



March 8, 2024

Ronald "Ron" Ped, President/Architect  
Ronald James Ped Architect, PC  
1220 20<sup>th</sup> Street SE, Suite 125  
Salem, OR 97302-1205

RE: Status of CU 24-02, DR 24-02, PP 24-01, & SA 24-01 "US Market gas station" at 2540 & 2600 Newberg Hwy (Tax Lots 052W12DB03600 [primary] & 3700)

Dear Mr. Ped:

Staff reviewed the degree of completion of the Conditional Use (CU) consolidated applications package for the subject property with materials submitted February 8, 2024 and determined it incomplete as of March 8, 2024. Staff sends this letter to demonstrate compliance with Oregon Revised Statutes (ORS) [227.178\(2\)](#).

This letter is divided into two parts:

- Part I: Missing items required to make the application package complete; and
- Part II: Recommendations and initial site plan revision directions that are optional for a completeness response by the applicant and, if the applicant defers, would be resolved by the time of conditioning.

Section references are to the [Woodburn Development Ordinance \(WDO\)](#).

## Part I

- A. Application form: Revise the first page of the uniform app form to add:
1. Missing references to the second lot: 2540 Newberg Hwy (Tax Lot 052W12DB03600).
  2. Landowner e-mail address.
- B. Narrative: Revise the conditional use narrative to address WDO Table 2.03A by specifying that the CU request for a “gasoline station” is for that subset of the whole group of “automotive maintenance and gasoline stations, including repair services” as listed in Table 2.03, Use B2, and so excludes any automotive maintenance and repair services (as appears to be the case).
- C. Frontage/street improvements: Oregon Way: Revise the site plan as follows:
1. Revise to delineate and label measurements of both the existing and post-dedication right-of-way (ROW) boundaries. (The applicant can keep the label reading, “33’-0” dedicated right of way per Fig. 3.01E – Access Street”.)
  2. Delineate post-dedication ROW per what would have been CU 21-02 Condition EX2, that it, “exceeds that width where necessary to accommodate both the existing northbound left turn lane and required half-street improvements.”
  3. The landscape plan illustrates street trees, Raywood ash species, that the legend indicates as size, “7-8’ large”, the “large” presumably based on the size categories at maturity per WDO Table 3.06B. 3.06.03A.2 requires that Access Streets have medium size trees. Revise accordingly.
  4. Revise the landscape plan legend to note for each tree species height in feet at maturity.
  5. Landscape strip:
    - a. Revise the call-out note “3.06 ...” to correct from 50 to 30 ft.
    - b. Demonstrate that the landscape strip conforms with 3.01.03C.1e as well as the 3.01.04B last paragraph (grass and irrigation) and 3.06.03A.3 about root barriers, be it visually or through further revision of the call-out note.
- D. Vision clearance area (VCA) / sight triangles: Revise the three highway site plan sight triangles to shift them south to align with the highway right-of-way (ROW) boundary instead of the sidewalk, in order to conform with WDO Figure 3.03A.
- E. Cross access:
1. Revise the site plans to delineate and note cross access and a cross access easement to be granted on 2600 Newberg Highway to the benefit of both 2540 & 2620 Newberg Highway (Tax Lot 052W12DB03800; Dairy Queen) per 3.04.03D.2 and 3.04.03C.4a. Illustrate a drive aisle stub to the Dairy Queen property that conforms with 3.04.03C.4b.
  2. Revise the site plans to delineate and note cross access and a cross access easement to be granted on 2540 Newberg Highway to the benefit of 2600 Newberg Highway.

F. Driveway: Regarding the proposed alteration of the highway driveway to be 30 feet width one-way inbound, WDO Table 3.04A, column “Commercial ...”, establishes a max width of 20 ft for a one-way driveway and 24 ft for two-way. There are three options to pursue deviation:

1. Up to 26 ft is permissible administratively through Table 3.04A footnote 7. To make use of this, submit Woodburn Fire District documentation and revise the narrative under 3.04.04 to refer to the documentation. For staff to accept, the Fire Marshal would need to clearly state that he requires 26 ft width per administration of Oregon Fire Code (OFC) Appendix D and what section(s) of the appendix. Pay heed to the Section D103.1 exceptions to minimum width, nos. 2 & 3 (mountable curbing & one-way). See also Part II, Item CC.
2. Up to 26 ft is permissible through Zoning Adjustment (ZA) per 5.02.06C.19c if meeting the criteria and factors of 5.02.06B. To make use of this, apply and pay for a ZA, including application materials that demonstrate how the application would meet the criteria and factors.
3. Wider than 26 ft is allowable through variance.

G. TIA: Revise the transportation impact analysis (TIA) dated August 13, 2021 and recycled from CU 21-02 to address:

1. WDO 3.04.05, which the City Council amended May 9, 2022 between CU 21-02 and the present CU 24-02; and
2. The City transportation consultant memo (Enclosure 4).

A TIA review fee of \$900 is due per the [Planning Division fee schedule](#), p. 2, blue row. (It wasn't paid February 8.) Have the Administrative Specialist, i.e. the department secretary, invoice through record number 971-24-000013-PLNG. She can assist with payment questions at (503) 982-5246; mention the record number.

H. Wide walkway: To conform with WDO 3.04.06, revise the site plans to have a wide walkway – one 8 ft wide – reach the southwest office building main entrance. (If seeking additional room, see Zoning Adjustment allowance for drive aisle widths through Table 3.05B footnote 8 and 5.02.06C.21. 5.02.06C.20 allows for ZA to raise the compact parking max from 20% to 40%.)

I. Parking:

1. Wheel stops. Revise the site plans to illustrate wheel stops conforming with 3.05.02H in the parking aisle along the lawn wide walkway south side.
2. Ratios: Revise the site plan to provide table calculating how minimum off-street parking is determined per 3.05.02C and Table 3.05A. In other words, confirm that parking is per table rows 6 & 12 and yields 46 minimum required stalls. (The draft site plan illustrates 53.)
3. Compact: 3.05.03C caps compact parking at 20% of minimum required parking. Out of 46 minimum, 20 are proposed: 43.5%. There is Zoning Adjustment allowance through 5.02.06C.20 to raise the compact parking max from 20% to 40%. More than 40% is allowable through variance.

4. Dimensions helpful hint: The site plan dimensions a typical standard size parking space at 9 ft wide by 19 ft long; however, Table 3.05B and Figure 3.05C require a stall length of only 18 ft for stalls at 90° or perpendicular to a drive aisle. Additionally, the stall chosen for typical dimensions is along site perimeter landscaping, and Figure 3.05C allows for landscaping overhang of max 1½ ft from face of curb, which would allow the paved stall depths to measure as little as 16½ ft from face of curb.
5. C/V: Revise the site plans to label 2, not 1, carpool/vanpool (C/V) stalls as Table 3.05C requires among 46 minimum parking spaces, and it also conform with the “convenient locations” standard of 3.05.03H.1.
6. EV: Revise the site plans to relocate the 2 proposed and required electric vehicle (EV) parking spaces to conform with the 3.05.03I.1 “convenient locations” standard.

J. Landscaping:

1. Irrigation: Revise the landscape plan conform with 3.06.02A regarding irrigation and if applicable, subsection B.
2. Parking area landscaped islands/peninsulas: Revise the site and landscape plans to conform with 3.06.03C, particularly for the two parking aisles between the fuel pumps and the south office building.

K. Bicycle parking: Revise the site plans and if necessary building elevations such that bicycle parking conforms with 3.05.06C.6 (50% coverage/sheltering).

L. Recycling and trash enclosure: Revise the site plan elevation Detail 1 to illustrate conformance with 3.06.06B.6 (coloration other than gray on a least 80% of surface).

M. Window: On the elevations sheet, revise Detail D to include the building chamfered corner window that Detail F illustrates.

N. Lighting:

1. Revise the lighting plan to note that exterior wall-mounted light fixtures are to be mounted max 8 ft above grade to conform with 3.11.02B.1.
2. Revise the sheet to note that exterior light fixtures hues / color temperatures are to conform with 3.11.02C.
3. Submit cut/spec sheets for the vendor models. They may be incorporated within the plan sheet.

- O. Queueing: The application materials need more information about how queueing and circulation would operate. Guiding questions include:
1. Are some pumps allocated for self-serve and others for attendant service or “mini serve”?
  2. How is queueing handled in the field during operations?
  3. What would prevent queued vehicles from backing up onto the highway?
  4. Because the site plan indicates no attendant booth, where and how would the attendant(s) be stationed?
- P. Phasing plan: Revise the phasing plan to address substantively the criteria. Also explain the number, locations, and timing of phases and refer to plan Sheet A1.1a that delineates phase boundaries.
- Q. Public Works: See the enclosed Public Works Department comments (Enclosure 1). The contact is Dago Garcia, P.E., City Engineer, (503) 982-5248, [dago.garcia@ci.woodburn.or.us](mailto:dago.garcia@ci.woodburn.or.us).
- R. Building Division: See the enclosed Building Official comment (Enclosure 2). The contact is Melissa Gitt, Building Official, (503) 980-2430, [melissa.gitt@ci.woodburn.or.us](mailto:melissa.gitt@ci.woodburn.or.us).
- S. Woodburn Fire District: See the enclosed Fire Marshal comment (Enclosure 3). The contact is James Gibbs, Fire Marshal, (503) 982-2360, [gibbsj@woodburnfire.com](mailto:gibbsj@woodburnfire.com).

## Part II

Part II anticipates developer actions and revisions, whether before or after public hearing and ideally before staff finalizes conditions of approval. Read in whole first, taking notes, before asking staff to clarify or revising app materials. I'd be happy to set up a virtual meeting between staff and the applicant or applicant's team to help understand the items and continue discussion from there. A phone call to me would also suffice, (503) 980-2485.

AA. Sidewalk Oregon Way: Revise to widen to 8 ft between street corner and driveway north side, per what would have been CU 21-02 Condition EX2c(3), not narrowing the landscape strip to do so.

BB. Electric power lines and poles: This is an advisory instead of a request for revised or additional application materials. Electric power lines and poles exist along the highway. Expect to conform with 3.02.04B, which the City Council amended May 9, 2022 between CU 21-02 and the present CU 24-02, by either removing and burying or paying a fee in-lieu.

The fee in-lieu would be \$272.11 per lineal ft x 265 ft of frontage per [Marion County Tax Map 052W12DB](#) = \$72,109. Staff would charge it through the building permit, and payment would be due at permit issuance along with other permit fees. Because this would be cheaper than the work, staff assumes the applicant will default to paying the fee in-lieu (and will proceed to charge it upon building permit application) and wanted to alert the applicant to avoid a later surprise.

CC. Driveway: Regarding the proposed alteration of the highway driveway to be 30 feet width one-way inbound, revise the site plan to propose outside the ROW apron and within the throat decorative textured pavers, mountable curb, or combination that lies outside the circulation area of the typical passenger car and serves for circulation of fuel trucks.

The purpose is to calm drivers by subconsciously having them keep to within the asphalt, especially if their vehicles vibrate when encroaching onto the textured pavers, and to also provide for safe and effective pavement for truck circulation. See also Part I, Item F.

DD. CU 21-02: Revise to conform with what would have been [CU 21-02](#) Conditions as bulleted below and highlighted in Enclosure 5:

- CU1a1, regarding the convenience store northerly east awning.
- CU1a3(b), regarding the south office building north awnings and a south awning or canopy.
- CU1b(1), regarding the mandoor screen wall.
- CU1f(2)(a)(1) & (2), regarding east, south, and west elevations. In other words, tabulate percentages for these as was done for the north elevation.
- CU2b(2), the Architectural Wall being 9'-2" instead of 8 ft.
- CU2c, stair-stepped height limits in yards abutting streets per 2.06.02. That is, revise the site plan note or symbology to demonstrate conformance with Figures 2.06A & B, not just the sight triangle.

- CU2e, Architectural Wall color.
- CU2g, Architectural Wall details.
- CU5f(c), aligning the patio flush with door outer swing. That is, revise elevation Detail G to shift the slab east if the door swings west or west if it swings east.
- CU10(2), adding a trash receptacle along the wide walkway to and from the Oregon Way sidewalk.

EE. SDCs: Regarding [system development charges \(SDCs\)](#), the traffic one can be very expensive per [Resolution No. 2188](#) (April 25, 2022), Exhibit “A” that provides for charges based on Institute of Transportation Engineers (ITE) codes including ITE code 960, super convenience market/gas station, based on vehicle fueling positions. Regarding a car wash, footnote 3 explains, “For ITE codes not listed in the schedule above, the SDC charges shall be calculated in accordance with the April 2022 Transportation System Development Charges Study.” Please investigate, ask the Public Works Department [Engineering Division](#) any questions about SDC administration, and determine if the developer’s budget can accommodate all SDCs.

In closing, please provide to my attention all revised and new materials both in print (3 copies of site plans plotted at site plan size and 2 copies of other documents) and in Adobe PDF files. Acceptable print sizes are letter, ledger, and 24" x 36" plan size. Include a cover letter quoting and addressing each incompleteness item, referencing the plan set and sheet(s) or other document(s) and page number(s) that address each item.

