

**Exhibit A**

**FINAL ORDER  
OF THE  
VENETA PLANNING COMMISSION**

**Bolton Hill Sports Complex Conditional Use Permit and Site Plan Review  
(File No. CUP-24-4 & SR-24-7)**

**A. The Veneta Planning Commission finds the following:**

1. The Veneta Planning Commission has reviewed all material relevant to the Conditional Use Permit and Site Plan Review applications (CUP-24-4 & SR-24-7) which has been submitted by the applicant, staff, and the general public regarding this matter.
2. The Veneta Planning Commission held a public hearing on January 7, 2025 to discuss the Conditional Use Permit and Site Plan Review request (CUP-24-4 & SR-24-7) after giving the required public notice to surrounding property owners and occupants in accordance with Section 11.07(2) of the Veneta Zoning and Development Code.
3. The Veneta Planning Commission followed the required procedure and standards for approving the Conditional Use Permit and Site Plan Review request (CUP-24-4 & SR-24-7) as required by Article 6 and Article 8 of the Veneta Zoning and Development Code.

**B. The Veneta Planning Commission APPROVES with conditions the Bolton Hill Sports Complex Conditional Use Permit and Site Plan Review (CUP-24-4 & SR-24-7). The applicant shall comply with the following conditions of approval:**

**GENERAL CONDITIONS OF APPROVAL:**

- 1) All fixtures used for event lighting will either be fully shielded as defined in VMC 15.15.050 or provide sharp cutoff capability, to prohibit upward light, spill-light, light trespass, and glare.
- 2) All events shall be scheduled so as to complete all activity by 10:00 p.m. Under no circumstance shall any illumination of a playing field be permitted after 11:00 p.m., except to conclude a scheduled event that was in progress before 10:00 p.m. and which could not be concluded earlier.

**PRIOR TO CONSTRUCTION:**

- 3) Prior to construction, the applicant shall submit and receive approval from the City of a grading and drainage plan that shows that existing drainage patterns are maintained and complies with Veneta Zoning and Development Code Section 5.16 – Stormwater Detention and Treatment.
- 4) Prior to construction, the applicant shall submit to and receive approval from the City of a planting plan for all proposed stormwater facilities that complies with Veneta Zoning and Development Code Section 5.16 – Stormwater Detention and Treatment.
- 5) Prior to construction, the applicant shall submit to and receive approval from the City of a final landscaping plan that contains the minimum number of five-gallon shrubs or accent plants in accordance with Veneta Zoning and Development Code Section 5.14(4)
- 6) Prior to construction, the applicant shall submit to and receive approval from the City of a final site plan that shows a total of 24 short-term bicycle parking spaces in accordance with VZDC Section 5.20, Table 5.20(a).
- 7) Prior to construction, the applicant shall submit to and receive approval from the City of a final site plan which shows a total of 1 van-accessible parking space with a minimum access aisle width of 96 inches and 5 accessible parking spaces with a minimum access aisle width of 60 inches.
- 8) Prior to construction, the applicant shall submit and receive approval from the City of an outdoor lighting plan that shows that lighting for parking lots and other areas surrounding the playing fields will comply with VMC 15.15.050.
- 9) Prior to construction, the applicant shall submit to and receive approval from the City of a final site plan that shows the multi-modal and emergency vehicle access path with a paved width as approved by Lane Fire Authority.

**PRIOR TO BEGINNING OPERATIONS:**

- 10) Prior to beginning operations, the applicant shall install lockboxes with keys at all gates for emergency access.

C. **IT IS HEREBY ORDERED THAT the Veneta Planning Commission APPROVES with conditions the Conditional Use Permit and Site Plan Review (CUP-24-4 & SR-24-7) based on the information presented in the following findings of fact:**

Ordinance language is in italics. Findings are in plain text.

**Veneta Zoning and Development Code**

## **Article 6 – Site Plan Review**

### **Section 6.05 – Approval Criteria**

- 1) *After an examination of the site and prior to approval of plans, the Planning Commission or Building and Planning Official must make the following findings:*
  - A. *That all provisions of city ordinances are complied with.*

**Findings:** As will be discussed and determined throughout these findings, the proposal meets the applicable provisions of City ordinances. In instances where conditions of approval are warranted and necessary, the findings related to that particular matter will be discussed and addressed under the relevant section of the Veneta Zoning and Development Code or other applicable provisions of City ordinances.

- B. *That the following transportation needs are met:*
  1. *Traffic impacts are minimal or will be mitigated, consistent with Section 5.27;*
  2. *Pedestrian, bicycle, and vehicular safety is protected and traffic congestion is avoided;*
  3. *Public right-of-way width of adjacent streets is consistent with the City's Transportation System Plan and future street right-of-way is protected;*
  4. *Pedestrian and bicycle access and circulation is provided for in accordance with Section 5.22; and*
  5. *Transit facility needs are provided for in accordance with Section 5.23*

**Findings:** The traffic impacts of the development are not expected to significantly increase from current conditions. The site is currently in use as a sports complex and does not currently create any significant impacts on traffic congestion. A Traffic Impact Analysis is not required per Section 5.27. See the findings under Section 5.27 for further discussion of this.

