



**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**

FROM CONCEPT TO CONSTRUCTION

Dan Saltzman, Commissioner  
Paul L. Scarlett, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

**Date:** August 18, 2011  
**To:** Interested Person  
**From:** Kara Fioravanti, Land Use Services  
503-823-5892 / [Kara.Fioravanti@portlandoregon.gov](mailto:Kara.Fioravanti@portlandoregon.gov)

## **NOTICE OF A TYPE II DECISION ON A PROPOSAL IN YOUR NEIGHBORHOOD**

The Bureau of Development Services has approved a proposal in your neighborhood. The reasons for the decision are included in this notice. If you disagree with the decision, you can appeal it and request a public hearing. Information on how to appeal this decision is listed at the end of this notice.

### **CASE FILE NUMBER: LU 11-153329 DZ** **NEW ATM IN EXISTING GROUND LEVEL STOREFRONT**

#### **GENERAL INFORMATION**

**Applicants:** Weston Investment Co. LLC  
2154 NE Broadway #200 / Portland, OR 97232-1590  
  
Aaron Palmer, Twinstar Credit Union  
4525 Intelco Loop / Lacey, WA 98503

**Representative:** Robert Vinnacombe, Vinnacombe Consulting Inc  
12790 SE Bluff Road / Sandy, OR 97055

**Site Address:** 1515 SW 5<sup>TH</sup> AVENUE  
**Legal Description:** BLOCK 164 LOT 1-8, PORTLAND  
**Tax Account No.:** R667716830 **State ID No.:** 1S1E03BC 3700 **Quarter Section:** 3129  
**Neighborhood:** Portland Downtown, contact Jennifer Geske at 503-750-9843.  
**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.  
**Plan District:** Central City - Downtown  
**Zoning:** CXd, Central Commercial with design overlay  
**Case Type:** DZ, Design Review  
**Procedure:** Type II, an administrative decision with appeal to the Design Commission.

**Proposal:** The applicant seeks design review approval for the installation of an ATM in the existing ground floor storefront facing SW 6<sup>th</sup> Avenue and the installation of 2 new fabric awnings above the existing ground floor storefront facing SW 6<sup>th</sup> Avenue.

**Relevant Approval Criteria:** In order to be approved, this proposal must comply with the approval criteria of Title 33. The relevant criteria are the Central City Fundamental Design Guidelines.

## ANALYSIS

**Zoning:** The Central Commercial (CX) zone is intended to provide for commercial development within Portland's most urban and intense areas. A broad range of uses is allowed to reflect Portland's role as a commercial, cultural and governmental center. Development is intended to be very intense with high building coverage, large buildings, and buildings placed close together. Development is intended to be pedestrian-oriented with a strong emphasis on a safe and attractive streetscape.

The "d" overlay promotes the conservation and enhancement of areas of the City with special historic, architectural or cultural value. New development and exterior modifications to existing development are subject to design review. This is achieved through the creation of design districts and applying the Design Overlay Zone as part of community planning projects, development of design guidelines for each district, and by requiring design review. In addition, design review ensures that certain types of infill development will be compatible with the neighborhood and enhance the area.

**Land Use History:** City records indicate no land use reviews since 2005.

**Agency Review:** A "Notice of Proposal in Your Neighborhood" was mailed **July 21, 2011**. The following Bureaus have responded with no issues or concerns: Site Development, Fire, Bureau of Environmental Services, Transportation, and Water.

- Bureau of Parks-Forestry Division responded: "Protect existing street trees".
- Bureau of Development Services, Life Safety responded: "A separate Building Permit is required for the work proposed and the proposal must be designed to meet all applicable building codes and ordinances."

**Neighborhood Review:** A Notice of Proposal in Your Neighborhood was mailed on July 21, 2011. No written responses have been received from either the Neighborhood Association or notified property owners in response to the proposal.