You may email the PDF files if the total attachments remain under 10MB in size. Either a USB thumb drive or use of a file sharing website are also acceptable means to convey electronic files, and staff prefers a file sharing service.

Please contact me at (503) 980-2485 or [colin.cortes@ci.woodburn.or.us](mailto:colin.cortes@ci.woodburn.or.us) with questions.

Sincerely,



Colin Cortes, AICP, CNU-A  
Senior Planner

cc: Chris Kerr, Community Development Director  
Dan Handel, Planner  
Cassandra Martinez, Administrative Specialist  
Curtis Stultz, Public Works Director  
Dago Garcia, P.E., City Engineer

Enclosures (6):

1. Public Works comments (March 8, 2024; 2 pages plus exhibit of 12 pages)
2. Building Division comments (March 5, 2024)
3. Woodburn Fire Dist. Fire Marshal comments (March 5, 2024)
4. City transportation consultant memo (February 26, 2024; 2 pages)
5. CU 21-02 condition excerpts with highlighting (7 pages)
6. Site, phasing, landscape, and elevation sheets (4 sheets)

file(s): CU 24-02, DR 24-02, PP 24-01, & SA 24-01 "US Market gas station" at 2540 & 2600 Newberg Hwy (Tax Lots 052W12DB03600 [primary] & 3700); Accela record no. 971-24-000013-PLNG; Ronald James Ped Architect PC job no. 1964.





**US MARKET/GAS STATION  
2540 & 2600 NEWBERGH HWY  
Public Works Comments**

**March 8, 2024**

**REQUIRE INFORMATION PRIOR TO DEEM APPLICATION COMPLETE:**

1. Applicant needs to provide additional information on how the proposed private storm system and private sewer system comply with the City's Storm Drainage and Sanitary Sewer ordinances, see ordinance [1790](#) and [2620](#). The gas pumps area shall comply with Federal, State, and City's regulations for containment of spills and storm discharges.

Pending ODOT's and Marion County Plumbing permit review and approval the minimum requirement is to have an oil/water and sand separator on the private storm system.

Pending Marion County Plumbing permits approval, the minimum requirement is to have an oil/water separator and grease interceptor in the private sewer system. Please submit the attached "nonresidential wastewater discharge Survey" form to Carol Limbach for additional information/requirements ([carol.leimbach@ci.woodbur.or.us](mailto:carol.leimbach@ci.woodbur.or.us)).

**GENERAL NOTES FOR REFERENCE ONLY:**

2. The Applicant/owner, not the City, is responsible for obtaining permits from City, State, County and/or Federal agencies that may require such permit or approval.
3. Applicant to provide a storm drainage report prior to Civil Plans approval. The storm drainage report shall comply with the City of Woodburn storm master plan and ODOT's approval for discharging the private storm system into ODOT's system along Hwy 214 (Newberg Hwy).
4. All City-maintained facilities located on private property shall require a minimum of 16-foot-wide utility easement conveyed to the City by the property owner. Provide and record the required right-of-way dedication, public utility easements, and waterline easements prior to building permit issuance if required. All water meters shall be within the right-of-way or public utility easements.
5. The Applicant shall obtain the required 1200C Erosion Control Permit from the Department of Environmental Quality prior to City issuance of permit(s), if applicable.

6. Final review of the Civil Plans will be done during the building permit application. Public infrastructure will be constructed in accordance with plans approved by public works, ODOT, and other agencies that may require the applicant to obtain permits.
7. All sanitary sewer laterals serving the proposed developments are private up to the main line. All existing sewer laterals shall be abandoned at the main if they are not going to be utilized.
8. Fire hydrants locations and fire protection requirements shall be as per the Woodburn Fire District and City of Woodburn requirements.
9. System Development Charges shall be paid prior to building permit issuance.
10. All work within ODOT's jurisdiction shall comply with ODOT's permits and requirements.
11. All onsite private storm systems and sewer lateral lines shall comply with Marion County plumbing permit and requirements.



## NONRESIDENTIAL WASTEWATER DISCHARGE SURVEY

Under the Code of Federal Regulations (40 CFR) Part 403.8(f)(2) and Woodburn's Sewer Use Ordinance #2556 Section 4, 4.1, all Nonresidential and Industrial Users of the municipal wastewater system, must submit information regarding the characteristics of their wastewater discharge, by completing a wastewater discharge survey. Publicly Owned Treatment Works (POTW) are required to identify and locate all possible industrial users subject to the pretreatment program. The Nonresidential Wastewater Discharge Survey or the Baseline Monitoring Report (BMR) is commonly used to obtain this information.

Enclosed is a Nonresidential Wastewater Discharge Survey that must be filled out and signed by an authorized official. Please complete and return within **45** days to the **Pretreatment Coordinator** at the address below.

Failure to complete and return this survey shall be considered a **violation** of Woodburn's Sewer Use Ordinance and subjects the wastewater or industrial user to the enforcement sanctions set out in Woodburn's Sewer Use Ordinance #2556, Sections 10-12.

Thank you for your cooperation. If you have any questions, please don't hesitate to call between 8:30am to 4:00 pm Monday through Friday or email:

Carol Leimbach  
*Pretreatment Coordinator*  
City of Woodburn, POTW  
2815 Molalla Rd.  
Woodburn, OR 97071  
503.982-5283  
[carol.leimbach@ci.woodburn.or.us](mailto:carol.leimbach@ci.woodburn.or.us)

**CITY OF WOODBURN**  
Publically Owned Treatment Works

**Nonresidential Wastewater Discharge Survey**



PLEASE PRINT OR TYPE

**Section I General Information**

- A. Company Name: \_\_\_\_\_  
Facility Address: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_
- B. Provide the name(s) of the owner, manager of the facility and person(s) responsible for compliance with environmental requirements. Include the titles, addresses and telephone number for each person identified.  
\_\_\_\_\_  
\_\_\_\_\_
- C. Provide a brief description of the service(s) and product(s) that are or will be produced at this facility.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- D. Provide a listing of any environmental control permits held by or for the facility. This includes any permits for air, water, solid waste, etc. \_\_\_\_\_

**Section II Facility Operations**

- A. What is the date the facility began or expected to begin operations at this location? \_\_\_\_\_
- B. List the Standard Industrial Classification [SIC] or NAICS number(s) of the operations performed at the facility: \_\_\_\_\_
- C. Work Days         
Mon Tue Wed Thu Fri Sat Sun
- Shifts per work day: \_\_\_\_\_
- Shift times: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_
- # Employees per shift: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_



**Section IV Waste**

A. If you generate any of the following waste, indicate the method of disposal and the quantity disposed of for each method. Use additional sheets if necessary.

<u>Waste Generated</u>	<u>Disposal Method<sup>(1)</sup></u> (state all)	<u>Quantity/year</u> (gallons or lbs)
1. Acids	_____	_____
2. Alkalies	_____	_____
3. Pretreatment Sludge	_____	_____
4. Other Sludge (from parts cleaner, etc.)	_____	_____
5. Plating Waste	_____	_____
6. Organic Compounds	_____	_____
7. Pesticides	_____	_____
8. Oil and Grease	_____	_____
9. Inks and Dyes	_____	_____
10. Solvents/Thinners	_____	_____
11. Other Waste (specify)	_____	_____

<sup>(1)</sup> Enter the appropriate code letter indicating disposal method:

- (a) On-site storage      (c) On-site disposal      (b) Off-site storage      (d) Off-site disposal  
 (e) Other \_\_\_\_\_

B. Briefly describe the method(s) of storage for the waste generated above.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

C. If an outside firm removes any of the above waste, provide the name of all waste transporters, which waste they transport and the disposal location.

<u>Waste</u>	<u>Transporter</u>	<u>Disposal Location</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Section V Water/Sewer Information**

A. Show the average quantity of water used in gallons per day (GPD). Indicate if it is estimated (E) or measured (M) and if it is discharge to the City sewer or other discharge point (i.e. storm sewer, septic system, etc.). New business can provide estimates.

USE	GPD	E or M	Discharged to	
			City Sewer	Other
Domestic (restroom, dishwasher, etc..)				
Contained in Product				
Process				
Washdown				
Contact Cooling Water				
Non-Contact Cooling Water				
Boiler Blowdown				
Cooling Tower				
Lawn Watering				
Evaporation				
Other (specify)				

B. Are there any backflow prevention devices?  Yes  No

**Section VI Process Activities**

A. Indicate which process activities occur at the facility.

- Anodizing
- Assembly
- Brazing
- Burnishing
- Calibration
- Cathode Ray Tube
- Chemical Etching & Milling
- Cleaning
- Coatings (chromating, phosphating)
- Common Metals Plating
- Conversion Coating
- Electrical Discharge Machining
- Electrochemical Machining
- Electroless Plating
- Electronic Crystals
- Electropainting
- Electroplating
- Mechanical Plating
- Other Abrasive Jet Machining
- Paint Stripping
- Painting
- Plasma Arc Machining
- Polishing
- Precious Metals Plating
- Pressure Deformation
- Printed Circuit Board Mfg.
- Salt Bath Descaling
- Sand Blasting
- Semiconductor
- Shearing
- Sintering
- Soldering
- Solvent Degreasing
- Sputtering

- |   |  |
|---|--|
| <input type="checkbox"/> Electrostatic Painting | <input type="checkbox"/> Testing                     |
| <input type="checkbox"/> Grinding               | <input type="checkbox"/> Thermal Cutting             |
| <input type="checkbox"/> Hot Dip Coating        | <input type="checkbox"/> Thermal Infusion            |
| <input type="checkbox"/> Impact Deformation     | <input type="checkbox"/> Tumbling (Barrel Finishing) |
| <input type="checkbox"/> Laminating             | <input type="checkbox"/> Ultrasonic Machining        |
| <input type="checkbox"/> Laser Beam Machining   | <input type="checkbox"/> Vacuum Metalizing           |
| <input type="checkbox"/> Luminescent Materials  | <input type="checkbox"/> Vapor Plating               |
| <input type="checkbox"/> Machining              | <input type="checkbox"/> Welding                     |
| <input type="checkbox"/> Others: _____          |  |

## B. Diagrams

1. For each process from which wastewater is or will be generated, provide a diagram of the process from the start of the activity to its completion. Include the following:
  - a. name of process (number each)
  - b. date installed
  - c. principal product produced
  - d. raw materials used
  - e. point of discharge from process
  - f. where discharge flows (i.e. treatment, sewer, etc...)
  - g. average daily and maximum flows (indicate if measured or estimated)
  - h. if production is batch, continuous or both
  - i. any applicable Pretreatment Standards  
(Metal Finishing, Leather Tanning, Plastics Molding and Forming, etc.) See Appendix A.
  
2. Provide a description of the average rate of production expressed in production units per average month over the last year and the maximum production units produced in any one month over that same time frame.
  
3. Draw to scale the location of each building on the premises. Show map orientation, location of all water meters, numbered unit processes (from Part A-1 above), sampling points, and each building sewer line that is connected to the sanitary sewer line.

A blueprint of the facility showing the above items may be attached in lieu of submitting a drawing.



C. Pretreatment Processes

1. Indicate which pretreatment devices or processes your facility is or will be using for treating wastewater or sludge (check as many as appropriate).

- Air Flotation
- Centrifuge
- Chemical Precipitation
- Chlorination
- Cyclone
- Electrowinning
- Filtration, type: \_\_\_\_\_
- Flow Equalization
- Oil separator, size: \_\_\_\_\_
- Grease Trap, size: \_\_\_\_\_
- Ion Exchange
- Neutralization, pH correction
- Ozonation
- Reverse Osmosis
- Screen
- Sedimentation
- Septic Tank, size: \_\_\_\_\_
- Solvent separation
- Spill Protection
- Sump
- Biological treatment, type: \_\_\_\_\_
- Other chemical treatment, type: \_\_\_\_\_
- Other physical treatment, type: \_\_\_\_\_
- Other, describe: \_\_\_\_\_

2. Attach a process flow diagram for each pretreatment device. Include design criteria.

**Section VII Priority Pollutant Information**

Place an "X" in the space provided below to indicate whether each pollutant, or any other pollutant, has a reasonable potential of being present in the discharge from your facility. Use additional sheets if necessary. (See next page).

