

## SECTION 27 - CONDITIONAL USE PERMITS

1. **Purpose.** Conditional uses may be permitted in certain districts, subject to the granting of a Conditional Use Permit. **A use is considered conditional if it may require special consideration because of unusual characteristics of the area in which it is to be located. It is important that conditional uses be properly located with respect to the objectives of this Ordinance and the effect to the surrounding properties. A use designated as conditional use may be permitted, enlarged or otherwise altered upon authorization by the Planning Commission in accordance with the standards and procedures set forth in this section.**
2. **Planning Commission Authority.** The Planning Commission shall have the authority to approve, approve with conditions, disapprove, or revoke Conditional Use Permits subject to the provisions of this section. Changes in use, expansion or contraction of site area, or alteration of structures or uses classified as conditional and existing prior to the effective date of this Ordinance shall conform to all regulations pertaining to conditional uses and shall require a new Conditional Use Permit.

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**In permitting a conditional use or the modification of an existing conditional use, the city may impose, in addition to those standards and requirements expressly specified by this section, any additional conditions which the city considers necessary to protect the best interests of the surrounding property or the city as a whole. These conditions may include, but are not limited to, the following:**

- A. Increasing the required lot size or yard dimensions, open spaces or buffer areas;
- B. Limiting the height of buildings;
- C. Controlling the location and number of vehicle access points;
- D. Increasing the street width;
- E. Increasing the number of off-street parking and loading spaces required, along with the type of surfacing and drainage of parking areas;
- F. Limiting the number, size and location of signs;
- G. Requiring screening, fencing, and/or landscaping (and maintenance thereof) to protect adjacent property; and
- H. Requiring means of pedestrian/bicycle access pathways to serve the property;
- I. Limiting the location, coverage or height of buildings because of obstructions to view and reduction of light and air to adjacent property;
- J. Limiting or prohibiting openings in sides of buildings or structures;

## SECTION 27 - CONDITIONAL USE PERMITS

- K. Enclosure of storage areas and limitation of outside display and/or storage of merchandise;
  - L. Regulation of noise, vibration, odors, etc.;
  - M. Regulation of time for certain activities;
  - N. Establishing a time period within which the proposed use shall be developed;
  - O. The requirement of a bond for removal of such use within a specified period of time;
  - P. Requirements under which any future enlargement or alteration of the use shall be reviewed by the planning commission and new conditions imposed;
  - Q. And such other conditions as will make possible the development of the city in an orderly and efficient manner and in conformity with the intent and purposes set forth in this ordinance **and the City Comprehensive Plan**.
3. Application. A property owner ***any interested person or their authorized agent*** may ***make application initiate a request*** for a conditional use permit ***or the modification of an existing conditional use*** by filing an application ***with the City*** in accordance with the provisions of Section 4.
- The application shall be accompanied by a site plan (as described in Section 22), drawn to scale, showing the dimensions and arrangement of the proposed development. The Planning Commission may require other drawings or information necessary to understand the proposed use and its relationship to surrounding properties.***
4. Public Hearings. Before a conditional use is permitted, the proposed conditional use shall be considered by the Planning Commission at a public hearing, or administratively. Notice of said hearing or administrative action shall be provided as per ***Section 4 of this ordinance***.
5. Action by the Commission. The Planning Commission may approve, approve with conditions, or disapprove the application for a Conditional Use permit. The Planning Commission may ***approve the application for a temporary conditional use, or*** any future enlargement or alteration of ***a conditional use shall require a new conditional use permit application*** so as to be in accordance with the regulations and standards of this Ordinance.
- A. In order to grant any conditional use, the Planning Commission must find that the establishment, maintenance or operation of the use applied for will not, under the circumstances of the particular case, be in violation to the appropriate regulations and standards contained in this Ordinance.

SECTION 27 - CONDITIONAL USE PERMITS

- B. The Planning Commission shall render a decision within 120 days after the application has been deemed complete. The decision of the Planning Commission shall be final unless appealed to the City Council.
- C. A Conditional Use permit shall become void one year after approval, unless a different time frame is specified as a condition of approval, or, within that time period the required building construction, alteration or enlargement has commenced and been diligently pursued or, if no such construction, alteration or enlargement is required, the permitted activity is being regularly conducted on the premises. The Planning Commission may extend the permit for an additional period of one year. A conditional use permit shall become void if the use is discontinued for a period of one year.
- D. Any conditional use authorized according to this Section (excepting "F" below) shall be subject to the following criteria, where applicable ***and the planning commission must find, based upon evidence, both factual and supportive, provided by the applicant, that:***
- 1) ***If the conditional use is a permitted use in any other zone in the city, that the need would best be met by allowing the conditional use with respect to the property in the application.*** The use is listed as a conditional use in the underlying zone, or in an applicable overlying zone.
  - 2) The use is consistent with the applicable goals and policies of the City Comprehensive Plan.
  - 3) The parcel is ~~suited~~ ***adequate*** for the proposed use. ***Considering*** its size, shape, location, topography, existence of improvements and natural features, ***the parcel will accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping and other features required by this title.***
  - 4) The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs or prevents the use of surrounding properties for the permitted uses listed in the underlying zone.
  - 5) ***Streets and highways , water and sewer service lines, must be adequate in width and degree of improvement to handle the quantity and kind of vehicular traffic that would be generated by the proposed use.*** ~~The proposed use is timely, considering the adequacy of public facilities and services existing or planned for the area affected by the use.~~
  - 6) ***There are no outstanding code violations or conditional requirements on the subject property;***
- E. ***Burden of Proof.***
- 1) ***The specific findings made by the Planning Commission in granting a conditional use permit must be factual and supported by substantial evidence. The burden of***

