

Application for
Type I Design Review

Woodburn Evangelical
Church Kitchen Addition

1050 N Boones Ferry Rd
Woodburn, OR 97071

July 27, 2023

City of Woodburn
Planning Department
270 Montgomery St
Woodburn, OR 97071

TABLE OF CONTENTS

A. Design Review Narrative

1. Project Information and Summary
2. Applicable Development Code Sections
 - Section 1.4 - Non-conforming Uses and Development
 - Section 2.03 - Commercial Zones
 - Section 3.01 - Streets, Greenways & Other Off-Street, Bicycle/Pedestrian Corridors, and Bus Transit
 - Section 3.02 - Utilities and Easements
 - Section 3.05 - Off-Street Parking and Loading
 - Section 3.07 - Architectural Design

B. Supplemental Information

1. Pre-Application Meeting Minutes
2. Proposed Public Utility Easement

C. Drawings

Architectural
Architectural Site Plan
Fire/ Life Safety Plans
Building Floor Plans
Building Elevations

Project Information:

Project Team

Owner: Woodburn Evangelical Church
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Woodburn, OR 97071

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503-656-1942
Todd Iselin, Project Architect, todd@iselinarch.com

Project Location:

Site Address: 1050 N Boones Ferry Rd
Woodburn, OR 97071
Tax Lot 051W 07BD 02400

Site Area: 1.71 acres

Zone: CO Commercial Office

Project Description:

The existing Church building was originally constructed as a funeral home with a living quarter for an attendant. The original structure was added to at least twice to provide additional capacity for the mortuary and to provide a large carport area. The Church purchased the building from the funeral home and has done minor interior remodeling, but has kept the building exterior unchanged.

The Church is proposing a single story 475 sq. ft. addition for a new kitchen and remodeling the existing kitchen area to accommodate new ADA compliant toilet rooms. The single story addition will replace an existing concrete patio area on the back (east side) of the building and will not result in any additional impervious area on the site.

The existing sanitary line serving the building runs under the proposed addition and will be utilized. The existing sanitary sewer connects to the public sewer at the greenway to the north of the subject site. The existing 2" water meter appears to be sufficient to

serve the added plumbing fixtures proposed. A new underground electric service will be required since the existing underground feed is under the proposed addition.

The addition is proposed to be a simple rectangular structure with a flat roof, clad with fiber cement panels with reveal trim between the panels. This is intended to provide a durable, low maintenance exterior cladding that will serve as a transitional material between the original cedar sided building and the utilitarian concrete block addition constructed.

Changes to parking lot layout and addition of bicycle parking are proposed to comply with current ADA and zoning requirements. No change to impervious area or existing landscaping are proposed with this addition.

Applicable Development Code Section Compliance:

1.4 Nonconforming Uses and Development

- 1.04.1 Purpose & Applicability
- 1.04.2 Nonconforming Use
- 1.04.3 Nonconforming Development
- 1.04.4 Nonconforming Lots of Record

Note: Nonconforming signs are regulated by Section 3.10.11.

1.04.1 Purpose & Applicability

- A. Purpose: To describe nonconformance, distinguish between land use and development, identify when and what nonconformities require upgrades to come into conformance, allow smaller partial redevelopments of sites to avoid the burden of upgrading, allow larger partial redevelopments of sites to avoid the burden of full upgrading, and to be lenient with the nonconforming use of land by older existing detached single-family dwellings.
- B. Applicability: The provisions of this Section relate exclusively to nonconformance relative to the WDO. Nothing in this Section shall be a abrogation, relaxation, or waiver of any provision of any other applicable law, ordinance, or regulation controlling the use or development of buildings, structures, or land. Section 1.02 defines nonconformance.

This chapter is applicable to the development since the original construction predated current zoning requirements.

1.04.2 Nonconforming Use

- A. Multiple-family dwelling and non-residential uses:
 - 1. Exterior or outdoor expansion: Nonconforming use may expand only through additional exterior or outdoor area for display, storage (including fleet or other vehicle storage), or operations or through additional off-street parking area. It may expand through unenclosed accessory structures or pre-fabricated sheds that do not require anchoring or building foundations. Improvements for exterior or outdoor expansion shall conform. It shall not expand through enclosed buildings with occupiable gross floor area.
 - 2. The Director may allow nonconforming use to expand outdoors where the application of this section to a proposal is unclear.

3. Expansion onto adjacent property or onto subject property expanded through property line adjustment or lot consolidation is prohibited..
- B. Residential other than multiple-family dwelling: The use of dwelling may expand through any of building addition, additional buildings, and accessory structures. However, the Director may regulate siting to account for potential redevelopment of a subject property that accommodates a conforming use or uses and public corridors and facilities and other public improvements.
- C. Termination: Vacancy of a year or longer shall be considered termination of a use, including a period of vacancy between the terminated use and proposed including a period of vacancy between the terminated use and proposed.

This existing church use is allowed outright by Zoning regulations. No authorization of non-conforming use is requested as part of this application.

1.04.3 Nonconforming Development

- A. Repairs and Maintenance: Except as otherwise provided in this Section, nonconforming structures and development and premises occupied by nonconforming uses may be repaired and maintained, so long as any such repair or maintenance does not in any way increase its nonconformity..

Paragraph is not applicable. Proposed addition can't be considered repair and maintenance.

- B. Destruction by Natural Disaster, Fire, Arson, or Similar: Any of a nonconforming building or structure, or, a use dependent upon such building or structure (with the exception of residential use other than multiple-family dwelling) shall be terminated under any one of the following circumstances:
1. Use of a building or structure that is substantially damaged or becomes deteriorated to the extent that it has been declared a “dangerous building or structure” and ordered demolished pursuant to the state building code or other federal, state or local regulations, shall be terminated upon such declaration and order;
 2. Use of a building or structure which is substantially damaged or deteriorated to the extent that the cost of repairing the building or structure exceeds 60 percent of its replacement cost shall be terminated upon the date of such damage or deterioration. The replacement cost shall be established by the Building Official assuming new materials and compliance with the state building code; or
 3. Use of a building or structure which is damaged or deteriorated less than 60 percent shall be terminated where permits and full reconstruction has not been initiated within one year of the preparation of a restoration estimate. The restoration cost shall be estimated by a registered engineer or architect assuming new materials and compliance with the state building code.

Criteria do not apply. No destruction of a non-conforming building has occurred on this site.

C. Redevelopment:

1. Single family dwelling exception: Regarding dwellings that are other than multiple-family dwellings, partial redevelopment through any of addition, expansion, or alteration of exterior improvements of existing development shall conform.

Exception: Any expansion or addition to dwellings that are (a) other than multiple-family dwellings and (b) existed before the effective date of the WDO of July 1, 2002 per Ordinance No. 2313, shall be exempt from the architectural guidelines and standards of the WDO; however, those located within the Neighborhood Conservation Overlay District (NCOD) shall remain subject. The exemption is not applicable within planned unit developments.

Criterion does not apply. No expansion or alteration of the residential portion of this development is proposed.

Multiple-family dwellings:

- a. Partial redevelopment: Where redevelopment would increase dwellings to result in a net total of 5 to 9 dwellings, or if off-street parking increases to no more than 19 stalls total, the standards for upgrading nonconformities shall be the same as for non-residential partial redevelopment per subsection 3a(2) below.
- b. Full redevelopment: Where redevelopment would increase dwellings to result in a net total of 10 or more dwellings, or if off-street parking increases to 20 or more stalls total, the standards for upgrading nonconformities shall be the same as per non-residential full development per subsection 3b(2) below.

Criteria does not apply. No multi-family dwelling component exists within this development.

2. Non-residential: New development that adds to or alters existing development shall conform. Regarding development nonconformities on the remainder of a site:

a. Partial redevelopment:

(1) Thresholds: Where:

- (a) Building gross floor area increases by no more than either 500 square feet for non-industrial or 1,000 square feet for industrial, or by up to 24.9% from an existing amount, whichever is less; or

The addition of 475 s.f. of building area is less than the 500 s.f. allowed and approximately 6% of the existing area. This proposed project does not meet the threshold for requiring non-conforming upgrades to the remainder of the site.

- (b) Off-street parking increases from zero to no more than 19 stalls or from an existing amount by up to 24.9% from an existing amount.

The proposed development decreases the existing parking count by three spaces (-6%) with the addition of ADA access aisles. This reduction provides parking ratios allowed by the WDO and is below the threshold requiring non-conforming upgrades to the remainder of the site.

(2) Standards: Upgrade to provide the following minimum improvements as other WDO sections specify:

(a) Improvements per Section 3.01;

(b) Walkways, wide walkways, and drive aisle walkway crossings;

Wide walkway and drive aisle walkway crossings are proposed as part of the Project.

(c) Off-street parking for the partial redevelopment;

Off-street parking includes that for the partial redevelopment.

(d) Carpool/vanpool parking;

Two carpool/ vanpool spaces will be added as part of the Project.

(e) Bicycle parking and bicycle parking directional signage;

Six bicycle parking spaces are proposed in a (7) bike rack to be located partially under the existing carport area. This provides cover for more than ½ of the required spaces and existing lighting at this area provides security. This location is visible from the main building entry, so no directional signage is proposed.

(f) Landscaping of minimum setback abutting a street or streets, or where no minimum setback is required, then the depth of yard up to 20 ft;

Existing landscaping at street side is approximately 10' wide with no change proposed due to existing parking lot that is proposed to be retained.

(g) Landscaping of minimum parking area setback;

Existing landscaping; except that at street side meets current landscape requirements and is proposed to be retained.

(h) Landscaping of additional parking area, if any; and

No additional parking area is proposed.

(i) Pavement of unpaved driveway throat minimum 18 feet from ROW.

The Director may limit partial redevelopment to no more frequently than yearly to prevent successive partial redevelopments from cumulatively avoiding the upgrade standards for full development.

Existing driveways are paved and proposed to be retained.

b. Full Redevelopment:

(1) Thresholds: Where: Building gross floor area increases by more than either 500 square feet for non-industrial or 1,000 square feet for industrial, or by 25% or more from an existing amount, whichever is less;

- (a) Off-street parking increases from zero to 20 stalls or more total or from an existing amount by 25% or more; or
- (2) Standards: Upgrade all nonconformities exterior to buildings. This includes any of frontage, street, and public improvements that are nonconforming.

Neither the increase in building area (475 s.f.) or the proposed reduction in the parking stalls meets the thresholds identified for compliance with the Development Ordinance for full redevelopment.

1.04.4 **Nonconforming Lots of Record**

Any nonconforming lot of record may be used, provided all standards not involving width or lot area shall comply with the WDO.

Criterion is not applicable. Lot is not a non-conforming lot of record.

3.01 Streets, Greenways & Other Off-Street Bicycle/Pedestrian Corridors, and Bus Transit

The purpose of this Section is to provide for attractive, safe, comfortable, interesting, and efficient streets, off-street bicycle/pedestrian corridors and facilities, and transit improvements within the city, especially to include and be equitable toward Woodburn residents who cannot or do not own private vehicles or drive, to implement the Woodburn Comprehensive Plan and the Transportation System Plan (TSP), to use civil engineering of streets to reduce speeding, to guide City capital improvement projects, and to have developers upgrade nonconforming streets and construct extended and new streets and off-street bicycle/pedestrian facilities that conform. An objective is to have developers construct or fund street improvements, and other proportional share of improvements for the public, to lessen the cost of land development to the City in order to lessen taxpayer burden for landowners in the context of Oregon Ballot Measures 5 (1990) and 50 (1997). The provision of streets is guided by the applicable goals and policies of the Comprehensive Plan, the TSP, the Highway 99E Corridor Plan, creek greenway plans, the Transit Plan, and other WDO sections.

3.01.01	Applicability
3.01.02	Street General Provisions
3.01.03	Street Improvements Required for Development
3.01.04	Street Cross Sections
3.01.05	Street Layout
3.01.06	Street Names
3.01.07	Off-Street Public Bicycle/Pedestrian Corridors
3.01.08	Mill Creek Greenway
3.01.09	Bus Transit Improvements

3.01.01 Applicability

- A. Right-of-way standards apply to all public streets and public alleys.
- B. Improvement standards apply to all public and private streets, public alleys, sidewalks, landscape strips, and on and off-street public bicycle pedestrian corridors. Standards do not exclude conformance with the public works construction code that the Public Works Department administers.
- C. The Woodburn Transportation System Plan (TSP) designates the functional class of major thoroughfares and local streets.
- D. This applies to all development as Section 1.02 defines, and is not limited to partitions, subdivisions, multi-family, commercial or industrial construction, or establishment of a manufactured dwelling or recreational vehicle park; however, a lesser set of standards applies to infill residential development of 4 or fewer dwellings and where no land division or Planned Unit Development is applicable, including construction of a singlefamily dwelling or placement of a manufactured dwelling on an infill lot. See Section 3.01.03C.2.

Not applicable per Community Development Director interpretation memo “Department Policy: Applicability of right of way and street improvement requirements” (August 4, 2023), Part IIC.

3.2 Utilities and Easements

The purpose of this Section is to ensure that adequate easements for public utilities and drainage are provided for all developments, to identify, memorialize, and reserve future street corridors where developers do not dedicate right-of-way (ROW), to secure public access to off-street public bicycle/pedestrian facilities where developers do not dedicate corridors of land to the City, to establish standards for street lighting, and to require that new developments be served with buried or underground utilities.

