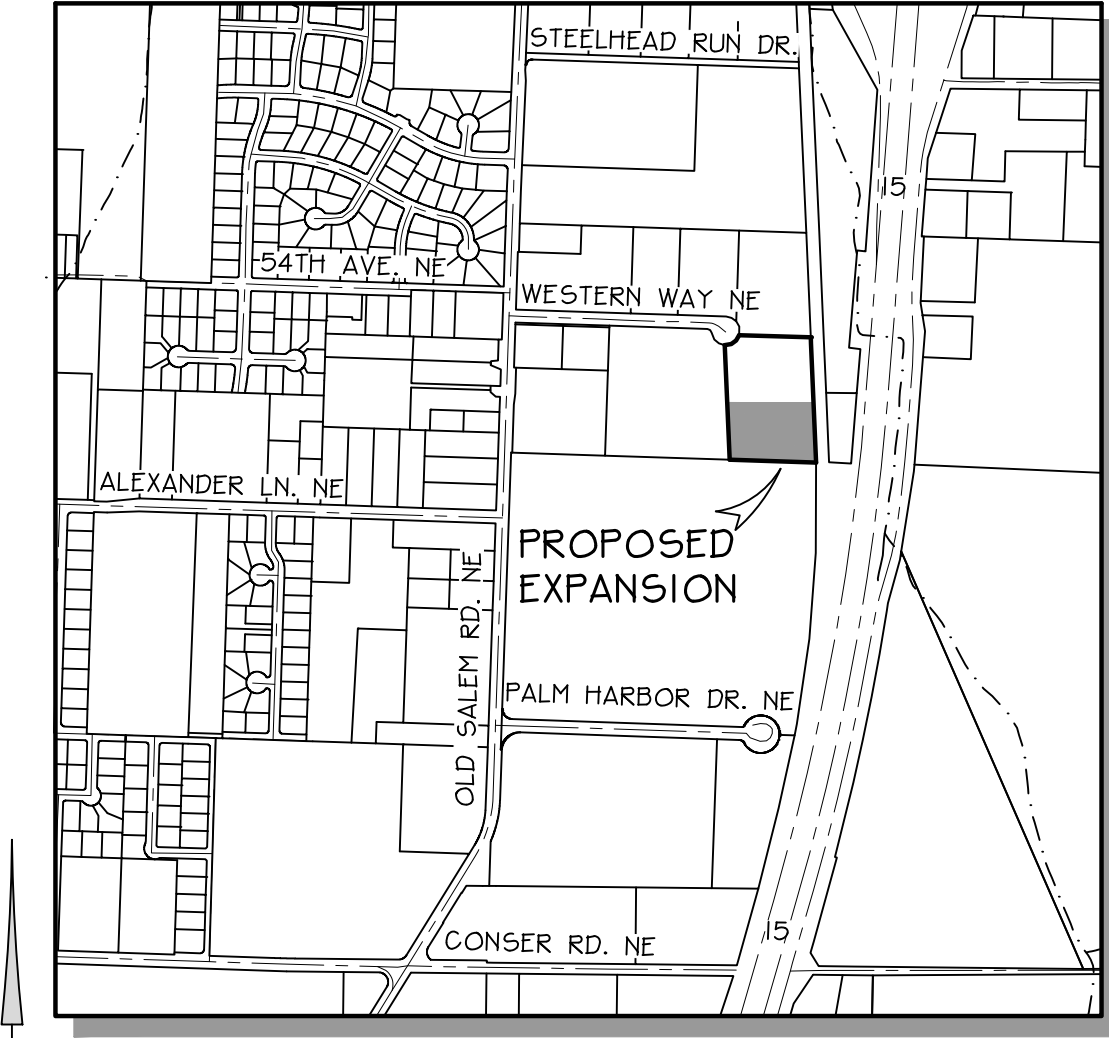
OCTOBER 2, 2019

DEVELOPER:
TI SQUARED TECHNOLOGIES, INC.
C/O CHRIS MARTIN
3900 WESTERN WAY NE
MILLERSBURG, OR 97321
(541) 367-2929

ENGINEER:
DAN K. WATSON, ENGINEER
K&D ENGINEERING, INC.
276 N.W. HICKORY STREET
ALBANY, OR 97321
(541) 928-2583

PROJECT INFORMATION:

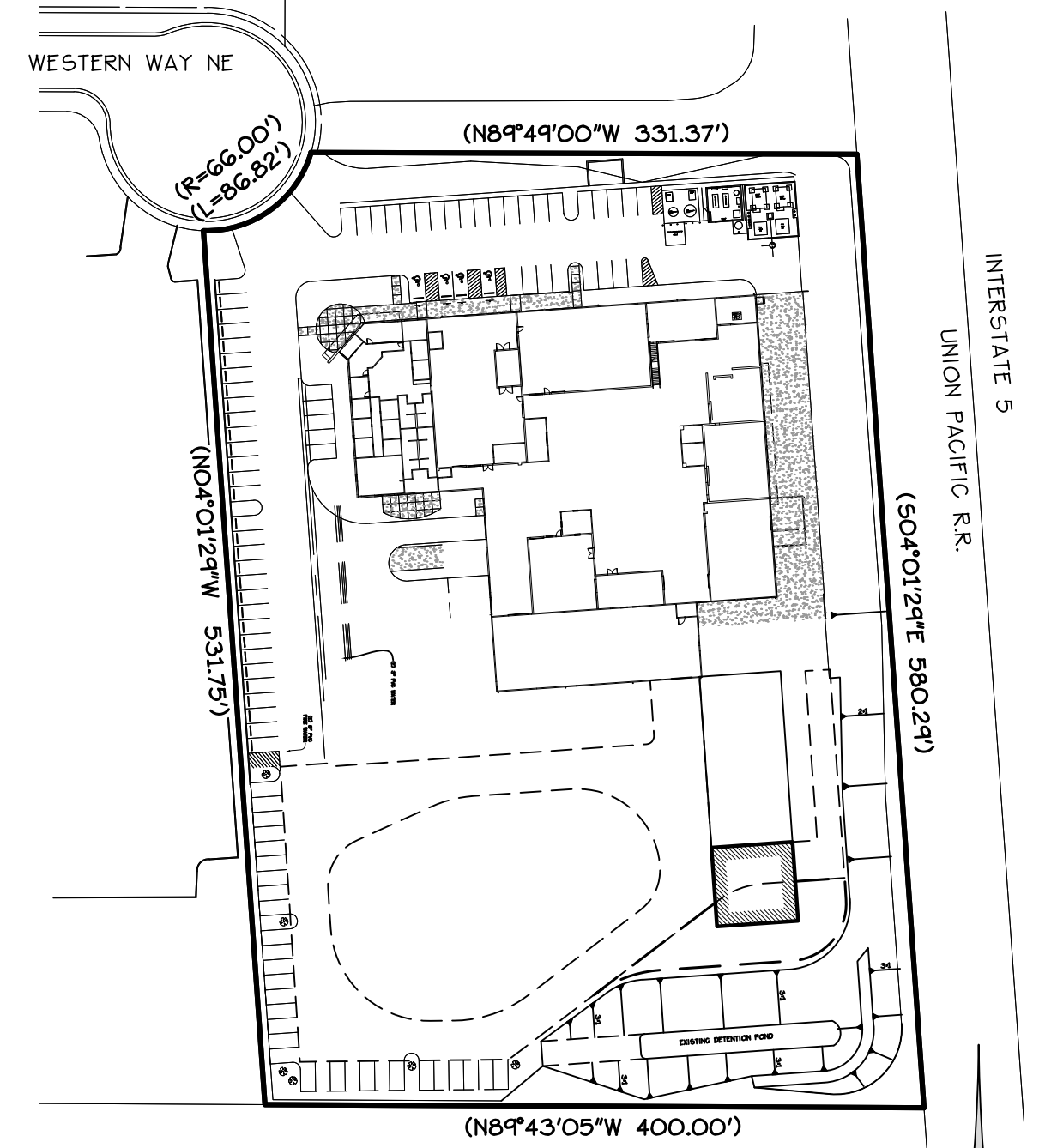
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GROSS AREA = 228,927 SQUARE FEET
- PROPOSED ASPHALT AREA:**
PROPOSED ASPHALT AREA = 3,540 SQUARE FEET
- PARKING SPACES:**
EXISTING TOTAL = 68
HANDICAPPED = 4
PROPOSED SPACES = 31 ADDITIONAL SPACES
- ZONING:**
ALL SURROUNDING PROPERTY IS ZONED LIMITED INDUSTRIAL
- BUILDING UTILITIES:**
PROPOSED BUILDING UTILITIES TO BE SERVED FROM EXISTING BUILDING.