## ZONING CODE APPROVAL CRITERIA

### Chapter 33.825 Design Review

#### Section 33.825.010 Purpose of Design Review

Design review ensures that development conserves and enhances the recognized special design values of a site or area. Design review is used to ensure the conservation, enhancement, and continued vitality of the identified scenic, architectural, and cultural values of each design district or area. Design review ensures that certain types of infill development will be compatible with the neighborhood and enhance the area. Design review is also used in certain cases to review public and private projects to ensure that they are of a high design quality.

#### Section 33.825.055 Design Review Approval Criteria

A design review application will be approved if the review body finds the applicant to have shown that the proposal complies with the design guidelines for the area.

**Findings:** The site is designated with design overlay zoning (d), therefore the proposal requires Design Review approval. Because of the site's location, the applicable design guidelines are the Central City Fundamental Design Guidelines.

### Central City Fundamental Design Guidelines

These guidelines provide the constitutional framework for all design review areas in the Central City. The Central City Fundamental Design Guidelines and the River District Design Guidelines focus on four general categories. **(A) Portland Personality**, addresses design issues and elements that reinforce and enhance Portland's character. **(B) Pedestrian Emphasis**, addresses design issues and elements that contribute to a successful pedestrian environment.

**(C) Project Design**, addresses specific building characteristics and their relationships to the public environment. **(D) Special Areas**, provides design guidelines for the four special areas of the Central City.

### **Central City Plan Design Goals**

This set of goals are those developed to guide development throughout the Central City. They apply within the River District as well as to the other seven Central City policy areas. The nine goals for design review within the Central City are as follows:

1. Encourage urban design excellence in the Central City;
2. Integrate urban design and preservation of our heritage into the development process;
3. Enhance the character of the Central City's districts;
4. Promote the development of diversity and areas of special character within the Central City;
5. Establish an urban design relationship between the Central City's districts and the Central City as a whole;
6. Provide for a pleasant, rich and diverse pedestrian experience for pedestrians;
7. Provide for the humanization of the Central City through promotion of the arts;
8. Assist in creating a 24-hour Central City which is safe, humane and prosperous;
9. Ensure that new development is at a human scale and that it relates to the scale and desired character of its setting and the Central City as a whole.

*Staff has considered all guidelines and has addressed only those guidelines considered applicable to this project.*

**A8. Contribute to a Vibrant Streetscape.**

**B2. Protect the Pedestrian.**

**B7. Integrate Barrier-Free Design. C12. Integrate Exterior Lighting.**

**C2. Promote Quality and Permanence in Development.**

**C3. Respect Architectural Integrity.**

**C5. Design for Coherency.**

**C9. Develop Flexible Sidewalk-Level Spaces.**

**Findings:** The proposal includes an awning over an ATM and an awning over a ground level retail entrance to protect patrons of this new establishment. The proposal also includes a light above the ATM to provide safety to those using the ATM at night. The ATM and existing entry are accessible to all. The ATM unfortunately eliminates some clear glass storefront that activates the street and ensures a safe environment. Therefore, to ensure an active ground level that provides surveillance of the public realm, a condition of approval "B" will require that all remaining ground level storefront in this tenant space will be clear glass. The light proposed should be integrated with the building, and not seen as an after-thought. Therefore, a condition of approval "C" will require that the conduit for the light will not be exposed on the exterior of the building wall. The ATM is installed so as to align with the top of the storefront and the surround will be painted to match the main building color. A final condition of approval "D" will require that the stem wall below the ATM insert be the same material as the rest of the building's base; this condition ensures a coherent installation that respects the existing lines of the building. With conditions of approval, these guidelines are met.

## **DEVELOPMENT STANDARDS**

Unless specifically required in the approval criteria listed above, this proposal does not have to meet the development standards in order to be approved during this review process. The plans submitted for a building or zoning permit must demonstrate that all development standards of Title 33 can be met, or have received an Adjustment or Modification via a land use review prior to the approval of a building or zoning permit.

## **CONCLUSIONS**

The criteria are met.