- 3.02.1 Public Utility Easements & Public Access Easements
- 3.02.2 Creeks and W watercourse Maintenance Easements
- 3.02.3 Street Lighting
- 3.02.4 Underground Utilities

3.02.1 Public Utility Easements & Public Access Easements

- A. The Director shall require dedication of specific easements for the construction and maintenance of municipal water, sewerage and storm drainage facilities located on private property.

No easements for water, sewer or storm water facilities are required or proposed for this minor addition.

- B. Streetside: A streetside public utility easement (PUE) shall be dedicated along each lot line abutting a public street at minimum width 5 feet. Partial exemption for townhouse corner lot: Where such lot is 18 to less than 20 feet wide, along the longer frontage, streetside PUE minimum width shall be 3 feet; or, where the lot is narrower than 18 feet, the longer side frontage is exempt from streetside PUE.
- C. Off-street: The presumptive minimum width of an off-street PUE shall be 16 feet, and the Public Works Director in writing may establish a different width as a standard.
- D. City & public access: The minimum width of a public access easement along either a bicycle/pedestrian corridor or sidewalk overlap of property, where the easement serves instead of dedication of either land or ROW to the City, shall be per Section 3.01.07C.
- E. As a condition of approval for development, including property line adjustments, partitions, subdivisions, design reviews, Planned Unit Developments (PUDs), Street Adjustments, Zoning Adjustments, or Variances, the Director may require dedication of additional public easements, including off-street public utility easements and other easement types such as those that grant access termed any of bicycle/pedestrian access, cross access, ingress/egress, public access, or shared access, as well as those that identify, memorialize, and reserve future street corridors in place of ROW dedication.
- F. Streetside PUE maximum width:
 - 1. Purpose: To prevent developers and franchise utilities from proposing wider than minimum streetside PUEs along tracts or small lots after land use final decision; to prevent particularly for a tract or lot abutting both a street and an alley; to encourage

developers to communicate with franchise utilities and define streetside PUE widths during land use review and how to what is defined; to avoid overly constraining yards, and to avoid such PUEs precluding front roofed patios, porches, or stoops.

2. Standards: Exempting any lot or tract subject to Figure 3.01B “Major Arterial”, the following standards are applicable to a lot or tract with:

- a. No alley or shared rear lane: 8 feet streetside.
- b. Alley or shared rear lane: Either 8 feet streetside and 5 feet along alley or shared rear lane, or, 5 feet streetside and 8 feet along alley or shared rear lane.

Nothing in this section precludes a streetside PUE from variable width where necessary such as to expand around public fire hydrants.

The applicant will grant a streetside public utility easement that conforms with WDO 3.02.01B & F.2a by being a minimum of 5’ wide and a maximum of 8’ wide.

3.02.2 Creeks and Watercourse Maintenance Easements

- E. Public improvement and maintenance easements shall be dedicated along all creeks and other water courses. On streams and waterways where development is regulated, based on Federal Emergency Management Administration (FEMA) flood hazard delineation, the minimum width shall be adequate to accommodate the 100-year floodway.
- F. On other open channel water courses, such easements shall, at a minimum, extend from the top of one bank to the top of the other bank. These easements shall include an additional 20 feet in width at the top of the bank along the entire length, on one side of the open channel.
- G. On all piped systems, the easement shall be a minimum of sixteen feet in width. Wider easements may be required by the Director, when needed to accommodate the installation of, or access to, larger and/or deeper pipes.

The proposed addition and remodel does not meet the threshold for requiring improvements or impact any creek or watercourse.

3.02.3 Street Lighting

A. Public Streets:

Public streets abutting a development shall be illuminated with street lights installed to the standards of the City and the electric utility. A developer shall provide documentation to the attention of the Public Works Director indicating that any needed illumination complies with the standards. A developer is to refer to Illuminating Engineering Society (IES) of North America Recommended Practice 8, Roadway Lighting (RP-8) or other source as the public works construction code specifies.

B. Manufactured Dwelling Park Private Streets

The full length of private streets and walkways in manufactured dwelling parks shall be illuminated with lighting designed to average 0.25 horizontal foot-candles.

The proposed addition and remodel does not meet the threshold for requiring improvements to street lighting. No new street lighting is proposed.

3.02.4 Underground Utilities

A. Purpose: To improve streetscape aesthetics, reduce the number of poles errant drivers going off the road can hit, improve reliability of electricity during and after storms, and require larger developments to bury or underground existing electric utilities, developers of larger developments being more likely able to fund such.

B. Street: All permanent utility service within ROW resulting from development shall be underground, except where overhead high-voltage (35,000 volts or more) electric facilities exist as the electric utility documents and the developer submits such documentation.

1. Developments along Boundary Streets shall remove existing electric power poles and lines and bury or underground lines where the following apply:
 - a. A frontage with electric power poles and lines is or totals minimum 250 feet; and
 - b. Burial or undergrounding would either decrease or not increase the number of electric power poles. The developer shall submit documentation from the electric utility.

Where the above are not applicable, a developer shall pay a fee in-lieu, excepting residential development that has 4 or fewer dwellings and involves no land division.

2. Fees in-lieu: Per Section 4.02.12.

Criteria are not applicable. No ROW work is proposed and utility lines have been previously undergrounded on N Boones Ferry Rd.

C. Off-street: All permanent utility service to and within a development shall be underground, except where overhead high-voltage (35,000 volts or more) electric facilities exist.

Permanent electric service to the building will need to be relocated per PGE. This will be done underground as part of the proposed work.

3.5 Off-Street Parking and Loading

The purpose of this Section is to identify the requirements for off-street parking and loading facilities. Well-designed parking facilities improve vehicular and pedestrian safety, promote economic activity, enhance the driving public's experience, promote cycling, carpooling, vanpooling, and per electric vehicles, allow persons walking, cycling, and rolling along to pass along or through parking areas in comfort and dignity, and to implement Woodburn Comprehensive Plan policies. With appropriate landscaping and storm water design, parking

areas can also mitigate the environmental impacts of development and reduce the urban heat island effect.

Note that this Ordinance Section has been abbreviated to omit diagrams, charts and portions of this section not applicable to this project.

- 3.05.01 Applicability
- 3.05.02 General Provisions
- 3.05.03 Off-Street Parking
- 3.05.04 Off-Street Loading &
- 3.05.05 Shared Parking
- 3.05.06 Bicycle Parking Standards

3.5.1 Applicability

The provisions of this Section shall apply to the following types of development:

- A. All requirements and standards of Section 3.05 shall apply to any new building or structure constructed after the effective date of the Woodburn Development Ordinance (WDO).
- B. Any additional parking or loading required to accommodate a change in use, or expansion of an existing use, shall conform to all parking, loading and landscaping standards of the WDO.

No expansion of the parking lot is proposed as part of this minor addition. Reconfiguration of parking layout to accommodate ADA requirements, wide walkways, drive aisle crossing and future EV spaces brings this non-conforming element of the development closer to conformance with the current WDO.

3.5.2 General Provisions

- A. All required parking and loading spaces shall be retained and maintained in accordance with the standards of the WDO.
- B. The land for off-street parking and loading areas shall either be:
 - 1. Owned in fee title by the owner of the structure or site being served by the parking area, or
 - 2. Subject to legal documentation to the satisfaction of the Director, establishing permanent use of off-street parking that is under separate ownership. The parking, subject to such a parking agreement, shall be in compliance with all requirements and development standards of the WDO. The agreement shall be recorded with the County Recorder and filed with the Director.
- C. When calculations for determining the number of required off-street parking spaces

results in a fractional space, any fraction of a space less than one-half shall be disregarded, and a fraction of one-half or greater shall be counted as one full space.

The existing parking areas are owned and maintained by the church. Required number of spaces have been rounded up where fractional numbers exceeded $\frac{1}{2}$.

D. Location

1. Off-street parking and loading spaces shall be provided on the same lot as the primary building or use except that:
 - a. In RS, R1S or RM zones, parking spaces for non-residential uses permitted in the zone may be located on another site, if such site is within 250 feet of the lot containing the primary building, structure or use.
 - b. In any zone other than RS, R1S or RM, the parking spaces may be located on another site, if such site is within 500 feet of the site containing the primary building, structure or use.
2. Off-street parking shall be located either in the same zone, in a more intensive zone or in a zone where parking is allowed as a permitted use, or subject to approval as a conditional use.
3. In residential districts, off-street parking and storage shall be prohibited within a yard abutting a street, except within a driveway leading to a garage or carport.
4. In non-residential districts, off-street parking and storage shall be prohibited within a setback adjacent to a street, except if screened per Section 3.06.05B. Vehicle parking within the public right-of-way shall not be eligible for fulfilling any required off-street parking requirement.

All off-street parking and loading for this development is on the same parcel as the Church and is located per the requirements of this section.

E. Setback

1. In commercial and industrial zones, the parking, loading, and circulation areas shall be set back from a street a minimum of five feet.

The existing parking is set back at least 5' from the street.

2. Parking, loading, and circulation areas shall be set back from a property line a minimum of five feet, excepting any of (a) interior lot lines of lots in a development that have the same owner or that have outbuildings as part of a complex of buildings sited amid parking, such as in an office or industrial park or strip mall, (b) a shared access and use agreement between or among landowners per Section 3.04, and (c) shared access in the specific context of residential development of other than multiple-family dwellings.

The existing parking, loading and circulation areas are set back 5' from the property line,

except the south side of the property where the circulation is shared with adjacent properties.

F. All vehicle parking and loading areas shall be paved to the standards of this ordinance (Section 3.04.04), except that in the IP, IL, SWIR, and P/SP zones, storage areas used for equipment that may damage pavement may be stored on a gravel-surface storage area. A gravel storage area shall be constructed to a minimum of surfacing of: six inches of one inch minus to three inch minus gravel. If three inch minus is used, the top two inches shall be one inch minus. The property owner shall maintain a gravel storage area to ensure continued drainage and dust control. A paved access apron to any paved access road is required, regardless of the storage area surface.

G. All vehicle parking, loading, and storage areas shall be graded and provide storm drainage facilities approved by the Director.

H. All parking spaces, except those for residential development other than multiple-family dwellings, shall be constructed with concrete or rubber bumper guards or wheel barriers maximum 4 inches high that prevent vehicles from damaging structures, projecting over walkways so as to leave less than 4.5 feet of unobstructed passage, or projecting over wide walkways, abutting properties, or rights-of-way.

I. Maneuvering areas shall be designed in compliance with this Section (Table 3.05B). Off-street parking areas shall be designed so that no backing or maneuvering within a public right-of-way is required. These provisions do not apply to dwellings other than multiple-family.

J. All uses required to provide 20 or more off-street parking spaces shall have directional markings or signs to control vehicle movement, and any dead-end drive aisle 50 feet or longer shall have an *MUTCD-compliant* “no outlet” sign.

K. Except for dwellings other than multiple-family, off-street parking spaces shall be delineated by double parallel lines on each side of a space, except a side adjacent to any of curb or ADA parking accessible aisle. The total width of the lines shall delineate a separation of two feet. The lines shall be four inches wide (See Figure 3.05C).

L. Parking area lighting for all developments shall conform to Chapter 3.11.

M. Required parking spaces shall be available for parking of operable vehicles of residents, customers, patrons and employees and shall not be used for the storage of vehicles or materials or for the parking of fleet vehicles, except for those fleet vehicles:

1. Driven by an employee to the site each work day from home, or
2. Stored during periods other than normal business hours.

N. Walkway crossings: Parking areas with multiple aisles shall have minimum 1 walkway or wide walkway that passes through the parking area to the aisle farthest from the building. Each walkway crossing shall conform to Section 3.04.06D.

The parking lot and existing circulation system are proposed to remain unchanged, except to reduce number of spaces due to addition of required ADA parking stalls, wide walkway and drive aisle crossing. No other changes to this non-conforming element are required or proposed due to the small footprint of the addition.

3.5.3 Off-Street Parking

A. Number of Required Off-Street Parking Spaces

1. Off-street vehicle parking spaces shall be provided in amounts not less than those set forth in this Section (Table 3.05A).

Table 3.05A requires the following parking:

Office Use	1011 s.f. @ 1 space/ 350 s.f.	= 3 spaces
Meeting Areas	136 persons @ .25 spaces/ person	= 34 spaces
Residential Use	1 dwelling unit @ 2 spaces/ DU	= 2 spaces
Total		39 spaces

** WDO requires "Meeting Facilities (such as House of worship,...) to be calculated based on occupancy based on OSSC. Refer to attached Fire/ Life Safety drawing for Building Code Occupancy Load calculation. Note that Sanctuary occupancy has been utilized (and rounded up) since Fellowship Hall and Foyer spaces are not typically occupied concurrently with Sanctuary.

2. Off-street vehicle parking spaces shall not exceed two times the amount required in this Section (Table 3.05A).

51 spaces are proposed. This is less than the maximum 78 spaces allowed.

B. ADA: Accessible parking shall be provided in amounts not less than those that ORS 447.233 requires. The number of accessible spaces shall be included as part of total required vehicle parking spaces.

Three ADA parking spaces are required per ORS 447.233. Three are proposed.

C. A maximum of 20 percent of the required vehicle parking spaces may be satisfied by compact vehicle parking spaces.

Six compact spaces are proposed (15% of required minimum).

D. Off-street vehicle parking spaces and drive aisles shall not be smaller than specified in this Section (Table 3.05B).

Vehicle parking spaces and drive aisles are in compliance with Table 3.05B.

E. A developer shall provide off-street bicycle parking per the minimums and standards in Tables 3.05D & G and the additional standards in Section 3.05.06.