VICINITY MAP:
NOT TO SCALE

LEGEND:

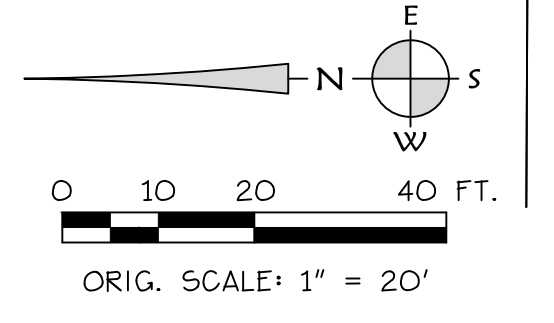
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- EXIST. WATER LINE
- SS — EXIST. SEWER LINE
- SD — EXIST. STORM DRAIN
- x-x-x- EXIST. FENCE
- - - EXIST. EASEMENT
- - - EXIST. DITCH LINE
- EXIST. FIRE HYDRANT
- ⊙ EXIST. WATER VALVE
- ⊙ EXIST. BLOW-OFF
- ⊙ EXIST. WATER SPIGOT
- AC ASPHALT CONCRETE
- CB CATCH BASIN
- (E) EXISTING
- IE INVERT ELEVATION
- SD STORM DRAIN
- SF SQUARE FEET
- SS SANITARY SEWER
- T.O.B. TOP OF BANK
- W WATER
- ⊙ EXIST./PROPOSED FIRE HYDRANT
- ⊙ EXIST./PROPOSED WATER VALVE
- ⊙ EXIST./PROPOSED BLOW-OFF
- ⊙ EXIST./PROPOSED WATER SPIGOT



PROPERTY LAYOUT
SCALE: 1" = 100'

SITE PLAN

SCALE: 1" = 20'



Date: 10/11/2019 Time: 8:41
Scale: 1"=20'
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LAND USE APPLICATION MAP

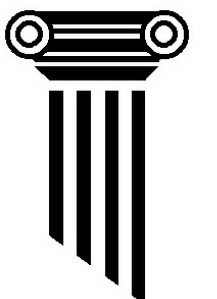
TI SQUARED EXPANSION PHASE 2
CITY OF ALBANY, LINN COUNTY, OREGON

NO.	DATE	REVISIONS	BY

K&D ENGINEERING, INC.
276 N.W. HICKORY ST.
P.O. BOX 725
ALBANY, OREGON 97321
(541) 928-2583

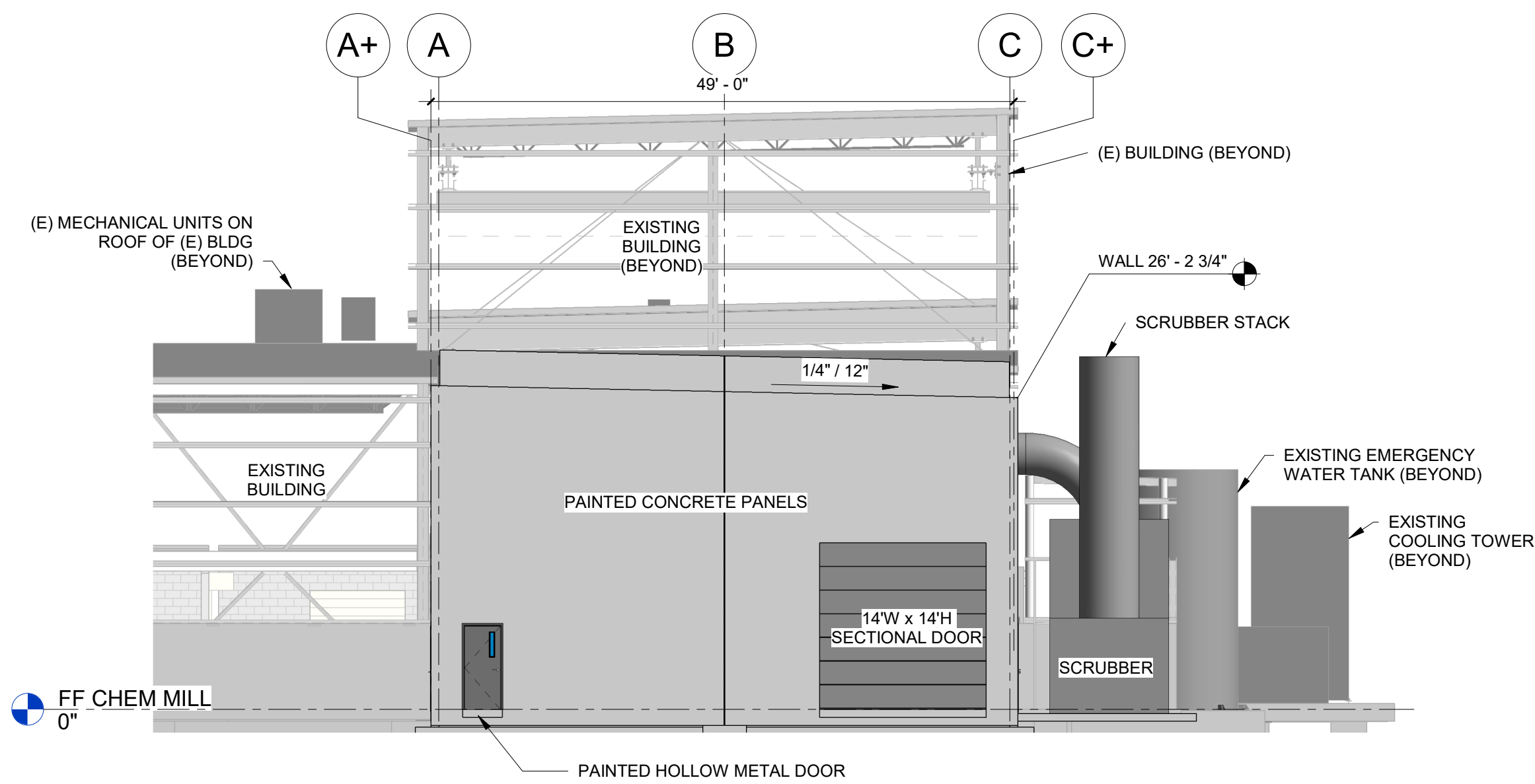
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VERT. SCALE:
SIGN DATE: 9-26-2019
DSGN BY: DKW
DRWN BY: GSG
CHK BY: DKW
PROJECT No.: 17-34c

