



**STAFF RECOMMENDATION to HISTORIC REVIEW BOARD**

This document represents the Staff Recommendation on a Land Use Application requesting the addition of a shade structure and landscaping in addition to the replacement of the front entrance stairs and front door. The site is a Historic Landmark and was designated as The Sandy School.

**SECTION 1 – SUMMARY**

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**DATE:** January 4, 2024

**CASE FILE NO.:** Z0343-23-HR

**STAFF CONTACT:** Joy Fields, [jfields@clackamas.us](mailto:jfields@clackamas.us); (503) 742-4510

**LOCATION and Tax Lot:** At 36001 SE Hwy 211, approximately 350 feet west of the intersection of SE Hwy 211 and SE 362nd Dr.. Tax Map 02S04E22, Tax Lots 01800

**APPLICANT:** Clackamas County Children's Commission- Head Start

**OWNER:** Clackamas County Children's Commission

**TOTAL AREA:** Approximately 1.20 acres in tax lot 1800 and 2.92 acres in adjacent tax lot 2404 for a total of 5.23 acres

**ZONING:** RRFF-5 (Rural Residential Farm Forest 5 Acre) and Rural Industrial (for the portion of the property with tax lot #2404).

**CITIZENS PLANNING ORGANIZATION:** Sandy

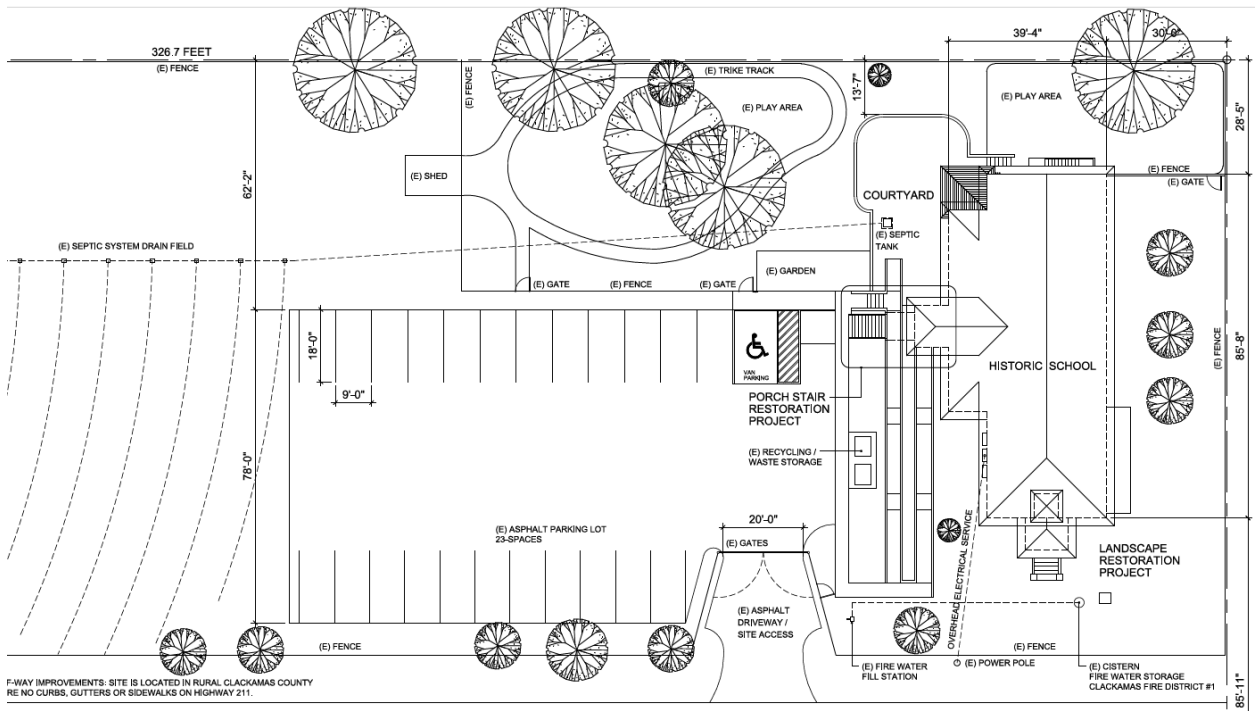
**PROPOSAL:** Proposed addition of a shade structure to the courtyard and landscaping around the west, south and east of the building in addition to the replacement of the front entrance stairs and front door.

**APPLICABLE APPROVAL CRITERIA:** This application is subject to Clackamas County Zoning and Development Ordinance (ZDO) Sections(s) 707.05, 707.06(C)(3), 707.06(C)(4) and 1307.

## Location Map

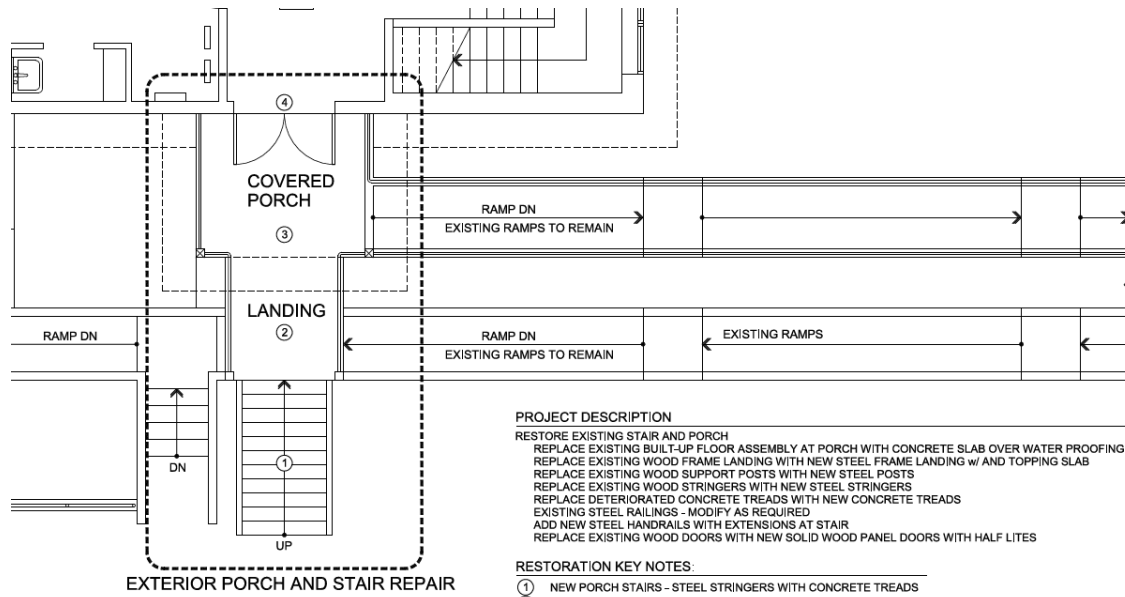


## Site Plan



## Proposed Plans

### Front Steps

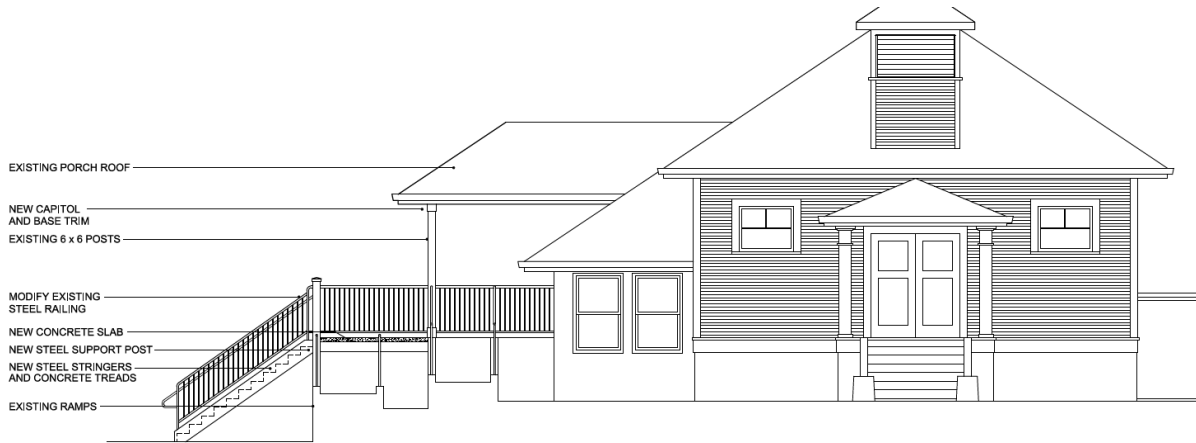


**PROJECT DESCRIPTION**

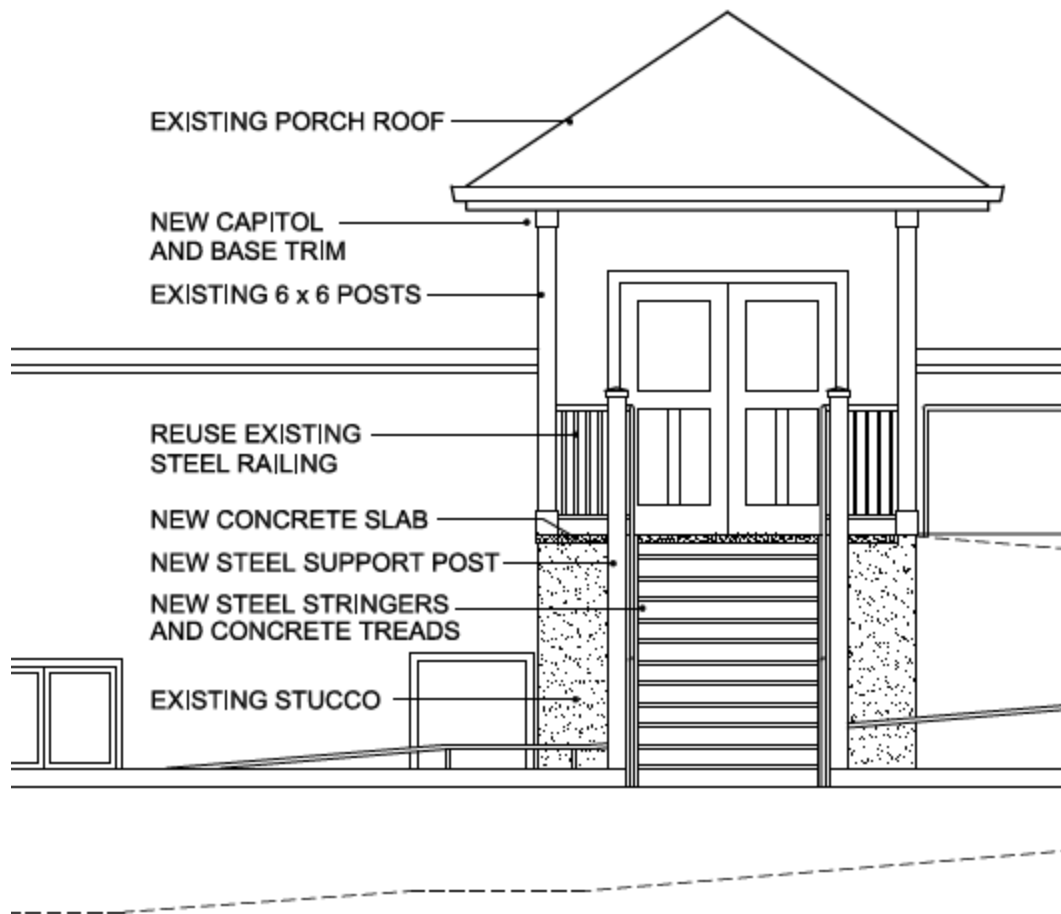
- RESTORE EXISTING STAIR AND PORCH
- REPLACE EXISTING BUILT-UP FLOOR ASSEMBLY AT PORCH WITH CONCRETE SLAB OVER WATER PROOFING
- REPLACE EXISTING WOOD FRAME LANDING WITH NEW STEEL FRAME LANDING w/ AND TOPPING SLAB
- REPLACE EXISTING WOOD SUPPORT POSTS WITH NEW STEEL POSTS
- REPLACE EXISTING WOOD STRINGERS WITH NEW STEEL STRINGERS
- REPLACE DETERIORATED CONCRETE TREADS WITH NEW CONCRETE TREADS
- EXISTING STEEL RAILINGS - MODIFY AS REQUIRED
- ADD NEW STEEL HANDRAILS WITH EXTENSIONS AT STAIR
- REPLACE EXISTING WOOD DOORS WITH NEW SOLID WOOD PANEL DOORS WITH HALF LITES