A total of 6 bicycle parking spaces are required based on 15% of the 39 required parking spaces. Six bicycle parking spaces are proposed. Bicycle parking is proposed near the main entry, under the existing carport.

F. Garages

1. For dwellings other than multiple-family:

a. The parking spaces required by this section (Table 3.05A) shall be in a garage or garages; however, garages or carports are not required for duplexes, triplexes, quadplexes,

townhouses, and cottage clusters in compliance with OAR 660-046- 0220(2)(e)(D).

b. There shall also be an improved parking pad, abutting the garage doorway, for each opposing parking space within a garage if the garage abuts a street. Each parking pad shall have the minimum dimensions of 8 feet wide by 18 feet long.

An existing 2 car garage provides parking for the parsonage.

26 Electric vehicle (EV) includes both electric vehicle and plug-in hybrid vehicle, and EV parking stalls shall meet the following standards:

1. Convenient locations: The distance from a stall, in whole or in part, shall be maximum 50 feet to a building perimeter walkway or, where there is no walkway, a building main or staff-only entrance.
2. Charging level: minimum Level 2 (240 volt alternating current [AC] charging), or faster charging.
3. Striping: Stripe each stall in lettering 1 ft high min “ELECTRIC VEHICLE CHARGING” or similar and stencil of an EV image or logo.
4. Signage: Post at each stall a wall-mounted or pole-mounted sign for “Electric Vehicle Charging” or similar and include an EV image or logo. Each sign $L/2$ by 1 foot minimum with top of a posted sign between 5'A and 7 feet high max above vehicular grade.
5. Management/operations: The landowner or property manager shall keep EV stalls available for EVs and plug-in hybrid vehicles and keep conventional gasoline vehicles from parking in them, and in the context of multiple-family dwelling development:
 - a. Priority users shall be tenants, and guests/visitors would be secondary.
 - b. May charge EV stall users for the costs of charging an EV through a charging station, but shall not (1) charge users for either simply parking an EV or plug-in hybrid vehicle in an EV stall or for leaving such a vehicle parked without actively charging, and (2) shall charge to recoup costs to the landowner or property manager and not generate profit for the landowner or property manager. (This does not preclude the landowner or property manager contracting with a for-profit company to manage EV charging stations).
 - c. Shall not charge any fee that discriminates among particular EV parking stalls based on the perception of some stalls being more convenient or otherwise desirable than others.

It is anticipated but not required that the layout would be that each charging station would serve a pair of stalls.

Two EV parking spaces are required per Table 3.05 E for non-residential uses. Since non-conforming upgrades are not required by this small addition, it is being proposed that infrastructure only be provided to accommodate 2 future EV spaces.

3.05.4 Off-Street Loading & Unloading

- A. Standard: Loading and unloading for all multiple-family dwelling and non-residential development shall not encroach within the ROW of a street with a functional class designation higher than local.
- B. Administration: The Director may require a developer to submit a site plan sheet or sheets illustrating where and how loading and unloading would occur such that a development would meet subsection A above.
- C. Loading area and facility design provisions apply in the industrial zones (Section 3.07.10B.2).

Existing off-street loading is provided under the covered porte cochere that was originally designed for the funeral home. No changes to this structure is proposed.

3.05.5 Shared Parking

- A. Shared parking shall be allowed through a Zoning Adjustment, Design Review, Conditional Use, or Planned Unit Development.
 - 1. Up to 20 percent of the required vehicle parking may be satisfied by joint use of the parking area for another use with the same peak hours; or
 - 2. Up to 40 percent of the required vehicle parking may be satisfied by joint use of the parking area for another use with alternate peak hours; and
 - 3. An additional amount of joint use parking, of up to 10 percent of the required vehicle parking, may be satisfied when the development is located along a transit service route with stops, pullouts, or shelters.

Note: This provision does not reduce the number of required off-street parking spaces, but allows a portion of the requirement to be satisfied by shared parking. The actual number of required off-street parking spaces may be reduced through a Zoning Adjustment or Variance.

- B. The following uses are considered as daytime uses for purposes of shared parking identified in this Section: banks, business offices, retail stores, personal service shops, household equipment or furniture shops, clothing, shoe repair or service shops, manufacturing or wholesale buildings, and other similar primarily daytime uses, as determined through the Zoning Adjustment or Design Review.
- C. The following uses are considered as nighttime or weekend uses for purposes of shared parking identified in this Section: auditoriums incidental to a public or private school, houses of worship, bowling alleys, dance halls, theaters, drinking and eating establishments, and other similar primarily nighttime or weekend uses, as determined through the Zoning Adjustment or Design Review.

No shared parking is proposed as part of this application. Section is not applicable to the proposed development.

3.05.6 Bicycle Parking Standards

- A. Purpose: To implement Woodburn Comprehensive Plan policies. To ensure that developers design required bicycle parking so that people of various ages and abilities can access it and

securely lock their bicycles without undue inconvenience, and that bicycle parking is in areas that are reasonably safeguarded from theft and accidental damage. To allow for a variety of bicycle types, including but not limited to standard bicycles, tricycles, hand cycles, tandems, electric motor assisted cycles and cargo bicycles. To have bicycle parking in weather protected facilities. To have bicycle parking located in publicly accessible, highly visible locations that serve the main entrance of a building. To have bicycle parking or signage leading to it visible to pedestrians and bicyclists from sidewalk. For residents of multiple-family dwellings, to have convenient parking available to induce cycling and through any of stairwell bottoms, large enough patio and balcony outdoor closets, closets or alcoves inside dwellings, and communal parking rooms, sheds, or open-air shelters.

- B. Applicability: Applies to total minimum required bicycle parking per Table 3.05D and any excess.
- C. Standards: Developers shall install parking in lockers or racks that meet the following:
 - 1. Surface: The area devoted to bicycle parking shall be paved if outdoors or otherwise hard surfaced if enclosed or indoors. Outdoor pavement shall be asphalt, bricks, cobblestone rectangular pavers, concrete pavers, poured concrete, structurally supported fiber cement or wood planking, or combination.

Bicycle parking is proposed to be located on existing concrete slab.

- 2. Facility: Where bicycle parking is provided with racks, they shall meet the following:
 - a. The rack shall be designed so that the bicycle frame and one wheel can be locked to a rigid portion of the rack with a U-shaped shackle lock, when both wheels are left on the bicycle;
 - b. If the rack is a horizontal rack, it shall support the bicycle at two points, including the frame; and
 - c. The rack must be securely anchored with tamper-resistant hardware.

Proposed bicycle racks are standard design that allow for securely locking bike frames and will be permanently attached to the concrete slab with tamper resistant screws.

- 3. Dimensions. Bicycle parking spaces, aisles and clearances shall be per Table 3.05G, which Figures 3.05E, F, & G illustrate.

Proposed bicycle spaces meet the dimensional standards in the WDC.

- 4. Signage: If bicycle parking is not visible from sidewalk, wide walkway, or the main entrance of the building(s), a developer must install a permanent sign, minimum 1 by 1.5 feet, at the main entrance of each primary building indicating the location of bicycle parking. Figure 3.05H illustrates examples.

No signage is proposed. Bicycle parking will be located adjacent to main building entrance.

- 5. Proximity: A developer shall construct or install bicycle parking within maximum 50 feet of the main entrance and per Figures 3.05J-L.

Proposed bicycle parking will be less than 25' from the main entrance..

- 6. Covered/sheltered: A developer shall cover or shelter from precipitation among the total

required bicycle parking minimum 50 percent of any and all parking that is outdoors.

More than 50% of bicycle parking will be covered by existing carport roof.

7. Multiple-family dwellings: In multiple-family dwelling development where buildings have no elevators, some of the bicycle parking that a developer may provide in stairwells and patio and balcony outdoor closets may count towards the total minimum required bicycle parking stalls. Specifically, all stall facilities in stairwells and patio outdoor closets may count, while 50 percent of stall facilities in balcony outdoor closets may count. A developer may provide a stall in an indoor closet or alcove of a dwelling if the space meets the minimum dimensions per Table 3.05G and includes a hook or rack meets the locking standards of above subsection 2 and is foldable or retractable. All patio physical separations from common area shall have a gate minimum 2 feet, 4 inches wide.

Criterion is not applicable. No multi-family dwellings are proposed.

8. Plan review: The developer or contractor shall submit the following information with applications for any of land use or building permit review:
 - a. Location; where not obvious, access route(s) to; and number of bicycle parking stalls;
 - b. Notated dimensions of all stalls, aisles, maneuvering areas, and clearances; and
 - c. If applicable, information adequate to illustrate the racks and stalls that meet a particular set of standards.

Site plan shows location, specifications and dimensions of bicycle racks proposed.

3.07 Architectural Design

The purpose of this Section is to set forth the standards and guidelines relating to the architectural design of buildings in Woodburn. Design standards can promote aesthetically pleasing architecture, increase property values, visually integrate neighborhoods, and enhance the quiet enjoyment of private property.

- 3.07.1 Applicability of Architectural Design Standards and Guidelines
- 3.07.2 Single Family, Manufactured Dwellings, & Dwellings Other Than Multiple-Family (“Middle Housing”) on Individual Lots
- 3.07.03 [Struck]
- 3.07.3 Dwellings in the Neighborhood Conservation Overlay District (NCOD)
- 3.07.4 Standards for Medium Density Residential Buildings
- 3.07.5 Standards for Non-Residential Structures in Residential,

- [3.07.6](#) Commercial and Public/Semi Public Zones
- [3.07.6](#) Downtown Development and Conservation Zone
- [3.07.7](#) Mixed Use Village Zone
- [3.07.8](#) Nodal Neighborhood Commercial Zone
- [3.07.9](#) Industrial Zones

3.07.1 Annlicahilitv of Architectural Design Standards and Guidelines

- A. For a Type I review, the criteria of this Section shall be read as “shall” and shall be applied as standards. For a Type II or III review, the criteria of this Section shall be read as “should” and shall be applied as guidelines.
- B. The following are exempt from the provisions of this Section:
 - 1. Any single-family, duplex, or manufactured dwelling that existed prior to October, 2005, except such dwellings located within the Neighborhood Conservation Overlay District (NCOD).
 - 2. New dwellings in Manufactured Dwelling Parks containing more than three acres.

3.07.3 Standards for Non-Residential Structures in Residential. Commercial and Public/Semi Public Zones

Note that this Ordinance Section has been abbreviated to omit diagrams, charts and portions of this section not applicable to this project.

- A. The following design guidelines shall be applicable to all non-residential structures and buildings in the RS, RSN, R1S, RM, RMN, CO, CG, and P/SP zones.
- B. Architectural Design Guidelines
 - 1. Mass and Bulk Articulation Guidelines
 - a. Building facades visible from streets and public parking areas should be articulated, in order to avoid the appearance of box-like structures with unbroken wall surfaces.

No changes to the street facing façade is proposed with this proposed addition. The 15’ wide addition that will be visible from the side parking lot is articulated from the existing building by the protrusion of the existing porte cochere on this elevation.

- b. The appearance of exterior walls should be enhanced by incorporating three-dimensional design features, including the following:
 - (1) Public doorways or passage ways through the building

- (2) Wall offsets or projections
- (3) Variation in building materials or textures
- (4) Arcades, awnings, canopies or porches

The proposed single level addition at the rear of the existing structure is situated so that it provides a courtyard passage way through the building and provides additional vertical and horizontal wall offsets. The panel siding provides additional variation in building material from the existing CMU walls at the main level and cedar lap siding at the upper floor.

2. Materials and Texture Guidelines

- a. Building exteriors should exhibit finishes and textures that reduce the visual monotony of bulky structures and large structural spaces. Building exteriors should enhance visual interest of wall surfaces and harmonize with the structural design.

The fiber cement panel siding will add variety to the structure and serve as a transitional material between the CMU walls and cedar lap siding and add visual interest to the building.

- b. The appearance of exterior surfaces should be enhanced by incorporating the following:
 - (1) At least 30% of the wall surface abutting a street should be glass.

No change is proposed to street facing elevations.

- (2) All walls visible from a street or public parking area should be surfaced with wood, brick, stone, designer block, or stucco, or with siding that has the appearance of wood lap siding.

Existing walls facing the street and public parking areas are wood lap siding or painted concrete block. The fiber cement siding proposed at the addition will not be visible from the street or parking areas.

- (3) The use of plain concrete, plain concrete block, corrugated metal, plywood, T-111 and sheet composite siding as exterior finish materials for walls visible from a street or parking area should be avoided.

The proposed fiber cement panels with the stucco like finish will obscure approximately 32' of the existing plain concrete block (CMU) wall at the existing structure which will enhance the overall appearance of the building.

- (4) The color of at least 90 percent of the wall, roof and awning surface visible from a street or public parking area should be an "earth tone" color containing 10 parts, or more of brown or a "tinted" color, containing 10 parts or more white.

The existing building and proposed addition have brown "earth tone" colors.

- (5) Fluorescent, "day-glo," or any similar bright color shall not be used on the building exterior.

No fluorescent, day-glo or bright colors are proposed on the building.

3. Multi-Planed Roof Guidelines

- a. The roof line at the top of a structure should establish a distinctive top to the building.

The proposed single level addition at the rear of the existing structure is a minor portion of the overall building with a complex roof form consisting of multiple gables and flat roof sections. The top of this addition is proposed to be simple to not detract from the existing peaked roof forms that dominate the structure.

- b. The roof line should not be flat or hold the same roof line over extended distances. Rather, the roof line should incorporate variations, such as:

- (1) Offsets or jogs in the plane of the roof;

The low single story addition will provide additional offsets in the roof planes.

