

CHAPTER 18.45: DESIGN REVIEW

18.45.010 Purpose.

The purposes of design review are to:

- A. Encourage site planning in advance of construction;
- B. Protect persons and property from potential adverse impacts of development;
- C. Consider natural or man-made hazards, which may impose limitations on development;
- D. Conserve the City's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable;
- E. Assure that development is supported with necessary public facilities and services;
- F. Assure that structures and other improvements are properly related to their sites and to the surrounding sites and structures; and,
- G. Implement the City's Comprehensive Plan and land use regulations with respect to development standards and policies.

18.45.020 Applicability and Procedure.

- A. All commercial, industrial, public semi public, multi family, row house, and condominium development shall be subject to design review. Duplex residential and single-family detached dwelling development shall not be subject to design review.
- B. Design review applications shall be processed pursuant to a Type II land use procedure.
- C. No building permit will be issued until the design review process is completed.

18.45.030 Submittal Requirements.

- A. The applicant shall submit five (5) sets of the diagrams, plans and drawings specified in Section B, including the information specified.
 - 1. One additional set is required that is conveniently reproducible and legible, not to exceed eight and one half (8.5) inches by eleven (11) inches.
 - 2. Plans shall be drawn to scale and fully dimensioned.

B. Diagrams, Plans and drawings.

1. Site Plan(s) containing the following:

- a. A vicinity map covering an area two hundred and fifty (250) feet from the boundary of the development site and a map of the subject property showing existing and proposed:
 - i. General information about the location;
 - ii. Dimensions and names of all existing, platted and proposed streets and access points;
 - iii. Other public ways, sidewalks, bicycle routes and bikeways, pedestrian/bicycle access ways and other pedestrian connections;
 - iv. Transit streets, facilities and stops (if any);
 - v. Neighborhood activity centers;
 - vi. Schematic placement of public utility locations; and,
 - vii. Location of easements affecting the development site.
- b. Legal description of the lot.
- c. Site dimensions and total area of the lot, including tax map and tax lot numbers for the development site.
- d. Topography with contour lines at two-foot contour intervals for grades 0 to 10 (0%-10%) percent and five (5) foot intervals for grades over 10 (10%) percent.
- e. Natural drainage; and arrows indicating the direction of the natural drainage.
- f. The location of natural hazard areas on and within one hundred (100) feet of the boundaries of the site, including:
 - i. Areas indicated on floodplain maps as being within the one hundred (100)-year floodplain.
 - ii. Areas subject to soil instability, slumping or earth flow, landslide or erosion, or for which field investigation, performed by a geo technical engineer or engineering geologist who is licensed by the State of Oregon, confirms the existence of or potential for severe hazard.

- g. The location of natural resource areas on and within one hundred (100) feet of the boundaries of the site, including fish and wildlife habitat, natural areas, wooded areas, areas of significant trees or vegetation, wetlands, water resources, and riparian areas that are identified by the Comprehensive Plan.
 - h. The location of cultural resources on and within one hundred (100) feet of the boundaries of the site that are identified on the City's cultural resources inventory.
 - i. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty-five (25) feet of the site, and the current or proposed uses of the structures.
 - j. The location, dimensions, square footage and setback distances of proposed structures, improvements, and utilities, and the proposed uses of the structures by square footage.
 - k. Exterior lighting including the type, height and areas of illumination.
 - l. Location, size, materials, colors and method of illumination of all signs.
 - m. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool, and bicycle parking spaces as required by Chapter 18.52.
 - n. Site access points for automobiles, pedestrians, bicycles and transit.
 - o. On-site pedestrian and bicycle circulation.
 - p. Service areas for uses such as mail delivery, trash disposal, loading and delivery.
 - q. Outdoor common areas proposed as open space.
 - r. Other site elements, which will assist in the evaluation of site development.
2. Landscape Plan.
- a. Location of existing trees with a circumference of twenty-five (25) inches (8 inches diameter) or greater measured at a point four and one half (4.5) feet above the ground on the upslope side of the tree.
 - i. When trees are in clusters, they may be indicated by the number and general location within the cluster of trees with a circumference of twenty-five (25) inches (8 inches diameter) or greater measured at a point four and one half (4.5) feet above the ground on the upslope side of the tree.