**RESTORATION KEY NOTES:**

- ① NEW PORCH STAIRS - STEEL STRINGERS WITH CONCRETE TREADS
- ② NEW STEEL FRAME LANDING w/ CONCRETE TOPPING SLAB
- ③ NEW PORCH FLOOR ASSEMBLY w/ CONCRETE TOPPING SLAB
- ④ REPLACE WOOD ENTRY DOORS

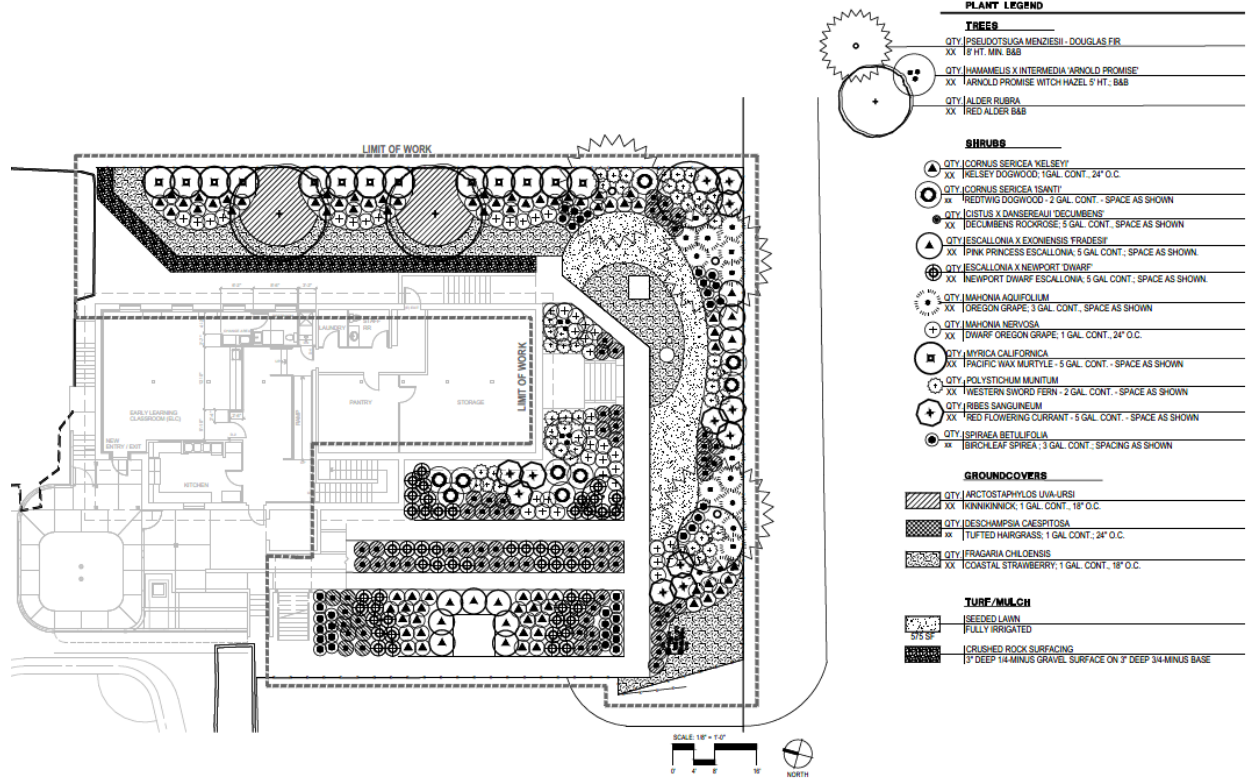


① PROPOSED SOUTH ELEVATION  
SCALE 1/4" = 1'-0"



**2** PROPOSED WEST ELEVATION  
 A2.1 SCALE: 1/4" = 1'-0"

# Proposed Landscaping



Sandy Ridge Head Start – Existing Frontage Landscape

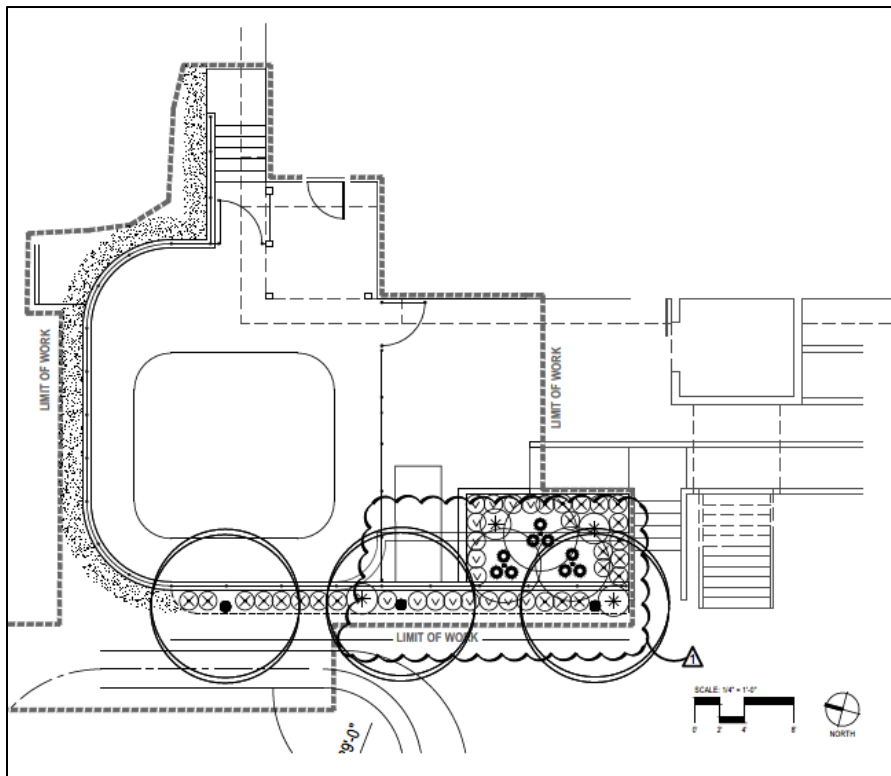
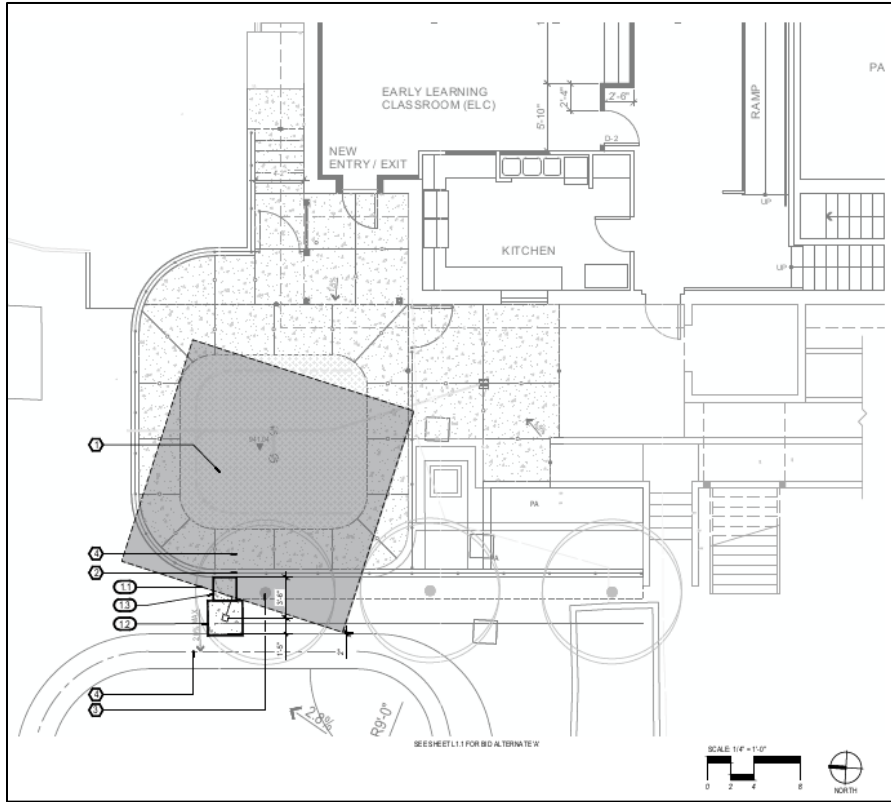


Sandy Ridge view looking northwest



Sandy Ridge view looking north

# Sun Shade with Landscaping



ItemNum	QTY	ID	DESCRIPTION
01	1	AFB-43073XX	Crown - Ø6 5/8" x 91 1/4", (4) 3 1/2" Sockets with 8" x 6" Flanged Cantilever Arm
02	1	PSA-6000XX	Wldmt - 8" x 8" x 143 1/4" w/ Flange & Base Plate for Cantilever Umbrella
03	4	AFB-35694XX	Wldmt - 3.5" OD 11 Ga. x 160 3/4" Rafter
04	4	AFB-35716XX	Wldmt - 2.5" OD 12 Ga. x 96 1/4" Strut
05	4	MTA25592XX	Extension - 3 1/2" OD Rafter Glide Mechanism
06	1	FSU2020-G	Fabric Assembly - 20x20 Square Umbrella, with Glide
07	8	HWB0022	Bolt - 1/2"-13 x 1-3/4" HH Zn
08	8	HWN0020	Nut - 1/2"-Nylock Zn
09	16	HWWR0018	Washer 1/2" ID x 1 3/8" OD x .100" thick Flat Zinc Steel
10	9	HWS0021	Screw - 1/4" x 1" Self Tapping Torx w/Patch
11	16	HWS0081	3/8" x 1-1/4" Self Tapping Torx w/patch
12	4	HWM0325	Cable Clamp 1/4" Forged Steel, Galv.
13	1	HWM0129	Tool - 2" Long T-30 Torx Security With Barrel Hood
14	1	HWM0132	Driver bit T-45 Security Power Bit
15	6	HWB0151	Bolt 3/4"-10 x 2-3/4" HH Grade 5 Zn
16	12	HWWR0059	Washer, 3/4" Flat - 2" OD, 12" Thk - Zinc
17	6	HWN0071	Nut - 3/4"-10 Nylock Hex
18	1	CA-5-1080I	Cable - 1/4" Galv. Steel x 1080"

Rev	Date	Init.	Descr.
A	3/18/21	JWD	Changed to 6" Sub-Surface

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Date: 04-14-2020 Drawn By: Jonathan Dickey

1050 Columbia Drive, Carrollton GA 30117  
Toll Free: 800-327-8774 Local: 770-832-6660

Description: Standard - Cantilever Umbrella Shade - 20' x 20' x 12', 6" Sub-Surface Mount, Glide

Material: Rev: A Drawing Number: CU202012SG

Weight: 572.91 lbs. Size: A Units: Inch Tol: ±.0625 Unless Otherwise Specified Scale: 1:72 Sheet: 1 of 1

## BACKGROUND:

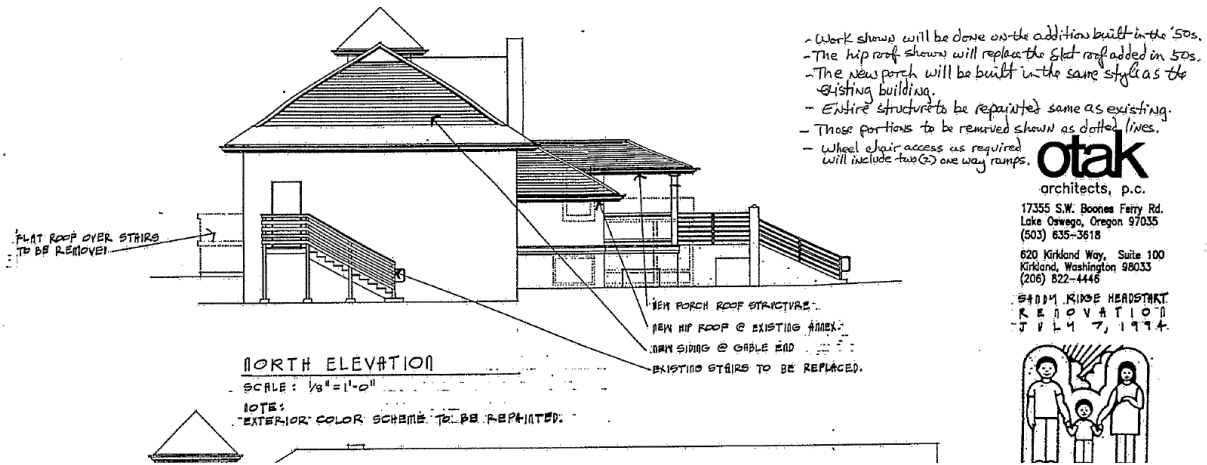
Excerpts from the 1993 Historic Landmark designation application follow: "The Sandy School is an excellent example of an early 20<sup>th</sup> century school building.... It is designed in the Vernacular style. The bilateral symmetrical façade and classically inspired porch features show a suggestion of the Classical Revival style, which was the most common architectural style for early 20<sup>th</sup> century public buildings. Other salient elements include the hipped bell tower, boxed eaves and narrow bevel siding finished with corner boards and water table molding."