- (2) Changes in the height of the exterior wall for flat roof buildings, including parapet walls with variations in elevation or cornices

The proposed lower level of the roof at the new addition with its low parapet will provide variation to the existing structure.

4. Roof-Mounted Equipment Guidelines

All roof-mounted equipment, except solar collectors, should be screened from view by:

- a. Locating roof-mounted equipment below the highest vertical element of the building, or
- b. Screening roof-mounted equipment using materials of the same character as the structure's basic materials

Criteria are not applicable. No new roof mounted equipment is proposed.

5. Weather Protection Guidelines

All building faces abutting a street or a public parking area should provide weather protection for pedestrians. Features to provide this protection should include:

- a. A continuous walkway at least eight feet wide along the face of the building utilizing a roof overhang, arcade, awnings or canopies
- b. Awnings and canopies that incorporate the following design features:
 - (1) Angled or curved surfaces facing a street or parking area
 - (2) A covering of fabric, or matte finish vinyl
 - (3) A constant color and pattern scheme for all buildings within the same development
 - (4) No internal back lighting

Criteria are not applicable. The proposed addition is not visible from the street or public parking area.

6. Solar Access Protection

Obstruction of existing solar collectors on abutting properties by site development should be minimized.

No existing solar collectors exist on abutting properties. The new addition will not preclude the

installation of solar collectors on abutting properties or the existing church building.

C. Building Location Guidelines

1. Within the prescribed setbacks, building location and orientation should complement abutting uses and development patterns.

The building is located within the prescribed setbacks.

2. The maximum setback from each street should/shall be 80 feet. Minimum 80 percent of the width of a street-facing facade should/shall meet the setback maximum.

The existing building is non-conforming with a setback of approximately 150' from N Boones Ferry Rd. The proposed addition will not make the building any less non-conforming.

Pre-Application Meeting Minutes:

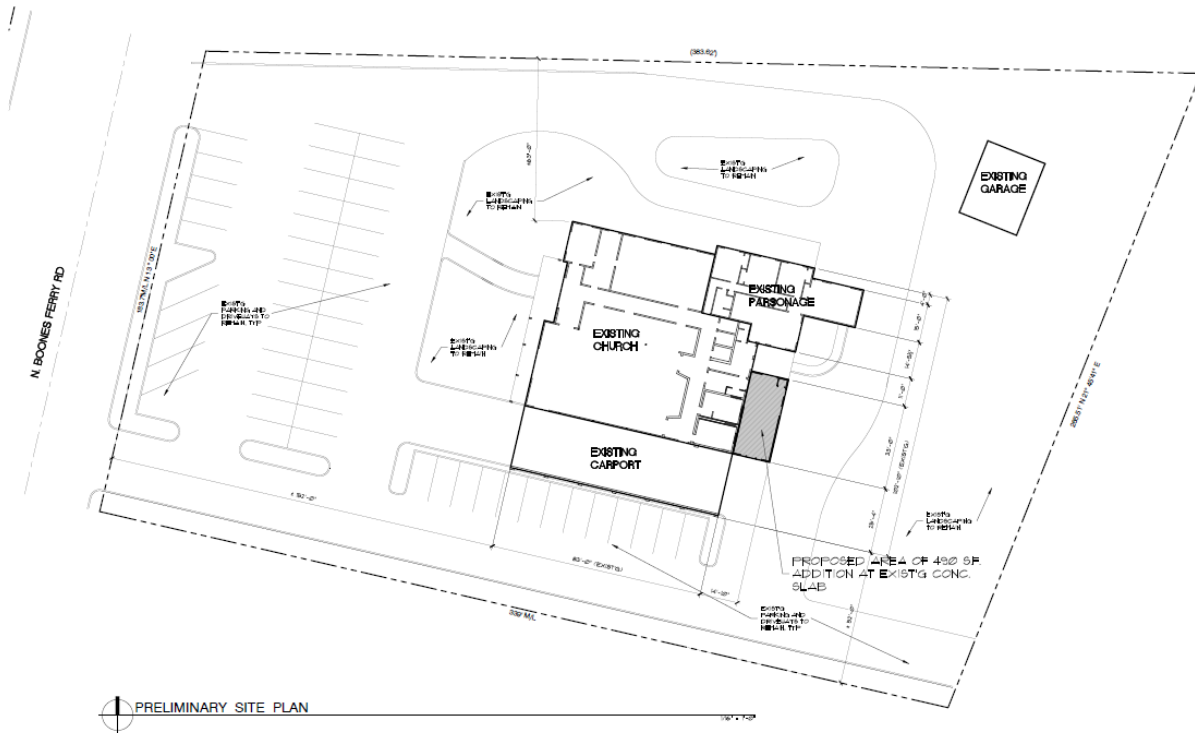
Pre-Application Meeting PRE 23-10 Agenda

Wednesday June 7, 2023 at 3:00 pm.

Woodburn City Hall, Large Conference Room

Thank you for joining staff for pre-application meeting PRE-23-10 to discuss the proposed addition and remodel at Woodburn Evangelical Church, 1050 N Boones Ferry Rd (Tax Lot 051W07BD02400). The property is 1.71 acres within the Commercial Office (CO) zoning district. Section references throughout this agenda are to the [Woodburn Development Ordinance \(WDO\)](#).

Fig. 1. Site Plan from Pre-app application



A. Zoning and site planning:

1. Use: CO zone allowed uses are per Table 2.03D. The existing structures are proposed to remain; and houses of worship are permitted outright.
2. Site development standards: New buildings will need to comply with the CO zone site development standards in Table 2.03D (setbacks, building height, etc.) and architectural design requirements, per section 3.07.06.
 - a. Street widening setback per 3.03.02, discussed further under street improvements.

B. Street improvements: The proposal is a development therefore the street improvement standards in 3.01 apply.

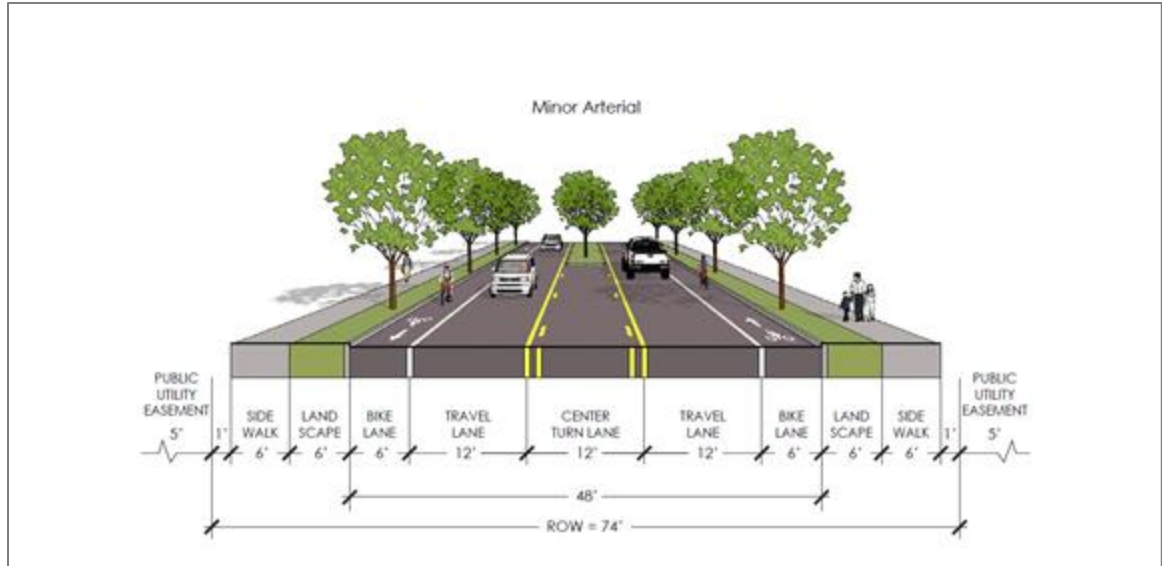


Figure 3.01C – Minor Arterial

1. Boones Ferry Rd: A Minor Arterial street, the standard cross-section is Figure 3.01C.
 - a. Existing ROW is 77.5 ft, no dedication required.
 - b. Streetside PUE per 3.02.01B.
 - c. Per 3.01.03C2, ensure sidewalk and landscape strip are each 6ft wide along the frontage to match Figure 3.01C.
 - d. Street trees: 1 per every 30 feet of frontage
- C. Utilities:
1. Water and sewer
 2. Stormwater: Comply with the [City Storm Drainage Master Plan, Chap 7 & 11](#) and any state standards/requirements. Expect to submit a stormwater report for City review.
 3. Undergrounding: Any utilities serving the property must be underground per 3.02.04.
 4. [System development charges \(SDCs\)](#): See the Public Works summary sheet at bottom on [Engineering Division homepage](#). The City Engineer can answer any questions regarding SDCs. **SDC payment is due by building permit issuance.**
 5. PGE: Work with Ken Spencer as needed to address any PGE items (503-970-7200, Kenneth.spencer@pgn.com).
 - a. Note from Ken: the meter may need to be moved
- D. Fire District: Include a “Fire Access Plan” illustrating the following items: Fire apparatus access and lane routes, lane widths, lane inside and outside turning radii per Oregon Fire Code (OFC), a fire suppression water line, hydrants, an on- or cross-site PUE for the fire suppression water line

and hydrants, and any fire department connections (FDCs). Supplement with documentation of water flow measurements for nearby hydrants in order to determine if water supply is adequate. Additionally, provide evidence indicating the proposal has an adequate number of hydrants, whether through existing conditions or the installation of additional hydrants.

Contact Jim Gibbs, Fire Marshal for the Woodburn Fire District, at gibbsj@woodburnfire.com or 503-982-2360 to discuss [Oregon Fire Code \(OFC\)](#) requirements.

E. Building code: Any questions for the Building Official?

- Alyssa Nichols, Permit Technician, 503-980-2432
- Melissa Gitt, Building Official, 503-980-2430

F. Process:

- ~~1.~~ Land use review: [Design Review](#) (Type I per 5.01.02B1a). Can also include a [Street Adjustment](#) application (Type II per 5.02.04). Multiple applications would be consolidated into a single review.
2. City staff will review a submittal package for completeness and responds in writing to the applicant within approximately 30 days. When complete, staff would proceed with a full review. From a completeness determination to decision, assume 6-8 weeks. (May be slightly different timeline from Building)
3. Public Works permits: Any work in the public ROW or on public utility lines will require a permit or permits through the Public Works Department. Contact the City Engineer with questions (Dago Garcia, 503-982-5248 or dago.garcia@ci.woodburn.or.us).
4. Building permit: The City uses the [Oregon ePermitting](#) online permit system for application. Structural and mechanical permits are administered by the City, while plumbing and electrical permits are administered by Marion County Public Works.

Questions from applicant:

- Are there any non-conforming upgrades on site that will be required with this addition?
 - The sign may need to be moved depending on where the PUE is.
- Drawings that the church have in their possession from the 1980's show a septic tank and drainfield on site. Clean outs, pumps and location of on-site sewer lines seem to indicate the

building is now connected to a public sewer system. City maps do not show a lateral serving this property. Can the City confirm that the existing building is connected to public sewer?

- *Dago Garcia answered this question during the pre-app. Please contact him if you need to for the answer.*

Project Narrative:

The existing Church building was originally constructed as a funeral home with a living quarters for an attendant. The original structure was added to at least twice to provide additional capacity for the mortuary and to provide a large carport area. The Church purchased the building from the funeral home and has done minor interior remodeling, but has kept the building exterior unchanged.

The Church is proposing a single story **490 sq. ft.** addition for a new kitchen and remodeling the existing kitchen area to accommodate new ADA compliant toilet rooms. The single story addition will replace an existing concrete patio area on the back (east side) of the building and will not result in any additional impervious area on the site.

The existing sanitary line serving the building runs under the proposed addition and will be utilized. The existing 1 ½" water meter appears to be sufficient to serve the added plumbing fixtures proposed. The electrical service to the building is also adequate to serve the proposed addition.

The addition is proposed to be a simple rectangular structure with a flat roof, clad with fiber cement panels with reveal trim between the panels. This is intended to provide a durable, low maintenance exterior cladding that will serve as a transitional material between the original cedar sided building and the utilitarian concrete block addition constructed.

No changes are proposed to existing parking or landscaping with this addition.