- ii. Indication if trees are evergreen or deciduous.
 - iii. Location and identification of any designated significant tree or grove.
 - b. Location and type of vegetation proposed to be removed and to be retained on the site.
 - c. The size, species (identifying both botanical and common names) and location of existing and proposed plant materials and other landscaping materials.
 - d. Site dimensions, outline of structure(s), scaled location of windows and doors.
 - e. Buffering and screening materials, when required.
 - f. Tree staking details.
 - g. Proposed types and locations of irrigation systems to maintain plant materials.
 - h. Architectural drawings, including floor plans, elevations and details drawn to scale.
 - i. Grading and erosion control plan.
3. Drainage Plan.
4. Such special studies or reports as the Director may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site.

18.45.040 General design review approval criteria.

A design review application must comply with the requirements of this title and the following general provisions.

A. Landscaping.

1. A minimum of fifteen (15%) percent of the lot area being developed shall be landscaped wherever practicable.
2. This landscaping requirement may be satisfied by providing landscaping only, or in combination with pedestrian plazas, pedestrian connections or water quality facilities.

3. Natural existing landscaping may be used to meet the landscaping requirement.
4. The development shall be designed in such a manner that as many trees as possible can be preserved and the preserved trees shall be protected during construction.
5. Landscape design and landscaping areas shall serve their intended functions and shall not adversely impact surrounding areas.
6. The required amount of landscaping shall include a mix of vertical (trees) and horizontal elements (grass, ground cover, etc.).
7. Newly planted trees shall be supported (by use of stakes and wire) to prevent damage by the strong winds.
8. All landscaped areas shall be irrigated by an underground system. Row house and Condominium developments are exempt from this requirement.
9. For developments in the R3, M1 and M2 districts, the development shall have a perimeter buffer a minimum of four (4) feet in width.
 - a. The buffer shall consist of permanently maintained vegetation and may be enclosed by a sight-obscuring fence.
 - b. Such vegetation and fence shall not exceed a height of six (6) feet, and shall be subject to the provisions of Section 18.44.080, 18.48.020, 18.52.060, 18.52.150 and 18.52.160.
10. The Planning Director shall approve the trees, shrubs and vegetation proposed for landscaping.

B. Structures.

1. The siting, construction and design of buildings and other improvements shall be appropriate to protect natural and cultural resources identified by the Comprehensive Plan and to avoid or minimize adverse impacts on other natural and cultural resources to the extent practicable.
2. The size, shape, height, and spatial and visual arrangement of uses, structures, fences, and walls, including color and material selection, shall be compatible with existing surroundings and future allowed uses.
3. Building facades that face a public street shall extend no more than thirty (30) feet without providing a variation in building materials, a building offset of at least two (2) feet, or a wall area, which is entirely separated from other wall areas by a projection such as a porch or a roof over a porch.

4. Grading and contouring shall not create an adverse effect on neighboring properties, public rights-of-way or the public storm drainage system.
5. All outdoor storage areas, garbage collection, exterior vents and mechanical devices and noise-generating equipment areas shall be screened by sight obscuring fencing or materials or by or vegetation and located away from abutting residential development.
6. Rooflines shall establish a distinctive "top" to a building.
 - a. When flat roofs are proposed, a cornice a minimum twelve (12) inches high projecting a minimum six (6) inches from the wall at the top of the wall or parapet shall be provided.
 - b. Roof-line offsets, at a minimum of eight (8) feet variation measured either vertically from the gutter line or horizontally, shall be provided at intervals of one hundred (100) feet or less to relieve the effect of a single, long roof.
 - c. Roof-mounted equipment, including satellite dishes and other communication equipment, must be screened from view from adjacent public streets with the exception of solar heating panels.
7. All ground floor common entries or individual unit entries shall be sheltered with a minimum four (4) foot overhang projection which shall not project more than four (4) feet into a required yard setback.
8. All structures shall be located and constructed in order to promote passive energy conservation.
9. Outdoor lighting shall be provided in a manner that enhances security, is appropriate for the use, and avoids adverse impacts on surrounding properties.
10. The site design shall promote crime prevention and public safety.