When designated in the early 1990s "The school has had few exterior alterations. Changes include an attachment on the west elevation and the addition of an entrance to the basement on the east elevation. It is unclear if an addition was made to rear elevation. "

The Clackamas County Children's Commission became owners of the property in 1995 (Deed# 1995-048283).

Previous land use decisions include:

- A. Z0775-94; Minor alterations and maintenance to provide handicapped access. Elevations with notes from application included below:

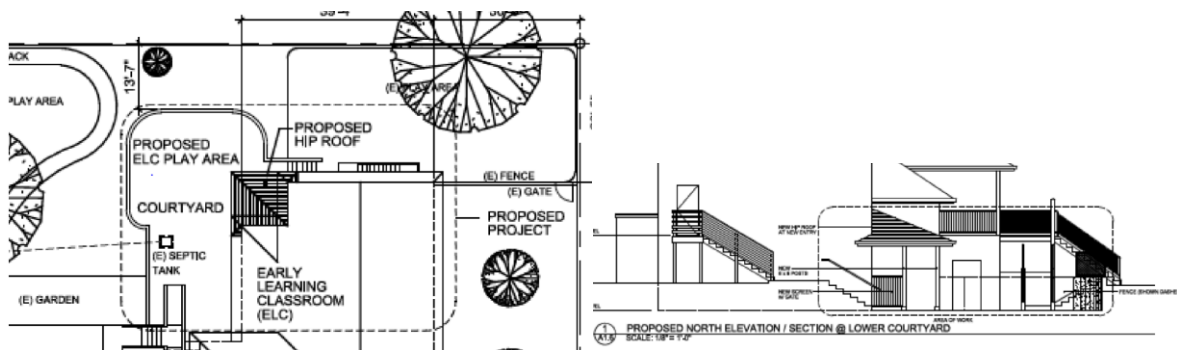


B. Z0310-19; Approved the replacement of damaged siding with like-for-like material, repainting entire structure, new entry with hip roof porch at NW corner and restoration of handrails and tower. Images of deterioration below:



Figures 4, 5, 6 & 7 - Exterior views of subject property indicating deterioration of facade material

C. Z0477-20; Approved the addition of a new exterior door and porch on the NW corner of the structure in the rear. Proposal included the ELC play area and courtyard. Excerpts of plans from application below:

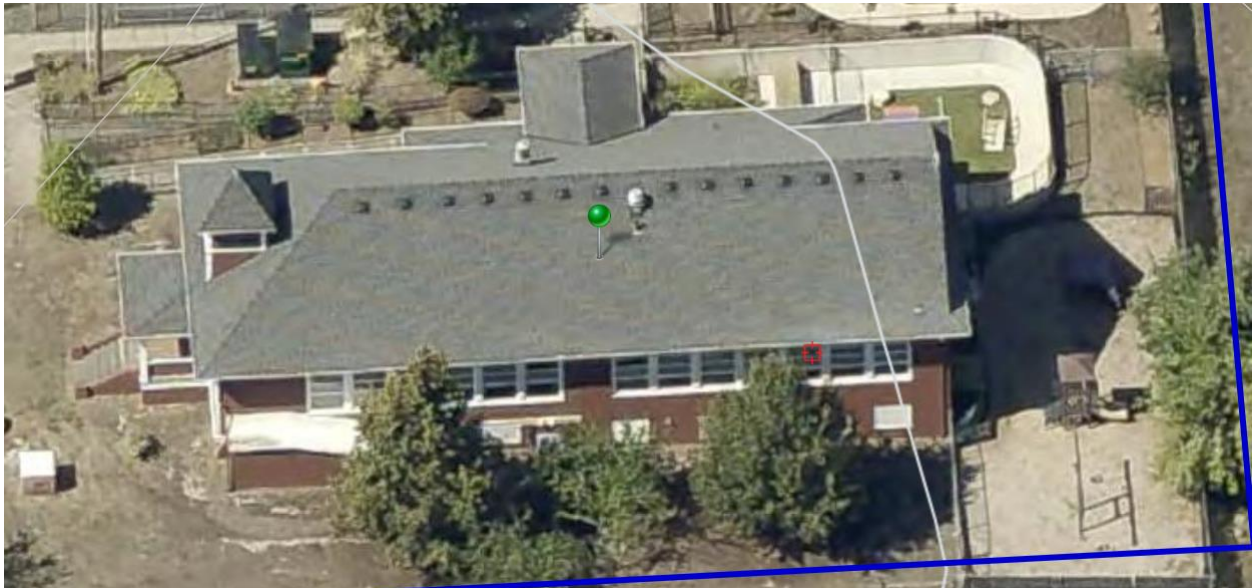
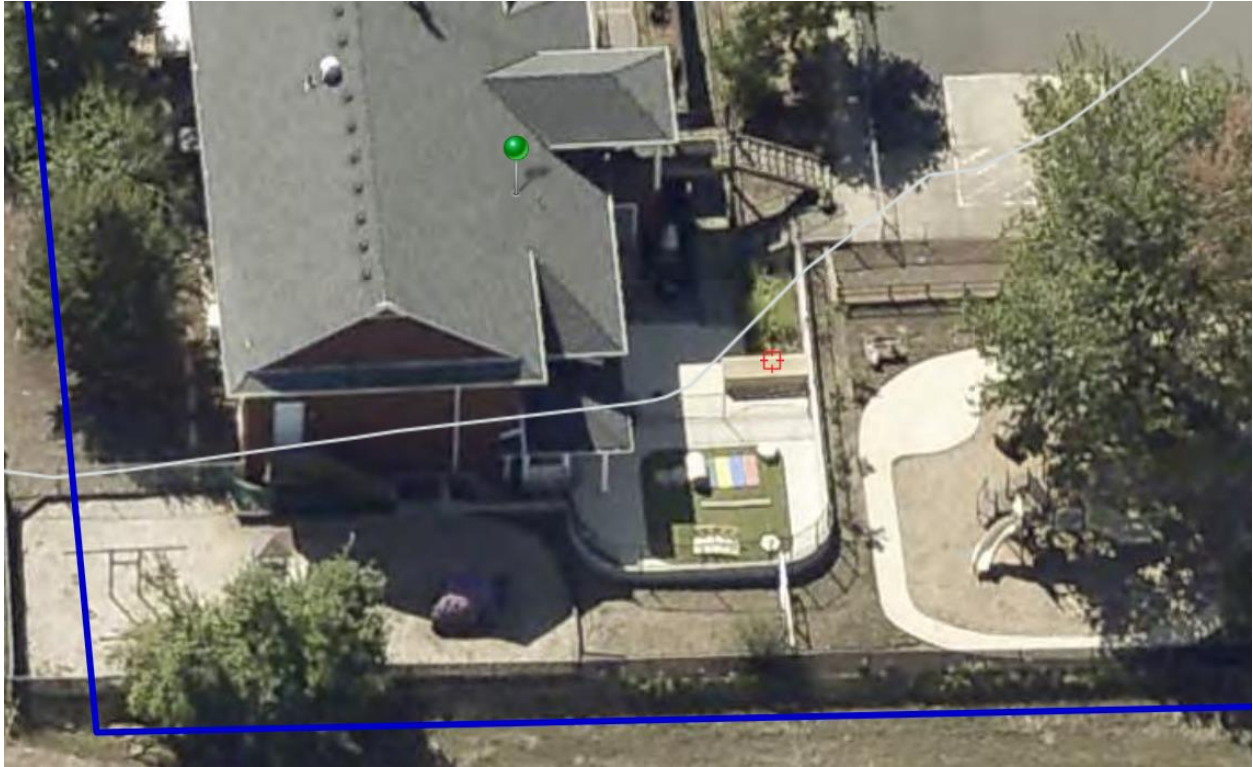




D. Z0352-21; Approved the replacement of some existing window sashes with Marvin Elevate series windows. They were intended to match the size, operation, proportion, and configuration of the existing window sash.

In the current application the Clackamas County Children's Commission proposes to replace the existing wood frame entry stairs with a new steel frame and cast-in-place concrete treads that will match existing wood frame and treads in form and scale. Proposal intends to address leaks into exterior storage room below porch causing water intrusion and exposure of framing materials to high levels of moisture. New guards and handrails are proposed to meet current code and access requirements. New guards and handrails will match existing materials and forms. In addition, the applicants are proposing to add landscaping on three sides of the building and add a shade cover over the existing courtyard on the northwest side of the building near the entrance approved through Z0477-20.







**Site Description:** Located on Sandy Ridge, on the north side of OR Hwy 211, 100 yards west of intersection of 362nd Avenue. The site is generally flat. There is a paved parking lot, play areas, and a mowed field.

**DISCUSSION AND RECOMMENDATION:**

The Planning and Zoning Staff finds that, based on the findings below, the subject site is eligible for the construction of additional structures to facilitate the use of the existing courtyard, maintain the integrity of the building and improve safety at the western entrance. The landscaping also adds wind barriers and walkways around the historic structure.

**Applicable Criteria And Findings:** Sections 707.01, 707.05, and 707.06(C) provide the criteria used to determine how the Historic Preservation Overlay zone are applied to Historic Landmarks. Section 1307 provides the process by which the application is reviewed.

Section 707.02 APPLICABILITY

*A. Section 707 applies to designated Historic Landmarks, Historic Districts, and Historic Corridors*

**Finding:** The property at 36001 SE HWY 211 is a designated Historic Landmark. This criterion is met.

Section 707.04 Uses Permitted

*A. Primary Uses: A Historic Landmark or properties within a Historic District or Historic Corridor may be used for any use which is allowed in the underlying zoning district, including home occupations, provided such use is not detrimental to the preservation of the historic resource, subject to the specific requirements for the use, and all other requirements of Section 707.*

**Finding:** The use of the property that has Historic Landmark Designation has included many land use reviews and approvals. Thus while the school is not identified as a primary use in the underlying zoning district, or Historic Overlay Districts, the property has been owned and used by schools since prior to zoning. This standard is for informational purposes only, since the schoolhouse, has been in use by the Clackamas County Children's Commission, the Clackamas County School district 46 and the Sandy School District #39. This criterion is not applicable.

Section 707.05 Historic Review Board

*A Historic Review Board shall be established pursuant to Subsection 1307.03 and shall have the following responsibilities:*

*C. Review and make recommendations on all proposed new construction within a Historic District or Corridor, or on property on which a Historic Landmark is located, subject to Subsection 707.06;*

**Finding:** Adding structures to the property requires building permits, and adding new landscaping are considered new construction on a property on which a Historic Landmark is located. Thus, the Historic Review Board is reviewing and providing recommendations to staff regarding Z0343-23. This criterion is met.

707.06 THE REVIEW PROCESS

*Section 707.06. C (3). Alteration and Development:*

*3. Major Alterations: Major alterations shall be reviewed as Type II applications pursuant to Section 1307. Approval of an application for a major alteration shall be subject to the following criteria for rehabilitation:*

*a. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

*b. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

*c. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

**Finding:** The proposed replacement of the steps and door on the west elevation of the Historic Landmark are considered major alterations because the materials are not being replaced like-for-like. The exact proposed methods and materials are provided by the applicant in the application narrative, materials, and landscape plans and is discussed below. However, the inventory included in the Historic Landmark designation file notes a potential addition on the western side, where the stair replacement is proposed, and notes that “the property is also significant for the role the school has played in the social, cultural and educational history of the community.” The inventory and designation therefore does not include any landscape features that add historic significance or character of the landmark. Thus, the landscape does not appear to add conjectural elements.

1. Stairs and front door

The stairs being replaced are of the same scale, height and colors but have new materials such as the steel replacing the wood. The new doors match the existing in style, material, and color.

2. Landscaping is considered new construction see discussion below.

3. Shade Structure is considered new construction see discussion below.

These proposed changes do not include the removal of historic materials or alteration of features and spaces that characterize a property. Therefore, staff find these criterion are met. However, staff would appreciate guidance from the Historic Review Board on whether the proposed landscaping adds a “conjectural element” that would negatively impact the historic character of the site.

*d. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

*e. Distinctive features, finished, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*

**Finding:** The subject property was designated a historic landmark with significant documentation of the historical importance of the use of the property as a school in addition to architectural features that led to a classical revival aesthetic. The deep eaves; hip roof, single-bay porch with rectangular capped posts and enclosed balustrade are the decorative features identified in the inventory. There was also mention of two sets of paired paneled and glazed doors one of which was on w. elev. Therefore, staff do not anticipate that the proposed replacement of the paired paneled door with a new one of the same style on the west elevation, that is an addition to the original structure, will alter the historical significance of the Historic Landmark. Current safety requirements such as handrails that meet the building code, and the handicapped ramp approved through Z0775-94 are examples of how the structure has changed through time to support the continued use of the structure as a school building.