Attachments:

- Submitted site plans

Proposed Public Utility Easement:



19376 Molalla Avenue, Ste. 120, Oregon City, OR 97045
P. 503-650-0188 F. 503-650-0189

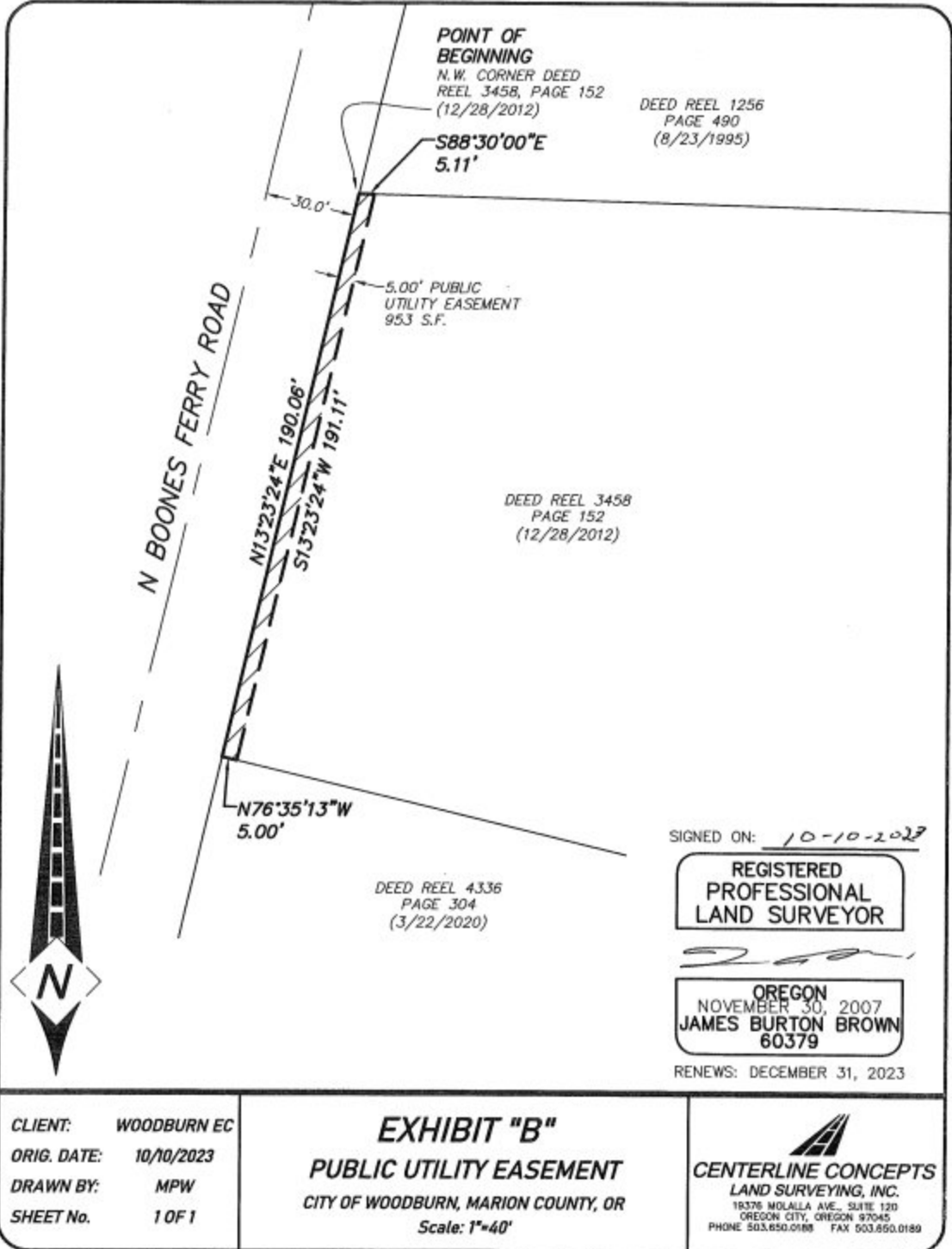
Exhibit "A"
Public Utility Easement
Legal Description

A Tract of land being a portion of that property described in Deed Reel 3458, Page 152 (recorded 12/28/2012) Deed Reels of Marion County, located in the Northwest 1/4 of Section 7, Township 5 South, Range 1 West of the Willamette Meridian, City of Woodburn, County of Marion, State of Oregon, being more particularly described as follows:

BEGINNING at the Northwest corner of Deed Reel 3458, Page 152 (recorded 12/28/2012) Deed Reels of Marion County, said corner being 30.00 feet East of the centerline of N. Boones Ferry Road when measure at right angles; thence along the North thereof, S88°30'00"E, 5.11 feet to a point being 35.00 feet East of the centerline of N. Boones Ferry Road when measure at right angles; thence Easterly of, parallel with, and 35.00 feet distant from said centerline, S13°23'24"W, 191.11 feet to a point on the South line thereof; thence along said South line, N76°35'13"W, 5.00 feet to the Southwest corner thereof; thence along the West line thereof, Easterly of, parallel with, and 30.00 feet distant from said centerline, N13°23'24"E, 190.06 feet to the **POINT OF BEGINNING**.

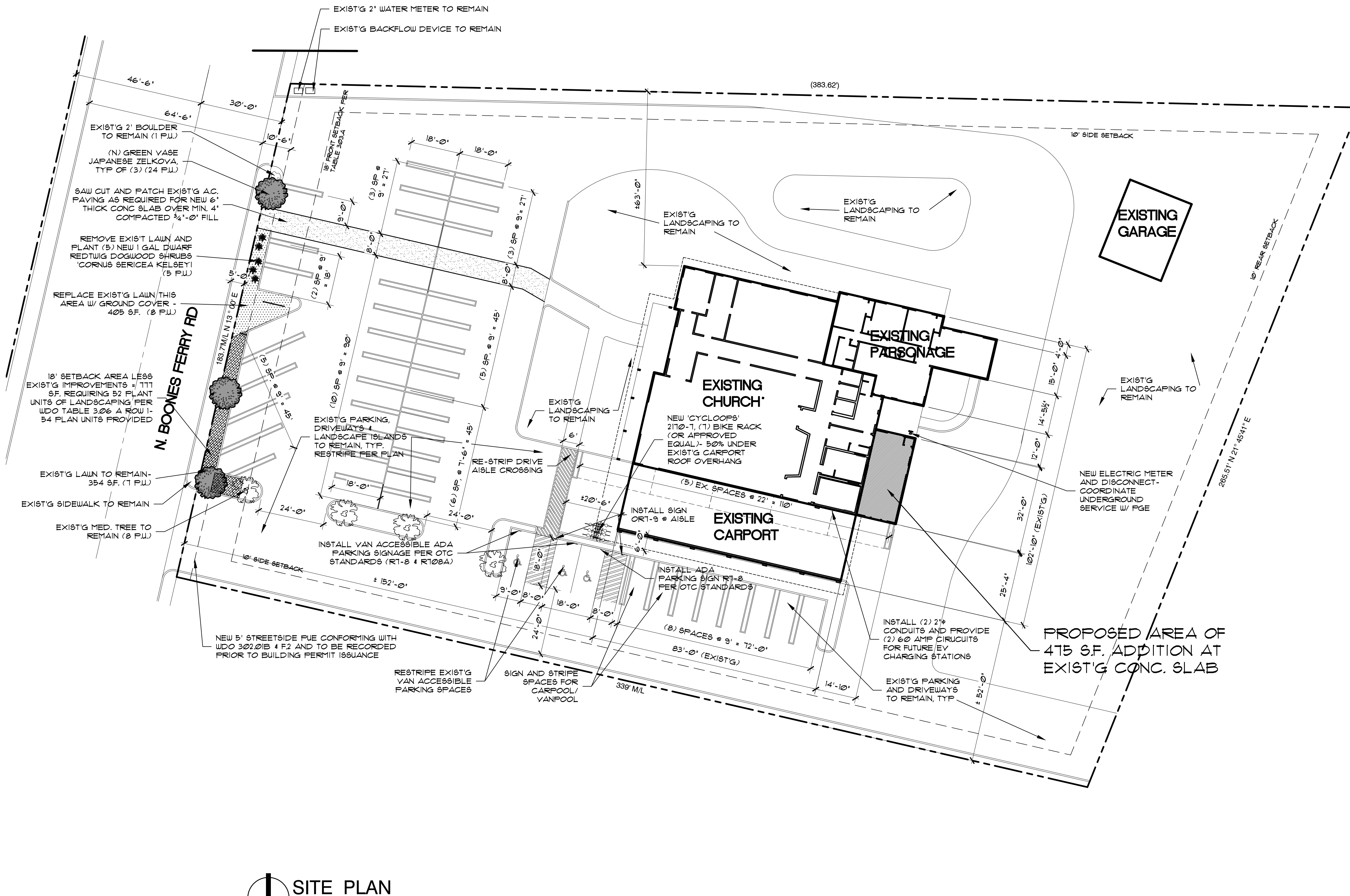
Contains 953 square feet, more or less.





Plotted: 10/10/2023 - 9:55am, #:\PROJECTS\WOODBURN EVANGELICAL--BOONES FERRY RD--NW-1050\DWG\EXHIBIT.dwg, Layout: EXHIBIT B.SX11 - 11X17

Drawings:



SITE PLAN

1" = 20'-0"

GENERAL NOTES & SPECS

General Requirements:
 The Contractor shall fully comply with the 2022 edition of the State of Oregon Structural Specialty Code (Oregon Modified International Building Code), IBC Plumbing, Mechanical, Electrical & Fire Codes & all additional state and local code requirements. The Contractor shall assume full responsibility for any work knowingly performed contrary to such laws, ordinances or regulations. The Contractor is to obtain all required permits and licenses required for the work. The Contractor shall also perform coordination with all utilities and state service authorities. Written dimensions on these drawings shall have precedence over scaled dimensions. The Contractor shall verify and is responsible for all dimensions (including rough opening) and conditions on the job and must notify the Architect of any variations from these drawings.

The Architect shall not be responsible for construction means and methods, acts of omissions of the Contractor or sub-contractors, or failure of any of them to carry out work in accordance with the construction documents. Any defect discovered in the construction documents shall be brought to the attention of the Architect by written notice before proceeding with the work. Reasonable time not allowed the Architect to correct the defect shall place the burden of cost and liability from such defect upon the Contractor.

Wood Framing:
 DF-L #2 or better, unless noted otherwise. Sizes as indicated on drawings.

Doors:
 All new doors to be solid core wood with stained finish to be selected by owner. Manufactured by Lynden or equal.

Windows:
 Exterior Windows: All exterior windows to be double-glazed vinyl with low-E coating. Maximum U-value of 0.27. Manufactured by Milgard or equal.

Building Insulation:
 Insulation shall be fiberglass type conforming to the following:
 Walls with gypsum board: R-21 kraft-faced batts, typ. unless noted otherwise
 Plumbing and office walls with gypsum board: full depth friction fit sound isolation type

Gypsum Board:
 Install gypsum board assemblies in accordance with GA-201, Gypsum Board for walls and ceilings. Gypsum board to be 5/8" with square cut ends and tapered edges, unless noted otherwise. Finish to match existing.

Flooring:
 Selection by owner from Contractor's vendor. Verify all substrates are acceptable to manufacturer prior to installation.

Painting:
 All paints for project shall be from same source manufactured by Miller, Parker, Sherwin-Williams or approved equal.
 Metal doors and frames: 2 coats fast set alkyd semi-gloss over factory primer.
 Gypsum board assemblies: 2 coats solvent free, modified acrylic satin over high solid PVA primer.
 Wood doors: 2 coats lacquer over semi-transparent stain.

Electrical:
 Electrical work shall be performed on a design-build basis. The design-build contractor shall furnish a complete and operative electrical system to meet all local and state codes. Lighting and receptacle locations and fixtures shall be as verified. Fixtures specified on lighting / reflected ceiling plan are for bidding purposes and intent, only. Contractor to be responsible for emergency lighting design. Contractor is responsible for all submittals required by Authority Having Jurisdiction.

HVAC:
 HVAC work shall be performed on a design-build basis. The design-build contractor shall furnish a complete and operative mechanical system to meet all local and state codes. Contractor is responsible for all submittals required by Authority Having Jurisdiction. Coordinate all equipment placement and support with Architect prior to final design.

Plumbing:
 Plumbing work shall be performed on a design-build basis. The design-build contractor shall furnish a complete and operative plumbing system to meet all local and state codes. Fixtures specified on drawings are for bidding purposes and intent, only. Contractor is responsible for all submittals required by Authority Having Jurisdiction.