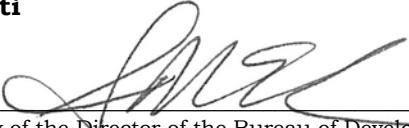
## ADMINISTRATIVE DECISION

Approval of design review for the installation of an ATM in the existing ground floor storefront facing SW 6<sup>th</sup> Avenue and the installation of 2 new fabric awnings above the existing ground floor storefront facing SW 6<sup>th</sup> Avenue.

Approval per the approved site plans, Exhibits C-1 through C-6, signed and dated August 12, 2011, subject to the following conditions:

- A. As part of the building permit application submittal, the following development-related conditions (B through E) must be noted on each of the 4 required site plans or included as a sheet in the numbered set of plans. The sheet on which this information appears must be labeled "ZONING COMPLIANCE PAGE - Case File LU 11-153329 DZ." All requirements must be graphically represented on the site plan, landscape, or other required plan and must be labeled "REQUIRED."
- B. All remaining ground level storefront in this tenant space will be clear glass.
- C. The conduit for the light will not be exposed on the exterior of the building wall.
- D. The stem wall below the ATM insert will be the same material as the rest of the building's base.
- E. No field changes allowed.

**Staff Planner: Kara Fioravanti**

**Decision rendered by:**  **on August 12, 2011**  
By authority of the Director of the Bureau of Development Services

**Decision mailed: August 18, 2011**

**About this Decision.** This land use decision is **not a permit** for development. Permits may be required prior to any work. Contact the Development Services Center at 503-823-7310 for information about permits.

**Procedural Information.** The application for this land use review was submitted on June 30, 2011, and was determined to be complete on **July 21, 2011**.

*Zoning Code Section 33.700.080* states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. Therefore this application was reviewed against the Zoning Code in effect on June 30, 2011.

*ORS 227.178* states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be waived or extended at the request of the applicant. In this case, the applicant did not waive or extend the 120-day review period. Unless further extended by the applicant, **the 120 days will expire on: November 18, 2011.**

**Some of the information contained in this report was provided by the applicant.**

As required by Section 33.800.060 of the Portland Zoning Code, the burden of proof is on the applicant to show that the approval criteria are met. The Bureau of Development Services has independently reviewed the information submitted by the applicant and has included this

information only where the Bureau of Development Services has determined the information satisfactorily demonstrates compliance with the applicable approval criteria. This report is the decision of the Bureau of Development Services with input from other City and public agencies.

**Conditions of Approval.** If approved, this project may be subject to a number of specific conditions, listed above. Compliance with the applicable conditions of approval must be documented in all related permit applications. Plans and drawings submitted during the permitting process must illustrate how applicable conditions of approval are met. Any project elements that are specifically required by conditions of approval must be shown on the plans, and labeled as such.

These conditions of approval run with the land, unless modified by future land use reviews. As used in the conditions, the term “applicant” includes the applicant for this land use review, any person undertaking development pursuant to this land use review, the proprietor of the use or development approved by this land use review, and the current owner and future owners of the property subject to this land use review.

**Appealing this decision.** This decision may be appealed to the Design Commission, which will hold a public hearing. Appeals must be filed **by 4:30 PM on September 1, 2011** at 1900 SW Fourth Ave. Appeals can be filed Tuesday through Friday on the first floor of the Development Services Center until 3 p.m. After 3 p.m. and Mondays, appeals must be submitted to the receptionist at the front desk on the fifth floor. **An appeal fee of \$250 will be charged.** The appeal fee will be refunded if the appellant prevails. There is no fee for ONI recognized organizations appealing a land use decision for property within the organization’s boundaries. The vote to appeal must be in accordance with the organization’s bylaws. Assistance in filing the appeal and information on fee waivers is available from BDS in the Development Services Center. Please see the appeal form for additional information.

The file and all evidence on this case are available for your review by appointment only. Please call the Request Line at our office, 1900 SW Fourth Avenue, Suite 5000, phone 503-823-7617, to schedule an appointment. I can provide some information over the phone. Copies of all information in the file can be obtained for a fee equal to the cost of services. Additional information about the City of Portland, city bureaus, and a digital copy of the Portland Zoning Code is available on the internet at [www.portlandonline.com](http://www.portlandonline.com).