*f. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials.*

*Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

**Finding:** The west elevation entrance is identified as a potential addition in the original inventory and designation. This entrance was also modified through Z0775-94 and Z0477-20. The proposal does not replace missing features or replace distinctive features other than potentially one set of the paired paneled and glazed doors. In the application the applicant states “New solid wood panels doors with half lites matching existing doors will be installed.” Therefore, staff find this criterion is met.

*g. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the least damaging or gentlest means possible.*

*h. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

*i. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

*j. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property, including historic plant materials, and its environment would be unimpaired.*

**Finding:** The proposal does not any chemical treatments or sandblasting that could cause damage to the historic materials still on the structure. There are no known archeological resources surrounding the existing historic structure that would be impacted by the proposed additions to the landscaping and courtyard and alterations to the entrance. The new exterior alteration of the stairs and entranceway will be differentiated from the old while maintaining the size and scale of the old features. In the future, if these stairs, sun shade, and landscaping were removed the integrity of the historic property would be unimpaired. Therefore, staff find this criterion is met.

*4. New Construction: Applications for proposed structures on a Historic Landmark site, or within a Historic District or Historic Corridor shall be reviewed as Type II applications pursuant to Section 1307. Approval of an application shall be subject to the following criteria:*

*a. The design of the proposed structure is compatible with the design of the landmark building(s) on the site or in the district or corridor considering scale, style, height, and architectural detail, materials, and colors.*

*b. The location and orientation of the new structure on the site is consistent with the typical location and orientation of similar structures on the site or within the district or corridor, considering setbacks, distances between structures, location of entrances, and similar siting considerations.*

*c. Changes to yard areas including planters, fences, ponds, walkways and landscape materials should be compatible with the overall historic setting.*

*d. Scale of commercial use: Individual permitted uses shall be of a scale appropriate to serve properties surrounding the historic overlay.*

**Finding:** The schoolhouse is currently exposed on the east and south sides with just mown lawn and a scattering trees. Therefore, the new landscaping is a change to the

historic landmark setting and is considered as new construction as indicated above. The proposed new landscaping and walkways includes a few Douglas Fir on the south and east side set at locations to “frame” the historic structure along with Red Alder along the east expanse. These trees are interspersed with native shrubs such as Oregon grape and red twig dogwood and lower growing ground covers. See the landscaping plan for a full list and location of proposed plantings. Based on the inventories we have available the site was largely devoid of landscaping, however, current school uses tend to include landscaping around the school buildings and therefore, the addition of the landscaping is considered a change that will support the continued use of the structure as a school/preschool.

The northwest portion of the building has seen the most change through the years including the addition of an entryway, the addition of the courtyard, entrance to the basement and play areas. The proposed shade structure would go over the courtyard that was part of land use approval Z0477-20. The location of the shade structure is near the rear of the building and is behind the main line of the building from Hwy 211. Therefore, the location is not prominent and is compatible with the use of the courtyard for early learning activities. The shade structure is 20 feet wide and 12 feet tall and thus is small in relation to the 1.2 acre property. Therefore, staff find that the addition of the shade structure has an appropriate scale, height and size to minimize interference with the historic character of the Historic Landmark.

None of the proposed alterations or new construction change the use of the property and do not change the commercial scale of the use. Therefore, staff find the new construction criterion to be met.

### **SUMMARY OF FINDINGS AND RECOMMENDATION**

The Planning and Zoning Staff finds that the addition of the proposed structures does not compromise the historic integrity of the site and should be allowed on this Clackamas County Historic Landmark. Based on the above analysis of the ordinance standards, staff recommends approval of the additional shade structure, replacement of the stairs and door, and landscaping on this property.



**Clackamas County Planning and Zoning Division  
Department of Transportation and Development**

Development Services Building  
150 Beavercreek Road | Oregon City, OR 97045

503-742-4500 | [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us)  
[www.clackamas.us/planning](http://www.clackamas.us/planning)

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**NOTICE OF LAND USE APPLICATION IN YOUR AREA**

**Date of Mailing of this Notice:** 12/18/2023

**Notice Mailed To:** Property owners within 750 feet of the subject property  
Community Planning Organizations (CPO)  
Interested Agencies

**File Number:** Z0343-23

**Application Type:** Historic Landmark New Construction

**Proposal:** HISTORIC PROPERTY ALTERATION - The applicant is proposing to replace the steps and front door of the Historic Landmark. In addition to adding landscaping, the applicant is also proposing to install a shade structure in the play area. The Historic Review Board will consider these changes to the Historic Landmark and make a recommendation during their regularly scheduled meeting in January, 2024. Agenda, Staff Report, and link to attend the meeting will be available one week prior to the meeting at: <https://www.clackamas.us/planning/reviewboard.html>.

**Applicable Zoning and Development Ordinance (ZDO) Criteria:** In order to be approved, this proposal must comply with ZDO Sections ZDO 202, 707, and 1307. The ZDO criteria for evaluating this application can be viewed at <https://www.clackamas.us/planning/zdo.html>

**Applicant:** CLACK. CO. CHILDREN'S COMMISSION-HEAD START

**Property Owner:** CLACKAMAS CO CHILDRENS COM

**Site Address:** 36001 SE HWY 211  
BORING, OR 97009

**Location:** At 36001 SE Hwy 211, approximately 350 feet west of the intersection of SE Hwy 211 and SE 362nd Dr.

**Assessor's Map and Tax Lot:** 24E22 01800

**Zoning:** EFU-EXCLUSIVE FARM USE, Historic Landmark Overlay

**Staff Contact:** Joy Fields

**E-mail:** [JFields@clackamas.us](mailto:JFields@clackamas.us)



**File Number:** Z0343-23

**Community Planning Organization:** The following recognized Community Planning Organization (CPO) has been notified of this application. This organization may develop a recommendation. You are welcome to contact the CPO and attend their meeting on this matter, if one is planned.

SANDY CPO (INACTIVE)

If this CPO is currently inactive and you are interested in becoming involved in land use planning in your area, please contact Clackamas County Community Engagement at [communityinvolvement@clackamas.us](mailto:communityinvolvement@clackamas.us). In some cases where there is an inactive CPO, a nearby active CPO may review the application. To determine if that applies to this application, call or email the staff contact.

**How to Review this Application:** A copy of the application, all documents and evidence submitted by or on behalf of the applicant, and applicable criteria are available for inspection at no cost. Copies may be purchased at the rate of \$2.00 per page for 8 1/2" x 11" or 11" x 14" documents, \$2.50 per page for 11" x 17" documents, \$3.50 per page for 18" x 24" documents and \$0.75 per sq ft with a \$5.00 minimum for large format documents. You may view or obtain these materials:

- Online at <https://accela.clackamas.us/citizenaccess/>. After selecting the Planning tab enter the file number to search. Select File Number and then select Attachments from the dropdown list, where you will find the submitted application; or
- By emailing or calling the staff contact.

**Decision Process:** Following the closing of the comment period, a written decision on this application will be made and a copy will be mailed to you. If you disagree with the decision, you may appeal to the Land Use Hearings Officer, who will conduct a public hearing. There is a \$250 appeal fee.

**How to Comment on this Application:**

To ensure your comments are considered prior to issuance of the decision, they must be received within 20 days of the date of this notice. Comments may be submitted by email to the staff contact or by regular mail to the address at the top of this notice. Please include the file number on all correspondence, and focus your comments on the approval criteria identified above or other criteria that you believe apply to the decision.

Comments:

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Your Name/Organization

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Telephone Number

*Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at least three (3) business days before the meeting at 503 -742-4545 or [DRenhard@clackamas.us](mailto:DRenhard@clackamas.us).*

¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод? | 翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?



**Clackamas County Planning and Zoning Division  
Department of Transportation and Development**

Development Services Building  
150 Beaver Creek Road | Oregon City, OR 97045  
503-742-4500 | zoninginfo@clackamas.us  
www.clackamas.us/planning

**TYPE II OR III LAND USE APPLICATION**

**DEEMED COMPLETE**

ORIGINAL DATE SUBMITTED:

FILE NUMBER:

APPLICATION TYPE:

The Planning and Zoning Division staff deemed this application complete for the purposes of Oregon Revised Statutes (ORS) 215.427 on:

Staff Name

Title

**Comments:**

**Check one:**

The subject property is located inside an urban growth boundary. The 120-day deadline for final action on the application pursuant to ORS 215.427(1) is:

The subject property is not located inside an urban growth boundary. The 150-day deadline for final action on the application pursuant to ORS 215.427(1) is:



RECEIVED

**Dec 14 2023**

Clackamas County  
Planning & Zoning Division

**Clackamas County Planning and Zoning  
Department of Transportation and Development**

Development Services Building  
150 Beaver Creek Road | Oregon City, OR 97045  
503-742-4500 | zoninginfo@clackamas.us  
www.clackamas.us/planning

## **NOTICE OF INCOMPLETE TYPE II OR III LAND USE APPLICATION**

FILE NUMBER: Z0343-23  
APPLICATION TYPE: Historic Landmark Modification  
APPLICANT NAME: Clackamas County Children's Commission-Head Start  
SITE ADDRESS: 36001 SE HWY 211, BORING, OR 97009  
STAFF CONTACT: Joy Fields EMAIL: jfields@clackamas.us  
DATE OF APPLICATION SUBMITTAL: August 30, 2023  
DATE DEEMED INCOMPLETE: September 7, 2023  
DATE OF MAILING OF THIS NOTICE: September 7, 2023  
**DEADLINE FOR SUBMITTAL OF MISSING INFORMATION (180 days from date the application was first submitted): February 26, 2024**

Your Type II or III land use application has been deemed **incomplete**. Pursuant to Subsection 1307.07(E) of the Clackamas County Zoning and Development Ordinance, your application will be void unless the missing information is submitted within 180 days of the date the application was first submitted. Upon voiding of an application, 75 percent of your application fee will be refunded, and you will need to reapply if you are still interested in obtaining this permit.

### **MISSING INFORMATION REQUIRED FOR A COMPLETE APPLICATION:**

- A.** The addition of shade structures over the playground that are proposed through B0431023 are considered new construction. Please provide information on the shade structures and any other changes proposed on the property.
- B.** The change of structural material for the stairs to the western entrance proposed through the submitted application is a minor modification.
- C.** The Historic Review Board needs to consider the new construction and the minor modification of the Historic Landmark.  
All of the structural changes, such as the entrance stairs and shade structures and landscaping changes can be reviewed and considered by the Historic Review Board as one application if included for consideration.

## IMPORTANT

Your application will be deemed complete, if, within 180 days of the date the application was first submitted, Planning and Zoning receives one of the following:

1. All of the missing information; or
2. Some of the missing information and written notice from you (the applicant) that no other information will be provided; or
3. Written notice from you (the applicant) that none of the missing information will be provided.

If any one of these options is chosen within 180 days of the date of the initial submittal, approval or denial of your application will be subject to the relevant criteria in effect on the date the application was first submitted.

Your application will be considered **void** if, on the 181<sup>st</sup> day after the date the application was first submitted, you have been mailed this notice and have not provided the information requested in Options 1-3 above. In this case, no further action will be taken on your application.

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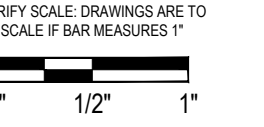
Applicant or authorized representative, please check one of the following and return this notice to: **Clackamas County Planning and Zoning, 150 Beaver Creek Road, Oregon City, OR, 97045 or the staff contact email on page 1 of this notice**

- I am submitting the required information (attached); or
- I am submitting some of the information requested (attached) and no other information will be submitted; or
- I will not be submitting the requested information. Please accept the application as submitted for review and decision.