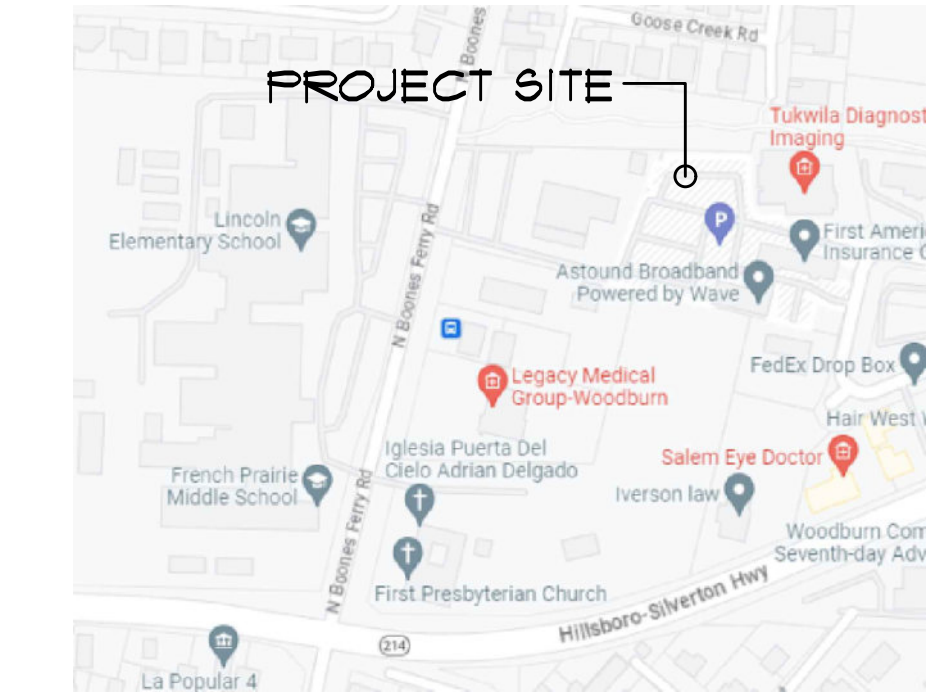
PROJECT INFORMATION

PROJECT DESCRIPTION	NEW 475 S.F. ADDITION TO EXISTING CHURCH BUILDING TO BE USED FOR KITCHEN WITH EXISTING KITCHEN TO BE CONVERTED TO NEW ADA COMPLIANT RESTROOMS		
PROPERTY LOCATION ADDRESS	TAX LOT 051 W07 BD 02400 1050 N BOONES FERRY RD, WOODBURN, OR		
COUNTY	MARION		
ZONE	CO		
SITE AREA	1.71 ACRES		
OCCUPANCY	A-3		
CONSTRUCTION TYPE	VB		
BUILDING SQUARE FOOTAGE	EXIST'G	NEW	TOTAL
MAIN LEVEL FLOOR AREA	6908 S.F.	475 S.F.	7383 S.F.
UPPER LEVEL FLOOR AREA	967 S.F.	0 S.F.	967 S.F.
TOTAL	7875 S.F.	475 S.F.	8350 S.F.
PARKING	UNIT	RATIO	TOTAL REQUIRED
OFFICE AREAS	1011 S.F.	1/350 S.F.	3 SPACES
MEETING AREAS*	135 PERSONS	1/4 PERSONS	34 SPACES
RESIDENTIAL (PARSONAGE)	1 D.U.	2/ DWELLING	2 SPACES
TOTAL REQUIRED			39 SPACES
PARKING PROVIDED	51 SPACES, INCLUDING (3) ADA SPACES, (40) STANDARD SPACES, (6) COMPACT SPACES, AND (2) CARPOOL/ VANPOOL SPACES. (2) STANDARD SPACES ARE EV READY		
BICYCLE PARKING	6 SPACES REQ'D (15% OF REQUIRED AUTO) 6 SPACES PROVIDED IN 7 BIKE RACK		
LANDSCAPING	NO CHANGE TO EXISTING PROPOSED		
IMPERVIOUS AREA	NO CHANGE TO EXISTING PROPOSED, AREA OF ADDITION IS CURRENTLY CONCRETE SLAB		

* CODE CALCULATED OCCUPANCY OF SANCTUARY IS 135 PERSON. OTHER THAN OFFICE AREAS AND PARSONAGE ALL OTHER PORTIONS OF THE BUILDING ARE ACCESSORY TO THE PRIMARY "HOUSE OF WORSHIP" OCCUPANCY AND NOT USED CONCURRENTLY WITH PRIMARY USE.

DRAWING INDEX

- A1.1 SITE PLAN & PROJECT INFORMATION
- A1.2 FIRE/ LIFE SAFETY PLANS
- A1.3 MAIN LEVEL FLOOR PLAN & KEYNOTES
- A2.1 ELEVATIONS
- A3.1 SECTIONS & DETAILS
- A4.1 INTERIOR ELEVATIONS
- S1.1 FOUNDATION / FRAMING PLANS

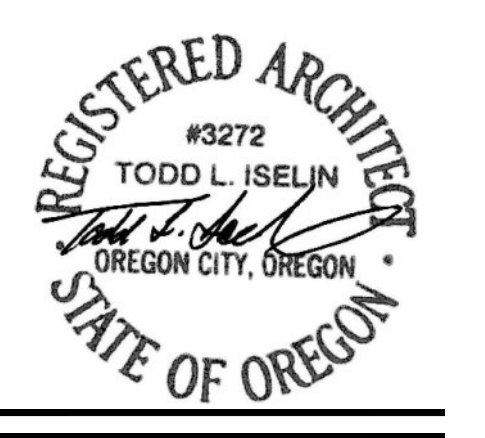


VICINITY MAP

NO SCALE



1307 Seventh Street
 Oregon City, OR 97045
 503-656-1942
 www.iselinarchitects.com



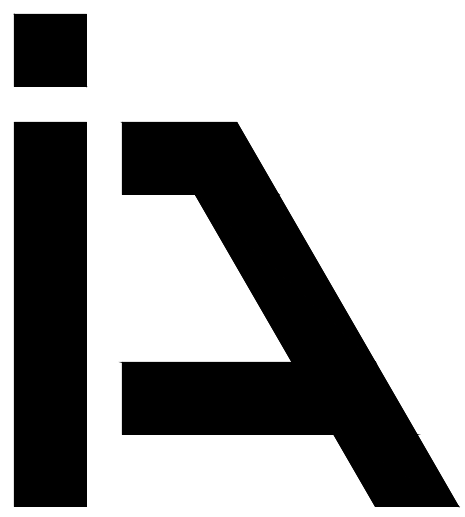
Kitchen Addition and Remodel for
Woodburn Evangelical Church

1050 N. Boones Ferry rd
 Woodburn, OR. 97071

PROJ. NO. :	2305
FILE :	A-SIT
DATE :	11/6/2023

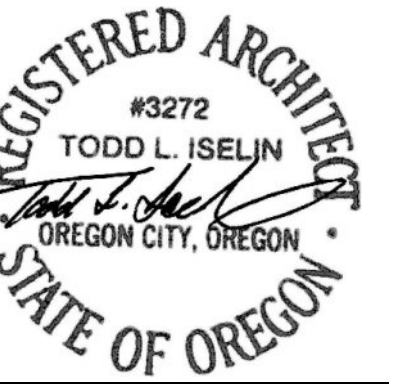
SHEET #

A1.1



ISELIN ARCHITECTS P.C.

1307 Seventh Street
Oregon City, OR 97045
503-656-1942
www.iselinarchitects.com



BUILDING CODE SUMMARY

2022 OSSC (MODIFIED 2021 IBC)

BUILDING SQUARE FOOTAGE	EXIST'G	NEW	TOTAL
MAIN LEVEL CHURCH AREA	5,267 S.F.	475 S.F.	5,742 S.F.
MAIN LEVEL PARSONAGE AREA	1,649 S.F.	0 S.F.	1,649 S.F.
UPPER LEVEL CHURCH AREA**	967 S.F.	0 S.F.	967 S.F.
TOTAL BUILDING AREA	7,883 S.F.	475 S.F.	8,358 S.F.

** EXISTING NON-CONFORMING OFFICE AREA SINCE CURRENT BUILDING IS UNSPRINKLERED AND LIMITED TO ONE STORY PER 2021 OSSC.

NO. OF STORIES 2 STORY

OCCUPANCY A-3/ R-3
ALLOWABLE HEIGHT A-3- 40'/ R-3- 40'
ALLOWABLE STORIES A-3- 1 STORY/
ALLOWABLE AREA A-3- 6,000 TABULAR/ R-3- UL
TOTAL AREA ALLOWED/ FLR 6,000 + (6,000 x 0.75) = 10,500 > 7,407 S.F. PROPOSED
CONSTRUCTION TYPE VB
SPRINKLERS NO
OCCUPANCY SEPARATION 2 HR REQUIRED PER 2021 OSSC BETWEEN A-3 AND R-3. NO CHANGE TO EXISTING PROPOSED WITH UNKNOWN CONSTRUCTION DETAILS.

FIRE RESISTIVE RATINGS EXISTING CMU WALL PROVIDES 2 HOUR SEPARATION BETWEEN PROPOSED NEW CHURCH ADDITION AND RESIDENTIAL USE. EXISTING EXIT CORRIDORS ARE ASSUMED TO BE 1 HOUR CONSTRUCTION BASED ON WALL THICKNESS AND INSTALLED DOORS
EXIT ACCESS DISTANCE 200' MAXIMUM PER OSSC TABLE 1017.2

ACCESSIBILITY PROJECT INCLUDES ACCESSIBILITY UPGRADES EXCEEDING 25% OF PROJECT COST WITH THE FOLLOWING ITEMS:
1. NEW CODE COMPLIANT ADA PARKING SPACES AND SIGNAGE.
2. NEW ACCESSIBLE TOILET ROOMS.

PLUMBING SYSTEMS (CHURCH)
WATER CLOSETS MEN (1/ 150 PERSONS) = 1 REQUIRED/ 2 WC AND 2 URINALS PROPOSED
WOMEN (1/ 75 PERSONS) = 2 REQUIRED/ 3 WC PROPOSED

LAVATORIES MEN (1/ 200 PERSONS) = 1 REQUIRED/ 3 LAV. PROVIDED
WOMEN (1/ 200 PERSONS) = 1 REQUIRED/ 3 LAV. PROVIDED

DEFERRED SUBMITTALS 1 JOISTS AT ROOF

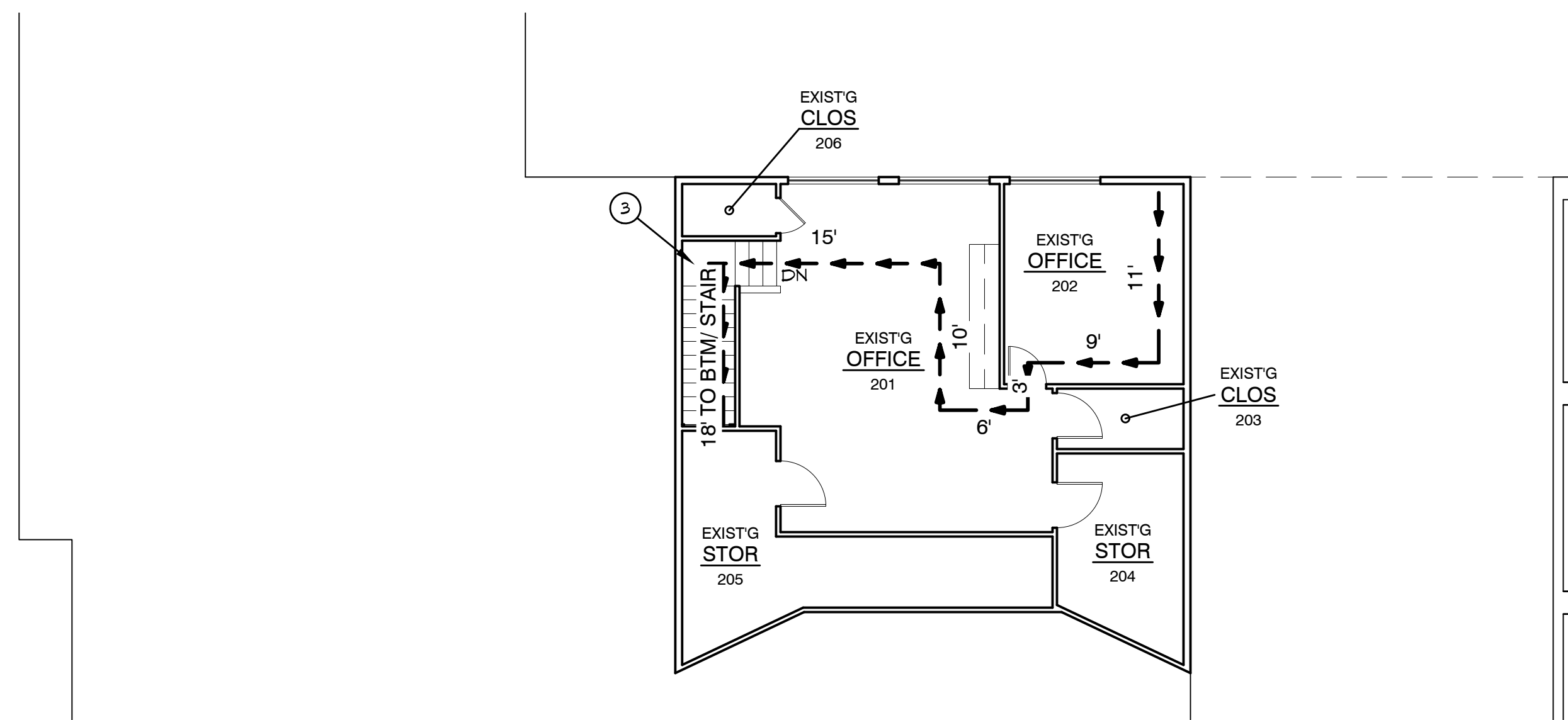
SEPARATE PERMITS PLUMBING
ELECTRICAL
MECHANICAL

SPECIAL INSPECTIONS EXPANSION ANCHORS AT EXIST'G CMU WALLS

EGRESS & OCCUPANCY

ROOM	AREA (S.F.)	*U.N.O.	OLF	OCC LOAD	EXITS REQD	EXITS PROVIDED
101 EXISTING FOYER	205		5 NET	41	1	1
102 EXISTING OFFICE	181		150 GROSS	2	1	1
103 EXISTING OFFICE	231		150 GROSS	3	1	1
104 EXISTING NORTH CORRIDOR	316		300 GROSS	1	1	2
105 EXISTING SANCTUARY	*203 LF		1/ 18" PEW	135	2	4
106 EXISTING FELLOWSHIP	854		15 NET	57	2	1
107 EXISTING MECHANICAL	34		300 GROSS	0	1	1
108 EXISTING TOILET RM	42		150 GROSS	1	1	1
109 EXISTING TOILET RM	47		150 GROSS	1	1	1
110 EXISTING HALL	101		150 GROSS	1	1	1
110A JANITOR'S CLOSET	23		300 GROSS	0	1	1
111 NEW MENS TOILET RM	183		150 GROSS	2	1	1
112 NEW WOMENS TOILET RM	172		150 GROSS	2	1	1
113 NEW KITCHEN	512		200 GROSS	3	1	1
114 EXISTING EAST CORRIDOR	344		150 GROSS	3	1	2
115 EXISTING STAIR	60		150 GROSS	1	1	1
116 PARSONAGE (SINGLE RESIDENCE)	1649		200 GROSS	8	1	2
201 EXISTING OFFICE	412		150 GROSS	3	1	1
202 EXISTING OFFICE	177		150 GROSS	2	1	1
203 EXISTING CLOSET	37		300 GROSS	0	1	1
204 EXISTING STORAGE RM	116		300 GROSS	1	1	1
205 EXISTING STORAGE RM	190		300 GROSS	1	1	1
206 EXISTING CLOSET	29		300 GROSS	0	1	1
TOTAL (NON- RESIDENTIAL)				260	2	3*