**Table II - Organic Toxic Pollutants**

**Volatiles**

\_\_\_\_\_ Acrolein  
\_\_\_\_\_ Acrylonitrile  
\_\_\_\_\_ Benzene  
\_\_\_\_\_ Bromoform  
\_\_\_\_\_ Carbon tetrachloride  
\_\_\_\_\_ Chlorobenzene  
\_\_\_\_\_ Chlorodibromomethane  
\_\_\_\_\_ Chloroethane  
\_\_\_\_\_ 2-chloroethylvinyl ether  
\_\_\_\_\_ Chloroform  
\_\_\_\_\_ Dichlorobromomethane  
\_\_\_\_\_ 1,1-dichloroethane  
\_\_\_\_\_ 1,2-dichloroethane  
\_\_\_\_\_ 1,1-dichloroethylene  
\_\_\_\_\_ 1,2-dichloropropane  
\_\_\_\_\_ 1,3-dichloropropylene  
\_\_\_\_\_ Ethylbenzene  
\_\_\_\_\_ Methyl bromide  
\_\_\_\_\_ Methyl chloride  
\_\_\_\_\_ Methylene chloride  
\_\_\_\_\_ 1,1,2,2-tetrachloroethane  
\_\_\_\_\_ Tetrachloroethylene  
\_\_\_\_\_ Toluene  
\_\_\_\_\_ 1,2-trans-dichloroethylene  
\_\_\_\_\_ 1,1,1-trichloroethane  
\_\_\_\_\_ 1,1,2-trichloroethane  
\_\_\_\_\_ Trichloroethylene  
\_\_\_\_\_ Vinyl chloride

**Acid Compounds**

\_\_\_\_\_ 2-chlorophenol  
\_\_\_\_\_ 2,4-dichlorophenol  
\_\_\_\_\_ 2,4-dimethylphenol  
\_\_\_\_\_ 4,6-dinitro-o-cresol  
\_\_\_\_\_ 2,4-dinitrophenol  
\_\_\_\_\_ 2-nitrophenol  
\_\_\_\_\_ 4-nitrophenol  
\_\_\_\_\_ P-chloro-m-cresol  
\_\_\_\_\_ Pentachlorophenol  
\_\_\_\_\_ Phenol  
\_\_\_\_\_ 2,4,6-trichlorophenol

**Base Neutral**

\_\_\_\_\_ Acenaphthene  
\_\_\_\_\_ Acenaphthylene  
\_\_\_\_\_ Anthracene  
\_\_\_\_\_ Benzidine  
\_\_\_\_\_ Benzo(a)anthracene  
\_\_\_\_\_ Benzo(a)pyrene  
\_\_\_\_\_ 3,4-benzofluoranthene  
\_\_\_\_\_ Benzo(ghi)perylene  
\_\_\_\_\_ Benzo(k)fluoranthene  
\_\_\_\_\_ Bis(2-chloroethoxy)methane  
\_\_\_\_\_ Bis(2-chloroethyl)ether  
\_\_\_\_\_ Bis(2-chloroisopropyl)ether  
\_\_\_\_\_ Bis(2-ethylhexyl)phthalate  
\_\_\_\_\_ 4-bromophenyl phenyl ether  
\_\_\_\_\_ Butylbenzyl phthalate  
\_\_\_\_\_ 2-chloronaphthalene  
\_\_\_\_\_ 4-chlorophenyl phenyl ether  
\_\_\_\_\_ Chrysene  
\_\_\_\_\_ Dibenzo(a,h)anthracene  
\_\_\_\_\_ 1,2-dichlorobenzene  
\_\_\_\_\_ 1,3-dichlorobenzene  
\_\_\_\_\_ 1,4-dichlorobenzene  
\_\_\_\_\_ 3,3-dichlorobenzidine  
\_\_\_\_\_ Diethyl phthalate  
\_\_\_\_\_ Dimethyl phthalate  
\_\_\_\_\_ Di-n-butyl phthalate  
\_\_\_\_\_ 2,4-dinitrotoluene  
\_\_\_\_\_ 2,6-dinitrotoluene  
\_\_\_\_\_ Di-n-octyl phthalate  
\_\_\_\_\_ 1,2-diphenylhydrazine (as azobenzene)  
\_\_\_\_\_ Fluoranthene  
\_\_\_\_\_ Fluorene  
\_\_\_\_\_ Hexachlorobenzene  
\_\_\_\_\_ Hexachlorobutadiene  
\_\_\_\_\_ Hexachlorocyclopentadiene  
\_\_\_\_\_ Hexachloroethane  
\_\_\_\_\_ Indeno(1,2,3-cd)pyrene  
\_\_\_\_\_ Isophorone  
\_\_\_\_\_ Napthalene  
\_\_\_\_\_ Nitrobenzene  
\_\_\_\_\_ N-nitrosodimethylamine  
\_\_\_\_\_ N-nitrosodi-n-propylamine  
\_\_\_\_\_ N-nitrosodiphenylamine  
\_\_\_\_\_ Phenanthrene  
\_\_\_\_\_ Pyrene  
\_\_\_\_\_ 1,2,4-trichlorobenzene

**Pesticides**

- \_\_\_\_\_ Aldrin
- \_\_\_\_\_ Alpha-BHC
- \_\_\_\_\_ Beta-BHC
- \_\_\_\_\_ Gamma-BHC
- \_\_\_\_\_ Delta-BHC
- \_\_\_\_\_ Chlordane
- \_\_\_\_\_ 4,4'-DDT
- \_\_\_\_\_ 4,4'-DDE
- \_\_\_\_\_ 4,4'-DDD
- \_\_\_\_\_ dieldrin
- \_\_\_\_\_ Alpha-endosulfan
- \_\_\_\_\_ Beta-endosulfan
- \_\_\_\_\_ Endosulfan sulfate
- \_\_\_\_\_ Endrin
- \_\_\_\_\_ Endrin aldehyde
- \_\_\_\_\_ Heptachlor
- \_\_\_\_\_ Heptachlor epoxide
- \_\_\_\_\_ PCB-1242
- \_\_\_\_\_ PCB-1254
- \_\_\_\_\_ PCB-1221
- \_\_\_\_\_ PCB-1232
- \_\_\_\_\_ PCB-1248
- \_\_\_\_\_ PCB-1260
- \_\_\_\_\_ PCB-1016
- \_\_\_\_\_ Toxaphene

**Table III - Other Toxic Pollutants and Total Phenols**

- \_\_\_\_\_ Antimony
- \_\_\_\_\_ Arsenic
- \_\_\_\_\_ Beryllium
- \_\_\_\_\_ Cadmium
- \_\_\_\_\_ Chromium
- \_\_\_\_\_ Copper
- \_\_\_\_\_ Lead
- \_\_\_\_\_ Mercury
- \_\_\_\_\_ Nickel
- \_\_\_\_\_ Selenium
- \_\_\_\_\_ Silver
- \_\_\_\_\_ Thallium
- \_\_\_\_\_ Zinc
- \_\_\_\_\_ Cyanide
- \_\_\_\_\_ Phenols

**Table IV - Conventional and Nonconventional Pollutants**

- \_\_\_\_\_ Bromide
- \_\_\_\_\_ Chlorine
- \_\_\_\_\_ Color
- \_\_\_\_\_ Fecal Coliform
- \_\_\_\_\_ Fluoride
- \_\_\_\_\_ Nitrate-Nitrite
- \_\_\_\_\_ Nitrogen, Total Organic
- \_\_\_\_\_ Oil and Grease
- \_\_\_\_\_ Phosphorus

- \_\_\_\_\_ Radioactivity
- \_\_\_\_\_ Sulfate
- \_\_\_\_\_ Sulfide
- \_\_\_\_\_ Sulfite
- \_\_\_\_\_ Surfactants
- \_\_\_\_\_ Aluminum
- \_\_\_\_\_ Barium
- \_\_\_\_\_ Boron
- \_\_\_\_\_ Cobalt
- \_\_\_\_\_ Iron
- \_\_\_\_\_ Magnesium
- \_\_\_\_\_ Molybdenum
- \_\_\_\_\_ Manganese
- \_\_\_\_\_ Tin
- \_\_\_\_\_ Titanium

**Table V - Toxic Pollutants and Hazardous Substances**

**Toxic Pollutants**

- \_\_\_\_\_ Asbestos

**Hazardous Substances**

- \_\_\_\_\_ Acetaldehyde
- \_\_\_\_\_ Allyl alcohol
- \_\_\_\_\_ Allyl chloride
- \_\_\_\_\_ Amyl acetate
- \_\_\_\_\_ Aniline
- \_\_\_\_\_ Benzonitrile
- \_\_\_\_\_ Benzyl chloride
- \_\_\_\_\_ Butyl acetate
- \_\_\_\_\_ Butylamine
- \_\_\_\_\_ Captan
- \_\_\_\_\_ Carbaryl
- \_\_\_\_\_ Carbofuran
- \_\_\_\_\_ Carbon disulfide
- \_\_\_\_\_ Chlorpyrifos
- \_\_\_\_\_ Coumaphos
- \_\_\_\_\_ Cresol
- \_\_\_\_\_ Crotonaldehyde
- \_\_\_\_\_ Cyclohexane
- \_\_\_\_\_ 2,4-D (2,4-Dichlorophenoxy acetic acid)
- \_\_\_\_\_ Diazinon
- \_\_\_\_\_ Dicamba
- \_\_\_\_\_ Dichlobenil
- \_\_\_\_\_ Dichlone
- \_\_\_\_\_ 2,2-Dichloropropionic acid
- \_\_\_\_\_ Dichlorvos
- \_\_\_\_\_ Diethyl amine
- \_\_\_\_\_ Dimethyl amine
- \_\_\_\_\_ Dintrobenzene
- \_\_\_\_\_ Diquat

**Hazardous Substances** continued

- \_\_\_\_\_ Disulfoton
- \_\_\_\_\_ Diuron
- \_\_\_\_\_ Epichlorohydrin
- \_\_\_\_\_ Ethion
- \_\_\_\_\_ Ethylene diamine
- \_\_\_\_\_ Ethylene dibromide
- \_\_\_\_\_ Formaldehyde
- \_\_\_\_\_ Furfural
- \_\_\_\_\_ Guthion
- \_\_\_\_\_ Isoprene
- \_\_\_\_\_ Isopropanolamine Dodecylbenzenesulfonate
- \_\_\_\_\_ Kelthane
- \_\_\_\_\_ Kepone
- \_\_\_\_\_ Malathion
- \_\_\_\_\_ Mercaptodimethur
- \_\_\_\_\_ Methoxychlor
- \_\_\_\_\_ Methyl mercaptan
- \_\_\_\_\_ Methyl methacrylate
- \_\_\_\_\_ Methyl parathion
- \_\_\_\_\_ Mevinphos
- \_\_\_\_\_ Mexacarbate
- \_\_\_\_\_ Monoethyl amine
- \_\_\_\_\_ Monomethyl amine
- \_\_\_\_\_ Naled
- \_\_\_\_\_ Napthenic acid
- \_\_\_\_\_ Nitrotoluene
- \_\_\_\_\_ Parathion
- \_\_\_\_\_ Phenolsulfanate
- \_\_\_\_\_ Phosgene
- \_\_\_\_\_ Propargite
- \_\_\_\_\_ Propylene oxide
- \_\_\_\_\_ Pyrethrins
- \_\_\_\_\_ Quinoline
- \_\_\_\_\_ Resorcinol
- \_\_\_\_\_ Strontium
- \_\_\_\_\_ Strychnine
- \_\_\_\_\_ Styrene
- \_\_\_\_\_ 2,4,5-T (2,4,5-Trichlorophenoxy acetic acid)
- \_\_\_\_\_ TDE (Tetrachlorodiphenylethane)
- \_\_\_\_\_ 2,4,5-TP [2-(2,4,5-Trichlorophenoxy) propanoic acid]
- \_\_\_\_\_ Trichlorofan
- \_\_\_\_\_ Triethanolamine dodecylbenzenesulfonate
- \_\_\_\_\_ Triethylamine
- \_\_\_\_\_ Trimethylamine
- \_\_\_\_\_ Uranium
- \_\_\_\_\_ Vanadium
- \_\_\_\_\_ Vinyl acetate
- \_\_\_\_\_ Xylene
- \_\_\_\_\_ Xylenol
- \_\_\_\_\_ Zirconium

**Other**

- \_\_\_\_\_ Molybdenum
- \_\_\_\_\_ pH <5.5
- \_\_\_\_\_ pH >10.0
- \_\_\_\_\_ BOD >200 mg/l
- \_\_\_\_\_ Suspended Solids >250 mg/l
- \_\_\_\_\_ Temperature >104EF
- \_\_\_\_\_ Flashpoint < 140EF
- \_\_\_\_\_
- \_\_\_\_\_
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- \_\_\_\_\_

**Section VIII Laboratory Analysis**

- A. If any wastewater analysis has been performed on the wastewater discharge(s) from the processes or from the facility, attach a copy of the most recent data. Include the date of the analysis, name of laboratory, and location(s) from which sample(s) were taken (attach sketches, plans, etc., as necessary).

**Section IX Verification**

The following statement must be signed by an authorized officer or agent of the company.

**I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Be sure you have enclosed the following information requested in:

<u>Section</u>	<u>Part</u>
I	B & D
III	E
VI	B 1,2,3 and C2
VIII	A

The City may follow up with a site visit and/or additional questions.