J TIMOTHY RICHARD  
Signed

12/14/2023  
Date

J Timothy Richard  
Print Name



CLACKAMAS COUNTY  
 CHILDREN'S COMMISSION  
**HEAD START**

Project:  
**SANDY RIDGE HEAD START SHADE STRUCTURE**

Submittal: SHADE PERMIT  
 Sheet Title:  
**SITE PLAN**

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Date: 08/11/2023  
 Revisions:

Drawn By: CW  
 Checked By: BJ  
 Job No. 220093.2  
 Approved: XX

**L1.0**  
 Sheet No. 2 of 4

**SITE DETAIL KEY NOTES**

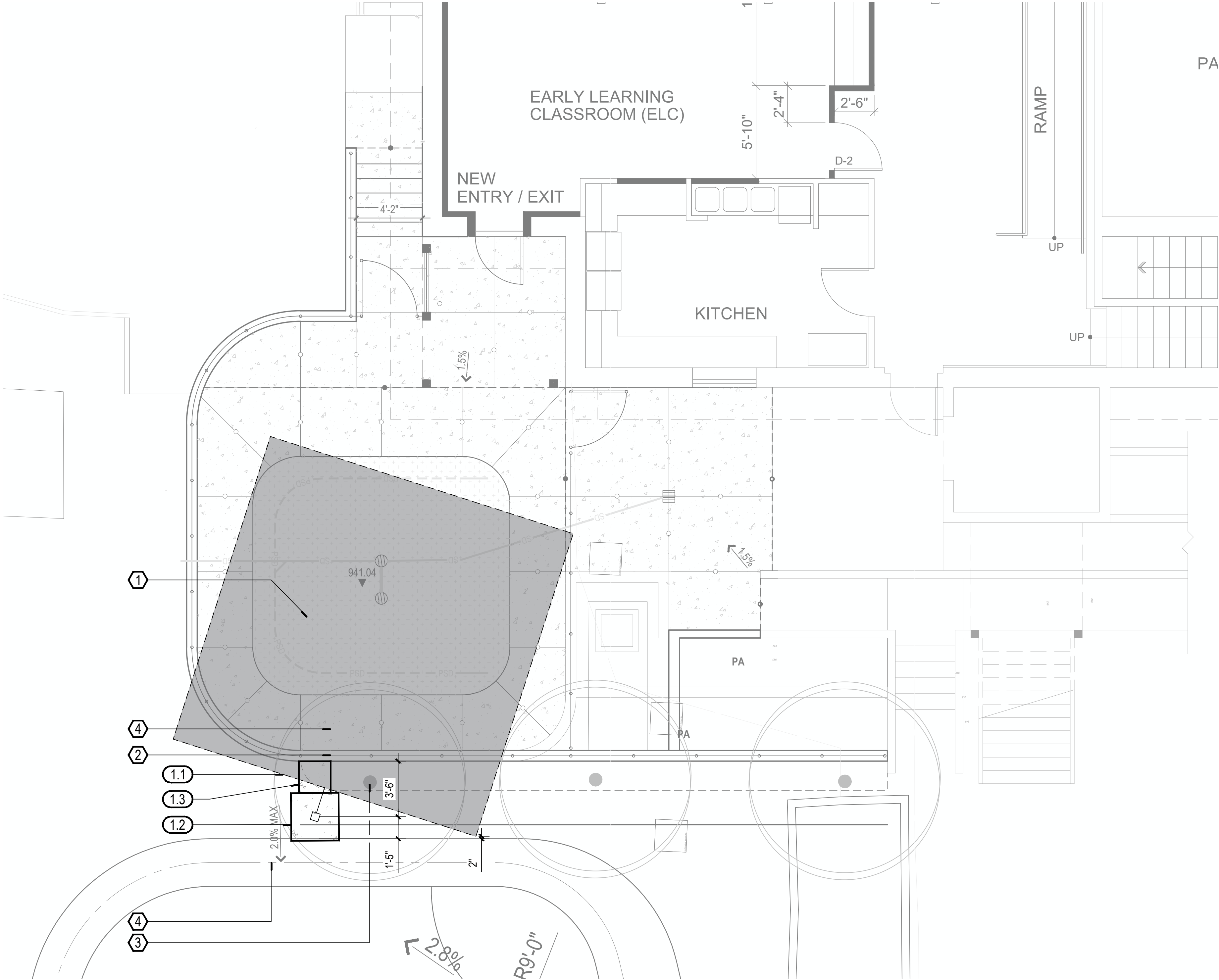
1.0	SITE FURNITURE	DETAIL/SHEET
1.1	SHADE STRUCTURE	1/L2.0
1.2	PIER FOOTING FOR SHADE STRUCTURE	9/L2.0 & 1/L2.1
1.3	GRADE BEAM AT PILE FOOTING	1/L2.1

**GENERAL NOTES**

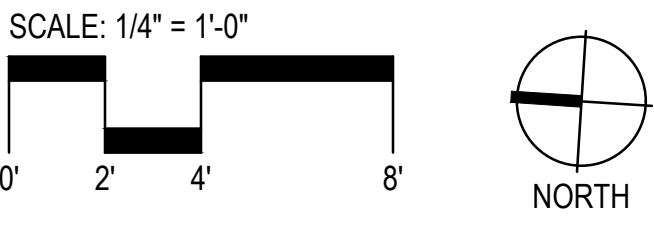
- SURVEY INFORMATION:**  
 HORIZONTAL DATUM: BASIS OF BEARINGS FOR THIS SURVEY IS THE OREGON COORDINATE REFERENCE SYSTEM (OCRS), PORTLAND ZONE, THE RESULTANT BEARING OF THE CENTERLINE OF 97TH AVENUE IS NORTH 00°34'45" EAST.  
 VERTICAL DATUM: NAVD 88 (GEOID 12A)
- ALL WORK PERFORMED IN CONNECTION WITH THE CONTRACT DOCUMENTS, INCLUDING MATERIALS FURNISHED, WORKMANSHIP, AND MEANS AND METHODS OF CONSTRUCTION SHALL CONFORM TO THE LATEST STANDARDS, PRACTICES AND REQUIREMENTS OF THE APPLICABLE FEDERAL, STATE AND LOCAL AUTHORITIES.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS, DEPTHS AND ELEVATIONS PRIOR TO CONSTRUCTION AND ARRANGE FOR THE RELOCATION OF ANY IN CONFLICT WITH ALL CONSTRUCTION ACTIVITIES. THE LOCATIONS AND IDENTIFICATION OF UTILITIES WITHIN THIS DOCUMENT IS FOR INFORMATION ONLY AND IS NOT GUARANTEED TO BE ACCURATE. ANY DISCREPANCIES BETWEEN SURVEY INFORMATION AND FIELD CONDITIONS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE IMMEDIATELY.
- IT SHALL BE UNDERSTOOD THAT THE IMPROVEMENTS SHOWN IN THE DRAWINGS AND SPECIFICATIONS IS MEANT TO COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES. DESIGN CHANGES, CONFLICTS, OR ISSUES THAT ARISE THAT WOULD CONTRADICT RELEVANT CODES AND ORDINANCES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE IMMEDIATELY.
- CONTRACTOR TO COMPLY WITH OREGON LAW REQUIRING ADHERENCE TO THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THE CONTRACTOR MUST NOTIFY THE OREGON UTILITY NOTIFICATION CENTER AT LEAST 2 BUSINESS DAYS, BUT NOT MORE THAN 10 BUSINESS DAYS, BEFORE COMMENCING AN EXCAVATION. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090 AND ORS 757.541 TO 757.57. PHONE CONTACT FOR THE OREGON UTILITY NOTIFICATION CENTER IS 503-232-1987.
- CONTRACTOR TO REPAIR AT OWN EXPENSE FOR ANY DAMAGE DONE TO UTILITY SYSTEMS, SURFACE PAVEMENTS, SITE FEATURES, AND STRUCTURES, WHETHER INSIDE OR OUTSIDE OF THE PROJECT LIMITS, THAT ARE NOT DIRECTLY INDICATED TO BE REMOVED OR RELOCATED AS PART OF THE PROJECT CONSTRUCTION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL QUANTITIES SHOWN IN THE DRAWINGS OR SPECIFICATIONS. ANY QUANTITIES PROVIDED ARE FOR CONVENIENCE ONLY. OWNER'S REPRESENTATIVE TO BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCIES.
- UPON PROJECT COMPLETION, THE PROJECT AREA AND ADJACENT SPACES SHALL BE FREE AND CLEAR OF ALL CONSTRUCTION MATERIALS, WASTE AND DEBRIS. CONTRACTOR TO REMOVE AND PROPERLY DISPOSE OF ALL MATERIALS AS INDICATED IN THE PROJECT CONTRACT DOCUMENTS AND MUST MEET ALL APPLICABLE REGULATIONS OVERSEEING WASTE DISPOSAL.
- CONTRACTOR SHALL RESTORE ANY LAWN OR MULCHED AREAS WITHIN THE WORK LIMITS AFTER CONSTRUCTION IS COMPLETED.
- CONTRACTOR TO COORDINATE SCHEDULE, ACCESS, AND WORK AREA WITH OWNERS REPRESENTATIVE TO ENSURE OWNER'S ACCESS TO BUILDINGS ARE NOT IMPACTED DURING CONSTRUCTION.
- CONTRACTOR TO STAKE POST LOCATIONS FOR OWNERS REPRESENTATIVE REVIEW PRIOR TO COMMENCING ANY DEMOLITION WORK.

**SITE KEYNOTES**

- EXISTING PLAYGROUND TURF TO REMAIN, PRESERVE AND PROTECT.
- EXISTING CONCRETE WALL AND FENCE TO REMAIN, PRESERVE AND PROTECT.
- RELOCATE EXISTING 2" CALIP. PAPER BARK MAPLE, COORDINATION LOCATION WITH OWNER'S REP.
- EXISTING PAVED TYKE TRACK TO REMAIN, PRESERVE AND PROTECT OR RESTORE TO MATCH EXISTING CONDITION OF DAMAGED DURING CONSTRUCTION.

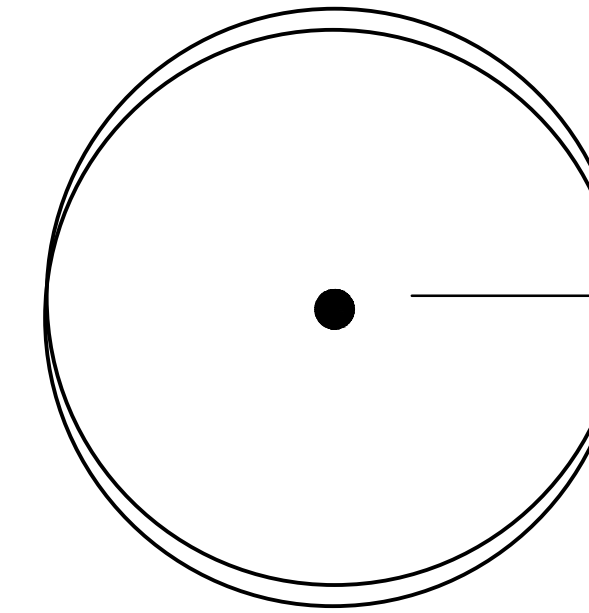


SEE SHEET L1.1 FOR BID ALTERNATE 'A'



ADDITIONAL SPOT ELEVATIONS ARE PROVIDED

**PLANTING SCHEDULE**



**TREES**

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE & TYPE	SPACING	QTY
	ACER GRISEUM	PAPERBARK MAPLE	4'-6" HT. B&B	AS SHOWN	3

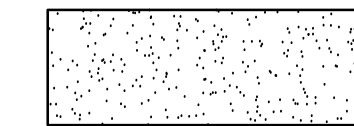
1	5	6
L4.4	L4.4	L4.4

**SHRUBS / GROUNDCOVERS**

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE & TYPE	SPACING	QTY
	CAREX DIVULSA	EUROPEAN GREY SEDGE	1 GAL CONT	18" O.C.	16
	CORNUS STOLONIFERA	RED TWIG DOGWOOD	5 GAL CONT	AS SHOWN	3
	DAPHNE X TRANSATLANTICA 'BLAFRA'	ETERNAL FRAGRANCE DAPHNE	1 GAL CONT	3' O.C.	4
	MISCANTHUS SINENSIS 'LITTLE KITTEN'	MAIDEN GRASS 'LITTLE KITTEN'	1 GAL CONT	18" O.C.	23