C. Pedestrian Circulation and Access.

1. All new commercial, industrial, institutional, and multifamily residential developments shall provide on-site pedestrian circulation systems that provide safe and convenient connections between buildings and existing public rights-of-way, pedestrian/bicycle access ways and other on-site pedestrian facilities while minimizing out-of direction travel.
2. On-site pedestrian circulation systems that comply with this subsection in the most practicable manner possible shall be approved.

3. On-site vehicular circulation systems and required pedestrian walkways shall be designed to minimize vehicular/pedestrian conflicts through measures such as minimizing driveway crossings, creating separate pedestrian walkways through the site and parking areas, and designating areas for pedestrians by marking crossings with changes in textural material.
4. On-site pedestrian walkways shall be well drained, hard surfaced and at least five (5) feet in unobstructed width.
5. Walkways without stairs shall have a maximum slope of eight (8%) percent and a maximum cross slope of two (2%) percent.
6. Walkways shall be increased to seven (7) feet in width when bordering parking spaces other than parallel parking spaces, and surface material shall contrast visually with adjoining surfaces.
7. Marked crossings shall have a continuous, detectable marking not less than thirty-six (36) inches wide using textural material that is firm, stable, slip-resistant, and consistent with the Federal Americans with Disabilities Act and Chapter 11 of the State of Oregon Structural Specialty Code (1996 Edition).
8. The internal pedestrian and bicycle circulation system for the proposed development must connect to other areas of the site.
 - a. Pedestrian connections shall connect main building entrances to the nearest sidewalk or other walkway leading to a sidewalk.
 - b. Pedestrian connections also shall connect to other building entrances, to adjacent streets and to nearby transit stops.
 - c. Pedestrian connections also shall connect to outdoor activity areas such as parking lots and recreational or play areas and plazas.
9. Walkways shall be designed to minimize out-of-direction travel.
10. Unless impracticable or exempted by any provisions of this code, buildings which are set back from the sidewalk more than 75 feet shall have pedestrian walkways which are capable of connecting to existing pedestrian walkways in adjacent developments or stubbed to the adjacent side yard property line if the adjacent land is vacant or is developed without pedestrian walkways.
 - a. The location of such a walkway stub shall take into consideration topography and the eventual development or redevelopment of the adjacent property.

- b. Pedestrian connection linkage to adjacent developments shall not be required within industrial developments or to industrial developments or to vacant industrially zoned land.
11. Public and private schools, and parks over one (1) acre in size, shall provide safe and convenient access to adjacent neighborhoods, that minimize out of direction travel between such schools or parks and adjacent neighborhoods.
 12. Within automobile parking areas, or when the pedestrian circulation system is parallel and adjacent to an auto travel lane, pedestrian safety shall be improved by raising the walkway or separating it from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier.
 13. If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps.
 14. Driveway crossings shall be minimized and in no case exceed thirty (30) feet in width.
 15. When crossing driveways and parking areas, pedestrian crossings and walkways may be built at the same elevation as the driveways and walkways if they are constructed of permanent materials, including paving or markings in a manner which contrasts and clearly delineates the crossing or walkway at any time of day or night.
 16. Lighting shall be provided along all walkways and must be lighted to a level where employees, residents, customers or the public to a minimum foot-candle of three (3) can use the system at night.
 17. Walkways along building frontages shall be covered with awnings, or building overhangs with a minimum vertical clearance of nine (9) feet for awnings and twelve (12) feet for building overhangs.
 18. A walkway from a building entrance to a public street shall be provided for every three hundred (300) feet of street frontage or for every eight (8) rows of vehicle parking, whichever is the greater distance.
 19. Pedestrian pathways must also connect to adjacent development, when mutually agreed upon between uses and developments must not preclude eventual site-to-site pedestrian connections, even if not feasible at the time of development.