Pedestrian, bicycle, and vehicular safety will be protected because Bolton Hill Road has an existing sidewalk and an existing bicycle line, which separates cyclist and pedestrian traffic from motor traffic. Furthermore, the proposal includes pedestrian walkways in the parking lot, and a 10-foot multi-modal path that runs along the south perimeter of the site, which separates pedestrian and motor traffic and provides for pedestrian connectivity and transport within the site.

Future street right-of-way is not needed because Bolton Hill Road's right-of-way width is 75 feet where it fronts the site. Per the Transportation System Plan, Bolton Hill Road is a major collector, which has a minimum right-of-way width of 65 feet.

Per Veneta Zoning and Development Code (VZDC) Section 5.23, no transit facilities are needed. Lane Transit District was provided an opportunity to comment on the proposal, but had no comments.

For all of the abovementioned reasons, this criterion is met.

- 2) *That proposed signs or lighting will not, by size, location or color, interfere with traffic or limit visibility.*

**Findings:** The applicant does not propose any signage as part of the request. The applicant has not provided lighting plans or information. The proposal must meet the applicable standards of Veneta Municipal Code Chapter 15.15 – Outdoor Lighting. See the findings under VMC Chapter 15.15 for further discussion. As conditioned, this criterion is met.

- 3) *That adequate water, sewer, and other required facilities, for the proposed use are available.*

**Findings:** The site is currently connected to City water. No connection to sewer is proposed or required. The City did not receive any objections from the Public Works Department as to the adequate availability of City water. This criterion is met.

- 4) *That drainageways are protected, existing drainage patterns are maintained and drainage facilities are provided in accordance with Section 5.16 of this ordinance.*

**Findings:** Per the applicant's narrative, the site currently drains stormwater runoff from properties to the southwest via an underground pipe. This runoff outlets at the stormwater facilities within the public right-of-way along Bolton Hill Road.

The applicant's proposal includes the creation of over 1,000 of impervious surfaces, which requires stormwater detention and treatment per VZDC Section 5.16, but the applicant's submittal did not include a grading and drainage plan or information on how stormwater runoff will be detained and treated in accordance with VZDC Section 5.16. This information will be required as a condition of approval to show that the proposal complies with Section 5.16 of the Veneta Zoning and Development Code.

**Condition of Approval:** Prior to construction, the applicant shall submit and receive approval from the City of a grading and drainage plan that shows that existing drainage patterns are maintained and complies with Veneta Zoning and Development Code Section 5.16 – Stormwater Detention and Treatment.

- 5) *That the extent of emissions and potential nuisance characteristics are reasonably compatible with the land use district, adjacent land uses and the standards of all applicable regulatory agencies having jurisdiction.*

**Findings:** The primary potential nuisance characteristic of the proposed use would be the noise generated from people using the public sports facilities. This is reasonably compatible with the land use district because the purpose of the Public Facilities and Parks zone is to provide for public facilities and parks, and allow for construction of new facilities as the community grows.

The redevelopment of the existing sports complex would not significantly increase the noise already generated from the use of the site.

Adjacent land uses include the Oregon Department of Forestry West Lane District Office to the east. To the north and west, across Bolton Hill Road, are residential areas. To the south is another residential area immediately adjacent to the site.

The noise is not expected to be a significant issue, as the site is currently in use as a sports complex and because the noise level is expected to be at the level of a typical public park with sports fields.

The other potential nuisance characteristic is the outdoor lighting used to illuminate the sports fields after dark. With the imposition of conditions of approval requiring all outdoor lighting to comply with Veneta Municipal Code Chapter 15.15 – Outdoor Lighting, this potential nuisance characteristic is considered to be adequately mitigated, as VMC Chapter 15.15 contains shielding requirements and additional regulations for lighting for recreational facilities. See the findings under VMC Chapter 15.15 for further discussion and for the specific conditions of approval.

*6) Where the applicant has requested an adjustment to Site Plan Review criteria (Type II Site Plan Review) pursuant to the Veneta Zoning and Development Code, the applicant shall identify all applicable criteria in this ordinance and specifically address each adjustment*

**Findings:** Not applicable to this request.

*7) Alternatives to the Commercial and Mixed Use Design Standards of Section 5.13, or Residential Design Standards of Section 5.29 or Off Street Parking Location Standards Section 5.20(3)(c) may be granted by the Planning Commission following a public hearing where the Commission finds that the alternative design:*

- A. Meets the purpose and intent of the applicable design standard being adjusted*
- B. Conforms with the design guidelines provided in Section 5.13 or 5.29 as applicable*
- C. Promotes pedestrian safety, convenience and comfort*
- D. Contains architectural features substituting for code required features which are consistent with the overall design intent and composition of the building.*
- E. Maintains or enhances compatibility between new development and existing uses, including aesthetics and privacy for residential uses.*

**Findings:** Sections 5.13 and 5.29 do not apply to the proposed use.

## **Article 8 – Conditional Uses**

### **Section 8.10 – General Standards of Approval**

*A conditional use may be granted only if:*

*1) The proposed use is consistent with the Veneta Comprehensive Plan.*

**Applicant's Statement:** Veneta Comprehensive Plan, Element H – Parks and Open Space, contains five goals. They are:

Goal 1. Improve Community Safety, Access, and Stewardship

Goal 2. Strategic Greenway Acquisition and Development.