Return this survey to: **City of Woodburn POTW  
Pretreatment Coordinator  
2815 Molalla Road  
Woodburn, OR 97071**

## **APPENDIX A**

### Industrial Categories subject to National Categorical Pretreatment Standards

Aluminum Forming  
Asbestos Manufacturing  
Battery Manufacturing  
Builders Paper  
Carbon Black  
Cement Manufacturing  
Coil Coating  
Copper Forming  
Dairy Products Processing  
Electrical/Electronic Components  
Electroplating  
Feedlots  
Ferroalloy Manufacturing  
Fertilizer Manufacturing  
Fruits/Vegetables Processing Manufacturing  
Glass Manufacturing  
Grain Mills Manufacturing  
Ink Formulating  
Inorganic Chemicals  
Iron & Steel Manufacturing  
Leather Tanning & Finishing  
Meat Processing  
Metal Finishing  
Metal Molding & Casting  
Nonferrous Metals Forming  
Nonferrous Metals Manufacturing  
Paint Formulating  
Paving & Roofing (Tars and Asphalt)  
Pesticides  
Petroleum Refining  
Pharmaceuticals  
Phosphate Manufacturing  
Plastics Molding and Forming  
Porcelain Enameling  
Pulp and Paper  
Rubber Processing  
Seafood Processing  
Soaps & Detergents Manufacturing  
Steam Electric  
Sugar Processing  
Textile Mills  
Timber Products Manufacturing

## Colin Cortes

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**From:** Melissa Gitt  
**Sent:** Tuesday, March 5, 2024 3:12 PM  
**To:** Colin Cortes  
**Subject:** CU 21-02 Market gas station, building department comment

Colin,

Please add the following building department comment to the CU 21-02 conditional use review.

1. Removal or re-routing of the existing sewer line shown on pg. A1.3 of the design review site plan, is required prior to construction of the 4,110 sq. ft. convenience store building. No building sewers or other drainage piping, constructed of materials other than those approved for use under or within a building, shall be installed under or within 5 feet of a building. See the 2023 OPSC, section 312.3 for specific code language.

Thank you,

**Melissa Gitt**

Building Official

Ph. (503) 980-2430 | Fax. (503) 980-2496

[City Website](#) | [E-Blast Sign Up](#)



270 Montgomery St | Woodburn, OR 97071

## Colin Cortes

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**From:** James Gibbs <james.gibbs@woodburnfire.com>  
**Sent:** Tuesday, March 5, 2024 11:19 AM  
**To:** Colin Cortes; Melissa Gitt  
**Subject:** US Market Project

\*\*\*\* This email is from an EXTERNAL sender. Exercise caution when opening attachments or click links from unknown senders or unexpected email. \*\*\*\*

I need more info on the wall separating the office and market.

I need to know the height of the cover over the pump area because the fire access goes under the cover.

I need to know where all the fire hydrants are and the distances between the hydrants and the buildings as well as the GPM of each hydrant. A test result of each fire hydrant.

We do not allow the reductions in appendices in 2022 Oregon Fire Code.

I need the construction type of all buildings and all fire rated or fire wall information.

James Gibbs  
Fire Marshal  
Woodburn Fire District  
1776 Newberg Hwy  
Woodburn, OR 97071  
(503) 982-2360  
[gibbsj@woodburnfire.com](mailto:gibbsj@woodburnfire.com)







## TIA REVIEW COMMENTS

DATE: February 26, 2024

TO: Colin Cortes and Chris Kerr | City of Woodburn

FROM: Jenna Bogert, PE | DKS Associates

SUBJECT: US Market Gas Station (Newberg Hwy) TIA Review (CU 24-02) Project #24150-000

### INTRODUCTION

DKS Associates has conducted a review of the transportation impact analysis (TIA) for the US Market Gas Station.<sup>1</sup> The proposed development is located at 2540 & 2600 Newberg Highway in Woodburn, Oregon, and consists of six vehicle fueling pumps (12 fueling positions, a convenience market with attached office space and another, separate office building on-site.

The purpose of this TIA review is to determine whether the submitted TIA meets the requirements of Section 3.04.05 in the Woodburn Development Ordinance and to also provide comments related to the analysis methodology and assumptions, proposed mitigations, and any suggested revisions to the TIA.

### TIA COMMENTS

1. Traffic analyses typically use traffic counts that were collected within the last two years, but the traffic counts in this TIA were collected in 2019. It is recommended that new traffic counts be collected at the study intersections identified in the TIA and that all subsequent analysis be revised. Moreover, the lasting impacts of COVID-19 on daily commuter and travel patterns in Woodburn were not captured in the 2019 traffic counts and should be accounted for in the TIA using recently collected traffic counts or counts collected within the last two years.
2. Please update the safety review with the most recent five years of crash data available (2017 – 2021).
3. Please update the growth forecast with current ODOT Future Highway Volume Table data and use a growth rate of 0.5% per year on City streets per the Woodburn Development Ordinance Section 2.04.05.F.5.
4. Please re-analyze the future vehicle operating conditions based on the year of the proposed site's expected completion/occupancy. An analysis for a 10-year horizon is not required.

<sup>1</sup> Woodburn US Market Transportation Impact Analysis, Transight Consulting, August 13, 2021.

Enclosure 4

5. Please update the list of Approved/In-Process Developments to the following:
  - Project Basie
  - Allison Way Apartments
  - Woodland Crossing Apartments
  - Woodburn Senior Living Apartments
  - Smith Creek Development
  - Port of Willamette
  - Schultz Farm
  - Specht Industrial Development
  - Brighton Pointe Subdivision
6. Please update the proposed development's trip generation based on rates from the most recent edition of the *ITE Trip Generation Manual*, which is the 11<sup>th</sup> Edition. Please also use the building square-footages consistent in the site plan submitted with the land use application.
7. Please include an evaluation of the access spacing for both site driveways (at OR 214 and at Oregon Way). Compare the site's access spacing to the applicable City and ODOT standards. If the site accesses do not meet the City or ODOT standards, the TIA should contain recommended alterations to the site driveways or safety improvements that would satisfy or support a deviation from the standards.

*Conditional Use 21-02*

CU1. Architecture:

- a. Canopies / fixed awnings:
  1. **General: Min height clearance 9 ft.**
  2. Fuel pump canopy: Max ceiling height 14.5 ft to either (a) ceiling or (b) ceiling-mounted lighting fixtures, whichever is lower.
  3. Option 1:
    - (a) Convenience store / NE office building: Each west entrance shall have a fixed awning, canopy, building wall projection, or secondary roof that shelters from the weather, min area 48 sq ft, min depth 4 ft. Each east mandoor shall have the same, except min area 18 sq ft, min depth 3 ft.
    - (b) South commercial office: Each north entrance shall have a fixed awning, canopy, building wall projection, or secondary roof that shelters from the weather, min area 48 sq ft, min depth 4 ft. It may be smaller if combined with a building recess and together they meet the min area. The south patio door elsewhere conditioned shall have the same, except min area 18 sq ft, min depth 3 ft.
  4. Option 2:
    - (c) Convenience store: North entrance shall have a fixed awning or a canopy that shelters from the weather, min area 48 sq ft, min depth 4 ft. Each side or rear mandoor shall have the same, except min area 12 sq ft, min depth 2 ft.
    - (d) NE commercial office: The main entrance shall have any of the following that that shelters from the weather: (1) a fixed awning or a canopy, (2) a building recess, or (3) combination. Min area 64 sq ft, narrowest dimension 6 ft. Min one of the other entrances shall have the same, except min area 24 sq ft, narrowest dimension 4 ft. Every south and west façade storefront window shall have any of a fixed awning, canopy, building wall projection, secondary roof, or sun louver min width same as the window and min depth 2 ft. Building color shall be other than black or charcoal.
- b. Cladding/materials:
  - (1) Option 1: Convenience store / NE commercial office: Base cladding min height 2 ft of brick, CMU finished to resemble cut stone, or adhered stone. **The proposed east CMU mandoor screen wall, if not precluded by streetside PUE, shall be max height 4 ft, 2 inches, have the bottom 2 courses be split face and the upper 4 courses ground face and be capped with smooth concrete.** The NE corner angled wall shall have a window min area 15 sq ft, min 2.5 ft wide, and wholly within 8.5 ft of grade.
  - (2) Option 2: NE commercial office: Base cladding min height 2 ft of brick, CMU finished to resemble cut stone, or adhered stone.

- c. Entrance: Option 2: NE commercial office: The main entrance door or doors of the office building shall be at any of the NE corner, within the east façade, or at the SE corner of the building. A corner entrance may be angled or both at one side of a corner and within 12 ft of the corner where main wall planes intersect or would intersect.
- d. Scuppers: Any building rainwater scuppers shall not to dump onto the pavement of a wide walkway.
- e. Setbacks:
  - (1) General: Site NE corner min setback shall equal streetside PUE.
  - (2) Option 1:
    - (a) Convenience store / NE commercial office: max 15 ft from highway and max 20 ft from Oregon Way ROW (measured from straight line ROW, not variable ROW at intersection).
    - (b) South commercial office: min 5 ft from Tax Lot 3700 east, south, and west lot lines.
  - (3) Option 2: NE commercial office: max 15 ft from each of highway and Oregon Way ROW (measured from straight line ROW, not variable ROW at intersection). NE corner min setback shall equal streetside PUE. West and south setbacks each shall be min 10 ft.
- f. Windows:
  - (1) General: All windows shall be square, round, or vertically proportioned. Operable windows shall have insect screens.
  - (2) Min area:
    - (a) Option 1:
      - (1) Convenience store: West façade 30%; north 30%; east 36 sq ft.
      - (2) NE commercial office: West and south façades 30%; east 144 sq ft.
      - (3) South commercial office: North façade 30%; east 15%; south 20%; and west 20%.
    - (b) Option 2:
      - (i) Convenience store: North façade 30%. Each of east, south, and west facades min 1 window min 7.5 sq ft, min 1.5 ft wide, and wholly within 8.5 ft of grade.
      - (ii) NE commercial office: North façade 30%; east 40%; south 30%; and west 20%.

CU2: Architectural Wall (AW) / Fences / Fencing:

- a. Exemption: Where chain-link fence with slats already exists along the north and west lot lines of Tax Lot 3500 (953 Oregon Way), the developer may exempt these two lines from AW if the homeowner in writing consents to exemption and the developer submits documentation by and as part of building permit application.
- b. Min height shall be along the:
  - (1) North and west lot lines of Tax Lot 3500 6 ft, 2 inches (if CMU, equal to 9 courses of blocks plus 2-inch smooth concrete cap).
  - (2) North and east lot lines of Tax Lot 90000 (950 Evergreen Road) **8 ft, 2 inches (if CMU, equal to 12 courses of blocks plus 2-inch smooth concrete cap) 9 ft, including a 2-inch smooth concrete cap.**
  - (3) Where fencing may substitute per other conditions, for part 1. above it shall be 6 ft, and for part 2. above, 8 ft.

- c. Height at AW ends: **Min height shall drop where subject to stair-stepped height limits in yards abutting streets per WDO 2.06.02**, within VCA or sight triangles per 3.03.06, and AW shall remain outside streetside PUEs. AW may cross an off-street PUE, if any exist, with written authorization by the Public Works Director, and the Public Works Director may instead direct that instead of a segment of wall that there be coated chain-link fencing with slats across an off-street PUE. For crossing of private easements, the developer similarly may instead fence.
- d. Gaps or rectangular openings:
  - (1) There shall be one along the east lot line of Tax Lot 90000, min 4 ft wide and 6 ft, 8 inches high above grade, and with the south end of the gap aligned with the Tax Lot 90000 north east-west drive aisle, south curb, north face.



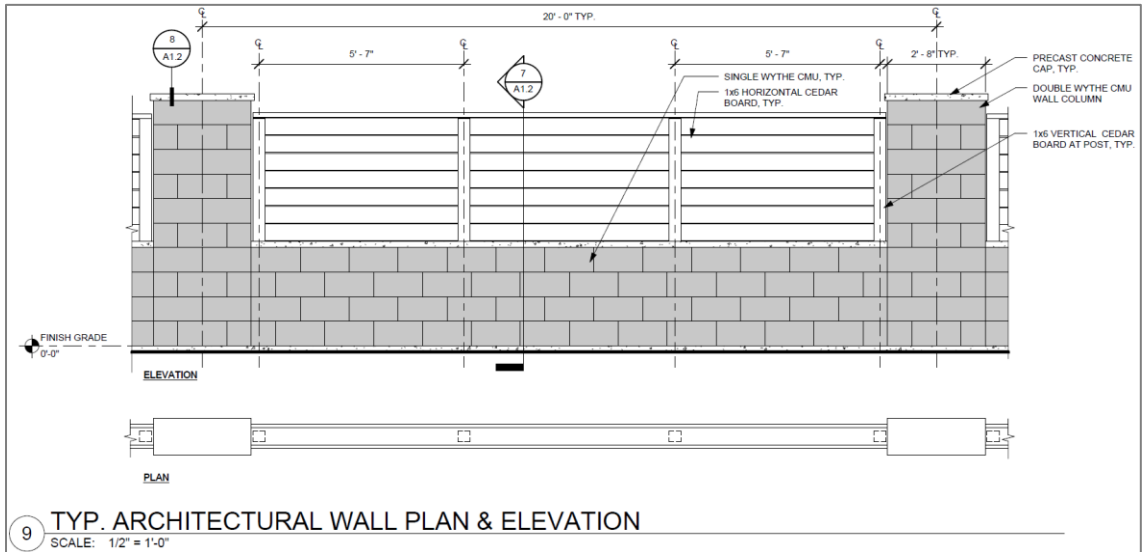
Exhibit CU2d(1)



Exhibit CU2d(2)

- (2) If AW exemption per part a. above is not applicable, then there may be a gap along the west lot line of Tax Lot 3500, aligned with where there exist west backyard chain-link gates, minimum width equal to the width of the gates.
- e. Color: **Masonry and any paint shall be a color or colors other than black, charcoal, or gray.** For any other fence / fencing or free-standing wall, including gates if any, the coating and slats that WDO 2.06.02D requires and any wall shall be a color or colors other than black or charcoal. On free-standing walls with two or more colors, darker colors shall be towards the bottom and lighter ones towards the top.