SHEET No.:
C-2

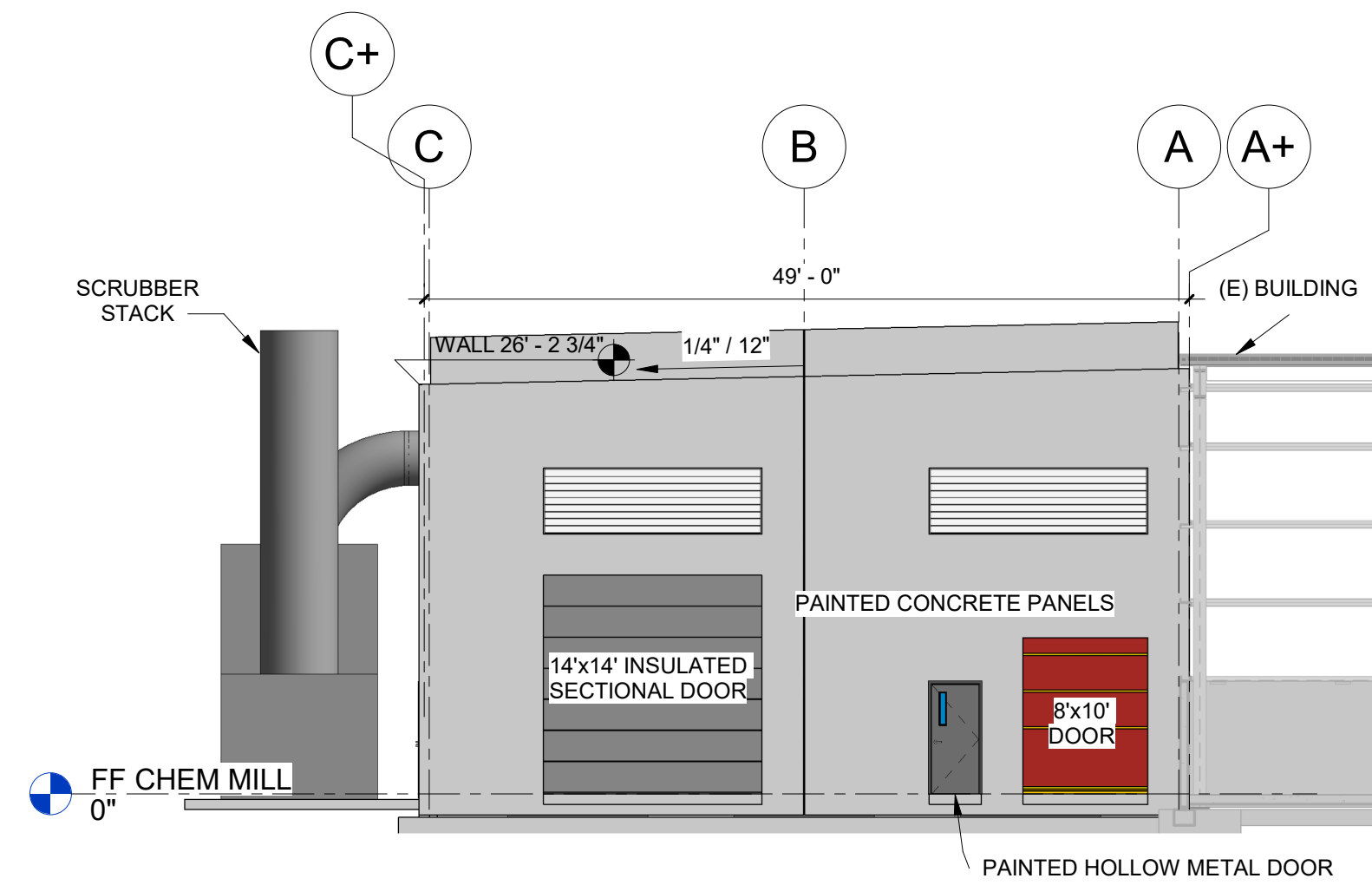


REVISION SCHEDULE

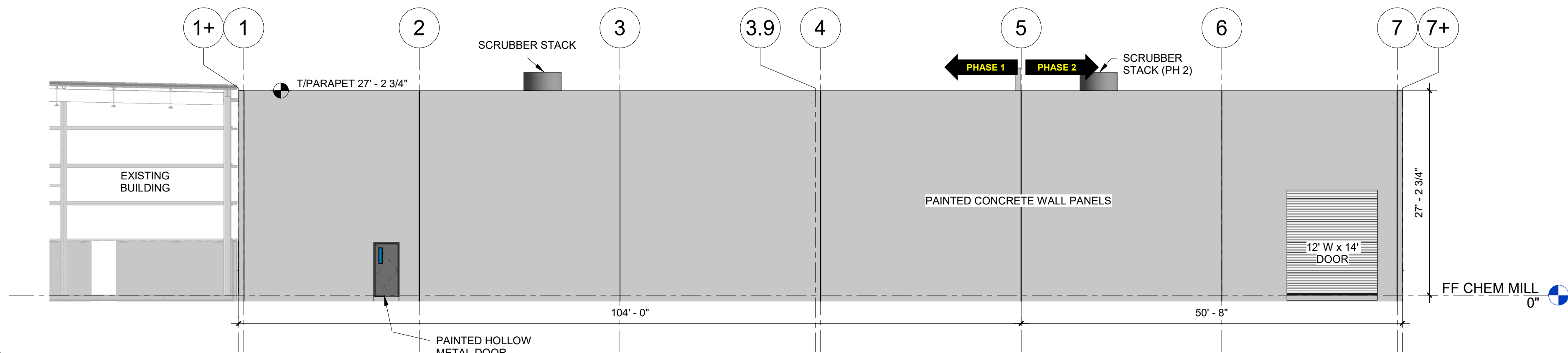
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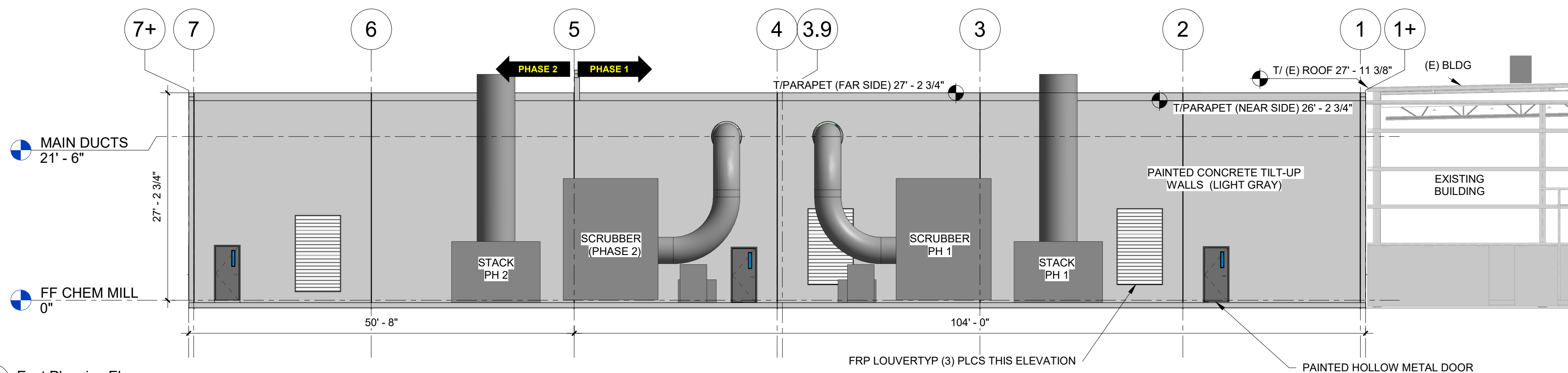
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PL-1 3/32" = 1'-0"