* AT CHURCH, PARSONAGE HAS 2 EXISTING EXITS, OCCUPANT LOAD FOR PARSONAGE IS NOT INCLUDED IN TOTAL

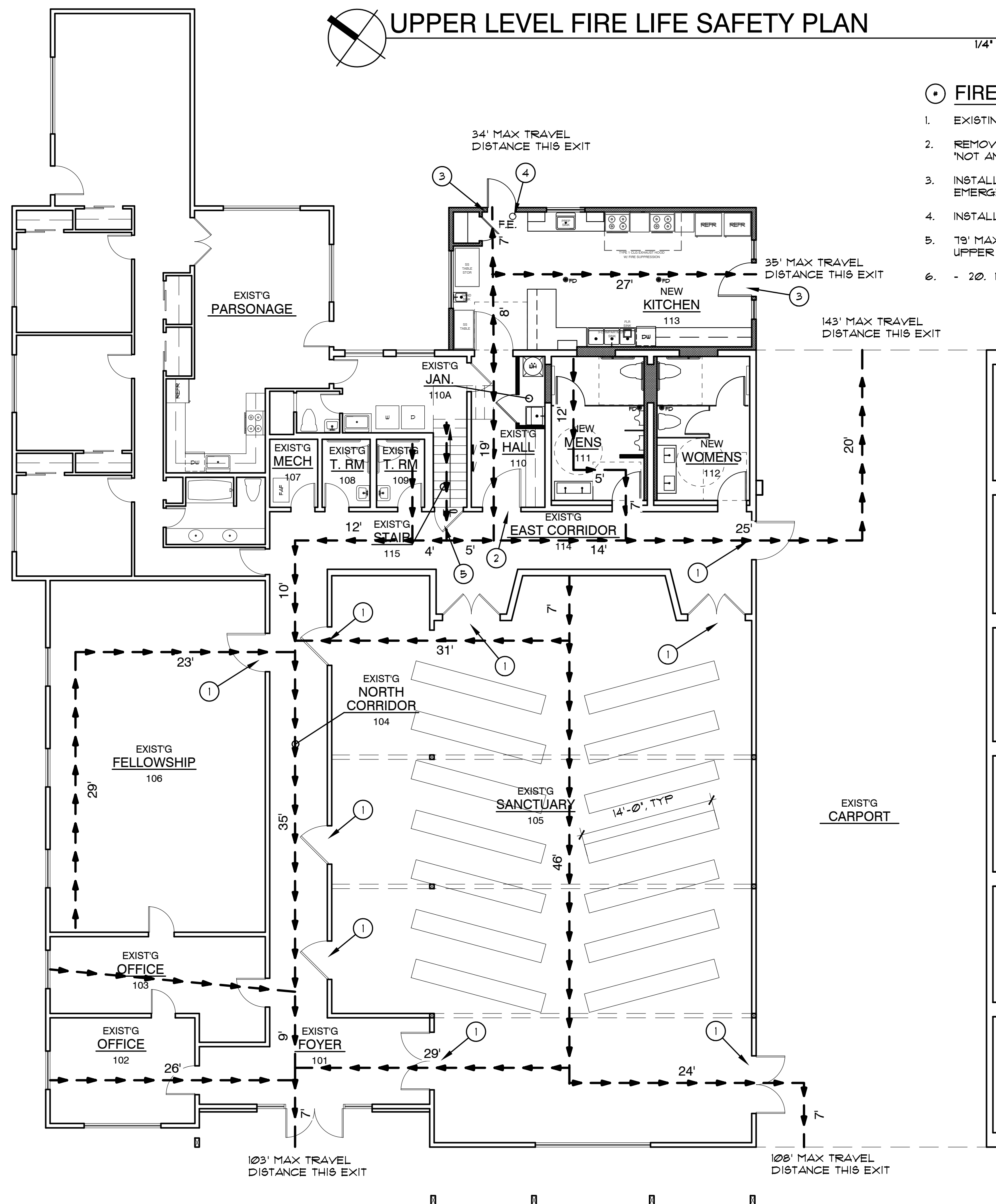


UPPER LEVEL FIRE LIFE SAFETY PLAN

1/4" = 1'-0"

FIRE/ LIFE SAFETY PLAN KEYNOTES

- EXISTING ILLUMINATED EXIT SIGN TO REMAIN.
- REMOVE EXISTING ILLUMINATED EXIT SIGN AND INSTALL 'NOT AN EXIT' SIGNAGE ON DOOR.
- INSTALL NEW WALL MOUNTED ILLUMINATED EXIT SIGNAGE W/ EMERGENCY LIGHTING.
- INSTALL WALL MOUNTED 2 BC FIRE EXTINGUISHER.
- 79' MAXIMUM TRAVEL DISTANCE FROM MOST REMOTE UPPER LEVEL LOCATION.
- 20. NOT USED



MAIN LEVEL FIRE LIFE SAFETY PLAN

1/4" = 1'-0"

Kitchen Addition and Remodel for
Woodburn Evangelical Church

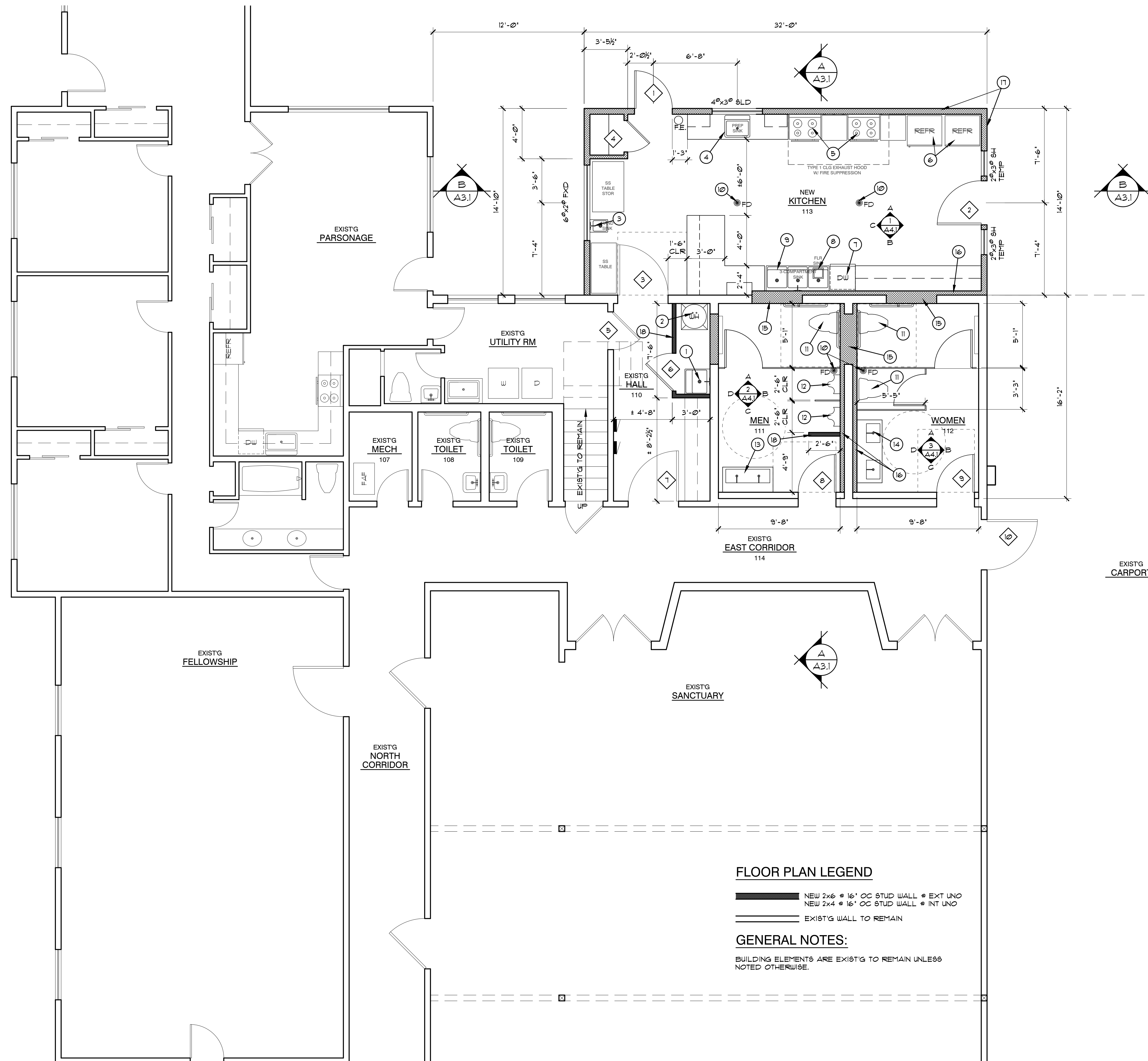
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DATE : 11/6/2023

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FIRE LIFE SAFETY PLAN



FLOOR PLAN LEGEND

NEW 2x6 @ 16" OC STUD WALL @ EXT UNO
 NEW 2x4 @ 16" OC STUD WALL @ INT UNO
 EXIST'G WALL TO REMAIN

GENERAL NOTES:

BUILDING ELEMENTS ARE EXIST'G TO REMAIN UNLESS NOTED OTHERWISE.

FLOOR PLAN KEYNOTES

1. INSTALL NEW 'MUSTEE' 63M FIBERGLASS FLOOR SINK AND ZURN Z843M RC AQUASPEC FAUCET (OR APPROVED EQUAL). INSTALL 6" HIGH PLASTIC LAMINATE ABOVE FLOOR SINK W/ ALUMINUM EDGE TRIM.
2. INSTALL NEW 60 GAL MINIMUM LIGHT COMMERCIAL ELECTRIC WATER HEATER. 'AO SMITH' LTE-66 OR APPROVED EQUAL.
3. INSTALL NEW 'STEELTON' 12'x16" HANDWASH SINK WITH GOOSENECK FAUCET (OR APPROVED EQUAL).
4. INSTALL NEW 'WATERLOO' 20"x16"x12" NSF LISTED DROP IN SINK W/ 8" SWING ARM FAUCET (OR APPROVED EQUAL) AT QUARTZITE COUNTERTOP W/ 6" BACKSPASH.
5. INSTALL OWNER FURNISHED RESIDENTIAL TYPE RANGES WITH TYPE I CEILING EXHAUST HOOD WITH INTEGRAL FIRE SUPPRESSION.
6. INSTALL OWNER FURNISHED ADA COMPLIANT, 33" WIDE REFRIGERATORS. PLUMBS FOR ICE MAKERS.
7. INSTALL NEW ENERGY STAR COMPLIANT SANITIZING DISHWASHER W/ STAINLESS STEEL TUB AND DOOR. KITCHENAID KDTM404KFS OR APPROVED EQUAL.
8. INSTALL RECESSED FLOOR SINK AND 20" 10 GPM GREASE TRAP (ZURN G1202-10-2NH OR APPROVED EQUAL) BELOW 3 COMPARTMENT SINK.
9. INSTALL NEW NSF LISTED 3 COMPARTMENT SINK WITH WALL MOUNTED, DOUBLE JOINTED SWING FAUCET. 'STEELTON' 53 1/2" STAINLESS STEEL SINK WITHOUT DRAINBOARD AND 'WATERLOO' WALL MOUNTED FAUCET W/ 8" CENTERS AND 15" DOUBLE JOINTED SWING SPOUT OR APPROVED EQUAL.
10. INSTALL NEW LIGHT DUTY FLOOR DRAIN W/ PRIMER AND NICKEL BRASS GRATING FLUSH WITH FINISH FLOOR- SLOPE FLOOR AS REQUIRED FOR POSITIVE DRAINAGE.
11. INSTALL NEW FLOOR MOUNTED, TANK TYPE, ADA COMPLIANT WATER CLOSET W/ SLOW CLOSE, OPEN FRONT SEAT. 'AMERICAN STANDARD' CADET 3 DECOR TALL HEIGHT, SINGLE FLUSH, ELONGATED BOWL WITH 'BEMIS' 1950-000 SEAT OR APPROVED EQUAL.
12. INSTALL NEW WALL HUNG VITREOUS CHINA ADA COMPLIANT URINAL WITH CONCEALED TRAP AND MANUAL FLUSHOMETER VALVE. 'ZURN' ZUR2M URINAL SYSTEM OR APPROVED EQUAL.
13. 48" WALL MOUNTED TROUGH TYPE SINK W/ (2) HANDS FREE FAUCETS. 'WEIBATH' 41" WALL MOUNTED DOUBLE SINK STONE RESIN TROUGH SINK WITH 2 FAUCET HOLES AND 'AMERICAN STANDARD' NEXTGEN SELECTRONIC 0.35 GPM SINGLE HOLE BATH FAUCET (BATTERY OPERATED) OR APPROVED EQUAL.
14. 60" WALL MOUNTED DOUBLE SINK W/ (2) HANDS FREE FAUCETS. 'BOYTER' 60" SOLID SURFACE WALL MOUNT DOUBLE SINK AND 'AMERICAN STANDARD' NEXTGEN SELECTRONIC 0.35 GPM SINGLE HOLE BATH FAUCET (BATTERY OPERATED) OR APPROVED EQUAL.
15. INFILL EXISTING OPENING AT CMU WALL W/ 2x8 STUDS @ 16" O.C. FULL DEPTH FIBERGLASS BATT INSULATION AND 5/8" GYP. BD. EACH SIDE. USE P.T. FRAMING IN CONTACT WITH CMU WALL, TYP.
16. FURR EXISTING CMU WALL WITH P.T. 2x4 STUDS @ 24" O.C. AND 5/8" GYP. BD. FINISH TO MATCH EXISTING WALLS.
17. TYPICAL NEW EXTERIOR WALL ASSEMBLY: SIDING PER ELEVATIONS OVER 'BENJAMIN OBDYKE' HYDRO-GAP (OR APPROVED EQUAL) WEATHER RESISTANT BARRIER OVER 5/8" APA PANEL RATED SHEATHING ON 2x6 STUDS @ 16" O.C. W/ R-23 INSULATION AND 5/8" GYP. BD. AT INTERIOR. FINISH GYP. BD. TO MATCH EXISTING WALLS.
18. TYPICAL NEW INTERIOR WALL ASSEMBLY: 5/8" GYP. BD. EACH SIDE OF 2x4 STUDS @ 16" O.C. FINISH GYP. BD. TO MATCH EXISTING WALLS.
19. -20. NOT USED