Goal 3. Expand Distribution and Connectivity

Goal 4. Secure Funding and Partnerships

Goal 5. Expand Park Development

The proposal meets Goal 1 because it will improve community safety, access, and stewardship by creating paved and ADA-accessible parking and walkways to the fields. The plan also includes a 10-foot multi-modal path that also serves as an emergency vehicle access, which will increase community safety. Goal 2 is not applicable because there is no Greenway on the site. While not part of the land use process, the City is partnering with the Territorial Sports Program (TSP) to run the facility. This would further Goal 4, which is to secure funding and partnerships. Goal 5 is not applicable because the proposal is for the redevelopment of an existing site.

The site is designated as “Parks” in the Comprehensive Plan. The purpose of this plan designation is to indicate existing and city park facilities available for public use. Bolton Hill Sports Complex is a city park facility available for public use. This is consistent with the Comprehensive Plan.

**Findings:** Staff concurs with the applicant's statement.

*2) The proposed use is consistent with the purpose of the zoning district.*

**Applicant's Statement:** The purpose of the Public Facilities and Parks (PFP) zone is to provide for the public facilities and parks, and allow for construction of new facilities as the community grows. The proposed use meets this purpose because it is a redevelopment of an existing park, which will provide better services to its users with the addition of paved parking and walkways, improved sports fields and lighting, and more trees and landscaping.

**Findings:** Staff concurs with the applicant's statement.

*3) The potential negative impacts of the proposed use on adjacent properties and on the public will be mitigated through the application of existing requirements and conditions of approval.*

**Findings:** Adjacent land uses include the Oregon Department of Forestry West Lane District Office to the east. To the north and west, across Bolton Hill Road, are residential areas. To the south is another residential area immediately adjacent to the site.

The redevelopment of the existing sports complex would not significantly increase the noise

already generated from the use of the site. For this reason, the noise is not expected to be a significant issue.

The other potential nuisance characteristic is the outdoor lighting used to illuminate the sports fields after dark. With the imposition of conditions of approval requiring all outdoor lighting to comply with Veneta Municipal Code Chapter 15.15 – Outdoor Lighting, this potential nuisance characteristic is considered to be adequately mitigated, as VMC Chapter 15.15 contains shielding requirements and additional regulations for lighting for recreational facilities. See the findings under VMC Chapter 15.15 for further discussion and for the specific conditions of approval.

- 4) *All required public facilities have adequate capacity to serve the proposal. Systems Development Charges will be assessed at the time a building permit is issued. Additional SDC's will be assessed for changes in use that are more intense than a pre-existing use.*

**Findings:** This criterion is met because the site is currently connected to City water, no connection to sewer is proposed or required, and the City did not receive any objections from the Public Works Department as to the adequate availability of City water.

- 5) *The site size, dimensions, location, topography, and access are adequate considering such items as the bulk, coverage or density of the proposed development; the generation of traffic; environmental quality impacts; and health, safety or general welfare concerns.*

**Lane Fire Authority's Findings:** Lockboxes for keys at gates are required for FD [fire department] access. Minimum width of fire lane around the complex is 16 feet. OFC [Oregon Fire Code] states minimum is 20 feet, but LFA [Lane Fire Authority] requires 16 for driveways and is allowable for fire lanes at 16 feet also.

**Staff Findings:** The site is currently in use as a sports complex, and the size, dimensions, location, topography, and access are adequate for the existing use, and are expected to be adequate for the redevelopment as well. The traffic generated is expected to be adequately handled by the parking, which exceeds the required parking spaces of VZDC Section 5.20. According to the Transportation System Plan, Bolton Hill Road is a major collector, which is meant to handle greater amounts of traffic than local roads. All access would be off of Bolton Hill Road. There are no expected health, safety, or general welfare concerns apart from the concerns raised by Lane Fire Authority.

The proposed site plan currently shows a 10-foot emergency vehicle access path running along the south and east perimeter of the site, connecting at each end to a parking lot. Lane Fire Authority

To ensure that safety and general welfare concerns are met, staff recommends adding the following conditions of approval to address Lane Fire Authority's comments:

**Condition of Approval:** Prior to beginning operations, the applicant shall install lockboxes with

keys at all gates for emergency access.

**Condition of Approval:** Prior to construction, the applicant shall submit to and receive approval from the City of a final site plan that shows the multi-modal and emergency vehicle access path with a paved width as approved by Lane Fire Authority.