**Attending the hearing.** If this decision is appealed, a hearing will be scheduled, and you will be notified of the date and time of the hearing. The decision of the Design Commission is final; any further appeal must be made to the Oregon Land Use Board of Appeals (LUBA) within 21 days of the date of mailing the decision, pursuant to ORS 197.620 and 197.830. Contact LUBA at 550 Capitol St. NE, Suite 235, Salem, Oregon 97301, or phone 1-503-373-1265 for further information.

Failure to raise an issue by the close of the record at or following the final hearing on this case, in person or by letter, may preclude an appeal to the Land Use Board of Appeals (LUBA) on that issue. Also, if you do not raise an issue with enough specificity to give the Design Commission an opportunity to respond to it, that also may preclude an appeal to LUBA on that issue.

**Recording the final decision.**

If this Land Use Review is approved the final decision must be recorded with the Multnomah County Recorder. A few days prior to the last day to appeal, the City will mail instructions to the applicant for recording the documents associated with their final land use decision.

- *Unless appealed,* The final decision may be recorded on or after **September 2, 2011 – (the day following the last day to appeal).**
- A building or zoning permit will be issued only after the final decision is recorded.

The applicant, builder, or a representative may record the final decision as follows:

- By Mail: Send the two recording sheets (sent in separate mailing) and the final Land Use Review decision with a check made payable to the Multnomah County Recorder to: Multnomah County Recorder, P.O. Box 5007, Portland OR 97208. The recording fee is identified on the recording sheet. Please include a self-addressed, stamped envelope.
- In Person: Bring the two recording sheets (sent in separate mailing) and the final Land Use Review decision with a check made payable to the Multnomah County Recorder to the County Recorder's office located at 501 SE Hawthorne Boulevard, #158, Portland OR 97214. The recording fee is identified on the recording sheet.

For further information on recording, please call the County Recorder at 503-988-3034  
For further information on your recording documents please call the Bureau of Development Services Land Use Services Division at 503-823-0625.

**Expiration of this approval.** An approval expires three years from the date the final decision is rendered unless a building permit has been issued, or the approved activity has begun. Where a site has received approval for multiple developments, and a building permit is not issued for all of the approved development within three years of the date of the final decision, a new land use review will be required before a permit will be issued for the remaining development, subject to the Zoning Code in effect at that time.

**Applying for your permits.** A building permit, occupancy permit, or development permit may be required before carrying out an approved project. At the time they apply for a permit, permittees must demonstrate compliance with:

- All conditions imposed herein;
- All applicable development standards, unless specifically exempted as part of this land use review;
- All requirements of the building code; and
- All provisions of the Municipal Code of the City of Portland, and all other applicable ordinances, provisions and regulations of the City.