*producing substantial evidence to support the requisite findings is on the applicant seeking the approval of the conditional use. If no evidence is produced concerning any of the findings listed in subsection D above, the application must be denied based upon improper or inadequate findings. All evidence produced must be recited in the findings for approval of any conditional use permit application.*

*2) Where the planning commission is of the opinion that said conditional use permit shall be granted, it shall, in open public meeting, by a majority of its members in attendance, enter a planning commission order granting the conditional use permit, which order shall include specific findings of fact, conclusions and supportive evidence and any conditions of approval. Upon the filing of said order with the city recorder, the order shall be in full force and effect. An order denying a conditional use permit shall be entered and filed in a like manner, with the necessary findings of fact, where the planning commission, based on the standards specified herein, determines that the conditional use permit should not be granted.*

F. Conditional Uses and Criteria for Certain Transportation Facilities and Improvements

- 1) Construction, reconstruction, or widening of highways, roads, bridges or other transportation facilities that are (1) not designated in the adopted City of Tillamook Transportation System Plan (“TSP”), or (2) not designed and constructed as part of an approved subdivision or partition, are allowed in all Zones subject to a Conditional Use Permit - Transportation Facilities and satisfaction of all of the following criteria:
  - a. The project and its design are consistent with City of Tillamook adopted TSP, or, if the city has not adopted a TSP, consistent with the State Transportation Planning Rule, OAR 660-012 (“the TPR”).
  - b. The project design is compatible with abutting land uses in regard to noise generation and public safety and is consistent with the applicable zoning and development standards and criteria for the abutting properties.
  - c. The project design minimizes environmental impacts to identified wetlands, wildlife habitat, air and water quality, cultural resources, and scenic qualities, and a site with fewer environmental impacts is not reasonably available. The applicant shall document all efforts to obtain a site with fewer environmental impacts, and the reasons alternative sites were not chosen.
  - d. The project preserves or improves the safety and function of the facility through access management, traffic calming, or other design features.
  - e. The project includes provisions for bicycle and pedestrian access and circulation consistent with the comprehensive plan, the requirements of this ordinance, and the TSP or TPR.

## SECTION 27 - CONDITIONAL USE PERMITS

- 2) State transportation system facility or improvement projects. The State Department of Transportation (“ODOT”) shall provide a narrative statement with the application demonstrating compliance with all of the criteria and standards in Section 27A 1.b-e. Where applicable, an Environmental Impact Statement or Environmental Assessment may be used to address one or more of these criteria.
- 3) Proposal inconsistent with TSP/TPR. If the City determines that the proposed use or activity or its design is inconsistent with the TSP or TPR, then the applicant shall apply for and obtain a plan and/or zoning amendment prior to or in conjunction with conditional use permit approval. The applicant shall choose one of the following options:
  - a. If the City’s determination of inconsistency is made prior to a final decision on the conditional use permit application, the applicant shall withdraw the conditional use permit application; or
  - b. If the City’s determination of inconsistency is made prior to a final decision on the conditional use permit application, the applicant shall withdraw the conditional use permit application, apply for a plan/zone amendment, and re-apply for a conditional use permit if and when the amendment is approved; or
  - c. If the City’s determination of inconsistency is made prior to a final decision on the conditional use permit application, the applicant shall submit a plan/zoning amendment application for joint review and decision with the conditional use permit application, along with a written waiver of the ORS 227.178 120-day period within which to complete all local reviews and appeals once the application is deemed complete; or
  - d. If the City’s determination of inconsistency is part of a final decision on the conditional use permit application, the applicant shall submit a new conditional use permit application, along with a plan/zoning amendment application for joint review and decision.

F. Expiration. A Conditional Use Permit for Transportation System Facilities and Improvements shall be void after five (5) years.

6. Appeal. The applicant or any interested person may appeal a decision of the Planning Commission to the City Council in the form prescribed by the City. The appeal procedures shall be set forth in Section 33.
7. Effect. No building or other permit shall be issued in any case where a Conditional Use Permit is required by the terms of this Ordinance until fourteen (14) days after the approval of the conditional use by the Planning Commission. An appeal from an action of the Planning Commission shall automatically stay the issuance of a building or other permit until such appeal has been completed.
8. Violation of Condition. The Planning Commission, on its own motion, may revoke as being void any Conditional Use Permit for non-compliance with conditions set forth in the granting of said permit after first holding a public hearing and giving notice of such hearing as provided in

## SECTION 27 - CONDITIONAL USE PERMITS

Section 34. The foregoing shall not be the exclusive remedy, and it shall be unlawful and punishable hereunder for any person to violate any condition imposed by a Conditional Use Permit.

The Planning Commission on its own motion, may also revoke any other conditional use permit granted, if the permitted use has been discontinued for a period of one year, and if the property owner, after notification of such proposed action, does not certify his or her intent to resume the use during the following year.

9. Limitation on New Applications. In a case where an application is denied by the Planning Commission, or denied by the City Council on appeal from the Planning Commission, unless specifically stated to be without prejudice, it shall not be eligible for resubmittal for the period of one year from the date of said denial, unless, in the opinion of the Planning Commission, new evidence is submitted or conditions have changed to an extent that further consideration is warranted.
10. Notification of Action. The City Planner shall notify the applicant and all interested parties submitting written or oral testimony into the record for a conditional use in writing of the Planning Commission's action within five (5) days after the entry of the final order. A copy of said order shall be provided to the applicant.
11. Applicability. The approved Conditional Use Permit shall apply to the specific use applied for only, and shall transfer with the ownership of the property. A conditional use permit granted pursuant to the provisions of this chapter shall run with the land and shall continue to be valid upon a change of ownership of the site or structure which was the subject of the use permit application, except as otherwise provided in this section.