3 North Planning Elev
PL-1 3/32" = 1'-0"



2 West Planning Elev
PL-1 3/32" = 1'-0"



1 East Planning Elev.
PL-1 3/32" = 1'-0"

EXTERIOR ELEVATIONS

**CHEM MILL
TI SQUARED**

Project number	2019041
Date	10/14/19
Drawn by	Author
Checked by	Checker

PL-1

Status: FOR LAND USE PERMIT APP.



TO: Matt Straite, City Planner

FROM: Lora Ratcliff, Fire Marshal

DATE: October 24, 2019

SUBJECT: SP-19-04 - 3900 Western Way, Millersburg – 5,129 & 2,371 sq ft Additions to Ti Squared – Albany Fire Department Comments

The fire department has reviewed the above project for conformance to the 2014 Oregon Fire Code (OFC) per your request and has the following comments:

1. All newly constructed buildings 50,000 square feet in size or larger shall have *approved* radio coverage for emergency responders within the building based upon the existing coverage levels of the Albany Police and Fire Department communication systems the exterior of the building [see OFC Appendix J and Attachment]. (OFC 510; OSSC 915)

Be advised the Albany Police Department operates on the 700 MHz radio spectrum, while the Albany Fire Department currently operates on the VHF spectrum transmitting and receiving on the same radio frequency. Your solution must address both frequency spectrums and provide for future movement of the fire department's radio communications to the 700 or 800 MHz radio spectrum.

Proposed configuration of the additions does not kick this requirement in. Addition of a cover or other structure which connects the existing and new structure may put the project over the square footage and the ERRCS requirement.

2. Commercial developments which exceed three stories or 30' in height or have a gross building area of more than 62,000 square feet shall be provided with at least 2 means of fire apparatus access. These access points shall be remotely separated by at least $\frac{1}{2}$ the length of the maximum overall diagonal dimension of the property or area served. (OFC Appendix D104.1 & 104.3).

Exception: Projects having a gross building area of up to 124,000 square feet that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.

Since only one access is available, all buildings must be fire sprinklered.

3. Approved fire apparatus roadways must extend to within 150 feet of all exterior portions of any structure that will be built on the property as measured by an approved route of travel around the exterior of the structure. (OFC 503.1.1)
4. Dead-end fire apparatus roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus (OFC 503.2.5 and D103.4)
5. Turning radii for all fire apparatus access roads shall be provided and maintained at no less than 30 feet inner and 50 feet outer (OFC 503.2.4 & Appendix D 103.3)
6. The road surface for all private fire apparatus access roads shall be all weather and capable of supporting an imposed load from fire apparatus of at least 75,000 pounds as verified by a qualified State of Oregon licensed design professional. (OFC 503.2.3 & Appendix D, 102.1). The Designer of Record shall provide written certification to the Fire Department upon completion of all private access road construction.

The Albany Fire Department does not accept the use of Grasscrete, Geoblock or other engineered surface pavers that allow for grass to grow up through the pavers to meet the requirement as an all-weather surface.

Page 2
October 24, 2019

7. This proposed project is located within a “Protected Area” as defined by Oregon Fire Code (OFC) Appendix B, Section B102 and this area is currently served by a public water system. The Fire Flow required for shall be as specified in Appendix B of the fire code. (OFC 507.3)

Future submittals shall include documentation showing the calculation of the fire flow demand for this building in accordance with Appendix B of the Oregon Fire Code.

8. The location and spacing requirements for fire hydrants are based on four project-specific criteria:
- The distance from the most remote exterior point of the building(s) to the closest available fire hydrant.
 - The calculated “fire flow” of the proposed building(s)
 - The spacing of the existing fire hydrants along the public and private fire apparatus roads serving the property.
 - The location of new required public or private fire apparatus access roads located adjacent to the proposed building(s) to be constructed.

The requirements for fire hydrants for this proposed project will be based on the following requirements:

- a. Fire hydrant location: All portions of buildings constructed or moved into the City shall be located within 400 feet (600 feet for fire sprinkler-protected buildings) of a fire hydrant located on a fire apparatus access road using an approved route of travel. (OFC 508.5.1)

Additional fire hydrant(s) will be required.

- b. Required hydrants based on the required fire flow as calculated in accordance with OFC 503.7 and OFC Appendix B. The minimum number of fire hydrants is determined by OFC Table C105.1.
- c. Required fire hydrant spacing will be based upon your required fire flows as determined by OFC Appendix C105.1 and Table C105.1. Please note that dead end roads require a reduced spacing.
- d. Fire hydrant spacing along new/required fire apparatus access roads. In addition, OFC Section C103.1; requires the placement of additional hydrants along all of your required fire access roads that are adjacent to any proposed building (and any future additions) and circulating through your private property with spacing requirements per Appendix C 105.1. (See 2009 ICC Commentary, Appendix C-1, Section C103.1).

LAR/lar

PA 19-04 Project Review

✕ DELETE ← REPLY ⇐ REPLY ALL → FORWARD ⋮



Martineau, David <David.Martineau@cityofalbany.net>

Mark as unread

Wed 10/23/2019 11:26 AM

To: Matt Straite;

Matt,

Thank you for providing the opportunity to review and comment. Albany Planning Division has no comments or concerns.

David



David Martineau

Planning Manager

541-917-7561 phone | 541-917-7598 fax

Community Development

City of Albany, Oregon

333 Broadalbin St SW, Albany, Oregon 97321

www.cityofalbany.net



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NOTICE OF PUBLIC REVIEW
November 19, 2019, 6:00 p.m.
City Council Chambers
4222 Old Salem Road NE,
Millersburg, Oregon, 97321

The **MILLERSBURG PLANNING COMMISSION** will hold a Hearing at the above time and place to consider the request described below. The request may be heard later than the time indicated, depending on the agenda schedule. Interested parties are invited to send written comment. Failure of an issue to be raised or failure to provide sufficient specificity to afford the Commission an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

The application, all documents and evidence submitted by or on behalf of the applicant and the applicable criteria are available for inspection at no cost or copies are available for a minimal cost. A staff report relating to the proposal will be available seven (7) days prior to the public hearing. For further information, contact Millersburg City Hall at (541) 928-4523.