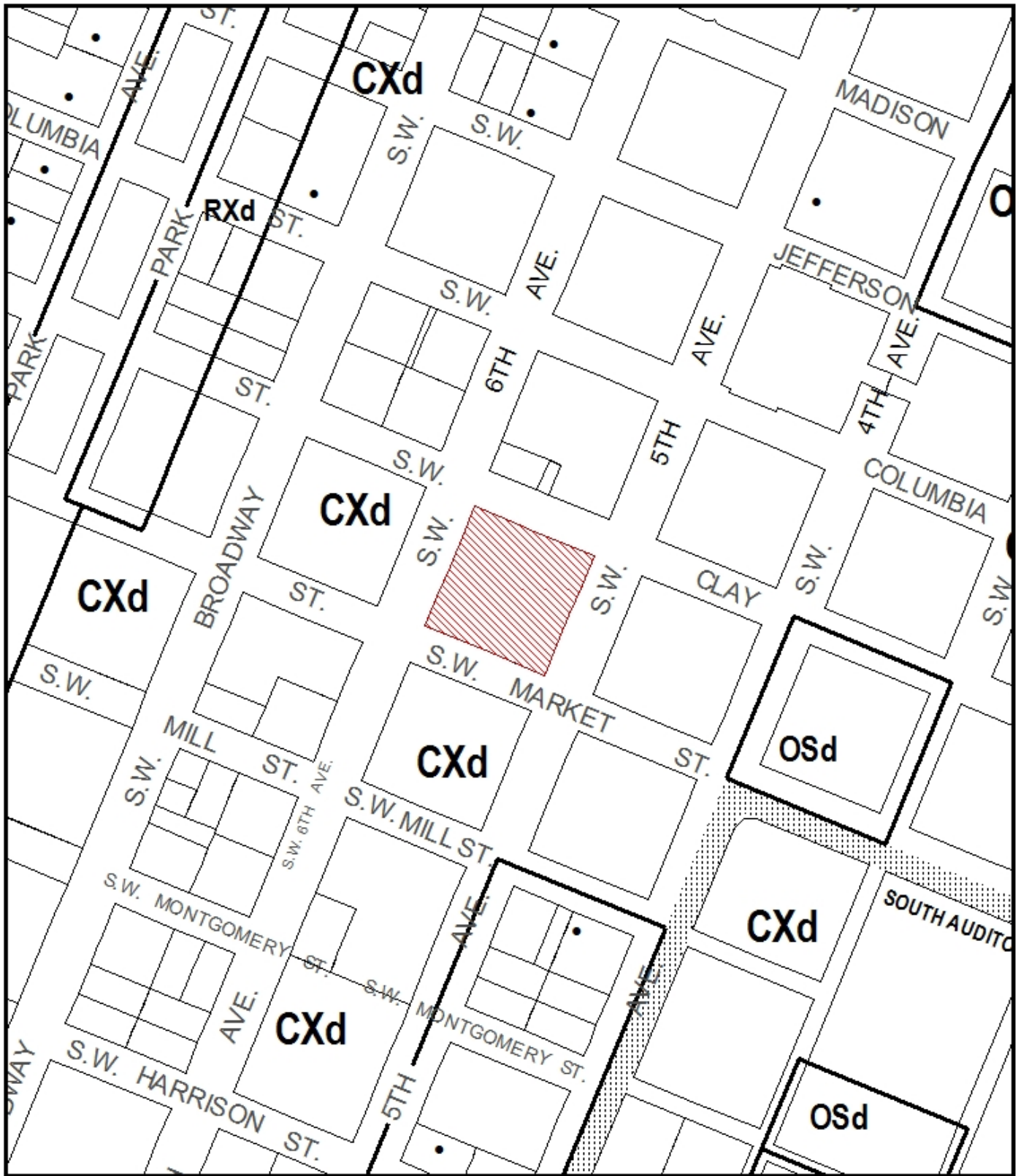
#### **EXHIBITS**

NOT ATTACHED UNLESS INDICATED

- A. Applicant's Statement
- B. Zoning Map (attached)
- C. Plans/Drawings:
  1. Existing West Elevation
  2. Proposed Exterior Elevation (attached)
  3. Sections
  4. Proposed Floor Plan
  5. Typical Awning Section
  6. ATM specifications
- D. Notification information:
  1. Mailing list
  2. Mailed notice
- E. Agency Responses:  
*None received*
- F. Correspondence:  
*None received*
- G. Other:
  1. Original LU Application
  2. Site History Research
  3. Email correspondence with applicant