- f. Material: AW segments ~~at 40 ft north or farther from the south lot line of Tax Lot 3700, other than those along the north and east lot lines of Tax Lot 90000 (950 Evergreen Road)~~, may be partly made of opaque cedar wood fencing if the wall remains mostly masonry. Specifically, masonry must constitute the bottom extent of wall segment from grade up to min 2 ft, 8 inches above grade, and there shall be piers or pilasters per “Details” below. Exhibit CU2f below illustrates a similar, conforming example:



*Exhibit CU2f (DR 2017-08)*

- g. Details: Each AW segment end shall have a pier or pilaster min 16 inches wide relative to wall face and projecting min 4 inches. Each segment shall have a min number of piers or pilasters equal to a ratio of 1 per 40 ft of wall. Each pier or pilaster shall be capped with ornamental concrete in the form of any of a shallow-sloped pyramid or sphere or other finial atop such pyramid. If the AW is CMU, the 8<sup>th</sup> and 9<sup>th</sup> CMU courses above grade shall be ground face (5 ft, 4 inches through 6 ft above grade).

CU3. Bicycle parking: Amount and general location: The developer shall provide bicycle parking as follows:

- a. Option 1 min stalls:
  - (1) Convenience store: 2
  - (2) NE commercial office: 2
  - (3) South commercial office: 4
- b. Option 2 min stalls:
  - (1) Convenience store: 2
  - (2) NE commercial office: 4
- c. General: Standards other than amount and general location shall conform to WDO 3.05.06 through Ordinance No. 2602 (LA 21-01).

CU4. Electric power lines: The development shall conform to WDO 3.02.04 through Ordinance No. 2602 (LA 21-01).

CU5. Landscaping:

- a. Bench: In the landscaped open space at or near the NE commercial office space, along a wide walkway or in a plaza, install either a 6-ft wide bench with back or a picnic bench. Set back from walkway and pave the setback, min either 2 ft for a bench or 3 ft for a picnic bench.
- b. Buffering/Screening: Evergreen hedge or shrubbery shall:
  - (1) Line AW segments.
  - (2) Screen transformers and other at-grade electrical and mechanical equipment along their sides, excepting the side intended for technician access.
  - (3) Serve as means of conformance with WDO 3.06.05B (parking screening).
- c. Coniferous/evergreen trees: 1 min of trees new to the site. The 1 shall be 1 min of the following coniferous or evergreen species:

Cedar, Western Red	Madrone, Pacific
Douglas-Fir	Oak, Oregon White
Fir, Grand	Pine, Ponderosa; and
Hemlock, Western	Yew, Pacific

- d. Front yard
  - (1) Trees:
    - (a) Plant min 7 trees in the yard along the highway and min 10 ft and max 20 ft from ROW.
    - (b) Plant min 4 trees in the yard along Oregon Way, min 5 ft and max 20 ft from ROW, in a loose row with min 3 of them spaced offset from and complementing street trees.
  - (2) Hedge/shrubbery: In all areas not occupied by buildings and pavement, landscape per WDO 3.06.
    - (a) On Tax Lot 3700 in the yard along the highway, plant a hedge or row of continuous small or medium shrubbery extending between the driveway and east lot line. Plant and maintain min 5 ft from sidewalk and max 12 ft from ROW.
    - (b) Option 1: On Tax Lot 3600 in the yard along the Oregon Way, line the convenience store rear east free-standing wall with a hedge or row of continuous small or medium shrubbery.
    - (c) Option 2: On Tax Lot 3600 in the yard along the Oregon Way, plant a hedge or row of continuous small or medium shrubbery extending along the east dead-end of the drive aisle. Plant and maintain min 1 ft from sidewalk.
- e. Site interior:
  - (1) AW: Line each Architectural Wall segment with a hedge or row of continuous medium or large shrubbery.
  - (2) Bark dust: Of landscaped area, max 3% may be bark dust, mulch, wood chip, pebbles, or sand. Walkway and plaza paving do not count against landscaping minimums.
  - (3) Lawn large tree: Within open space within 30 ft of the NE commercial office, plant min 2 trees, either both large or min 1 medium and 1 large.
  - (4) Plaza: At or within 30 ft of the NE commercial office space and adjacent to a wide walkway shall be a plaza min 81 sq ft, exc. walkway area, at 9 ft narrowest dimension, paved with bricks, concrete pavers, field or flagstone, or poured cement.
  - (5) South yard: Within 100 ft of the Tax Lot 3700 south lot line, plant either for Option 1 min 2 trees or for Option 2 min 5 trees. Of these for Option 2, min 2 large with the westernmost tree being one of the large ones.

- f. Parking area:
  - (1) Option 1:
    - (a) Convenience store: A landscape island shall be roughly in the middle the parking aisle fronting the convenience store that conform to WDO 3.06.03C through Ordinance No. 2602 (LA 21-01).
    - (b) NE office: Plant a large tree in the southwesterly area of the south yard lawn.
    - (c) South office: For common use by tenants, have a south rear door and a patio of brick, pavers, or poured concrete min 7 ft north-south by 11 ft east-west. **Align patio flush with door outer swing.** Plant a small tree near patio west side.
  - (2) Option 2:
    - (a) Convenience store: A landscape island shall cap each end of the parking aisle fronting the convenience store per WDO 3.06.03C through Ordinance No. 2602 (LA 21-01), and the east island may be on the west side of the wide walkway that another condition requires.
    - (b) NE office: The office parking area drive aisle east end shall have the inside of curb min 3 ft from edge of streetside PUE, and the 3-ft width shall have a tree.

CU6. Lighting:

- a. General: Shall conform to WDO 3.11 through Ordinance No. 2602 (LA 21-01).
- b. Buffer: Parking area or other pole-mounted fixtures are prohibited between the north lot line of 953 Oregon Way (Tax Lot 3500) and the east-west drive aisle.
- c. Fuel pump canopy: Max 16 ceiling fixtures. Any ceiling fixture shall be no closer to ceiling outer edge than 4 ft. Neon lighting, or a lighting technology that mimics the appearance of neon lighting, is prohibited on the fuel pump canopy and on the southernmost primary building on Tax Lot 3700. The developer shall make so either of the following: (1) ceiling light fixtures shall not drop below the ceiling plane, or (2) for ceiling-mounted fixtures, the canopy roof edge perimeter shall as a shield drop or extend down to the same plane as the underside of the lowest fixture. In either case, fixtures that drop or extend down from the ceiling shall each have opaque housing on all sides.
- d. Option 1: Max of:
  - (1) Convenience store: 1 wall fixture on the east rear and none on the north side.
  - (2) NE commercial office: 1 wall fixture each on the west front and east rear.
  - (3) South commercial office: 1 wall fixture at the south rear and none at the east and west sides.
- e. Option 2: Max of:
  - (1) Convenience store: 2 wall fixtures on the south rear, 1 each on the east and west sides. Parking area or other pole fixtures prohibited in the east side, south rear, and west side yards.
  - (2) NE commercial office: 1 wall fixture on the south, 1 each on the east and west sides, and the south yard limited to 2 parking area poles. No other pole types in the north, east, or west yards.



CU10. Gas station operations:

1. Noise:
  - a. Fuel pumps: Audible audiovisual advertising, if any, is prohibited from sounding from fuel pump electronic display speakers. Such advertising shall be limited to sight only.
  - b. Tire/vacuum: Addition of any vehicle interior vacuum facility outdoors, tire pump facility outdoors, or other similar mechanical facility outdoors for gas station customers that makes noise shall be located min 100 ft north of the south lot line of Tax Lot 3700. Based on Ordinance No. 2312, any vacuum shall be closed to customer use min from 9:00 p.m. to 7:00 a.m.
2. Trash: There shall be at least one trash receptacle along each of the walkways, at min 1 ft from walkway edge, to and from the highway and Oregon Way sidewalks, within 25 ft of ROW, for intended use by convenience store customers, and remaining privately maintained and serviced.
3. Vehicular circulation:
  - a. Driveways:
    - (1) Highway: Max 1 driveway. The driveway shall remain right-in, right-out and be max width equal to the existing 30 ft unless ODOT approves wider up to 36 ft; however, if the developer widens the driveway from the existing 30 ft, then min 12 ft of the width and min depth equal to either the throat or 13.5 ft, whichever is longer, shall be poured concrete. The area of poured concrete that is outside the ROW shall be patterned, stamped, or treated to resemble paving stones and shall be felt by motorists driving over it. (The objective is to calm traffic by preventing fast, swooping maneuvers and to direct vehicles to 24 ft width of asphalt within the driveway throat, while allowing semi-trailer truck turning movement across 36 ft of width.) If the driveway widens, the developer also shall reconstruct the entire driveway to conform to City Public Works standard drawing Detail No. [4150-4](#) "Property Line Sidewalk at Driveway", except that if and where a specific conflict arises between City and ODOT public works construction standards, that of ODOT engineering guidance would supersede.
    - (2) Oregon Way: Max 1 driveway, max width 24 ft if two-way or 12 ft if one-way. Option 2: Throat, if two-way, then the inbound lane max 24 ft deep where lane is parallel with the outbound lane.
  - b. I-5 directional signage: There shall be on Tax Lot 3700 outside of ROW and streetside PUEs directional signage that accomplishes directing on-site motorists bound for I-5, min 2 signs for Option 1 and 3 signs for Option 2, each min area 18 by 24 inches, mounted min 2 ft and max 7 ft above grade, text min 6 inches high, and including the standard Interstate 5 logo. The Director may administratively establish locations, details, specifications, and revisions to administer this condition part during building permit review. Further site plan revisions necessary to conform, if any, shall be due by building permit issuance.
  - c. Option 2: fuel pump queueing:
    - (1) General: Fuel pump queues shall be one-way either eastbound in Option 1 or southbound in Option 2. The developer shall stripe directional arrows and lines to direct motorists into fuel pump queues and distinguish the queues from driving routes around the fuel pump canopy.