D. Pedestrian/Bicycle Access ways.

1. Pedestrian/bicycle access ways are intended to provide safe and convenient connections within and from new multi-family developments, shopping centers and commercial districts to adjacent and nearby residential areas, transit stops and neighborhood activity centers where public street connections between such uses for automobiles, bicycles and pedestrians are unavailable.
2. Pedestrian/bicycle access ways shall only be used in areas where such public street connections are unavailable or impracticable or inappropriate as determined by the Director.
3. Pedestrian/bicycle access ways shall be provided in the following situations:
 - a. Access ways are required between discontinuous street rights-of-way; through mid-block locations where blocks are longer than one thousand (1000) feet; or where the lack of street continuity creates inconvenient or out-of-direction travel patterns for local pedestrian or bicycle trips.
 - b. In all residential districts, access ways shall be included:
 - (1) To provide reasonably direct access to nearby neighborhood activity centers, transit trunk routes and other transit facilities.
 - (2) Where practicable, to provide reasonably direct access to other adjacent developments and to adjacent undeveloped property likely to be subdivided or otherwise developed in the future.
 - (3) To provide reasonably direct connections from cul-de-sacs and internal private drives to the nearest available street or neighborhood activity center.
 - (4) To provide reasonably direct connections from cul-de-sacs or local streets to arterial or collector streets.
 - c. In nonresidential districts, access ways shall be included:
 - (1) To connect with all existing or approved access ways which abut the site, or to provide future connection(s) to abutting underdeveloped and undeveloped properties.
 - (2) To provide reasonably direct access to nearby neighborhood activity centers, transit trunk routes and other transit facilities.
 - (3) To provide reasonably direct connections from cul-de-sacs to the nearest available street or neighborhood activity center.

4. Wherever practicable, the entry points of required access ways shall align with pedestrian crossing points along adjacent streets and with adjacent street intersections.
5. The length of pedestrian/bicycle access ways between public streets shall not exceed three hundred (300) feet.
 - a. Such access ways shall be free of horizontal obstructions and have a nine (9) foot, six (6) inch high vertical clearance.
 - b. To safely accommodate both pedestrians and bicycles, the right-of-way widths of such access ways shall be as follows:
 - (1) The access ways shall have a minimum fifteen (15) foot wide right-of-way with a minimum ten (10) foot wide paved surface.
 - (2) If an access way also provides secondary fire access or a public utility corridor, its right-of-way width shall be at least twenty (20) feet with a minimum fifteen (15) foot wide paved surface.
6. Access ways shall be direct with both end points of the access way always visible from any point along the access way.
7. To enhance pedestrian and bicycle safety, access ways shall be lighted.
 - a. Lighting shall be provided at each entrance to an access way and may also be required at intermediate points along the access way as may be deemed necessary for public safety by the City Engineer.
8. Wherever practicable, access ways shall have a maximum slope of five (5%) percent and shall avoid the use of stairways as part of the access way.
9. The Director may require access way fencing and screening along adjacent property lines by:
 - a. A thick vegetation screen at least 42 inches high with an additional four (4) feet high evergreen vegetation screen; or
 - b. A minimum five (5) foot high fence with a row of three (3) to four (4) foot high evergreen shrubs or climbers planted along the fence; if a wooden fence is used, then the fence shall be constructed with pressure-treated structural members including a pressure treated cap; or
 - c. If there is an existing fence on private property adjacent to the access way, a four (4) foot high evergreen vegetative screen.

- d. In satisfying the requirements of this Section, evergreen plant materials that grow over four (4) feet in height shall be avoided.
 - (1) All plant materials shall be of a low maintenance variety and shall be reviewed and approved by city staff.
 - (2) Plants used, as a thick vegetation screen shall reach forty-two (42) inches in height within three (3) years of planting without irrigation.
- 10. Access ways shall be designed to prohibit motorized traffic within their rights-of way with materials such as curbs, removable lockable posts and bollards.
- 11. Access way surfaces shall be paved with all weather materials and designed to drain storm water runoff from the paved surfaces of the access ways.
- 12. In parks, greenways or other natural resource areas, access ways may be approved with a five (5) foot wide gravel path with wooden, brick or concrete edgings.
- 13. An exception to the access way requirement established by this Section may be granted by the Director where the Director determines that construction of a separate access way would not be feasible or practicable due to evidence of physical or jurisdictional constraints received by the Director. Such evidence may include but is not limited to:
 - a. That other federal, state or local requirements prevent construction of an access way.
 - b. That steep slopes, wetlands or other bodies of water, freeways, railroads, or other physical or topographic conditions make an access way connection impracticable.
 - c. That the access way would cross an area affected by an overlay district in a manner incompatible with the purposes of the overlay district.
 - d. That buildings or other existing development on adjacent lands physically preclude a connection now or in the future considering the potential for redevelopment.
 - e. That the access way would terminate at the urban growth boundary.
 - f. That the access way would violate provisions of leases, easements, covenants, restrictions or other agreements existing as of November 1, 1999 which preclude a required access way connection.