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**





# ZONING

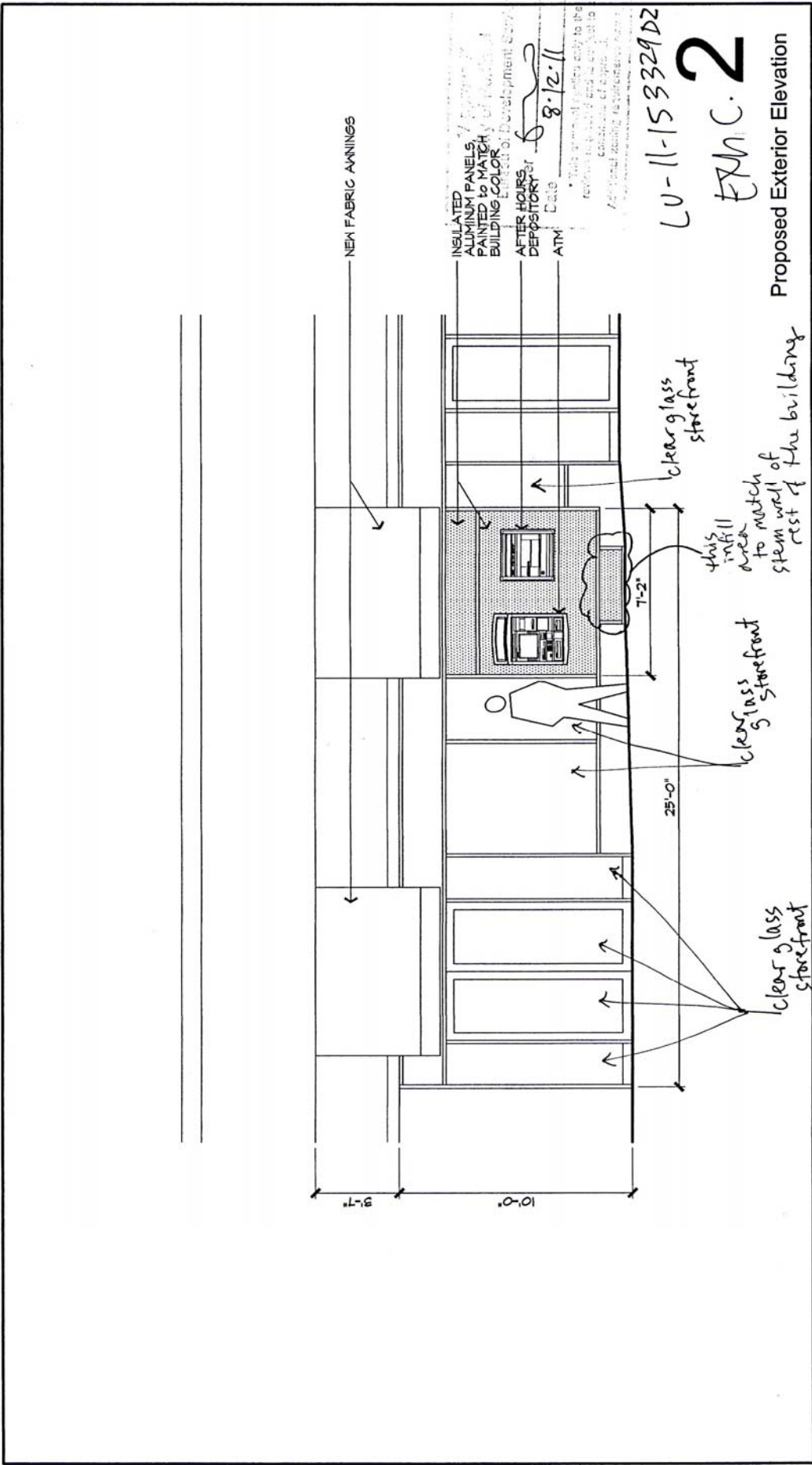
 Site



This site lies within the:  
CENTRAL CITY PLAN DISTRICT

|             |                   |
|-------------|-------------------|
| File No.    | LU 11-153329 DZ   |
| 1/4 Section | 3129              |
| Scale       | 1 inch = 200 feet |
| State_Id    | 1S1E03BC 3700     |
| Exhibit     | B (Jul 08,2011)   |





LU-11-153329DZ  
 EMC. 2

Proposed Exterior Elevation

Portland Oregon Branch  
 1510A SW 6th Avenue  
 Portland, Oregon

Twinstar Credit Union  
 PROPOSED STOREFRONT REMODEL

GRAPHIC SCALE  
 SCALE: 1/4" = 1'-0"  
 DATE: JUNE 28, 2011

12790 SE Bluff Road  
 Sandy, Oregon 97055  
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**Vinnacombe Consulting**