APPLICANTS: Chris Martin, Ti Squared Technology

LOCATION: 3900 Western Way NE

TAX LOT: Township 10 South; Range 3 West; Section 21; Tax Lot 06200

PARCEL SIZE: 5.26 Acres (project area about 3 acres)

ZONING: Light Industrial (LI)

REQUEST: The applicant is proposing to add about 3 acres of improvements to an existing manufacturing facility. The improvements include a 7,500 sf building (constructed in two phases), additional access paving, drainage, and additional external mechanical equipment. The new structure will perform chemical milling and etching for titanium products.

CRITERIA: Millersburg Development Code; Section 2.400(2)

FILE No.: SP 19-04

The location of the Meeting is accessible to the disabled. If you need any special accommodations to attend or participate in the meeting, please notify City Hall twenty-four (24) hours before the meeting. For further information, please contact City Hall at (541) 928-4523.

Vicinity Map





File No: SP 19-05 Headrick Food Truck Court Additional Vendor and Canopy

Proposal: The applicant is proposing three changes to the approved food truck court- 1) to add one additional food/beverage vendor location to the site for a total of seven; 2) to add a covered seating area to one vendor location; and 3) to add two additional pole lights to the site.

I. BACKGROUND

A. Applicant: THE Headrick Properties

B. Location: 6435 Old Salem Road.

Review Type: The current code is not clear on when a change to a site plan can be approved administratively and when it needs to come back to the Planning Commission. Traditionally, the distinction is- if the Planning Commission may have acted differently were this proposed change known to them, then they could have rendered a different decision. As such, it is appropriate to bring a site plan back to the Commission if that is triggered. In this case, a seventh vending location changes the intensity of the use, clearly warranting a review by the Commission. The proposed covered seating area does impact the aesthetics of the site, the flow of pedestrian traffic, and possible safety issues, as such, this warranted a Commission review. Lastly the lighting change may have possible impacts on the existing single family next to the site. The home is within a Light Industrial Zone. For these reasons, Planning staff felt a full Planning Commission review, using a new Site Plan number, was needed.

C. Public Notice and Hearing: Notice was mailed to all property owners within 100 feet of the proposed location, posted in City Hall on October 22, 2019 and information related to the hearing is posted on the City's website here - <http://cityofmillersburg.org/planning-commission/>

D. Review Criteria: Article 2 §2.400(2)

E. Current Zoning: Limited Industrial (LI)

F. Proposed Zoning: N/A

G. Property Size: 2.48 acres (only a portion of the property is to be used for the proposed use)

H. Background: The applicant received approval in November of 2018 for a food truck court (also called a food pod). Conditional Use Permit (CUP 18-02) and Site Plan Review (SP 18-05) consisted of a food truck court for up to six mobile food vendors, portable restrooms, a shipping container turned into an eating area, 24 shared parking spaces, circulation, landscaping, and several on-site and off-site signs. The

applicants explained that the site was actually built for a total of seven vendor locations, though only six were permitted previously. They are now seeking to entitle a seventh vendor location and other site enhancements.

II. AFFECTED AGENCY, PUBLIC NOTICE, AND PUBLIC COMMENTS

Agencies:

The applicant's materials were transmitted to the City Engineer and Albany Fire for review. The proposed changes did not have the potential to impact any other agencies. Albany Fire indicated they had no comments; the City Engineer provided some conditions of approval.

Public:

Notice of the November 19, 2019 hearing was mailed to all property owners within 100 feet of the property. To date, no written comments have been received by staff.

III. CRITERION

CITY OF MILLERSBURG DEVELOPMENT CODE

(2) Decision Criteria. After an examination of the site and prior to approval, the Planning Commission must make the following findings:

(a) The proposed development or use does not conflict with the City's Comprehensive Plan.

ANALYSIS: Section 9 of the Comprehensive Plan contains a list of Land Use Goals and Policies. Section V of this report goes through the pertinent policies from the Comprehensive Plan. In summary, based on staff's review, the project is consistent with the plan.

FINDING: Based on the analysis above, the project meets the required criteria.

(b) That the proposed development or use complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the application.

ANALYSIS: The proposed project is not specifically listed as a permitted use in the zoning code. The Commission approved the use in 2018. The proposed vendor locations are all consistent with setback requirements, as is the proposed canopy. A more detailed analysis is shown below in the review of the standards. The new mobile vendor will be required to comply with all County health regulations. A condition of approval placed on the previous approval is proposed below for this one vendor addition as well.

FINDING: Based on the analysis above, the project meets the criterion.

PROPOSED CONDITION OF APPROVAL: The applicant shall comply with all Linn County Environmental Health Requirements for the life of the project.

(c) That the proposed development will not have an adverse impact on traffic flow or to pedestrian, bicycle and vehicular safety, and future street right-of-way are protected.

ANALYSIS: The application is for only the proposed additions to the site. The lighting and canopy cover will have no possible impacts on traffic. The additional vendor may. The applicant has indicated, in their previous narrative, that the original six vendor spots on the project were estimated to produce no more than 200 new vehicle trips per day. Assuming all vendors have an even draw on the traffic, it stands to reason that each of the six produce about 33 vehicle trips a day. Adding one additional vendor should add 33 additional trips, for a total of 233 vehicle trips per day. The code requires a traffic study when more than 300 vehicle trips are generated daily; as such, adding one additional vendor will not trigger a traffic study. The previous approval required several access improvements, most of which are installed or under construction now. With these improvements the additional vendor should not have any impacts on traffic.

Regarding pedestrian circulation, the additional vendor, as shown in the exhibit provided by the applicant, will be located against the perimeter fence and should not hinder pedestrian traffic flow through the site. The canopy, however, has the potential to limit the pedestrian flow on the site in a way that may force pedestrians into the parking area to go from vendor to vendor. A condition of approval has been proposed to assure that adequate pedestrian circulation exists around the canopy such that pedestrians will not be required to walk in the parking area/drive aisles. All required sidewalks were adequately addressed with the previous approval.

Bike parking is required. Pursuant to the code the required parking must include signage, a 2 foot by 6 foot parking area, and a bike rack or locker. The Code requires two parking spaces pursuant to Section 5.125 for the original use. The Code further explains that expansions of more than 20% or more would require additional spaces. The addition of one vendor does not trigger this requirement.

FINDING: Based on the analysis above, with the conditions proposed below, the project meets the required criteria.

PROPOSED CONDITION OF APPROVAL:

- The ultimate location of the canopy shall assure that adequate pedestrian circulation exists around the canopy such that pedestrians will not be required to walk in the parking area/drive aisles.

(d) That proposed signs or lighting will not, by size, location, color or operation, have an adverse impact on traffic, limit visibility or have an have an adverse impact on adjacent properties.

ANALYSIS: The application proposes to add two additional pole lights for the site. No information was provided regarding the design of lights. A condition of approval has been added to assure that the lighting is installed such that they do not shine on the

neighboring property to the west, which currently features a single family home. Any light shining on the other neighboring properties will not cause any negative impacts because they are commercial in nature.