14. To enable access and allow maintenance over time for all pedestrian/bicycle access ways, the Director can require one of the following:
 - a. That the access ways be dedicated to the public and accepted by the City as public right-of-way prior to the final approval of the development; or
 - b. That approval of the development shall be contingent upon granting to the public access easements to such access ways; or
 - c. That the developers incorporate the access way into recorded easements or tract(s) of common ownership which specifically requires the property owners and future property owners who are subject to such easements or are owners of such tracts to provide for the ownership, liability and maintenance of the access way.

E. Parking and Loading.

1. All developments shall comply with Chapter 18.52.
2. In addition, parking and loading areas should be designed to:
 - a. Provide safe and convenient entrances and exits;
 - b. Provide a safe and convenient on-site circulation system for vehicles and pedestrians;
 - c. Minimize the amount of paved surface;
 - d. Preserve on-street parking opportunities;
 - e. Screen residential uses from vehicle headlights;
 - f. Soften the impact of parking areas on adjacent public and private spaces through the use of landscaping and screening;
 - g. Promote energy conservation through the use of vegetation to shade and cool parking areas;
 - h. Have vehicles enter and exit in a forward motion; and,
 - i. Be of sufficient size and number to adequately handle the delivery or shipping of goods and people.

3. For developments in R3, C1, C2, M1 and M2 districts having parking areas with ten (10) or more spaces, the parking area shall be improved with defined, continuously maintained landscaping totaling at least twenty (20) square feet of landscaping for each parking space.

F. Utilities.

1. New utility services will be placed underground wherever possible.
2. The development shall have adequate public water, sanitary sewer and storm drainage facilities sufficient to serve the level of development approved shall be provided.
 - a. The applicant shall demonstrate that adequate facilities and services are presently available or can be made available concurrent with development construction. Service providers shall be presumed correct in the evidence, which they submit relating to the adequacy and availability of such facilities and services to the development.
 - b. Service providers shall be presumed correct in the evidence, which they submit.
 - c. All facilities shall be designed to comply with adopted City standards.
 - d. A development may be required to extend, modify or replace an existing off-site public water, sanitary sewer or storm drainage facility or system to the extent necessary to provide adequate public facilities or services to the development site.
 - e. The development applicant may request from the City System Development Charge credits and/or City reimbursements for utility improvements or over sizing of facilities as may be required under this provision.

G. Storm water Detention Facilities.

1. Storm water detention facilities shall be screened and/or fenced and located on the site to minimize impacts to traffic circulation and pedestrian movements.
2. Proof of consultation with the Oregon Department of Environmental Quality for storm water discharge shall be required prior to the approval of the development.

H. Wetland and Waterways.

1. Developments shall be designed so as to protect, as much as possible, on-site wetlands including wetlands not yet included in the City's inventory of wetlands.

2. Proof of consultation with the Oregon Division of State Lands regarding wetlands and waterways shall accompany the design review application.
3. The application shall also demonstrate compliance with the applicable requirements in Chapters 18.68 (Stream Corridors) and 18.69 (Wetlands).

I. Signs. All signage shall comply with Chapter 18.50.

18.45.050 Multifamily residential standards.

In addition to the requirements of sections 18.45.010 through 18.45.040, multifamily residential development shall comply with the following standards:

- A. The development shall have a perimeter buffer a minimum of four (4) feet in width. The buffer shall consist of permanently maintained vegetation and may be enclosed by a sight-obscuring fence. Such vegetation and fence shall not exceed six (6) feet in height and shall be subject to provisions of Sections 18.44.080, 18.48.020, 18.52.060, 18.52.150 and 18.52.160.
- B. The development shall provide outdoor recreational facilities suitable for the type of development at a minimum of two hundred (200) square feet per dwelling unit.