**Section 8.11(13) – Standards for high impact transportation and recreation facilities such as sports complexes, stadiums, equestrian arenas, golf courses, swimming pools, heli-ports, and bus or train terminals.**

- A. *Major noise generators shall be located a minimum of 30 feet from residential property lines and shall be screened by a noise attenuating barrier.*

**Findings:** Staff does not consider the proposal to contain any ‘major noise generators.’ There is an existing fence where the site abuts residential properties. A fence is proposed to remain. The site plan also shows multiple proposed trees along the property line where the site abuts residential areas, which would further reduce the noise impact on these adjacent properties. For these reasons, this criterion is met.

- B. *Transportation facilities must be consistent with or incorporated into the Transportation System Plan (TSP).*

**Findings:** This criterion is not applicable because no transportation facilities are proposed.

- C. *Major public recreation facilities must be consistent with or incorporated into the Parks, Recreation, and Open Space Plan.*

**Applicant’s Statement:** The Parks, Recreation, and Open Space Master Plan (PROSMP) states that specific recommendations for improvements to Bolton Hill Sports Complex are based on the implementation of the master plan completed for the facility in 2011. The City has since adopted a new master plan for this park, which is included in the application materials. This proposal is to implement the current master plan for the Bolton Hill Sports Complex.

**Findings:** Staff concurs with the applicant’s statement.

- D. *A Traffic Impact Analysis (TIA) and parking study may be required by the Planning Official or the City Engineer in accordance with Section 5.27 of this ordinance. The development project must include mitigation for any decrease in level of service or operational safety of the transportation system.*

**City Engineer’s Findings:** There is limited data for the use type. The most applicable land use with a rate is soccer complex (ITE Code 488). The rates are based on the number of soccer fields. For the AM peak hour, the rate is 0.99 trips/field, or ~6 AM peak hour trips, in total. For the PM peak hour, the rate is 16.43 trips/field, or ~99 PM peak hour trips, in total. I would



expect that to be somewhat accurate for baseball as well, when it's in season, or at least get you in the ball park.

**Findings:** See the findings under Section 5.27 for further discussion. A Traffic Impact Analysis is not required per Section 5.27.

**Article 4 – Use Zones, Section 4.11 – Public Facilities and Parks**

- 3) *Conditional Uses Permitted. In a PFP zone, the following uses and their accessory uses may be permitted subject to the provisions of Article 6, Site Plan Review and Article 8, Conditional Uses:*
- A. *High impact recreation facilities such as sports complexes, stadiums, equestrian arenas, golf courses, and swimming pools.*
  - B. *High impact transportation facilities such as heliports, helistops and bus or train terminals.*
  - C. *Transportation improvements inconsistent with the City of Veneta Transportation System Plan.*
  - D. *Uses similar to the above conditional uses as provided by Section 2.05.*

**Findings:** The proposal is for a sports complex, which is considered a conditional use in the PFP zone. The request is for a conditional use permit.

- 4) *Lot Size and Width. There are no minimum lot sizes in the PFP zone.*
- 5) *Yards. Except as provided in Articles 5, 6, and 8, in a PFP zone, yards shall be as follows:*
- A. *Front yards abutting a residential zone shall be a minimum of twenty (20) feet.*
  - B. *Back and side yards abutting a residential zone shall be a minimum of five (5) feet.*
  - C. *Yards shall be landscaped as provided in Section 5.12.*
  - D. *See Section 5.09 for additional setbacks on designated streets.*
  - E. *Yard requirements are in addition to any planned road right-of-way widths in order to permit the eventual widening of streets, or construction of new streets.*
  - F. *See Veneta Tree Preservation and Protection Ordinance for possible setback exemptions for the preservation of heritage trees.*

**Findings:** This criterion is met because all proposed structures exceed the setbacks listed in this section.

- 6) *Pedestrian Access. If a building is open to the public, a sidewalk shall provide safe, convenient pedestrian access from the street to the building entrance. If the sidewalk crosses the driveway, it shall be raised or marked in a manner that calls attention to the sidewalk.*

**Findings:** All proposed structures have pedestrian access from the street to the building entrance through concrete walkways. Each walkway provides convenient access because they connect directly to the sidewalk, are not overly lengthy, and do not contain unnecessary

deviations from the buildings.

7) *For additional requirements, see Article 5 - Supplementary Provisions.*

**Findings:** See the findings under the applicable sections of Article 5 for further discussion.

### **Article 5 – Supplementary Provisions**

#### **Section 5.09 – Exceptions to Yard Requirements**

*The following are authorized exceptions to yard requirements:*

- 3) *In order to permit the eventual widening of streets, every lot abutting a portion of a street hereinafter named shall have an additional setback over the required yard dimension specified in the zone so that the minimum distance from the center line of the street right-of-way to the front setback line shall be listed as below:*

<u>Street Name</u>	<u>Setback from Center Line of Right-of-Way</u>
Highway 126	50 feet
Territorial Highway	40 feet - West side only
Bolton Hill Road	35 feet
Hunter Road	30 feet

*The required front yards specified for each zone shall be in addition to the setbacks specified above.*

**Findings:** This criterion is met because all structures and sports facilities on site exceed the required 35 foot setback from the center line of the Bolton Hill Road right-of-way.