DOOR SCHEDULE

NO.	SIZE	MATERIALS					DETAILS	NOTES
		THK	TYPE	DOOR	FRAME	HDWR		
1	3'-0" x 7'-0"	1 1/4"	VP	HM	HM	1		TEMP
2	3'-6" x 7'-0"	1 3/8"	VP	HM	HM	2		TEMP
3	4'-0" x 7'-0"	1 1/4"	FL	HM	HM	3		EXIST'G DOOR TO REMAIN
4	2'-6" x 7'-0"	1 1/4"	FL	WD	WD	4		
5	2'-6" x 7'-0"	1 1/4"	FL	WD	WD	5		EXIST'G DOOR TO REMAIN
6	3'-0" x 7'-0"	1 1/4"	FL	WD	WD	4		
7	4'-0" x 7'-0"	1 1/4"	FL	WD	WD	3		EXIST'G DOOR TO REMAIN
8	3'-0" x 7'-0"	1 1/4"	FL	WD	WD	6		45 MIN RATED
9	3'-0" x 7'-0"	1 1/4"	FL	WD	WD	6		45 MIN RATED
10	4'-0" x 7'-0"	1 1/4"	FL	WD	WD	7		EXIST'G DOOR TO REMAIN

FL = FLUSH
 HG = HALF-GLAZED
 HM = HOLLOW METAL
 TEMP = TEMPERED GLASS
 VP = VISION PANEL
 WD = WOOD

HARDWARE GROUPS:

1. 1 1/2 PR HINGES
CLASSROOM LOCKSET
CLOSER
WALL STOP
2. 2 PR HINGES
CLASSROOM LOCKSET
CLOSER
3. EXIST'G HINGES
NEW PASSAGE LATCHSET
EXIST'G CLOSER
4. 1 1/2 PR HINGES
STORE RM LOCKSET
5. EXIST'G HINGES
NEW PRIVACY LOCKSET
NEW DEADBOLT
6. 1 1/2 PR HINGES
FLUSH, FULL
CLOSER
WALL STOP
7. EXIST'G HINGES
NEW EXIT DEVICE
NEW FULL
EXIST'G THRESHOLD RAM

PARTIAL MAIN LEVEL FLOOR PLAN

1/4" = 1'-0"



ISELIN ARCHITECTS P.C.

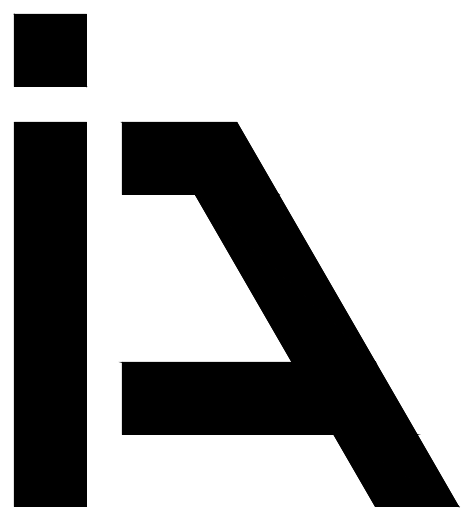
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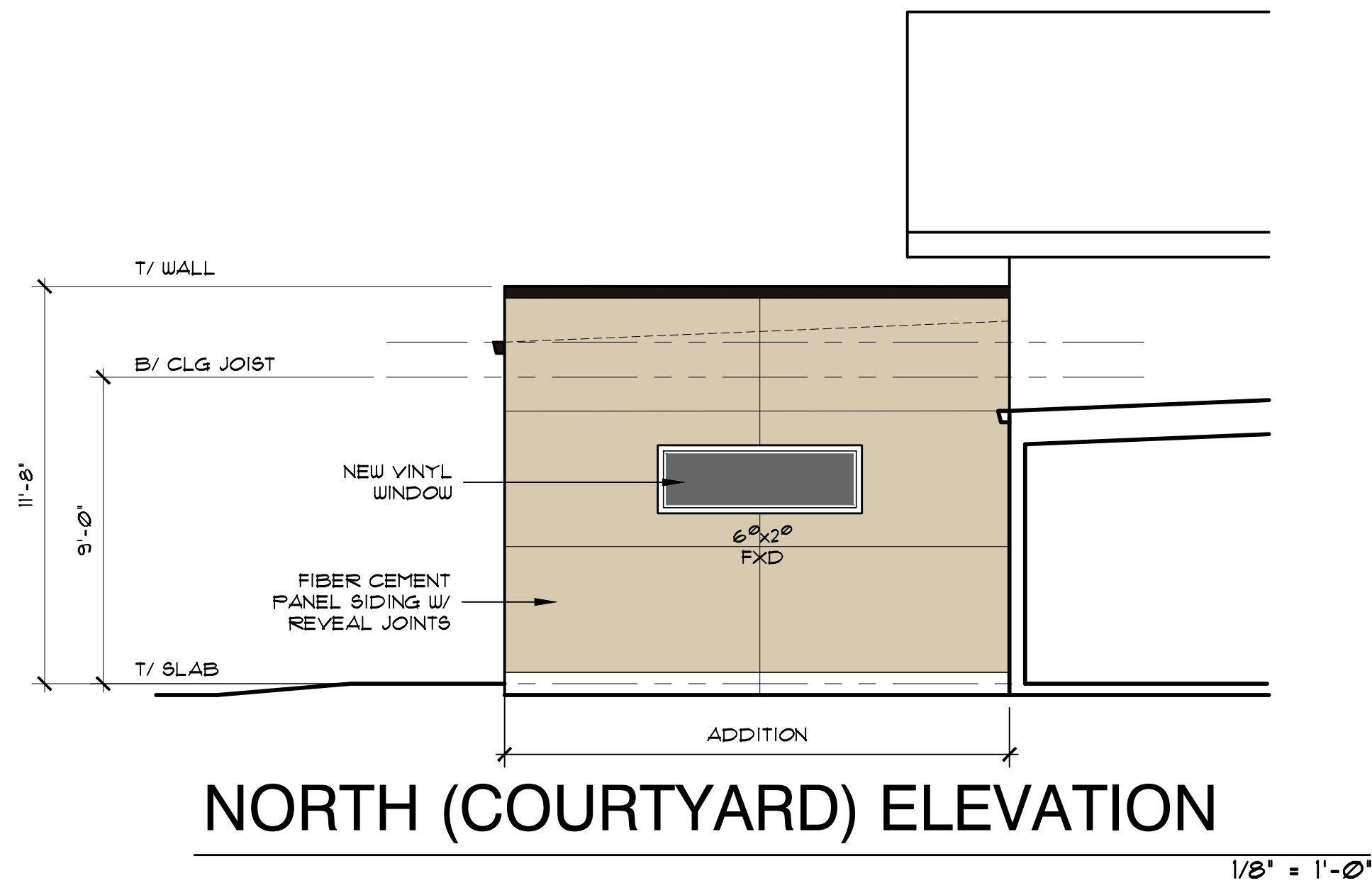
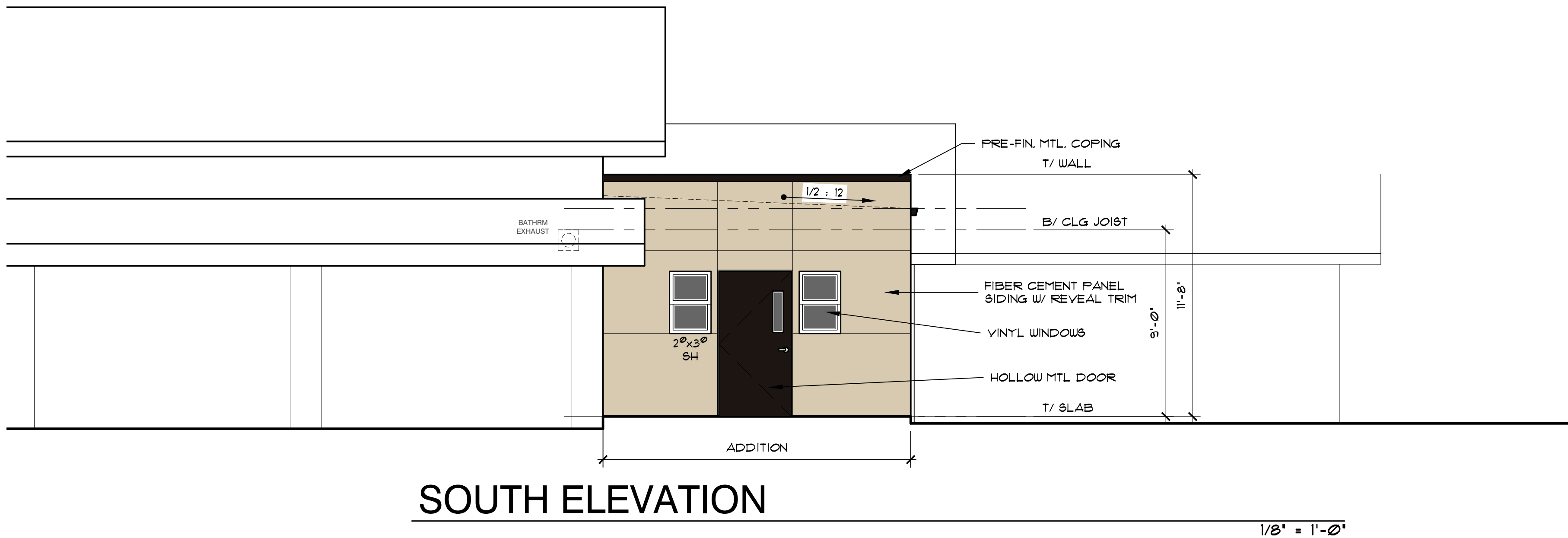
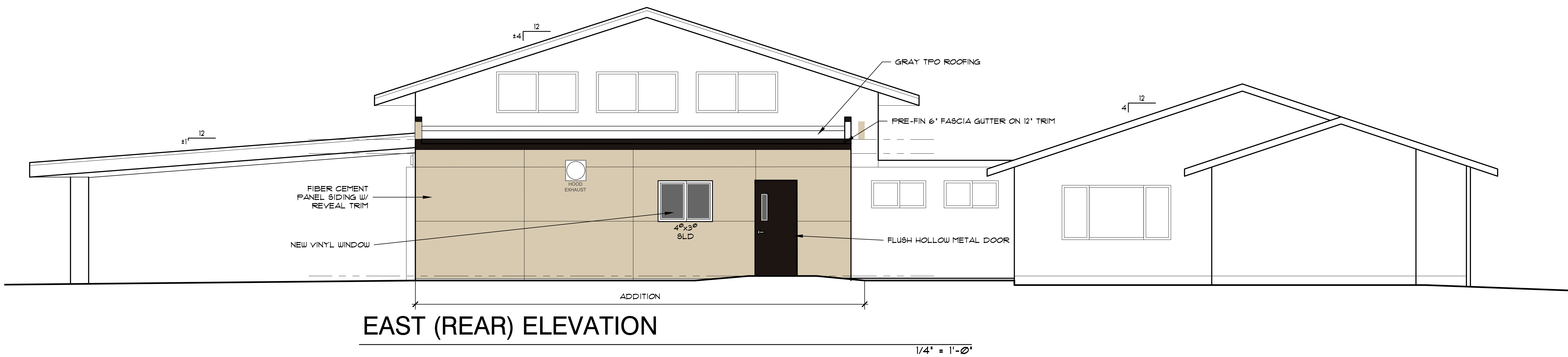
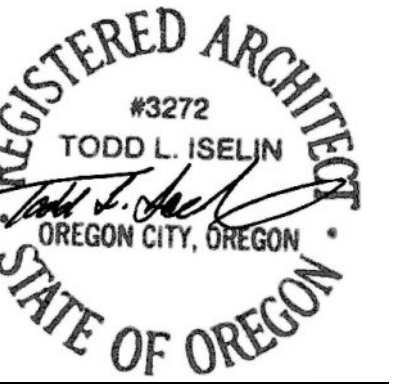
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A1.3
 MAIN LEVEL PLAN



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ELEVATIONS