FINDING: Based on the analysis above, with the conditions proposed below, the project meets the required criteria.

PROPOSED CONDITION OF APPROVAL:

- All lighting must be installed such that they do not shine on the neighboring property to the west, which currently features a single family home.

(e) That water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use and can be extended in the future to accommodate future growth beyond the proposed land division.

ANALYSIS: Existing sewer and water lines are available to the site. The applicant has indicated that the site was master planned for seven vendor sites all along. They had simply erred in their previous application when they requested six vendor sites rather than seven. The water and sewer connections for the seventh already exist. The proposed project will not require any additional utility connections.

FINDING: Based on the analysis above, the project meets the required criteria.

(f) That the proposed development or use does not have an adverse impact on existing or proposed drainageways including flow disruptions, flooding, contamination or erosion on drainage-ways and required drainage facilities are provided that have the capacity to serve the proposed development or use.

ANALYSIS: Based on the information in the Linn County GIS system, there are no drainageways near the site, or any FEMA flood plains. The closest FEMA flood plain is across the street. The site is mostly flat and drains to the rear of the lot. The project will have no impact on drainage.

FINDING: Based on the analysis above, the project meets the required criteria.

(g) That the proposed development will not have an adverse impact, potential hazards or nuisance characteristics as identified in Section 2.140, Item 21 of the Application Site Plan consistent with the standards of the Zoning District and complies with the applicable standards of all regulatory agencies having jurisdiction.

ANALYSIS: Section 2.140 Item 21 explains that the applicant is required to identify any emissions that may result from the application. In this case, no emissions are anticipated other than smoke from food preparation, which does not qualify as a nuisance. The lighting and canopy will not have any nuisance impacts.

FINDING: Based on the analysis above, the project meets the required criteria.

(h) That the proposed development or use does not conflict with the standards of other regulatory agencies having jurisdiction.

ANALYSIS: As explained in the staff report for the previous approval, all mobile food vendors are required to obtain licenses from the Linn County Environmental Health Program. Based on correspondence from the County, all vendors on the property have County licenses. County staff has also indicated that as part of the County application process, they inform the applicant that they will need to check with the land use authority in regards to their proposed location.

FINDING: Based on the analysis above, the project meets the required criteria.

IV. STANDARDS

The proposed design complies with all the specifications and design requirements of Chapter 4, specifically the LI zone and Chapter 5, Development Standards, except as noted or explained in more detail below.

**SECTION 4.132 LIMITED INDUSTRIAL ZONE
SUBSECTION (4)(c) IMPERVIOUS SURFACES**

ANALYSIS: This section of code requires that no more than 80% of the site be an impervious surface. With the previous approval the Planning Commission approved the project with 100% impervious surface. This proposed addition would not alter that.

FINDING: Based on the analysis above, the project meets the standard as altered by the Planning Commission through the previous approval.

SECTION 5.120 PARKING

ANALYSIS: This section regulates parking. As explained in the previous approval's staff report, the proposed use is highly unique. The number of required parking spaces are dictated by the use. For eating establishments they are driven more specifically by the square footage of the eating area establishment. In this case, there is no square footage besides the proposed shipping container eating area. For the last approval it was explained that the Code has no standards that would regulate the required number of off-street parking spaces. The only applicable provision is from Section 5.120(10) which states "off-street parking shall be sufficient to accommodate the needs of the on-site use." In the absence of regulations it is up to the discretion of the Planning Commission to decide if the spaces provided are sufficient. The applicant did not provide any additional support for the increase in use intensity as it relates to the parking needs. The site currently shares 22 spaces with all food court vendors and the Tradewinds office building. No additional parking spaces are proposed to offset the additional vendor. It is assumed that the applicant feels the number of parking spaces is adequate to address the use. In the absence of any regulatory guidance staff proposes a condition of approval below that will allow the City to repeal the approval for the additional vendor if parking becomes a problem, as determined by complaints and/or as determined by the City Manager.

FINDING: Based on the analysis above, with the proposed conditions of approval, the project meets the required standard (see landscape section for landscape requirements).

PROPOSED CONDITION OF APPROVAL:

- In the absence of specific parking regulations for the unique proposed use, the City is adding this condition of approval to allow the seventh vending site approval to be rescinded should a lack of parking on the property become a problem as demonstrated through excessive complaints and/or at the discretion of the City Manager.

SECTION 5.134 LANDSCAPING

ANALYSIS: All landscape requirements were addressed with the previous approval. The addition of a vending site, the canopy cover, and the proposed lighting will have no impact on the requirements for landscaping.

FINDING: Based on the analysis above the project meets the required standard.

V. CITY OF MILLERSBURG COMPREHENSIVE PLAN

City of Millersburg Comprehensive Plan

The City of Millersburg Comprehensive Plan implements the 19 State Goals. Based on staff review, the project is consistent with all goals and policies of the Comprehensive Plan. The following are *relevant and pertinent* policies from the Comprehensive Plan.

Chapter 9.1- Planning

Policy 16. Close coordination shall be maintained between the school district, fire districts, serving utilities, Linn County, the City of Albany and other governmental agencies having facilities or programs in the area.

ANALYSIS: Typically projects are transmitted to other agencies for review; however, the Code gives us the discretion to transmit only to affected agencies. Because this is a limited expansion of the business, the project was only transmitted to Albany Fire and the City Engineer. Both indicated they had no comments.

FINDING: Based on the analysis above, the project is consistent with the policy.

Chapter 9.5- Land Use

Commercial Land Use, Policy 4, Development of limited access and joint-use parking areas for commercial facilities shall be encouraged to reduce traffic conflicts and hazards.

ANALYSIS: The proposed project is sharing the parking area with the neighboring office building.

FINDING: Based on the analysis above, the project is consistent with the policy.

VI. RECOMMENDATION

Based on the above findings of fact, and the conditions of approval, the proposed project satisfies the applicable criteria, and staff recommends the Planning Commission approve Application SP 19-05 pursuant to the conditions of approval listed below.

VII. ALTERNATIVE RECOMMENDATION

Should the Planning Commission elect not to approve the proposed development, they could continue the item for further discussion or deny the application citing the specific criteria not satisfied by the application.

VIII. CONDITIONS OF APPROVAL

General Conditions:

1. This land use approval shall substantially comply with the submitted narrative and site plan, except as indicated in the following conditions. Additional development or change of use may require a new development application and approval.
2. This approval permits one additional mobile food vendor, for a total of seven (including the coffee kiosk) on the project site. Any other business or change to this business, including more than seven vendors, is not permitted. This approval does not permit any other businesses on the site.
3. The applicant shall comply with all Linn County Environmental Health Requirements for the life of the project.
4. The ultimate location of the canopy shall assure that adequate pedestrian circulation exists around the canopy such that pedestrians will not be required to walk in the parking area/drive aisles.
5. All lighting shall installed such that they do not shine on the neighboring property to the west, which currently features a single family home.
6. In the absence of specific parking regulations for the unique proposed use, the City is adding this condition of approval to allow the seventh vending site approval to be rescinded should a lack of parking on the property become a problem as demonstrated through excessive complaints and/or at the discretion of the City Manager.
7. The applicant shall be allowed to add similar covered seating areas for each vendor so long as the canopies are metal, not cloth of any kind, that they all match each other in appearance, and that they do not obstruct the internal pedestrian pathways.