1	2	3	4
L4.4	L4.4	L4.4	L4.4

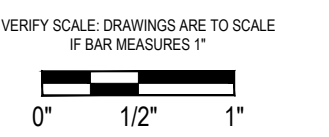
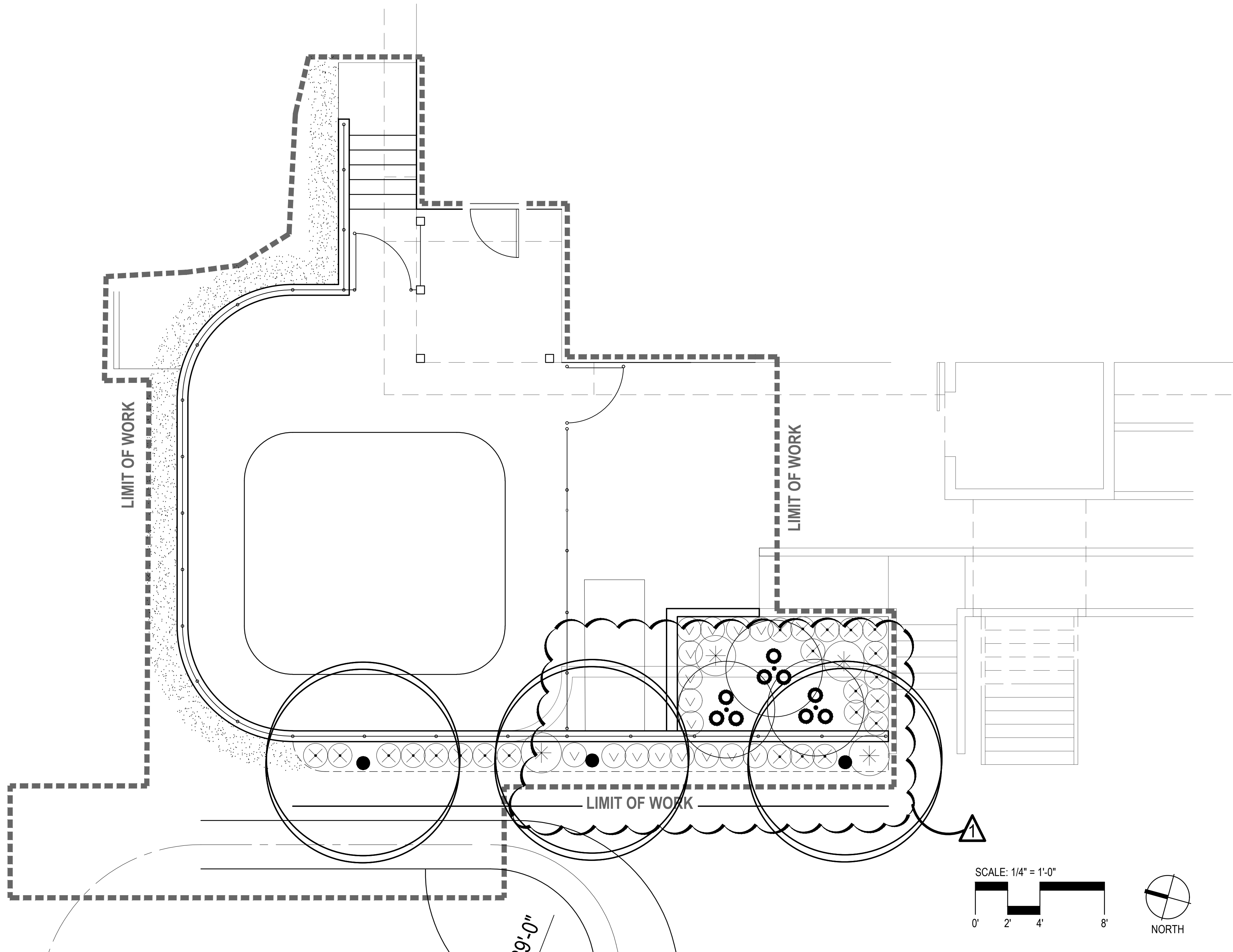
**SEEDING**



TURF LAWN SEEDING

**PLANTING NOTES**

- CONTRACTOR TO VERIFY LOCATION OF EXISTING TREES INDICATED TO REMAIN PRIOR TO SOIL PREPARATION. PROTECT ALL TREES AND SHRUBS INDICATED TO REMAIN. COORDINATE WITH THE OWNER'S REPRESENTATIVE.
- PLANTING AREAS TO BE SUFFICIENTLY CLEANED OF ALL CONSTRUCTION MATERIALS, INCLUDING IMPORTED ROCK, TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE BEFORE BEGINNING ANY LANDSCAPE WORK.
- IDENTIFY ALL PLANTING AREAS IN FIELD WITH WHITE FIELD-MARKING CHALK OR APPROVED EQUAL. PLANTING BEDS TO BE ADJUSTED AND APPROVED BY OWNER'S REPRESENTATIVE PRIOR TO PLANT LOCATION.
- THE OWNER'S REPRESENTATIVE WILL APPROVE INDIVIDUAL PLANT MATERIAL AND LOCATION OF PLANT MATERIAL PRIOR TO INSTALLATION. REFER TO SPECIFICATIONS FOR PROCEDURE.
- SHRUBS AND GROUNDCOVER TO BE PLANTED A MINIMUM OF ONE HALF THEIR CENTER SPACING AWAY FROM PAVEMENT EDGES; UNLESS OTHERWISE NOTED.
- PLANT QUANTITIES INDICATED ARE FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. CONTRACTOR IS RESPONSIBLE FOR PROVIDING PLANTS IN QUANTITIES AND LOCATIONS SHOWN ON DRAWINGS.
- PROVIDE JUTE NETTING ON ALL SLOPES WITH GRADIENT OF 3:1 OR GREATER AS DIRECTED IN THE FIELD BY THE OWNER'S REPRESENTATIVE. STAPLE FABRIC TO GROUND WITH METAL STAKES AT 4' O.C.
- CONTRACTOR TO INSTALL CELLULAR WATER TABLETS IN PLANTING POCKETS. THE OWNER WILL PROVIDE WATER TO PLANTS AFTER SUBSTANTIAL COMPLETION.



Project: **SANDY RIDGE HEAD START**  
CLACKAMAS COUNTY CHILDREN'S COMMISSION

Submittal: 90% DD  
Sheet Title: **PLANTING PLAN**

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Date: 2/24/2021

Revisions:

1 - 5/14/2021

Drawn By: CW

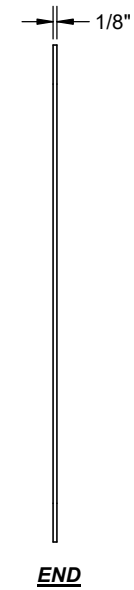
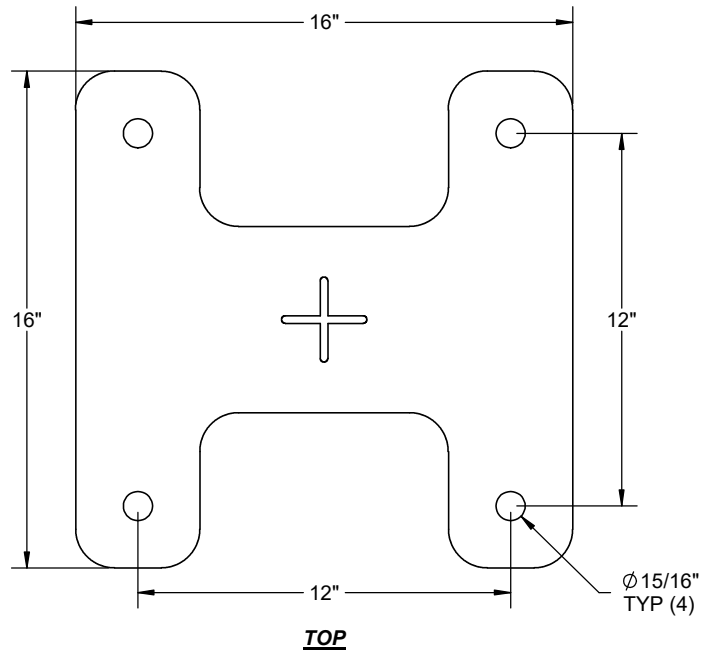
Checked By: XX

Job No. 200266

Approved: XXX

**L2.0**

Sheet No. of X



Rev Date & Description:	Rev Date & Description:
Rev Date & Description:	Rev Date & Description:

Rev Date & Description:	Rev Date & Description:
Rev Date & Description:	Rev Date & Description:

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**1050 Columbia Drive, Carrollton GA 30117**  
**Toll Free: 800-327-8774 Local: 770-832-6660**

Drawn By:	CZanot
Date:	09-21-2011
Material:	1/8" Thick A36 Steel

Description:		Template - 16" x 16" Base Plate (8" x 8" Tube / 7/8" Anchor)									
Tol:	±.0625 Unless Otherwise Specified	Drawing Number:		PLT023164XX T							
Weight:	2.8 lbs.	Size:	B	Units:	Inch	Rev:	01	Scale:	1:4	Sheet:	1 of 1

Sample Description: Ainet ExtraBlast Shade Cloth

Fiber Material Content: High Density Polyethylene

Flame Preparation of Textiles and Films

NFPA 701 Test Method 2 (Flat Specimens) - 2010 Edition

Specimen	Dimensions (inches)	Char Length (inches)	After Flame (seconds:nearest 0.5)	Flaming Residue (seconds:nearest 0.5)
1	5x47	9.0	0.0	0.9
2	5x47	10.0	0.0	0.9
3	5x47	8.0	0.0	0.9
4	5x47	9.1	0.0	0.9
5	5x47	9.4	0.0	0.9
6	5x47	8.4	0.0	0.9
7	5x47	9.6	0.0	0.9
8	5x47	10.1	0.0	0.9
9	5x47	8.8	0.0	0.9
10	5x47	8.4	0.0	0.9

Observations: Slight charring, shrinking.

Requirements: A material tested in single sheets shall not continue flaming for more than 2 seconds after the test flame is removed from contact with the specimen. The char length of any single flat specimen shall not exceed 17.1 inches. Portions or residues of material being tested that break or drip from the specimen shall not continue to flame for more than 2 seconds after reaching the floor of the test apparatus.

Conclusion: The submitted sample meets the requirements of NFPA 701 Test Method 2 (Flat Specimens) - 2010 Edition, when tested in its original state.

Selected tests as requested by applicant against specified requirement / test request form / quotation.

\*\*\* End of Report \*\*\*

Signed for and on behalf of  
SGS North America Inc.  
*Greg S. Kolbeck*  
Greg S. Kolbeck  
Manager - Textile Laboratory

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**DESIGN CRITERIA**

2018 INTERNATIONAL BUILDING CODE

DEAD LOAD:

FABRIC: 0.5 PSF

SNOW LOAD:

GROUND SNOW LOAD: 5 PSF

ROOF SNOW LOAD: 5 PSF

SNOW EXPOSURE FACTOR: 1.0

SNOW LOAD IMPORTANCE FACTOR: 1.0

THERMAL FACTOR: 1.2

LIVE LOAD:

ROOF LIVE LOAD: 5 PSF

WIND LOAD:

BASIC DESIGN WIND SPEED - 97 MPH

NOMINAL DESIGN WIND SPEED - 77 MPH

WIND IMPORTANCE FACTOR: 1.0

WIND EXPOSURE CATEGORY: C

WIND ENCLOSURE TYPE: OPEN

GUST EFFECT FACTOR: 0.89

SEISMIC DESIGN:

SEISMIC LOAD DOES NOT CONTROL THE DESIGN BASED ON THE ASSUMPTION THAT THE FABRIC HAS NEGLIGIBLE MASS

OWNER NOTES

1. MEMBRANE(S) MUST BE REMOVED IF LIVE LOAD/ROOF SNOW LOAD IS EXPECTED TO EXCEED 5 PSF AND/OR THE BASIC WIND SPEED IS EXPECTED TO EXCEED 115 MPH 3 SEC GUST OR 76 MPH SUSTAINED WIND LOADS (HURRICANE CATEGORY 1).

2. THE OWNER ACCEPTS FULL RESPONSIBILITY OF REMOVING THE FABRIC FROM THE STEEL FRAME WHEN ANY OR ALL OF THESE CONDITIONS MAY OCCUR.

3. THE STEEL STRUCTURE WITH THE FABRIC REMOVED, WAS DESIGNED TO WITHSTAND DEAD LOADS, ROOF LIVE LOADS, SNOW LOADS AND WIND SPEEDS AS SPECIFIED ABOVE PER THE LOCAL CODE REQUIREMENTS. IF THE ABOVE LOADS ARE EXCEEDED OR ADDITIONAL LOADS ARE INDUCED STRUCTURAL FAILURE MAY OCCUR. THE OWNER IS RESPONSIBLE FOR AND ACCEPTS FULL LIABILITY FOR ANY ISSUES CAUSED BY EXCEEDING THE DESIGN CRITERIA LOADS.

GENERAL NOTES

1. FABRIC MEETS NFPA 701-10.

2. ALL EXPOSED STEEL TO BE POWDERCOATED.

FOUNDATION DESIGN

MINIMUM CONCRETE COMPRESSIVE STRENGTH AFTER 28 DAYS: 3,000 PSI

STEEL REINFORCEMENT: ASTM-A615, GRADE 60

ASSUMED VERTICAL FOUNDATION PRESSURE: 1,500 PSF

ASSUMED LATERAL BEARING PRESSURE: 100 PSF/FT

THE VERTICAL AND LATERAL BEARING PRESSURE VALUES WERE CONSIDERED PER CONDITIONS OF CURRENT BUILDING CODE.