#### **Section 5.12 – Landscaping**

*All yards, required screening areas, and parking areas shall be landscaped in accordance with the following requirements:*

- 1) *Provisions for landscaping, screening and maintenance are a continuing obligation of the property owner and such areas shall be maintained in a clean, weed free manner.*
- 2) *Site plans indicating landscape improvements shall be included with the plans submitted to the Building and Planning Official or Planning Commission for approval. Issuance of a Building permit includes these required improvements which shall be completed before issuance of a Certificate of Occupancy.*
- 3) *Minimum Landscaped Area. The minimum percentage of required landscaping is as follows:*
  - A. *Residential and Residential-Commercial Zones: 20% of each lot for residential developments, 10% for commercial or mixed use.*
  - B. *Community Commercial and Broadway Commercial Zones: 10% of the site.*
  - C. *Highway Commercial Zone: 10 % of the site.*
  - D. *Industrial Zones (IC, LI, MI): 5% of the site.*
  - E. *When the above requirements conflict with landscaping requirements found*

elsewhere in this ordinance, the standard which maximizes landscaped area shall apply.

- 4) Minimum number of trees and shrubs acceptable per 1,000 square feet of landscaped area:
  - A. One tree, minimum 2" caliper.
  - B. Four 5-gallon shrubs or accent plants.
- 5) Minimum percentage Ground Cover. All landscaped area, whether or not required, that is not planted with trees and shrubs, or covered with non-plant material (subsections (6)(F) & (G), below), shall have ground cover plants that are sized and spaced to achieve 75% coverage of the area not covered by shrubs and tree canopy.
- 6) Landscape Materials. Permitted landscape materials include trees, shrubs, ground cover plants, non-plant ground covers, and outdoor hardscape features, as described below. "Coverage" is based on the projected size of the plants at maturity, i.e., typically three (3) or more years after planting.
  - A. Existing Vegetation. Existing non-invasive vegetation may be used in meeting landscape requirements.
  - B. Plant Selection. A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used for all planted areas, the selection of which shall be based on local climate, soil, exposure, water availability, and drainage conditions. Applicants are encouraged to select native plants which are drought tolerant to reduce the demand on the City's water supply.
  - C. Plant Establishment. Unless a certified landscape architect specifically recommends otherwise, all new landscaping shall be irrigated for a minimum of two (2) years to ensure viability.
  - D. Soil amendment. When new vegetation (including sod) is planted, topsoil shall be added and/or soils amended or aerated as necessary, to allow for healthy plant growth. Compaction of the planting area shall be minimized whenever practical and compacted soils shall be amended and/or aerated as necessary prior to planting.
  - E. "Invasive" plants. shall be removed during site development and the planting of new invasive species is prohibited. Lists of locally invasive species are available through the local USDA extension office.
  - F. Hardscape features. May cover up to ten percent (10%) of the required landscape area; except in the Downtown Area where publicly accessible hardscape features may cover up to eighty percent (80%) of the required landscape area, subject to approval through Site Plan Review. Swimming pools, sports courts, and similar active recreation facilities, as well as paving for parking and access, may not be counted toward fulfilling the landscape requirement.
  - G. Non-plant Ground Covers. Bark dust, chips, aggregate, or other non-plant ground covers may be used, but shall cover no more than 25 percent of the area to be landscaped and shall be confined to areas underneath plants. Non-plant ground covers cannot be a substitute for ground cover plants.
- 7) Multi-family sites and parking lots shall be screened from abutting single-family land uses by a combination of sight-obscuring fences, walls and landscaping adequate to

*provide privacy and separation for the abutting land use.*

- 8) *Garbage collection areas, service facilities and air conditioning facilities located outside the building shall have sight-obscuring screening. Mechanical equipment, lights, emissions, shipping/receiving areas, and garbage collection areas for industrial, commercial, and public facility uses shall be located away from residential areas, schools, and parks.*
- 9) *When a sight-obscuring fence, wall, or hedge is required under the provisions of this ordinance, it must meet the following provisions:*
  - A. *In order to be "sight-obscuring", fences and walls must be at least 75 percent opaque when viewed from any angle at a point 25 feet away from the fence or wall. Hedges shall be of an evergreen species which will meet and maintain year-round the same standard within three (3) years of planting. Creative use of deciduous hedge materials may be proposed to provide screening in conjunction with wider planting areas. Deciduous hedges may be approved on a case by case basis as the sole discretion of the Planning Official.*
  - B. *Fences and walls must be maintained in a safe condition and opacity must be maintained. Wooden materials shall be protected from rot, decay and insect infestation. Plants forming hedges must be replaced within six (6) months after dying or becoming diseased to the point that the opacity required is not met.*
- 10) *When adjacent land uses are of a different type and the proposed use may impact the adjacent land uses, the Building and Planning Official or Planning Commission may require sight-obscuring fencing, walls, and/or landscaping. In order to provide appropriate buffering and screening, the Building and Planning Official or Planning Commission may increase the required yard dimension.*
- 11) *All stormwater detention facilities shall be landscaped according to City standards.*

**Findings:** The proposal includes approximately 33,350 square feet of landscaping. Per Section 5.12(4), this means that 33 trees and 132 five-gallon shrubs or accent plants are required. The number of new trees proposed to be planted exceeds 33, but no information is given as to the number of five-gallon shrubs. This information will be required as a condition of approval.