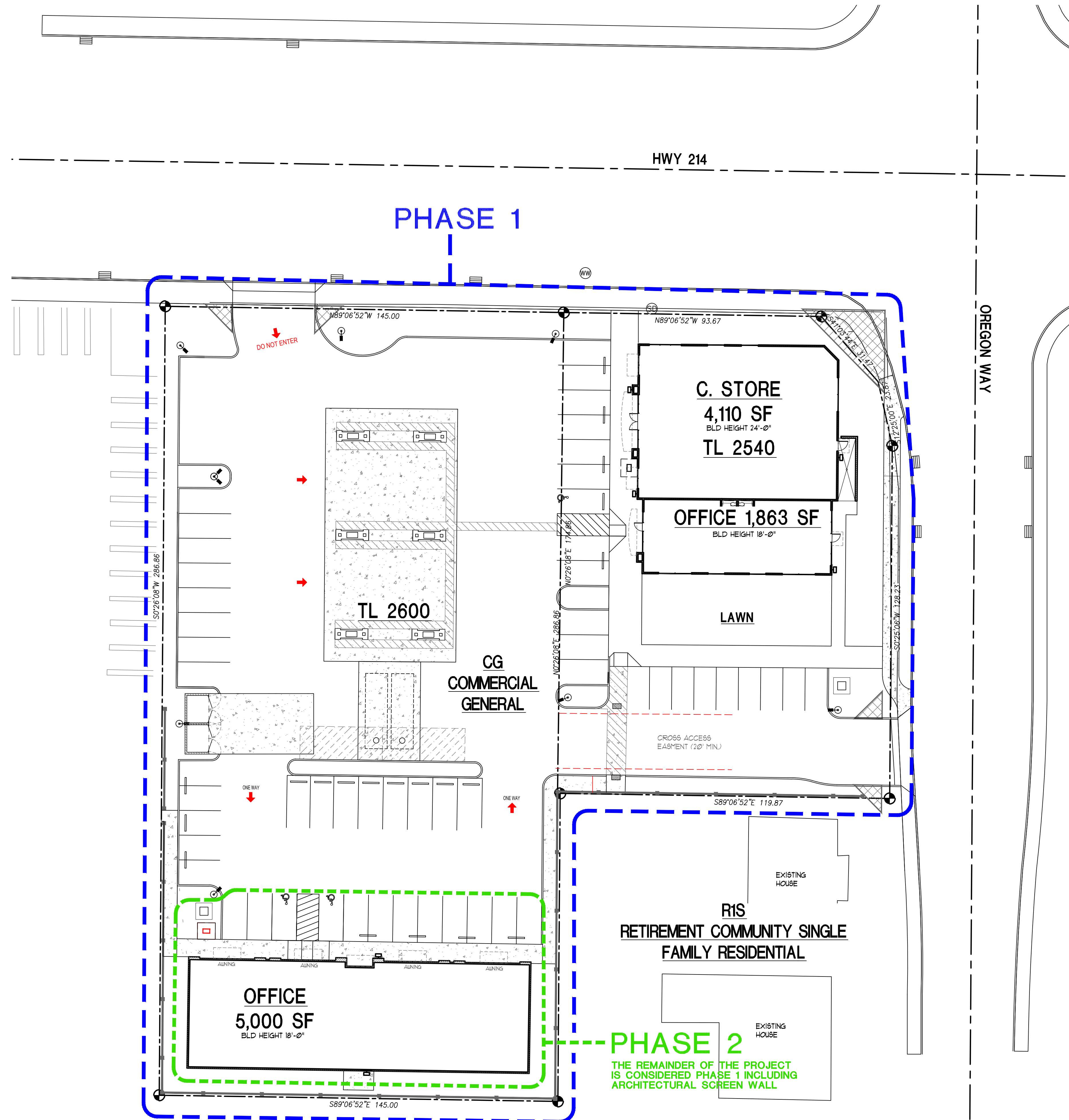




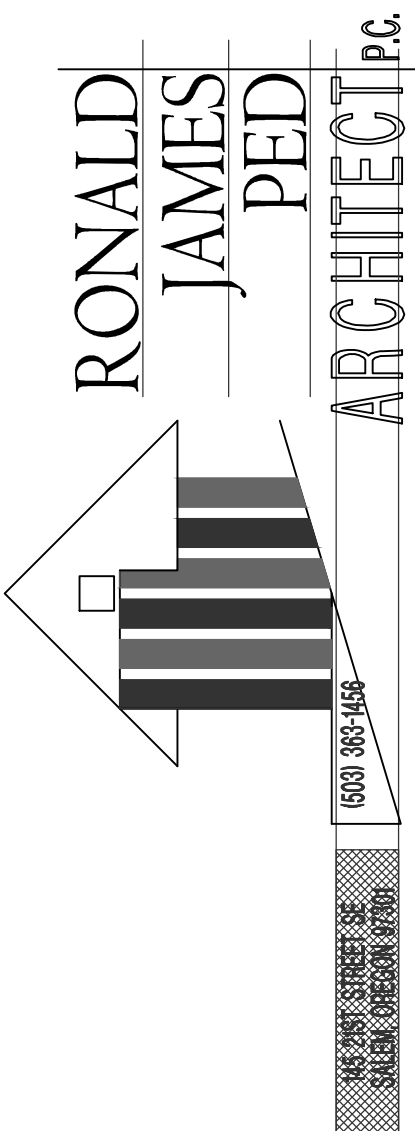


# PHASED CONSTRUCTION NOTES

1. ENSURE CONFORMANCE TO ALL WOODBURN DEVELOP ORDANCE REQUIREMENTS
2. COORDINATE ALL PHASES OF THE PROJECT TO ENSURE APPROPRIATE MEASURES ARE TAKEN FOR FUTURE PHASE
3. COORDINATE ALL UTILITIES AND ACCOUNT FOR TIE-IN OF FUTURE PHASES
4. ENSURE ALL UTILITIES ARE APPROPRIATELY SIZED TO ACCOMIDATE FUTURE PHASES
5. COORDINATE SITE ACCESS & CIRCULATION SO EACH PHASE CAN ACT INDEPENDENT OF FUTURE PHASES



**PHASING PLAN**  
 SCALE: 1" = 20'  
 0 10' 20'



NEW OFFICE, RETAIL AND GAS STATION  
 US MARKET  
 2600 NEWBERG HIGHWAY WOODBURN OREGON

DATE: DEC. 1, 2020  
 DRAWN: AK / KDG  
 JOB NO.: 1984

**A1.1a**



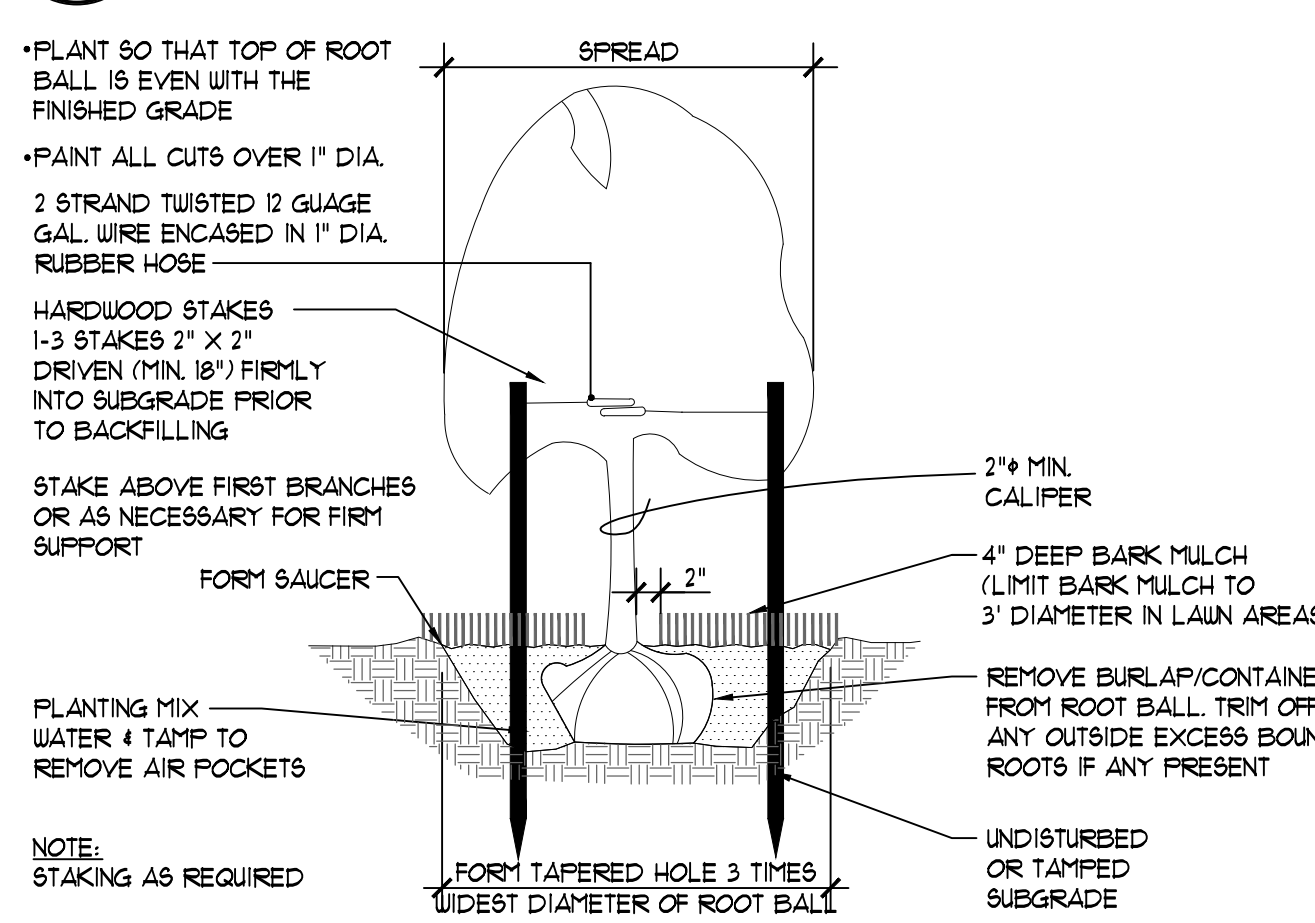
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 L1.1  
 PRINTED BY: kevin

PLANT LIST				
STREET TREES	COMMON NAME/BOTANICAL NAME	SIZE	COMMENTS	COUNT
	T-ASH ASH, RAYWOOD FRAXINUS OXYCARPA 'RAYWOOD'	7'-8" LARGE	2" CALIPER 10 FU	
	T-LIN LINDEN TILIA CORDATA 'HALA'	7'-8" LARGE	2" CALIPER 10 FU	
	T-MAP ARMSTRONG MAPLE ACER RUBRUM 'ARMSTRONG'	7'-8" MEDIUM	2" CALIPER 10 FU	
	T-MAP RED ACER RUBRUM/RED MAPLE October Glory	7'-8" MEDIUM	2" CALIPER 10 FU	
	T-DOUG FIR DOUGLAS FIR / Pseudotsuga menziesii	LARGE	2" CALIPER 10 FU	
ORNAMENTAL TREES				
	T-JAPO CRYPTOMERIA JAPONICA 'ELEGANS'	7'-8"	2" MIN CALIPER 5 FU	
	T-TAMA CRYPTOMERIA JAPONICA 'TAISHO TAMA' (TAISHO TAMA JAPANESE CEDAR)	4'-6"	2" MIN CALIPER 5 FU	
	T-BLA CRYPTOMERIA JAPONICA 'BLACK DRAGON'	4'-6"	2" MIN CALIPER 5 FU	
	T-MAP VINE VINE MAPLE/ACER circinatum	7'-8"	2" MIN CALIPER 2 FU	
	T-CRAB CRABAPPLE/MALUS 'AMERICAN BEAUTY'	7'-8"	2" MIN CALIPER 2 FU	
	T-CRY CRYPTOMERIA JAPONICA 'SEKKEN-SUGI'	6'	2" MIN CALIPER 5 FU	
	T-CUP CUPRESSUS SEMPERVIRENS ITALIAN CYPRESS 'STRICTA'	6'	2" MIN CALIPER 5 FU	
	T-CHA CHAMAECYPARIS OBUSA HINOKI FALSE CYPRESS 'GRACILIS'	6'	2" MIN CALIPER 5 FU	

SIZE	SHRUBS	COMMON NAME/BOTANICAL NAME	COMMENTS
1 gal. 3 gal.	S-HYB.	HYDRANGEA HYDRANGEA Strylarose ROSE OF SHARON 'MINERVA' 'AZURRI SATIN'	1 FU 1 gal / 2 FU 3 gal
	S-STRA.	DEUTZIA x hybrid 'STRAWBERRY FIELDS'	1 FU 1 gal / 2 FU 3 gal
	S-ABE.	ABELIA grandiflora 'EDWARD GOUCHER' (EVERGREEN)	1 FU 1 gal / 2 FU 3 gal
	S-VIBD.	VIBURNUM Japonicum (EVERGREEN)	1 FU 1 gal / 2 FU 3 gal
	S-PIE.	PIERIS Japonicum 'LILLY-OF-THE-VALLEY' (EVERGREEN/SHADE)	1 FU 1 gal / 2 FU 3 gal
	S-AUC.	AUCUBA JAPONICA JAPANESE AUCUBA (EVERGREEN/SHADE)	1 FU 1 gal / 2 FU 3 gal
	S-VIB.	VIBURNUM ELLIPTICUM COMMON VIBURNUM	1 FU 1 gal / 2 FU 3 gal
	S-CURR.	RED-FLOWERING CURRANT/Ribes sanguinum	1 FU 1 gal / 2 FU 3 gal

GROUND COVER	BOTANICAL NAME/COMMON NAME	SIZE	COMMENTS
	G-PHL PHLOX SUBULATA CREEPING PHLOX	1 gal.	24" SPACING 1 FU
	G-VIN VINCA MAJOR PERIWINKLE	1 gal.	24" SPACING 1 FU