FOUNDATION NOTES

1. THE FOUNDATION DESIGN IS BASED ON TABLE 1804.2 OF THE INTERNATIONAL BUILDING CODE, CLASS 5 SOIL MATERIAL. IF DIFFERENT SOIL CONDITIONS ARE ENCOUNTERED, IT IS RECOMMENDED THAT A SITE SPECIFIC GEOTECHNICAL REPORT IS CONDUCTED TO DETERMINE THE LOAD BEARING VALUES OF THE SOIL. OWNER / CONTRACTOR ASSUME FULL LIABILITY IF NO GEOTECHNICAL INVESTIGATIONS ARE CONDUCTED.

2. IF THE FOOTING DEPTH DOES NOT MEET LOCAL FROST REQUIREMENTS, FOOTINGS SHALL BE RE-DESIGNED UNDER THE DIRECTION OF AN ENGINEER. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCAL FROST DEPTH.

MATERIALS

1. ALL MATERIALS LISTED BELOW MAY NOT BE SPECIFIC TO THIS PROJECT.

MEMBER TYPE	ASTM	MIN. YIELD STRENGTH
W SHAPES	A992	50 KSI
RECTANGULAR HSS TUBES	A500(GRADE B)	46 KSI
SQUARE HSS TUBES	A500(GRADE B)	46 KSI
ROUND HSS TUBES	A500(GRADE B)	42 KSI
SCHEDULE PIPE	A500(GRADE B&C)	50 KSI
ROUND MECHANICAL TUBING	A519	45 KSI
MISCELLANEOUS PLATES/SHAPES	A36	36 KSI
CONNECTION BOLTS	A325	92 KSI
HEADED ANCHOR BOLTS	F1554	36 KSI
HOOKED ANCHOR BOLTS	A307	36 KSI

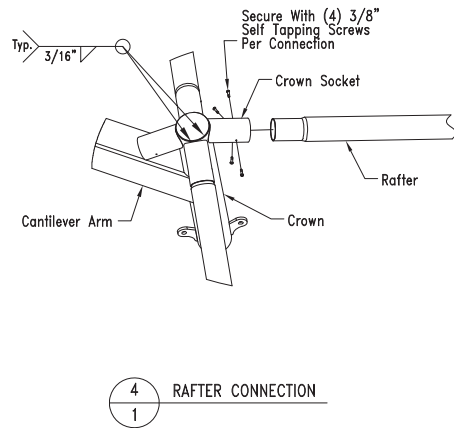
3/16" GALVANIZED AIRCRAFT CABLE SHALL HAVE A NOMINAL STRENGTH OF 4,200 LBS.

1/4" GALVANIZED AIRCRAFT CABLE SHALL HAVE A NOMINAL STRENGTH OF 7,000 LBS.

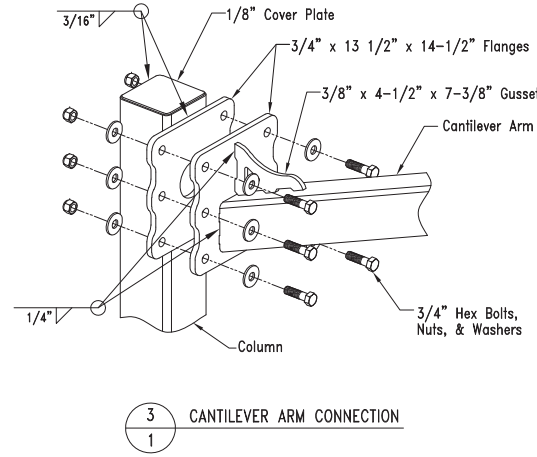
5/16" GALVANIZED AIRCRAFT CABLE SHALL HAVE A NOMINAL STRENGTH OF 9,800 LBS.

**TABLE 1**

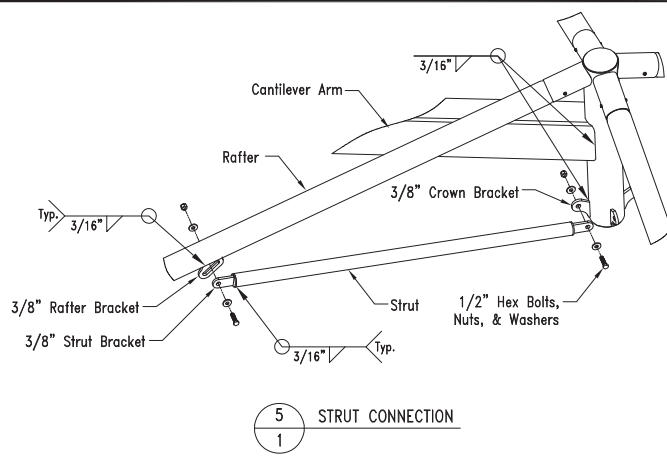
STRUCTURE	EAVE HEIGHT	COLUMN SIZE	RAFTER TUBE SIZE	CANTILEVER ARM SIZE	CROWN TUBE SIZE	STRUT TUBE SIZE	BASE PLATE SIZE	SPREAD FOOTING SIZE	SPREAD FOOTING REINF.
20' x 20' Cantilever Umbrella	12'-0" Above Grade	8" x 8" 1/4" Wall	3.5" OD 11 Gauge	6" x 8" 1/4" Wall	6.0" ID Sch. 40	2.5" OD 12 Gauge	16" x 16" 1" Thk.	6.0' x 6.0' 3.0' Deep	(9)#5 EW Top & Bot.