IX. NOTICES TO THE APPLICANT

The applicant should also be aware of the following standards and processes that are required for development. These are not part of the decision on this land use case and are provided as a courtesy to the applicant. Please contact City Hall with any questions.

1. Construction within Linn County right-of-way must conform to Linn County construction standards and requires a Linn County right-of-way permit.
2. System Development Charges (SDCs) for water and sewer are due at the time of connection. Commercial SDC charges are based on equivalent dwelling units.
3. Sewer connections require oil/water separator(s).
4. Compliance with the Conditions of Approval is the responsibility of the developer or its successor in interest.
5. The developer is responsible for all costs associated with any remaining public facility improvements and shall assure the construction of all public streets and utilities within and adjacent to the tentative map as required by these conditions of approval, to the plans, standards, and specifications of the City of Millersburg.
6. The continual operation of the property shall comply with the applicable requirements of the Millersburg Development Code.
7. This land use approval does not negate the need to obtain permits, as appropriate from other local, state, or federal agencies, even if not specifically required by this decision.
8. The applicant shall comply with the fire protective standards administered by the Linn County Building Official and the Albany Fire District. Hydrant and turnaround locations shall be provided by the applicant and approved by the Albany Fire District and the City.
9. In the event there is engineered fill on any public roads or lots, the applicant's soils engineer and testing lab shall obtain and record compaction tests and submit results for the review and approval of the City Engineer.
10. Driveways shall conform to Section 5.120 of the Millersburg Development Code, with individual driveway slopes not exceeding a grade of 14%.
11. Decks, fences, sheds, building additions, and other site improvements shall not be located within any easement unless otherwise authorized in writing by the City Engineer.
12. Dust shall be controlled within the development during construction and shall not be permitted to drift onto adjacent properties.
13. Noise shall be kept at the minimum level possible during construction. The developer shall agree to aggressively ensure that all vehicles working in the development shall have adequate and fully functioning sound suppression devices installed and maintained at all times.
14. All construction sites shall be maintained in a clean and sanitary condition at all times. Construction debris, including food and drink waste, shall be restricted from leaving the construction site through proper disposal containers or construction fencing enclosures. Failure to comply with this condition may result in a "Stop Work" order until deficiencies have been corrected to the satisfaction of the City.

X. EXHIBITS

- A. Zoning Map
- B. Vicinity Map

- C. Applicant's Description, Application and Project Materials
- D. Public Hearing Notice



Land Use Application Form

Case No.
Date
Type

SP19-05
10/22/19

Check the Type of Land Use Requested:

- | | |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> (PA) Pre Application | <input type="checkbox"/> (VR) Variance (list standards can be varied in description) |
| <input checked="" type="checkbox"/> (SP) Site Plan Review | <input type="checkbox"/> (CP) Comprehensive Plan Amendment |
| <input type="checkbox"/> (CUP) Conditional Uses | <input type="checkbox"/> (ZC) Zone Change |
| <input type="checkbox"/> (PL) Property Line Adjustment | <input type="checkbox"/> (AN) Annexations |
| <input type="checkbox"/> (SD) Subdivisions (4 or more lots) | <input type="checkbox"/> (VA) Vacations |
| <input type="checkbox"/> (PA) Partition (3 or less lots) | |

THIS FORM MUST BE FILLED OUT COMPLETELY

I. Property Owner/Applicant Information

- A. Applicant(s) THE Headrick Properties
Email Address lorri@curtainvans.com
Mailing Address PO Box 1568, Albany, OR 97321
Phone number 541-990-4891
- B. Owner(s) THE Headrick Properties
Email Address lorri@curtainvans.com
Mailing Address PO Box 1568, Albany, OR 97321
Phone number 541-990-4891

II. Property Information

- A. Legal description of property: Township 10S Range 3W Section _____
Tax Lot 2100
- B. Additional Properties:
Township _____ Range _____ Section _____ Tax Lot _____
Township _____ Range _____ Section _____ Tax Lot _____
- C. Site Address (if any) 6435 NE Old Salem Road
Albany, OR 97321
- D. Zoning/Comp Plan Designation Limited Industrial

III. Authorizing Owner/Applicant Certifications

I hereby certify that the statements, attachments, exhibits, plot plan and other information submitted as a part of this application are true and any approval granted based on this information may be revoked if it is found that such statements are false. By submitting this form the Owner, or Owner's authorized agent/ representative, acknowledges and agrees that City of Millersburg employees, and appointed or elected City Officials, have authority to enter the project site at all reasonable times for the purpose of inspecting project site conditions and gathering information related specifically to the project site. I further acknowledge that I have read the applicable standards for review of the land use action I am requesting and understand that I must demonstrate to the City review authorities compliance with these standards prior to approval of my request.

Owner/applicant signature 

Date 10/18/19

Owner/applicant signature Terri J. Headrick

Date 10/18/19

IV. The following materials must be submitted with your application or it will not be accepted at the counter. Once taken at the counter, the City has up to 30 days to review the materials submitted to determine if we have everything we need to complete the review.

A **narrative** explaining how the application meets all required criteria shown in City land use Development Code, Article 2 (<http://cityofmillersburg.org/millersburg-land-use-development-code/>)

At least 3 folded sets of the project **Site plan**. The site plan must be drawn to scale and show existing and proposed locations of buildings, access, parking, loading, landscaping, screening, fencing, drainage, water supply, sewage disposal, public utilities, unique site features (creeks and wetlands) and exterior lighting.¹

A copy of the **deed** for the subject property.

A copy of any **easement** granting access to the subject property, if the property does not have frontage on a public road.

If the applicant for this request is not the property owner, then **authorization** from the owner must be submitted with the application.

A copy of all permits, licenses, and **authorizations** from other government agencies pertaining to the proposed use, including highway access, water and sewer connections, state or federal discharge permits.

Land Use Application **Checklist** (separate form)

Digital versions of all Site Plans, other plans and/or studies.

Application **Fee**. The total fee shall be the sum of all individual procedural fees unless adjusted by the City Manager.

¹ Additional copies of all exhibits may be required if the application is deemed complete.
City of Millersburg Land Use Application
Revised, September 2018

Land Use Application Narrative

Landowner: THE Headrick Properties
PO Box 1568
Albany, OR 97321
541-990-4891 (Lorri Headrick)

Affected Property: 6435 NE Old Salem Road (Tax Lot 2100)

The proposed land use change at 6435 Old Salem Road NE is to add one additional food/beverage cart location to the existing approved Henry's Food Court. The original site plan review/land use application was for a total of six food or beverage carts. Approval of this application would increase the total to seven, with no changes required to existing infrastructure or layout.

- A. Describe in detail the proposed use and your development plans for the property. Include a description of the number and type of buildings and their intended use, roadways, driveways, parking lots, signs, landscaping, drainage plans and outdoor lighting.

The proposed land use change at 6435 Old Salem Road NE is to add one additional food/beverage cart location to the existing approved Henry's Food Court. The original site plan review/land use application was for a total of six food or beverage carts. Approval of this application would increase the total to seven, with no changes required to existing infrastructure or layout.