18.45.060 Telecommunication Facilities

In addition to the requirements of sections 18.45.010 through 18.45.040, telecommunication facility development shall comply with the following standards:

- A. Support towers shall be self supporting.
- B. Height Limitation. Support Tower and antenna heights shall not exceed the maximum heights provided below.
 1. If the property is zoned M-1 or M-2, and no adjacent parcel is zoned residential, the maximum height of a support tower, including antennas, is 120 feet.
 2. If the property is zoned M-1 or M-2, and an adjacent parcel is zoned residential, the maximum height of a support tower, including antennas, is 100 feet.
 3. For all other zoning districts the maximum height of a support tower, including antennas, is 75 feet.
- C. Co-location. New support towers shall be designed to accommodate co-location of additional providers.

1. New support towers of a height greater than 75 feet shall be designed to accommodate co-location of a minimum of two additional providers either outright or through future modification of the tower.
 2. New support towers of a height between 60 feet and 75 feet shall be designed to accommodate co-location of a minimum of one additional provider either outright or through future modification of the tower.
 3. The applicant shall provide a signed statement to the city, stating that the applicant shall allow co-location with other users, provided that all reasonable safety, structural, technical and monetary requirements are met. This agreement shall also state that any future owners or operators of this site shall be required, as a condition of a sale or transfer, to allow such co-location on the tower, and to provide the city with such a co-location statement.
- D. Setbacks for support towers, auxiliary support equipment, and perimeter fencing shall be measured from property lines, not the lease area. The base of a tower must be setback from property lines at a distance equal to or greater than the height of the tower.
- E. Auxiliary Support Equipment. The following standards shall be required.
1. If the property is zoned:
 - a. C-1, C-2, M-1, or M-2 auxiliary support equipment footprint shall not exceed an area of 340 square feet and 15 feet in height at the peak;
 - b. In all other zoning districts the auxiliary support equipment shall be:
 - i. Located in an underground vault to the maximum extent practicable; or
 - ii. The applicant shall demonstrate why locating the auxiliary support equipment underground would limit the applicant's ability to fully utilize camouflage technology that might better suit the particular situation, in which case the standards of subsection (A) above shall apply.
 2. Only one auxiliary accessory cabinet shall be allowed per service provider located on a support structure.

F. Landscaping. In all zoning districts, existing vegetation shall be preserved to the maximum extent practicable. Screening of a site is mandatory.

1. If the property is zoned:

- a. M-1 or M-2, and no adjacent parcel is zoned residential, landscaping shall not be required if water quality issues are addressed and appropriate screening around the facility is proposed;
- b. For all cases other than those identified in subsection (A) above shall be placed completely around the perimeter of the telecommunication communication facility, except as required to gain access. The minimum planting height shall be a minimum of six (6) feet at the time of planting, densely placed so as to screen the facility. The landscaping shall be compatible with vegetation in the surrounding area, and shall be kept healthy and well maintained as long as the facility is in operation. Failure to maintain the site will be grounds to revoke the ability to operate the facility.

G. Noise Reduction. Noise generating equipment shall be baffled to reduce sound level measured at the property line to the following levels except during short durations for testing and operation of generators in emergency situations:

1. For any property where no adjacent parcel is zoned residential, the sound level at the property line shall not be greater than 50 dB;
2. For all other cases, the sound level shall not be greater than 40 dB when measured at the nearest residential parcel's property line.

H. Lighting.

1. Unless required by the Federal Aviation Administration or the Oregon Aeronautics Division, artificial lighting of telecommunication towers and antennas shall be prohibited.
2. Strobe lighting is prohibited unless required by the Federal Aviation Administration.
3. Security lighting for equipment shelters or cabinets and other on-the-ground auxiliary equipment shall be initiated by motion detecting lighting. The lighting shall be the minimal necessary to secure the site, shall not cause illumination on adjacent properties in excess of a measurement of 0.5-foot candles at the property line, and shall be shielded to keep direct light within the site boundaries.

I. Color.

1. Unless otherwise required by the Federal Aviation Administration, all support towers and antennas shall have a non-glare finish and blend with the natural background.