Section 5.12(8) is met because the garbage collection areas are proposed to have sight-obscuring screening.

Additionally, no stormwater detention facility landscaping plan was provided per Section 5.12(11). This will be required as a condition of approval.

**Condition of Approval:** Prior to construction, the applicant shall submit to and receive approval from the City of a final landscaping plan that complies with Veneta Zoning and Development Code Section 5.14(4)

**Condition of Approval:** Prior to construction, the applicant shall submit to and receive approval from the City of a planting plan for all proposed stormwater facilities that complies with Veneta Zoning and Development Code Section 5.16 – Stormwater Detention and Treatment.

### **Section 5.16 – Stormwater Detention and Treatment**

*As the City of Veneta develops, impervious surfaces create increased amounts of stormwater runoff, disrupting the natural hydrologic cycle. Without stormwater management, these conditions decrease groundwater recharge while increasing channel erosion and the potential for localized flooding. The City continues to use swales and other more natural methods to control and convey stormwater run-off, incorporating wetlands and other natural systems into stormwater drainage plans to the greatest extent possible rather than relying exclusively on pipes. Runoff from urban areas is a major source of pollution and watershed degradation. The City is currently a Designated Management Agency (DMA) under the Willamette Basin TMDL and as such, is responsible for reducing pollutant loads transported to surface waters from runoff. In order to protect and enhance watershed health and long-term livability, the City requires that development comply with the following stormwater management criteria.*

- 1) For all projects that create greater than or equal to 1000 square feet of new impervious surface, stormwater detention and treatment facilities shall be provided. Detention and treatment facilities shall be designed and sized according to the City of Portland Stormwater Management Manual, Revision #4, August 1, 2008 which is adopted as the City's Stormwater Management Manual. Where the manual and this section conflict, this section shall prevail.*
- 2) The intent of these requirements is as follows:*
  - A. To maintain runoff peak flows at predevelopment levels*
  - B. To provide treatment of runoff to limit the transport of pollutants to area waterways.*
  - C. To limit accumulation of ponded water by discouraging the use of detention ponds and other centralized stormwater facilities through the dispersal of small detention and treatment facilities throughout a development. Preference shall be given to detention and treatment systems designed to drain completely within 24 hours to limit standing water.*
  - D. To encourage the use of vegetated treatment systems over structural pollution control devices.*
- 3) Exceptions or alternatives to the requirements and standards of the Stormwater Management Manual may be allowed by the City Engineer based on specific site conditions provided that detention and treatment requirements are met in conformance with the intent as stated above. Applicants are encouraged to use either the Simplified Approach or Presumptive Approach to size facilities.*

4) The following storm data (Eugene Airport) shall be used in sizing facilities.

## 24-HOUR RAINFALL DEPTHS

Recurrence Interval, Years	2	5	10	25	100
Flood Control, Destination: 24-Hour Depths, Inches	3.12	3.6	4.46	5.18	6.48

Pollution Reduction: 24-Hour Depths, 1.4 Inches

**Findings:** The proposal would create greater than 1,000 square feet of new impervious surface; thus, the requirements of this section apply. The applicant did not provide any information demonstrating how stormwater runoff will be detained and treated. This will be required as a condition of approval.

**Condition of Approval:** Prior to construction, the applicant shall submit to and receive approval from the City of a grading and drainage plan that shows that existing drainage patterns are maintained and complies with Veneta Zoning and Development Code Section 5.16 – Stormwater Detention and Treatment.

### **Section 5.20 – Off-Street Parking Requirements**

*For each new structure or use, each structure or use increased in area and each change in the use of an existing structure, there shall be provided and maintained off-street parking areas in conformance with the provisions of this section.*

- 11) *Space requirements for off-street parking shall be consistent with Table 5.20(a) below. Fractional space requirements shall be counted as a whole space. When square feet are specified, the area measured shall be the gross floor area of all buildings but shall exclude any space within a building used for off-street parking, loading or service functions not primary to the use. When the requirements are based on the number of employees, the number counted shall be those working on the premises during the largest shift at peak season. A reduction in the number of required spaces not to exceed (fifty) 50% of the required spaces may be permitted by the Planning Commission. A reduction in excess of 50% may be permitted through a Type II Site Plan Review, pursuant to Article 6, if evidence is provided to show that a reduced amount of parking is sufficient and will not cause any detrimental impacts to on-street parking or other parking areas. For example, an employer working with Lane Transit District to provide bus passes to employees or who offers van pools or other transportation demand management measures may need fewer parking spaces for employees.*

Table 5.20(a) Off-Street Parking Requirements			
Use Categories	Motor Vehicle	Bicycle Parking	Type and % Bicycle

	<i>Parking Requirement</i>	<i>Requirement</i>	<i>Parking</i>
<i>Athletic Field</i>	<i>10 per each field</i>	<i>4 per each field</i>	<i>100% ST</i>

**Findings:** The proposed use will contain either 6 soccer fields or 6 baseball/softball diamonds, depending on the season. This would require a total of 60 off-street motor vehicle parking spaces and 24 bicycle parking spaces. The applicant is proposing a total of 180 motor vehicle parking spaces, which exceeds the requirements of this section.

