



DRAFT ARB ACTION MEMO / MINUTES

Date: October 21, 2024

Time: 1:00 PM

Meeting Room: Lane Auditorium

Members:

Chris Henningsen, Chair: Present
Frank Hancock, Vice-Chair: Present
Frank Stoner: Present
Dade Van Der Werf: Present
Taro Matsuno: Present

Staff:

Margaret Maliszewski
Khris Taggart

CALL TO ORDER: Mr. Henningsen called the meeting to order at 1:00 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS:

a. **SP2024-20: Carter Machinery Outdoor Storage, Display, and Sales**

Location: 721 Rio Road West

Proposal: To establish outdoor storage, display and sales of construction equipment and machinery in association with the development of an equipment rental facility.

Staff Contact: Khris Taggart

Representative: Conor O'Donnell

Khris Taggart summarized the staff report in a PowerPoint presentation. ARB members asked for clarification about the location of the 11-space parking lot, the possibility of an opaque fence, the library landscaping, and the next steps in the process. The applicant addressed the ARB virtually, summarizing the proposal and stating that the site plan and building changes would return to the ARB for review, that staff's recommendations would reduce parking by about 25 spaces, that other fence designs were possible, that equipment would have a maximum height of 12' when folded. ARB members asked the applicant if the double row of evergreens could expand into the storage area rather than the parking row, if street trees could be added in some of the parking spaces adjacent to Rio, if there were utility conflicts, if the west side of the parcel could be more formalized, and if the plan showed how the equipment would be stored. In discussion, the ARB noted that there is room to address evergreen screening and plants in some of the parking spaces would help meet the intent of the guidelines, the lack of clarity about the page south boundary, the thoughtful landscaping at the library, the potential review of changes to the building to remain once the other buildings are demolished, the treatment of the asphalt wasteland on the west side

of the site, the appropriateness of added planting adjacent to the corridor, possibly understory and ground-level to coordinate with the library, the possibility of replacing spaces near the building with larger canopy trees that would also buffer blank walls, and the option of using a double row of evergreens or a single row with a screening fence.

Motion: Mr. Van Der Werf moved to recommend no objection to the request for the Special Use Permit, with the recommended revisions to the concept plan and the conditions of approval, and to provide the comments for the final site plan submittal, all as listed in the staff report, amended as follows:

Recommended revisions to the Concept Plan prior to Planning Commission review:

1. Revise the concept plan to show the current landscape conditions within the l-shaped planting island along the western parcel boundary.
2. Revise the concept plan to provide evergreen trees in the l-shaped planting island and along the parcel's eastern boundary.
3. Revise the concept plan to provide additional evergreens or opaque fence at the 11-space parking row.
4. Revise the concept plan to show the full extent of the proposed storage area.
5. Revise the concept plan to significantly reduce paving and parking adjacent to Rio Rd., increase the depth of the planting area, and show landscaping that better satisfies the EC frontage landscaping requirements.
6. Revise the concept plan to show that vegetation near the parcel's southern boundary will remain.
7. Explore reductions in pavement and further definition of the drive aisle and increased landscaping at the western property boundary shared with the library.
8. Explore increased planting in front of the building to remain, including a planting strip or substitution of trees for parking spaces.

Recommendation on the Special Use Permit:

With the revisions to the concept plan listed above, the ARB staff recommends no objection to the proposed outdoor storage, display, and sales with the following conditions:

1. Equipment must be stored only in areas indicated for storage on the Concept Plan.
2. Equipment must be kept in the retracted/stowed position.
3. Site plan approval is subject to ARB approval of the landscape plan (submitted with the site plan). Landscaping shown on the plan may be required to be in excess of the minimum requirements of the ARB guidelines and/or the Zoning Ordinance to mitigate the visual impacts of the proposed use.
4. Site plan approval is subject to ARB approval of the lighting plan (submitted with the site plan). Maximum light levels must not exceed 20 footcandles. The maximum height of pole lights must not exceed 20'. All fixtures must have lamps whose color temperature is between 2000 and 3000 Kelvin. All site- and building-mounted fixtures must be full cutoff.

Recommendations for the Site Plan

1. Provide the proposed locations of mechanical equipment with the site plan. Show how the equipment will be screened from the EC.
2. Include the standard mechanical equipment note on the site plan: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
3. Provide the proposed locations of loading, service, and refuse areas with the site plan. Show how these locations will be screened from the EC.
4. Provide a lighting plan with the site plan. Limit all fixtures to full cutoff styles to minimize visual impacts of the development on the EC street.
5. The finish for freestanding poles must be either dark brown, dark bronze, or black.
6. Include the standard lighting note on the lighting plan: Each outdoor luminaire equipped with a lamp that emits 3,000 or more initial lumens shall be a full cutoff luminaire and shall be arranged or shielded to reflect light away from adjoining residential districts and away from

- adjacent roads. The spillover of lighting from luminaires onto public roads and property in residential or rural areas zoning districts shall not exceed one-half footcandle.
7. Provide a lighting plan with the site plan.
 8. Coordinate all landscaping with utilities and easements.
 9. Provide a complete landscaping plan with the site plan.
 10. Include the standard plant health note on the landscape plan: All site plantings of trees and shrubs shall be allowed to reach, and be maintained at, mature height; the topping of trees is prohibited. Shrubs and trees shall be pruned minimally and only to support the overall health of the plant.
 11. Show all proposed changes to the building to remain.

Mr. Henningsen seconded the motion.
The motion was carried by a vote of 5:0.

The ARB, the applicant and staff discussed the timing of submitting a revised concept plan for ARB review prior to Planning Commission review. Staff and the ARB clarified that the ARB would review the revised concept plan prior to the application moving on to the Planning Commission. Staff confirmed that a revised plan received by close of business on October 29 would be reviewed by the ARB at its November 4 meeting.

Mr. Stoner left the meeting at 2:03 PM.

WORK SESSION: None.

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Hancock moved for approval of the minutes from the October 7, 2024, ARB meeting.
Mr. Matsuno seconded the motion.
The motion was carried by a vote of 4:0. (Stoner absent)

b. Other items from staff or ARB members: None.

c. Next ARB Meeting: Monday, November 4, 2024, 1:00 PM – Lane Auditorium
The four members present stated that they planned to attend the November 4 meeting.

ADJOURNMENT

The meeting was adjourned at 2:04 p.m. to the next ARB meeting on Monday, November 4, 2024, at 1:00 p.m.