J. Signage.

2. Support towers and antenna(s) shall not be used for signage, symbols, flags, banners, or other devices or objects attached to or painted on any portion of a telecommunication facility.

K. Access Drives.

1. On a site with an existing use, access shall be achieved through use of the existing drives to the greatest extent practicable. If adequate intersection sight distance is unavailable at the existing access intersection with a City Street, an analysis of alternate access sites shall be required.
2. Site shall be serviced by an access adequate to ensure fire protection of the site.
3. New access drives shall be paved a minimum of 20 feet deep from the edge of the right-of-way (though the use of pervious paving materials such as F-mix asphalt, pavers, or geotech webbing is encouraged) and designed with material to be as pervious as practicable to minimize storm water runoff.
4. New access drives shall be reviewed for adequate intersection sight distances.

L. Informing the City. All service providers with facilities within the city shall be required to report in writing to the Director any changes in the status of their operation.

1. An annual written statement shall be filed with the Director no later than January 15th of each year verifying continued use of each facility in the City's jurisdiction as well as continued compliance with all state and federal agency regulations.
2. The report shall include any of the following changes:
 - a. Changes in or loss of Federal Communication Commission license from the Federal Communication Commission to operate;
 - b. Receipt of notice of failure to comply with the regulations of any other authority over the business or facility;
 - c. Change in ownership of the company that owns telecommunication facility or provides telecommunications services; or

- d. Loss or termination of lease with the telecommunications facility for a period of six (6) months or longer.

18.45.070 Row House Standards

In addition to the requirements of sections 18.45.010 through 18.45.040, Row House standards shall comply with the following standards:

A. Lot Coverage – 65%

B. Primary Dwelling

1. Configuration and Facades

- a. Row houses shall orient to and line streets with a series of attached units.
- b. Primary dwelling front facades shall be designed with balconies and/or bays. Facades facing a public street or designated access way shall not consist of a blank wall.
- c. Window trim shall not be flush with exterior wall treatment. Windows shall be provided with an architectural surround at the jamb, head and sill.

2. Entries and Porches

- a. Primary entries shall be accessed directly from a public street and must be visible from the street.
- b. Porches are required for each unit and must be located immediately adjacent to the primary entry. Porches must cover at least 50% of the primary facade (not including the garage) with a net depth of at least six (6) feet.

3. Roofs

- a. Hipped, gambrel or gabled roofs are required. Flat roofs are not permitted.

C. Accessory Structures:

1. A maximum of two (2) accessory structures may be permitted subject to lot coverage limitations.
2. An accessory structure and its projections shall be detached and separated from other structures by at least three (3) feet.

3. Only one accessory structure may exceed 100 square feet in area. Those greater than 100 square feet shall meet the following requirements:
 - a. The accessory structure shall be constructed with similar exterior building materials as that of the primary dwelling.
 - b. The accessory structure shall be constructed with similar exterior building materials as that of the primary dwelling.
 - c. The square footage of the accessory structure shall not exceed either 500 square feet or the square footage of the ground floor of the primary dwelling, whichever is less.
4. The accessory structure shall not exceed either 25 feet in height or the height of the primary dwelling, whichever is less.
5. Accessory structures shall not be placed between the front façade of the primary unit and the front lot line.

D. Off-Street Parking/Garages

1. Off-Street Parking:
 - a. At least one (1) off-street parking space shall be located in a garage.
 - b. No required parking or loading space shall be used for storing a recreational vehicle, camper, or boat.
2. Garage/Driveway Requirements:
 - a. A detached garage may be placed at the rear of a lot.
 - b. A detached garage may be placed at the rear of a lot.
 - c. A front access attached garage contained within the dwelling structure shall be recessed at least two (2) feet behind the front facade (not including porches, bays and other architectural features) and at least 20 feet from the street right-of-way.
 - d. Front facades, which are above front access garages, shall have one (1) or more windows or an architectural feature placed above the garage opening.
 - e. If located in the front, the garage opening and the driveway shall not exceed a width of 10 feet.
 - f. Tandem (end-to-end) parking is permitted.

g. If an alley adjoins a lot, then garage access from the street is not permitted.

E. Landscaping: A minimum of 25% landscaping is required.