There are two areas called out for bicycle parking on the site plan, but the total number is unclear. Staff finds it necessary to add a condition of approval to ensure that a minimum of 24 short-term bicycle parking spaces is provided on the site.

**Condition of Approval:** Prior to construction, the applicant shall submit to and receive approval from the City of a final site plan that shows a total of 24 short-term bicycle parking spaces in accordance with VZDC Section 5.20, Table 5.20(a).

*12) Accessible Parking Spaces. Parking shall be provided for disabled persons, in accordance with the Americans with Disabilities Act. Accessible parking is included in the minimum number of required parking spaces listed in Table 5.20(b).*

<i>Table 5.20(b) Minimum Accessible Parking Requirements</i>			
<i>Total Number of Parking Spaces Required</i>	<i>Total Minimum Number of Accessible Parking Spaces (60" and 96" aisles)</i>	<i>Van Accessible Parking Spaces with min. 96" wide access aisle</i>	<i>Accessible Parking Spaces with min. 60" wide access aisle</i>
<i>151 to 200</i>	<i>6</i>	<i>1</i>	<i>5</i>

**Findings:** Per Table 5.20(b), a total of 6 accessible parking spaces are required for a total number of parking spaces between 151 and 200. 1 of these spaces must be a van-accessible parking space with a minimum of a 96"-wide access aisle and 5 must have a minimum 60"-wide access aisle. The applicant's site plan shows what could be assumed to be accessible parking spaces, but this is not identified on the site plan or elsewhere in the application materials. Staff finds it necessary to add a condition of approval requiring this information to ensure compliance with this section.

**Condition of Approval:** Prior to construction, the applicant shall submit and receive approval from the City of a final site plan which shows a total of 1 van-accessible parking space with a minimum access aisle width of 96 inches and 5 accessible parking spaces with a minimum access aisle width of 60 inches.

### **Section 5.22 – Pedestrian and Bicycle Access and Circulation**

*1) Internal pedestrian and bicycle circulation shall be provided within new commercial,*

*office, and multifamily residential developments through the clustering of buildings, construction of hard surface pedestrian walkways, multi-use paths for shared pedestrian and bicycle travel, landscaping, or similar techniques.*

**Findings:** The proposed use is not a new commercial, office, or multifamily residential development. This criterion is not applicable.

- 2) Pedestrian and bicycle access to transit facilities shall be provided from new commercial, employment, and multi-family residential developments and new activity centers shall be provided while existing developments shall provide safe and accessible pedestrian and bicycle access to transit facilities when a site changes uses or is retrofitted.*

**Findings:** The proposed use is not located adjacent to any transit facilities. There is an existing sidewalk where the site fronts Bolton Hill Road, providing a connection to the broader network of pedestrian and bicycle infrastructure.

- 3) Internal pedestrian and bicycle systems shall connect with external existing or planned systems. Pedestrian access from public sidewalks to the main entrances of public, semi-public, commercial, and multi-family buildings shall not cross driveways or parking lots.*

**Findings:** This criterion is met because the internal pedestrian and bicycle system of the proposal will connect with the existing sidewalk at Bolton Hill Road at five separate points. One such point does cross a parking lot, but there are four other pedestrian accesses to the site, so this is not expected to be an issue.

- 4) All streets shall have sidewalks except rural local streets and rural lanes unless there is compelling evidence that other pedestrian systems meet the needs of pedestrians.*

**Findings:** This criterion is met because there is an existing sidewalk where the site fronts Bolton Hill Road.

- 5) Compliance with the commercial design standards for and mixed-use, residential and commercial development, respectively, in Chapters 5.13 and 5.29, is required.*

**Findings:** The proposed use is not a commercial or residential development; thus, this criterion is not applicable.

- 6) Safe, Direct, and Convenient. Walkways/paths within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent streets and existing or planned transit stops, based on the following criteria:*
- A. Reasonably direct. A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.*
  - B. Safe and convenient. Routes that are reasonably free from hazards and provide a*



- reasonably direct route of travel between destinations.*
- C. "Primary entrance" for commercial, industrial, mixed use, public, and institutional buildings is the main public entrance to the building. In the case where no public entrance exists, street connections shall be provided to the main employee entrance.*
  - D. "Primary entrance" for residential buildings is the front door (i.e., facing the street). For multi-family buildings in which units do not have their own exterior entrance, the "primary entrance" may be a lobby, courtyard, or breezeway that serves as a common entrance for more than one dwelling.*

**Findings:** This criterion is met because the walkways within the development are reasonably direct, do not unnecessarily deviate from a straight line or require significant out-of-direction travel, are free from hazards, and provide connection to all structures on the site from adjacent streets.