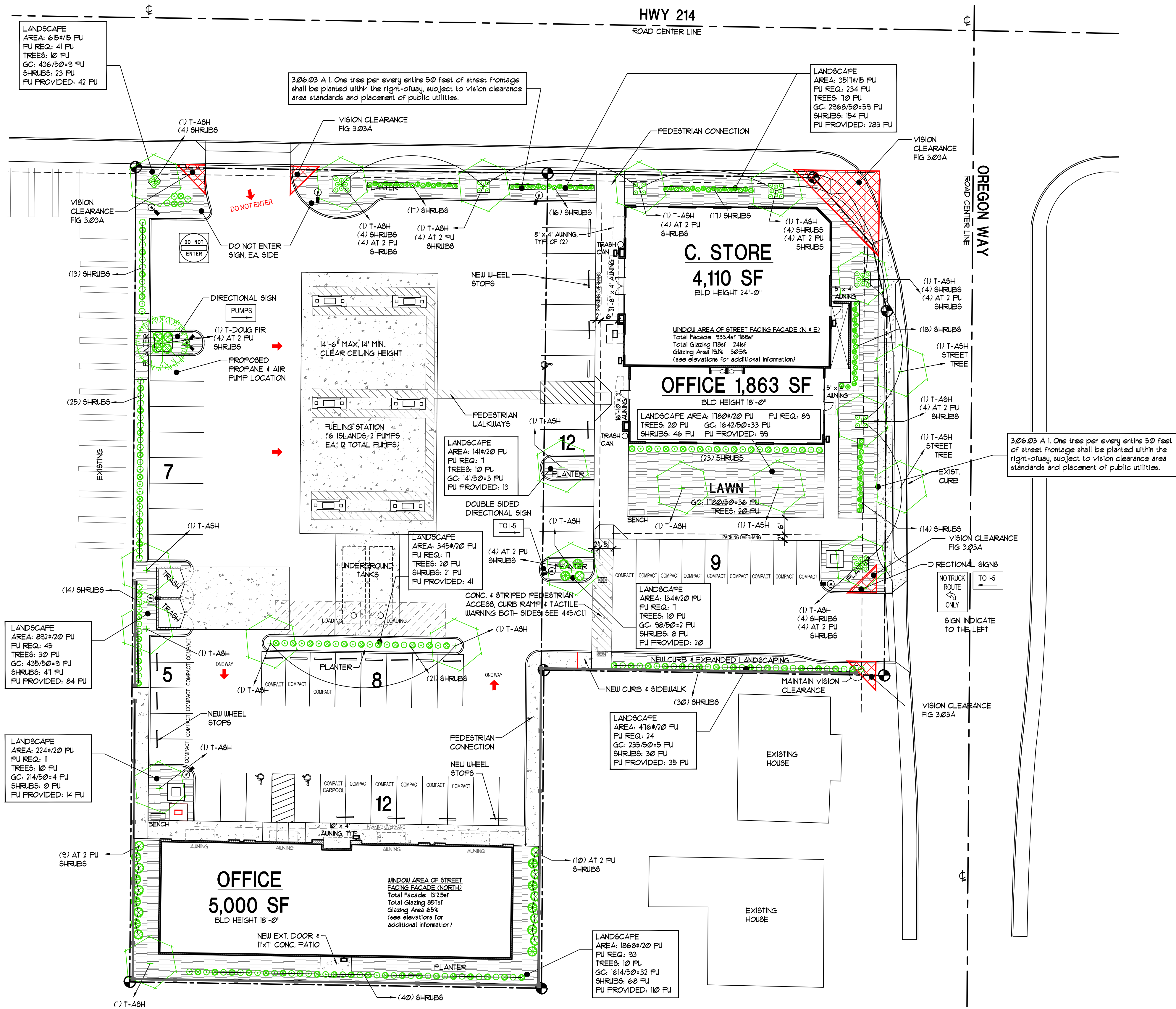
**1 PLANT LIST**  
 SCALE: N/A  
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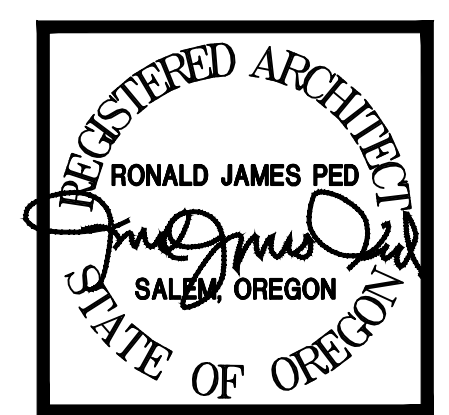
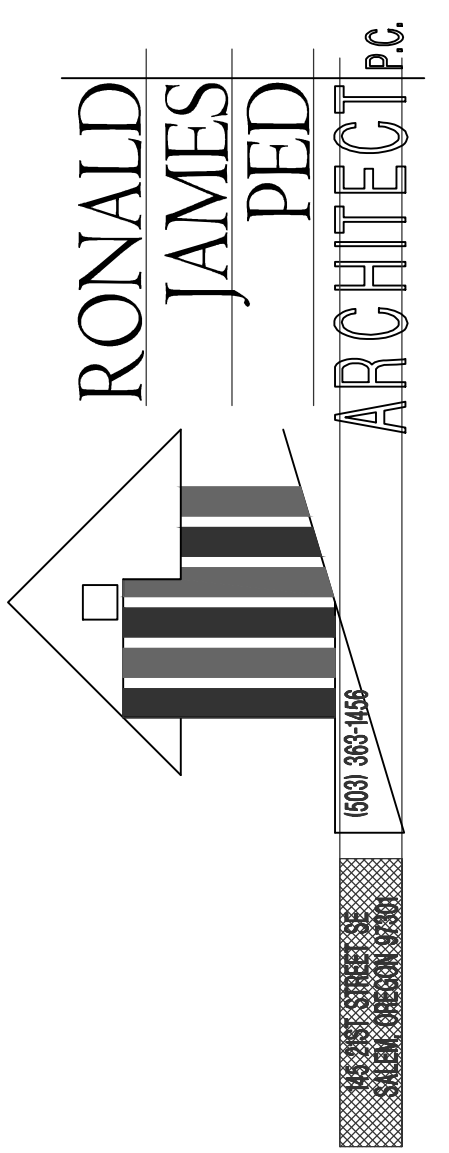
**2 TREE PLANTING VERTICAL STAKES**  
 SCALE: NTS  
 H:\0218\TEUK\05\LANDSCAPE\021850 TREE PLANTING

**SITE SUMMARY**

PROPERTY SIZE	= 62,120 SF. (1.43 AC)
TOTAL BUILDING AREA	= 10,913 SF.
TOTAL PAVED AREA	= 4,101 SF.
TOTAL LANDSCAPE AREA	= 10,136 SF. (24.1%)



**LANDSCAPE PLAN**  
 SCALE: 1" = 20'  
 H:\0218\TEUK\05\LANDSCAPE\021850 LANDSCAPE PLAN



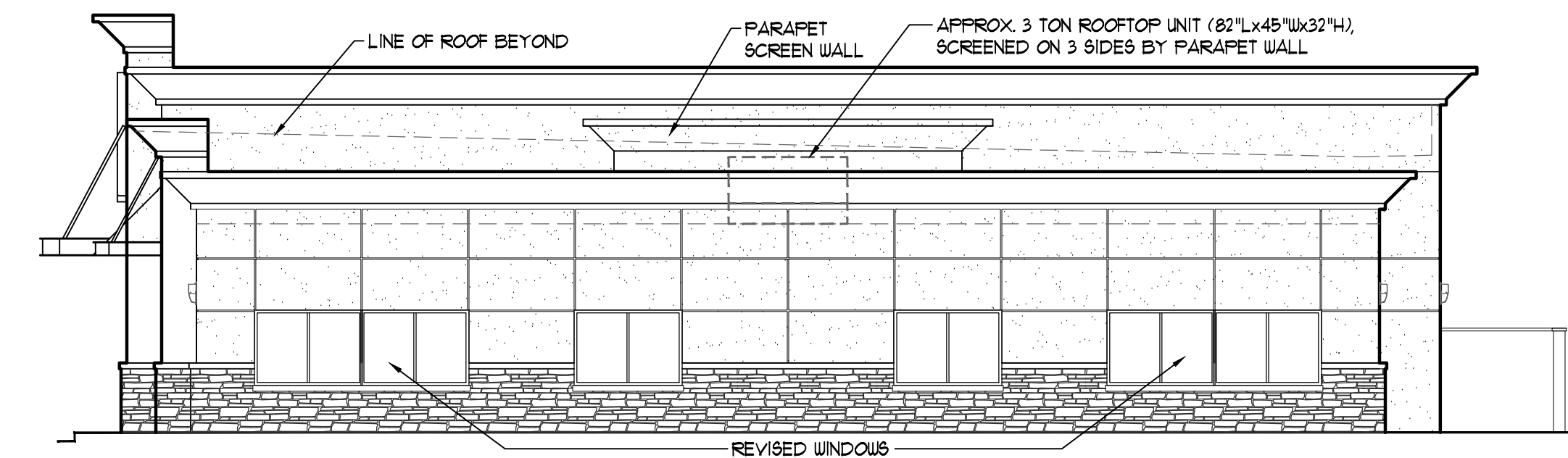
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L1.1

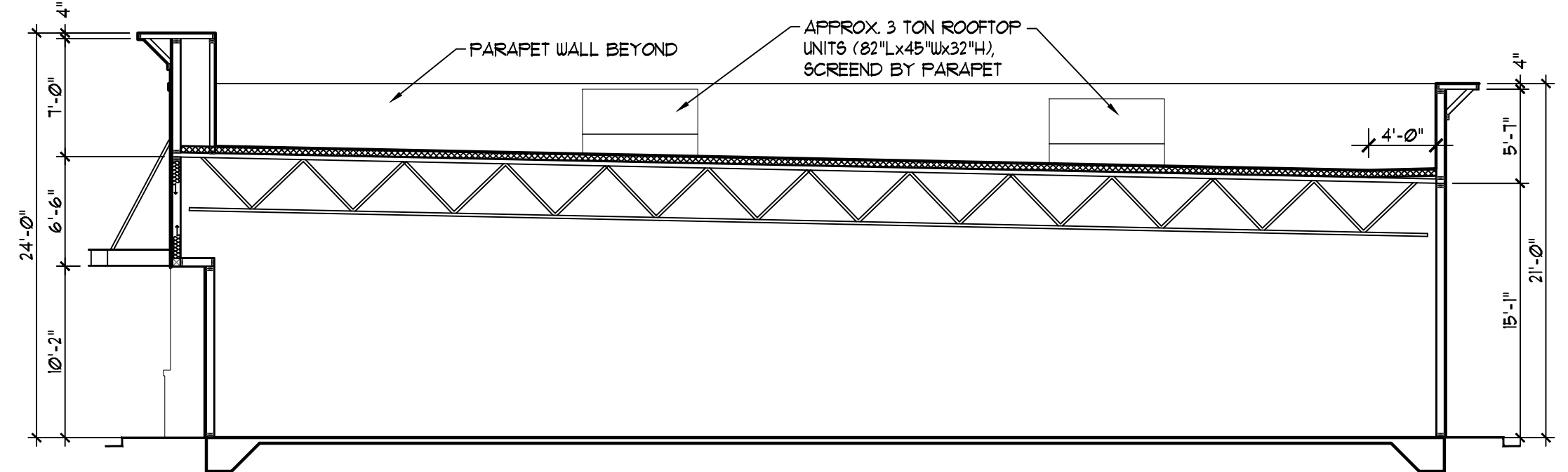


# CONVENIENCE STORE



**CONVENIENCE STORE - SOUTH ELEVATION**

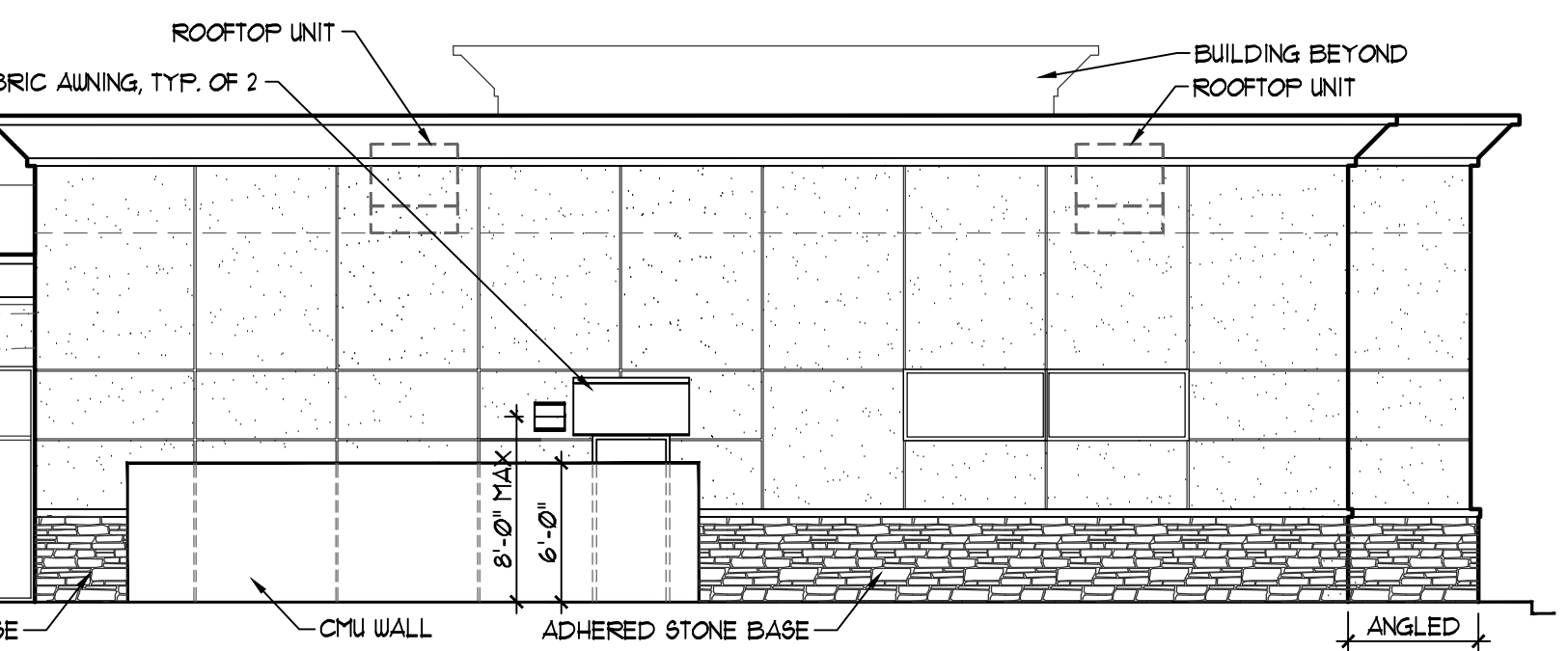
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**CONVENIENCE STORE - CROSS SECTION**