- B. Please describe the general operating characteristics of the proposed use and the hours of operation.

The proposed use is a mobile cart food court for the sale of prepared food and beverage to the general public. Hours of operation could vary depending on each food cart vendor.

- C. Will any other permits from local or state agencies be required? If yes, please list permits needed and if they have been secured.

No other permits are required.

- D. How much land area will be used for the proposed activity? Will the proposed use generate wastewater and if so, how will it be disposed?

No additional land area will be required to add an additional cart.

- E. Will the proposed use require a water supply? If so, how much will be needed and how will it be supplied?

Food vendors will require water supply for cooking and cleaning. Water is supplied by existing city water service, which is located at each vendor site.

- F. Please describe the types of vehicles, machines and/or tools to be used. Please estimate the amount of vehicle trips per day that will be generated by the proposed use.

Food cart vendors will use portable trailers or trucks not to exceed 30 feet in length. The food carts will use propane or electric cooking devices. The amount of vehicle trips per day generated by the proposed use is estimated at 200.

- G. What are the proposed hours and days of operation? Will any products be offered for sale on the property? If products are sold, what will be sold?

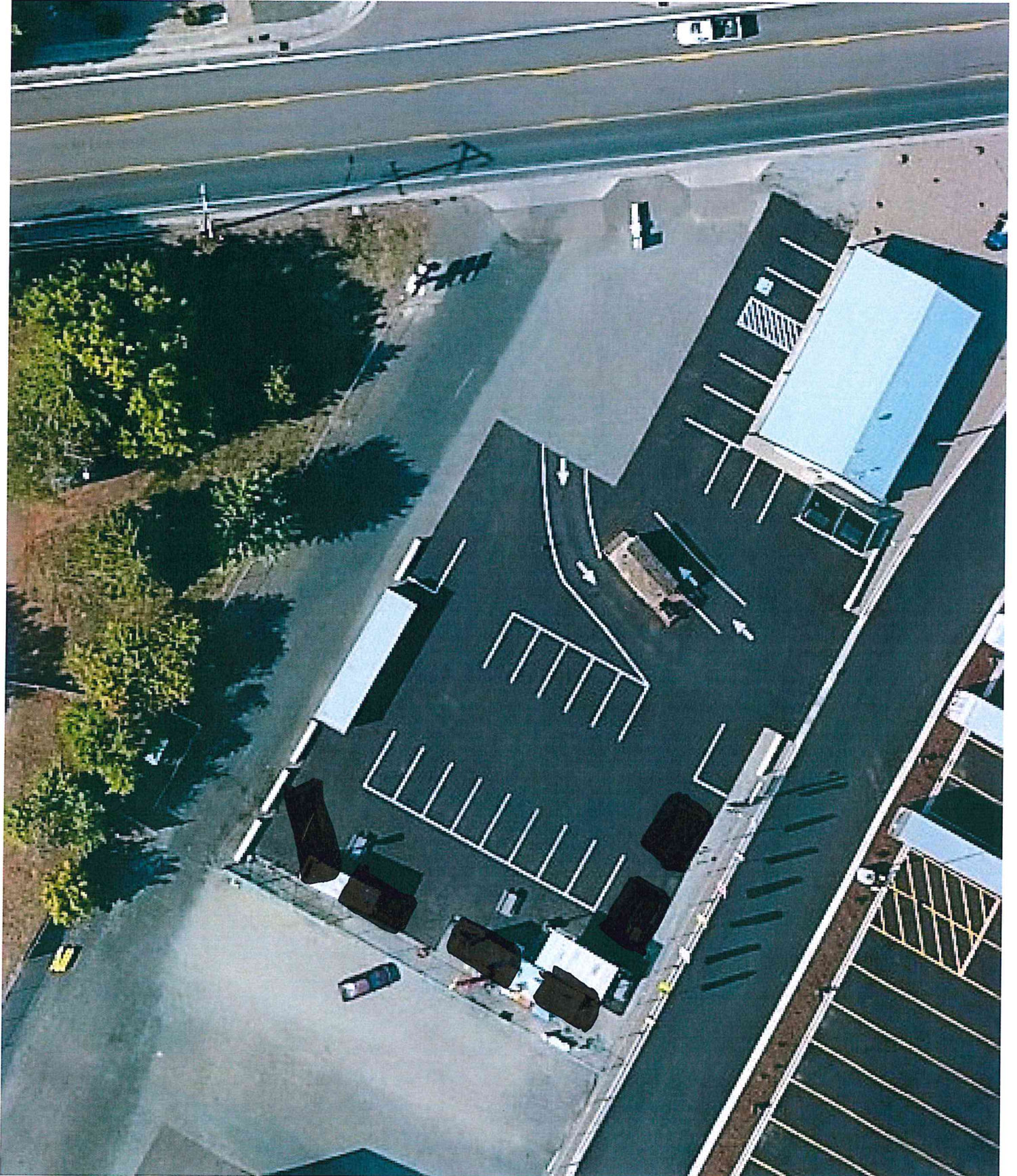
Prepared food and beverages will be sold by mobile food cart vendors. Hours of operation will vary by food cart vendor. Hours of operation could be as much as seven days per week, with operating hours as early as 5:00 a.m. and as late as 10:00 p.m.

- H. How many people will be employed including the applicant? Please indicate whether the employees will be full or part-time. Will anyone live on the property? If so, who?

.50 inch = 16 feet



6435 NE Old Salem Road



September 23, 2018



NOTICE OF PUBLIC REVIEW
November 19, 2019, 6:00 p.m.
City Council Chambers
4222 Old Salem Road NE,
Millersburg, Oregon, 97321

The **MILLERSBURG PLANNING COMMISSION** will hold a Hearing at the above time and place to consider the request described below. The request may be heard later than the time indicated, depending on the agenda schedule. Interested parties are invited to send written comment. Failure of an issue to be raised or failure to provide sufficient specificity to afford the Commission an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

The application, all documents and evidence submitted by or on behalf of the applicant and the applicable criteria are available for inspection at no cost or copies are available for a minimal cost. A staff report relating to the proposal will be available seven (7) days prior to the public hearing. For further information, contact Millersburg City Hall at (541) 928-4523.

- APPLICANTS:** THE Headrick Properties, Lorri Headrick
- LOCATION:** 6435 Old Salem Road
- TAX LOT:** Township 10 South; Range 3 West; Section 16; Tax Lot 02100.
- PARCEL SIZE:** 2.48 acres (only a portion of the property is to be used for this permit)
- ZONING:** Limited Industrial (LI)
- REQUEST:** The applicant is proposing a new Site Plan Review (SP 19-05) requesting to modify the approved Mobile Food Vendor Court land use to allow one additional Mobile Food Vendor location for total of 6 mobile vendors and one coffee kiosk.
- CRITERIA:** Millersburg Development Code; Section 2.400(2).
- FILE No.:** SP 19-05

The location of the meeting is accessible to the disabled. If you need any special accommodations to attend or participate in the meeting, please notify City Hall twenty-four (24) hours before the meeting. For further information, please contact City Hall at (541) 928-4523.

Vicinity Map



This product is for informational purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain usability of the information.