### **Section 5.27 – Traffic Impact Analysis and Mitigation**

- 1) *A Traffic Impact Analysis (TIA) and review is required when one of the following conditions exists:*
  - A. The development will generate more than 100 vehicle trips during the a.m. or p.m. peak hour as determined by using the most recent edition of the Institute of Transportation Engineer's Trip Generation Manual. In developments involving a land division, the peak hour trips shall be calculated based on the likely development that will occur on all lots resulting from the land division.*
  - B. The proposal is immediately adjacent to an intersection that is functioning at a level of service below LOS D, the City's minimum acceptable operating condition during the weekday peak hour.*
  - C. The Traffic Impact Analysis is required by the State or County due to increased traffic on a State or County road within the City's Urban Growth Boundary.*
  - D. The proposed use is expected to generate or receive traffic by vehicles exceeding 26,000 pounds gross vehicle weight as part of daily operations. "Daily operations" includes, but is not limited to, delivery to or from the site of materials or products processed, sold, or distributed by the business occupying the site. Trips associated with routine services provided to the site by others, such as mail delivery, garbage pickup, or bus service, are exempt from this provision.*
  - E. An access driveway that does not meet minimum intersection sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate, creating a safety hazard.*
  - F. An access driveway that does not meet the access spacing standard of the roadway on which the driveway is located.*
  - G. A change in internal traffic patterns that may cause safety problems, such as back-up onto public streets or traffic conflicts in the approach area.*

**City Engineer's Findings:** There is limited data for the use type. The most applicable land use with a rate is soccer complex (ITE Code 488). The rates are based on the number of soccer

fields. For the AM peak hour, the rate is 0.99 trips/field, or ~6 AM peak hour trips, in total. For the PM peak hour, the rate is 16.43 trips/field, or ~99 PM peak hour trips, in total. I would expect that to be somewhat accurate for baseball as well, when it's in season, or at least get you in the ball park.

**Findings:** A Traffic Impact Analysis is not required because the proposal is not expected to generate more than 100 trips during the a.m. or p.m. peak hour, the proposal is not immediately adjacent to an intersection that is functioning at a level of service below LOS D, the State and County did not require one, the proposed use is not expected to generate or receive traffic by vehicles exceeding 26,000 pounds as part of daily operations, the access driveways do not create a safety hazard, and no traffic conflicts or safety problems are expected as a result of the redevelopment changing internal traffic patterns.

**Veneta Municipal Code**  
**Chapter 15.15 – Outdoor Lighting**

**Section 15.15.100 – Special Uses**

- 1) *Recreational Facilities. Any light source permitted by this chapter may be used for lighting of outdoor recreational facilities (public or private), including but not limited to, football fields, soccer fields, baseball fields, softball fields, tennis courts, parks, show areas, provided all of the following conditions are met:*
  - A. *Lighting for parking lots and other areas surrounding the playing field, court, or track, shall comply with VMC 15.15.050.*

**Findings:** The applicant has not submitted information to show compliance with this section. This will be required as a condition of approval.

**Condition of Approval:** Prior to construction, the applicant shall submit and receive approval from the City of an outdoor lighting plan that shows that lighting for parking lots and other areas surrounding the playing fields shall comply with VMC 15.15.050.

- B. *All fixtures used for event lighting shall either be fully shielded, as defined in VMC 15.15.050, or provide sharp cutoff capability, to prohibit upward light, spill-light, light trespass, and glare.*

**Findings:** Staff finds it necessary to add this as a condition of approval to ensure compliance with this section.

**Condition of Approval:** All fixtures used for event lighting will either be fully shielded as defined in VMC 15.15.050 or provide sharp cutoff capability, to prohibit upward light, spill-light, light trespass, and glare.

- C. *All events shall be scheduled so as to complete all activity by 10:00 p.m. Under no circumstance shall any illumination of a playing field, court, slope, or track be*

*permitted after 11:00 p.m., except to conclude a scheduled event that was in progress before 10:00 p.m. and which could not be concluded earlier.*

**Findings:** Staff finds it necessary to add this as a condition of approval to ensure compliance with this section.

**Condition of Approval:** All events shall be scheduled so as to complete all activity by 10:00 p.m. Under no circumstance shall any illumination of a playing field be permitted after 11:00 p.m., except to conclude a scheduled event that was in progress before 10:00 p.m. and which could not be concluded earlier.

- D. Unless a condition of approval specifies otherwise or the decision of the Veneta Building and Planning Official is appealed this decision will become effective twelve (12) days after the City mails the notice of decision. A decision of the Veneta Building and Planning Official may be appealed to the Planning Commission within twelve (12) days of the date the notice of decision is mailed, in accordance with Section 11.06(6) of the Veneta Zoning and Development Code. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the City to respond to the issue precludes an action for damages in circuit court.



\_\_\_\_\_  
Len Goodwin, Chairperson  
Planning Commission



\_\_\_\_\_  
Date