SCALE: 1/8" = 1'-0"

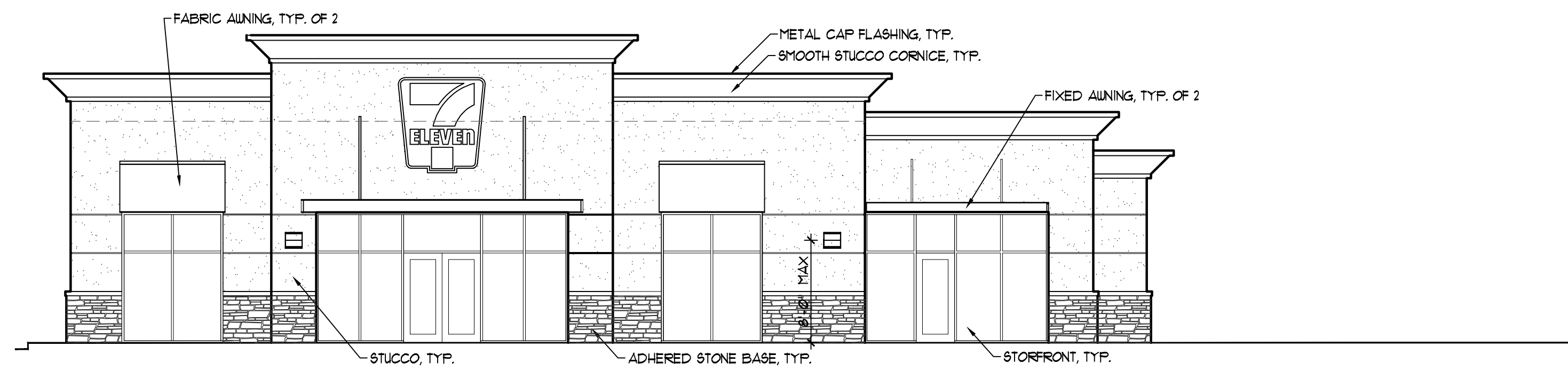
Facade 188sf (habitable space w/ 9'-0" c-store & 10'-6" office ceilings)  
 Window 244sf (236sf required, half, 118sf between 0'-6")  
 Glazing 30.5%



**CONVENIENCE STORE - EAST ELEVATION**

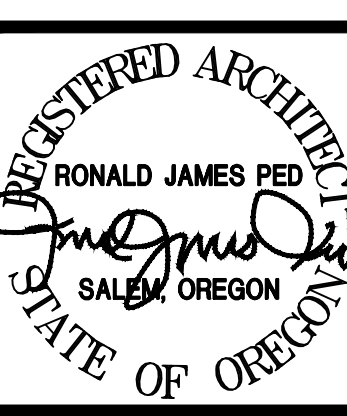
SCALE: 1/8" = 1'-0"

Facade 933sf (habitable space w/ 12'-8" avg sloped ceiling)  
 Window 304sf (280sf required, half, 140sf between 0'-6")  
 Glazing 32.6% (142sf between 0'-6")

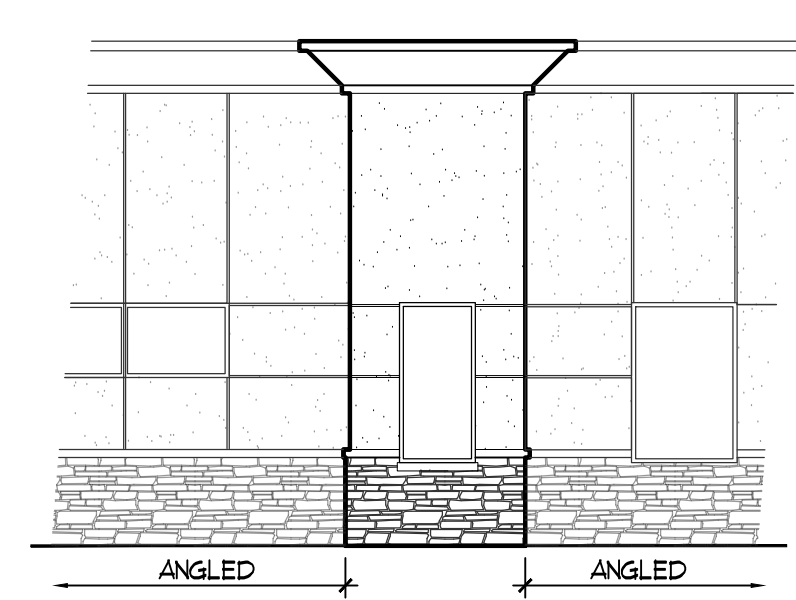


**CONVENIENCE STORE - WEST ELEVATION**

SCALE: 1/8" = 1'-0"

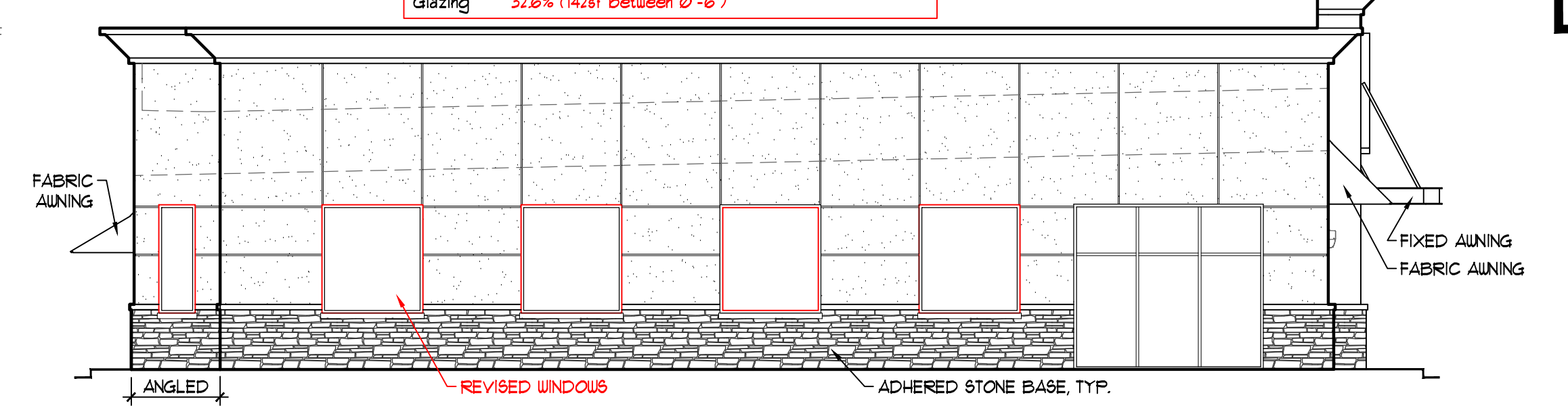


# OFFICE BUILDING



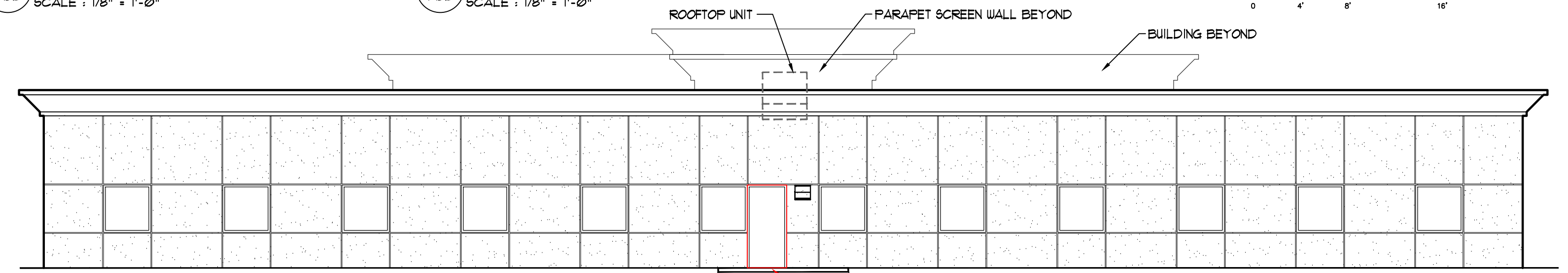
**ANGLED WALL**

SCALE: 1/8" = 1'-0"



**CONVENIENCE STORE - NORTH ELEVATION**

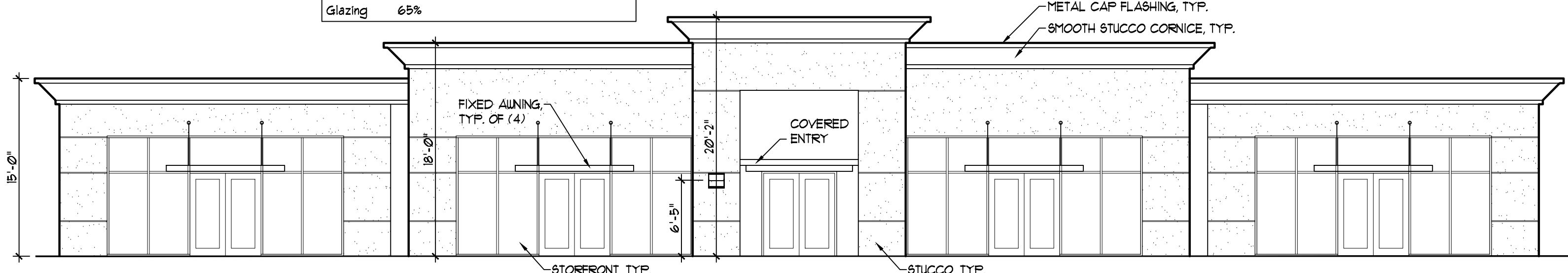
SCALE: 1/8" = 1'-0"



**OFFICE BUILDING - SOUTH ELEVATION**

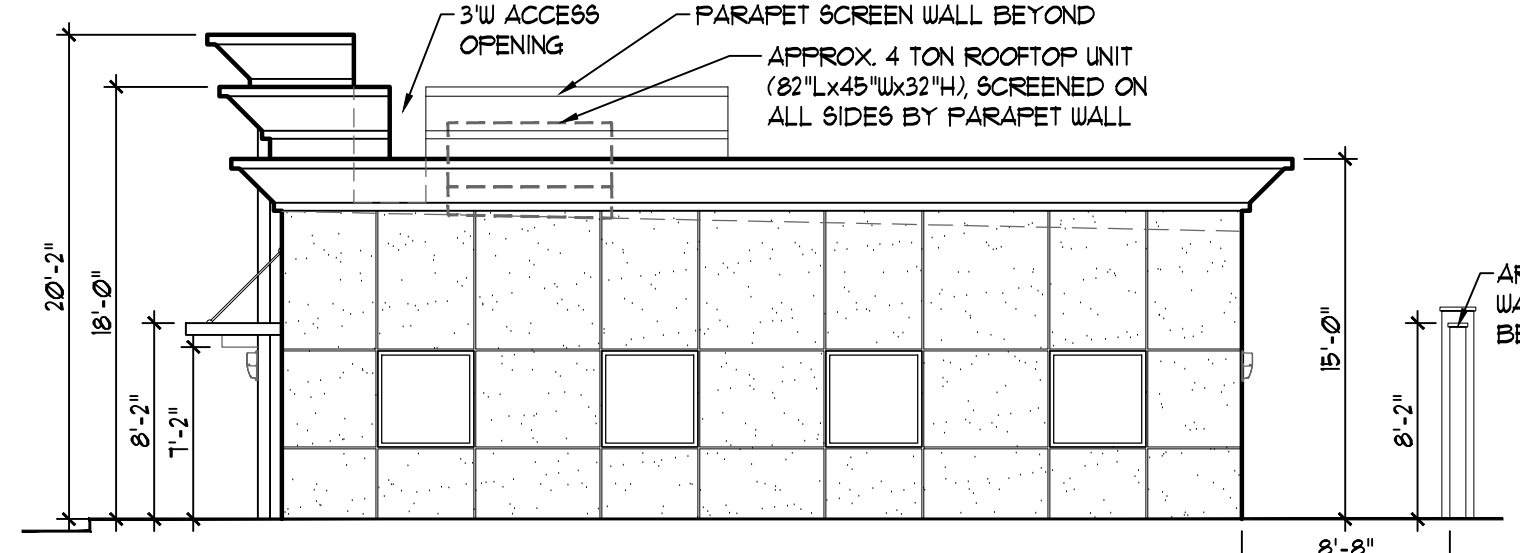
SCALE: 1/8" = 1'-0"

Facade 1316sf (habitable space w/ 10'-6" ceiling)  
 Window 851sf  
 Glazing 65%



**OFFICE BUILDING - NORTH ELEVATION**

SCALE: 1/8" = 1'-0"



**OFFICE BLDG - WEST ELEV.**

SCALE: 1/8" = 1'-0"

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**A3.1**

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