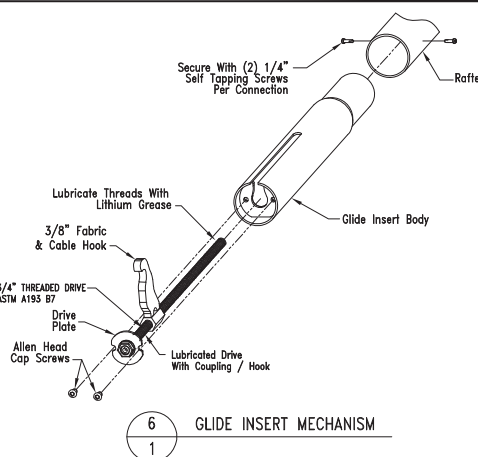
4 RAFTER CONNECTION



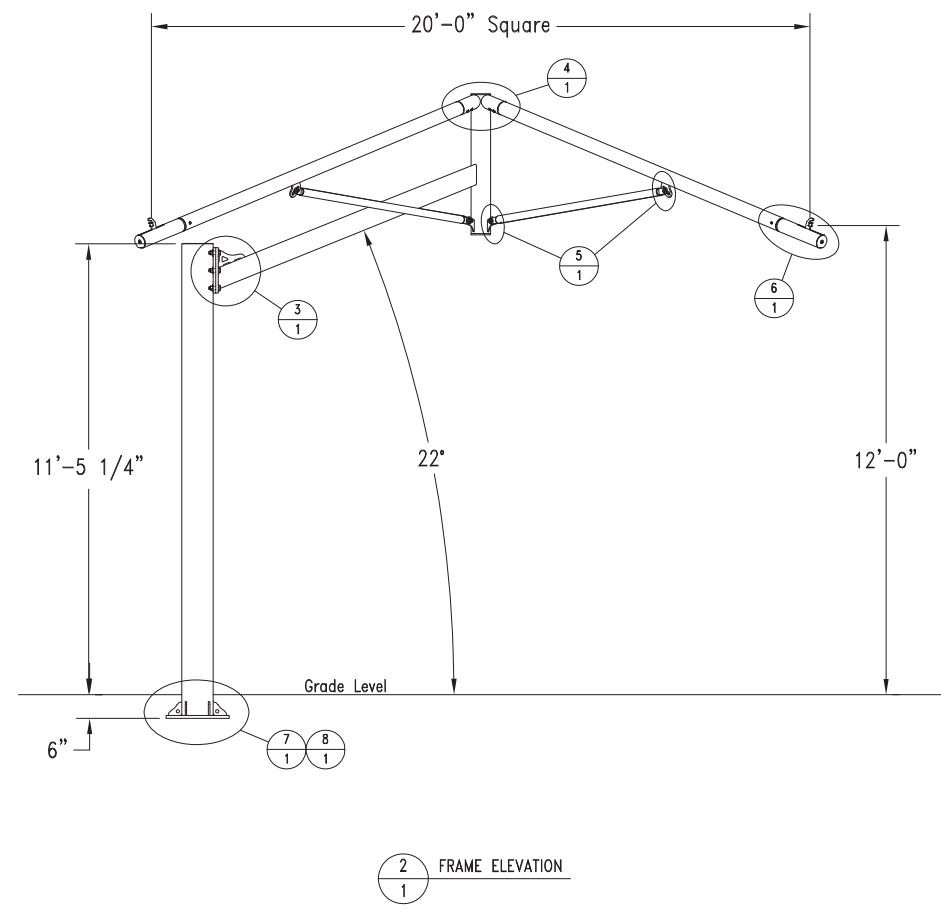
3 CANTILEVER ARM CONNECTION



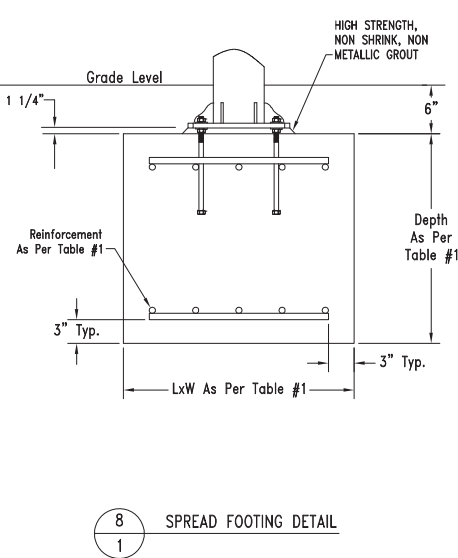
5 STRUT CONNECTION



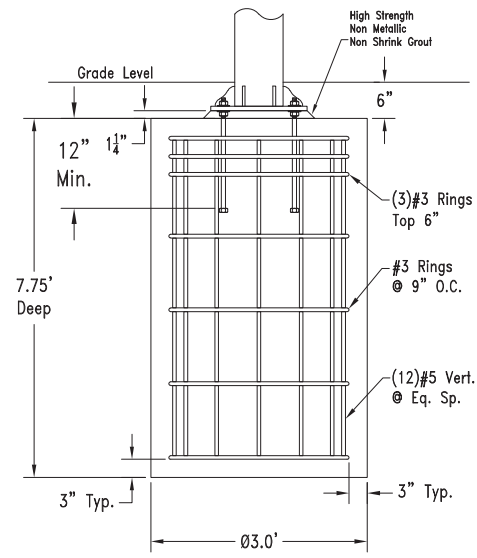
6 GLIDE INSERT MECHANISM



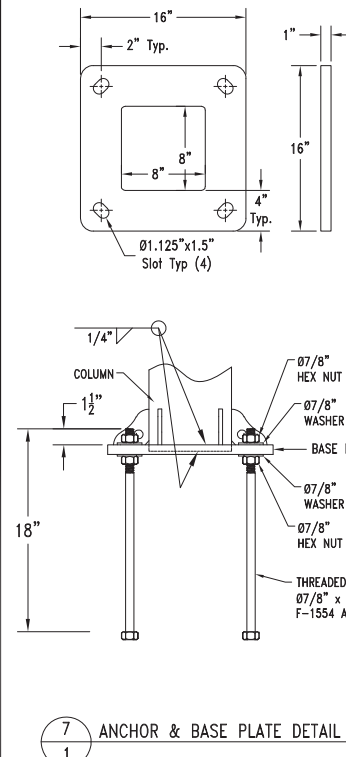
2 FRAME ELEVATION



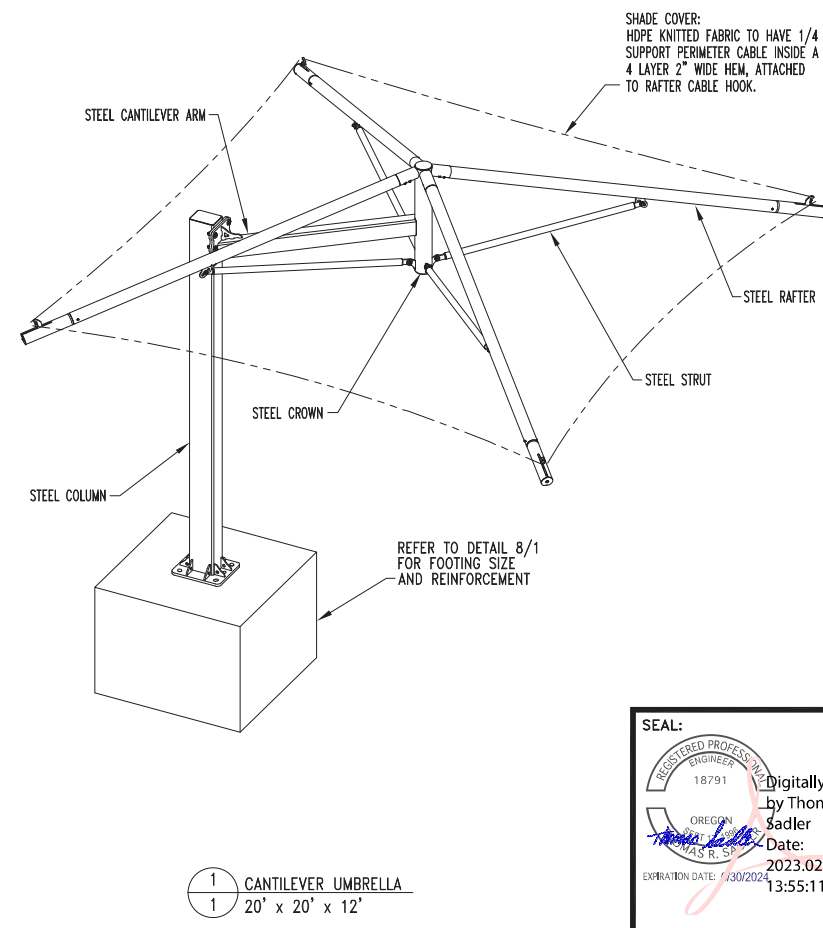
8 SPREAD FOOTING DETAIL



9 PIER FOOTING DETAIL



7 ANCHOR & BASE PLATE DETAIL



1 CANTILEVER UMBRELLA  
20' x 20' x 12'

**SUPERIOR**  
RECREATIONAL PRODUCTS  
Shade  
Superior Shade  
150 Adamson Industrial Blvd.  
Carrington, GA 30117

STATE OF OREGON  
CLACKAMAS COUNTY CHILDRENS  
COMMISSION BARLOW CENTER  
109 E. 2nd St.  
Canby, OR, 97013

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Revisions:

Date:	By:

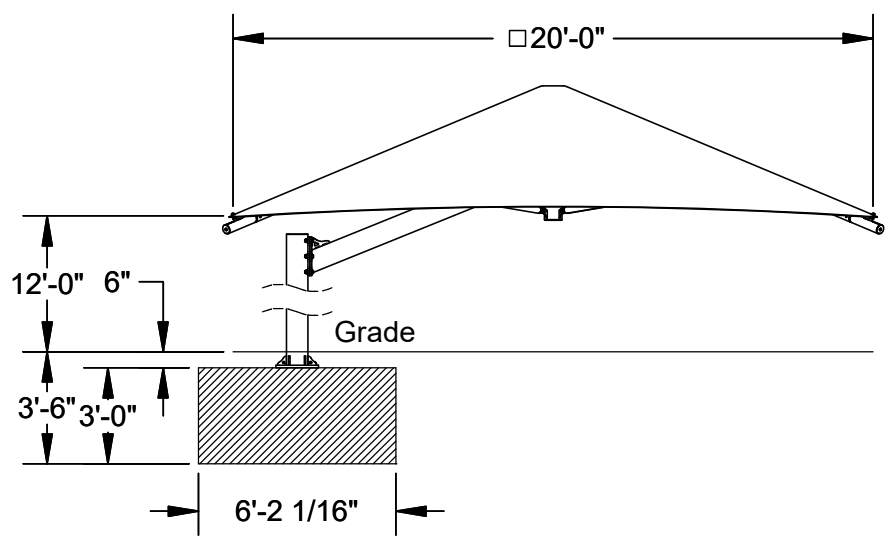
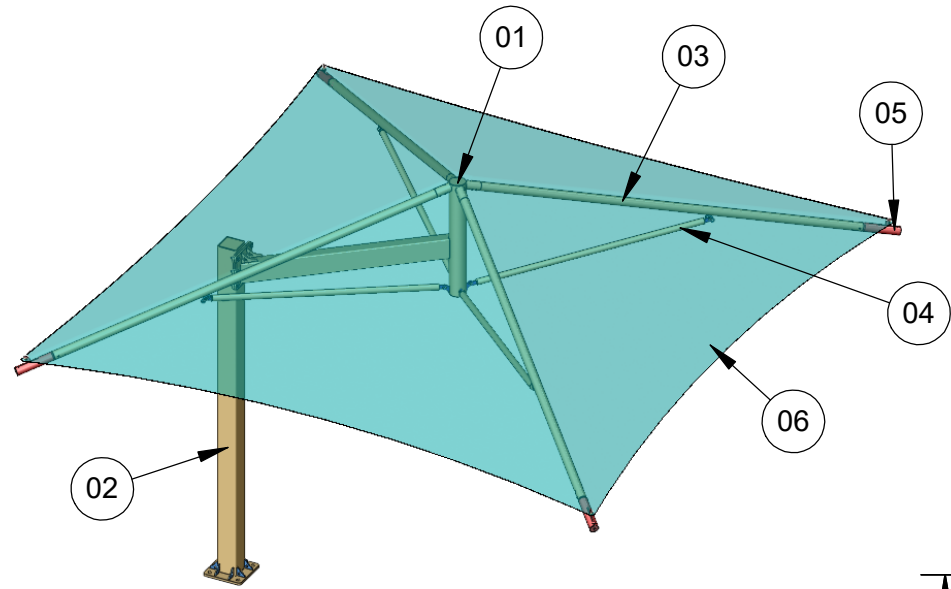
Drawn: MRI  
Date: 1/24/23  
Chkd:  
Date:

S00223767  
1  
Sheet No.

SEAL:  
REGISTERED PROFESSIONAL  
ENGINEER  
18791  
Digitally signed  
by Thomas R.  
Sadler  
Date: 2023.02.02  
13:55:11 -06'00'



ItemNum.	QTY	ID	DESCRIPTION
01	1	AFB-43073XX	Crown - Ø6 5/8" x 91 1/4", (4) 3 1/2" Sockets with 8" x 6" Flanged Cantilever Arm
02	1	PSA-6000XX	Wldmt - 8" x 8" x 143 1/4" w/ Flange & Base Plate for Cantilever Umbrella
03	4	AFB-35694XX	Wldmt - 3.5" OD 11 Ga. x 160 3/4" Rafter
04	4	AFB-35716XX	Wldmt - 2.5" OD 12 Ga. x 96 1/4" Strut
05	4	MTA25592XX	Extension - 3 1/2" OD Rafter Glide Mechanism
06	1	FSU2020-G	Fabric Assembly - 20x20 Square Umbrella, with Glide
07	8	HWB0022	Bolt - 1/2"-13 x 1-3/4" HH Zn
08	8	HWN0020	Nut - 1/2"-Nylock Zn
09	16	HWWR0018	Washer 1/2" ID x 1 3/8" OD x .100" thick Flat Zinc Steel
10	9	HWS0021	Screw - 1/4" x 1" Self Tapping Torx w/Patch
11	16	HWS0081	3/8" x 1-1/4" Self Tapping Torx w/patch
12	4	HWM0325	Cable Clamp 1/4" Forged Steel, Galv.
13	1	HWM0129	Tool - 2" Long T-30 Torx Security With Barrel Hood
14	1	HWM0132	Driver bit T-45 Security Power Bit
15	6	HWB0151	Bolt 3/4"-10 x 2-3/4" HH Grade 5 Zn
16	12	HWWR0059	Washer, 3/4" Flat - 2" OD .12" Thk - Zinc
17	6	HWN0071	Nut - 3/4"-10 Nylock Hex
18	1	CA-5-1080I	Cable - 1/4" Galv. Steel x 1080"



<b>S</b> SUPERIOR RECREATIONAL PRODUCTS	Rev	Date	Init.	Descr.
	A	3/18/21	JWD	Changed to 6" Sub-Surface
Date:	04-14-2020		Drawn By:	Jonathan.Dickey

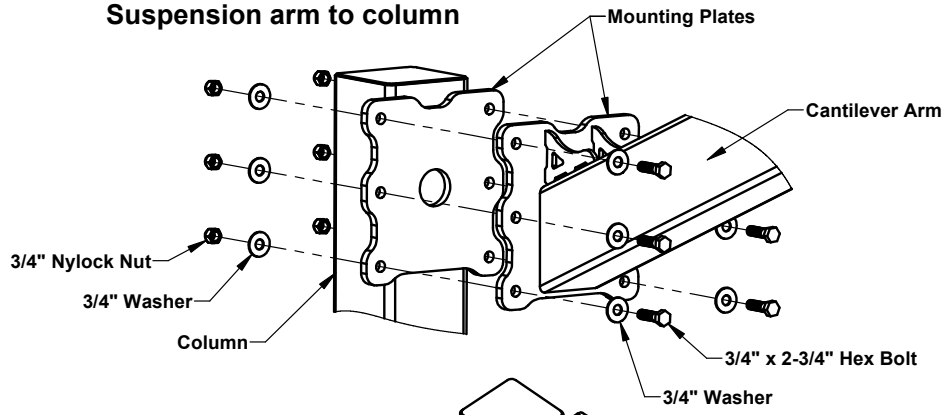
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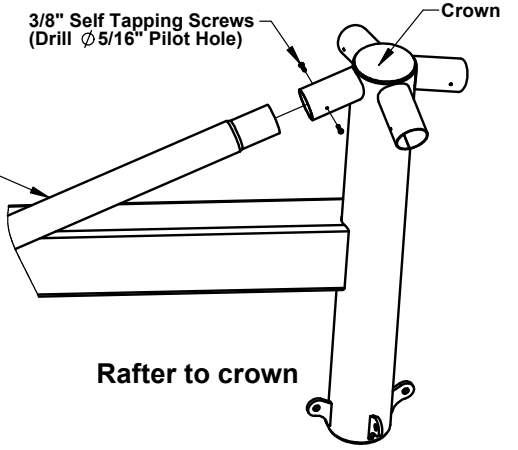
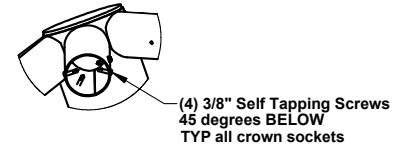
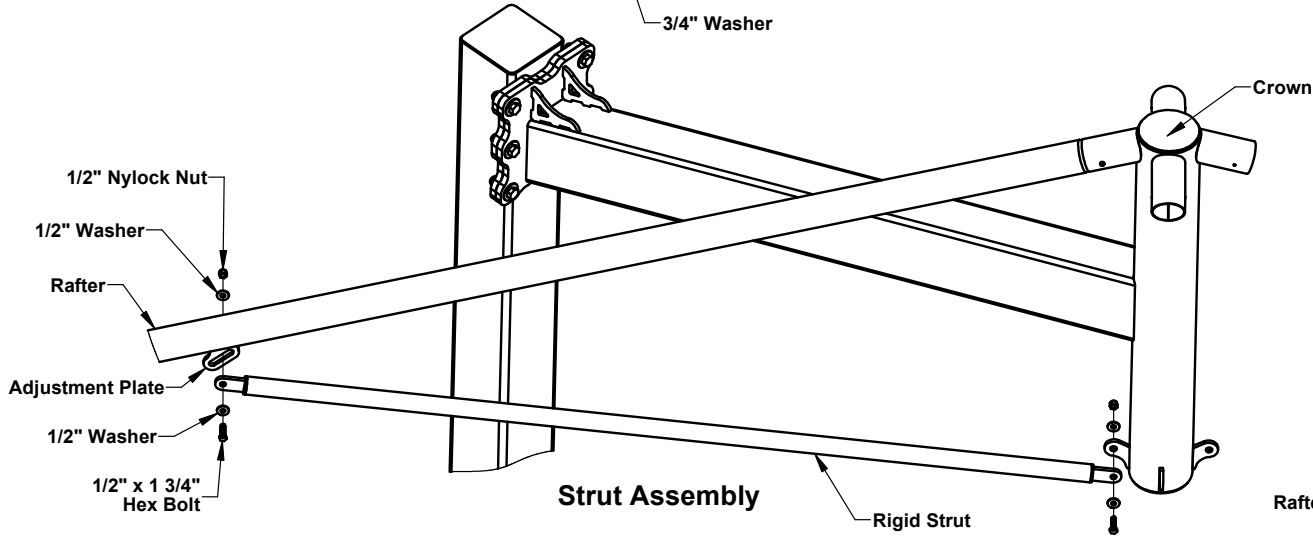
**1050 Columbia Drive, Carrollton GA 30117**  
**Toll Free: 800-327-8774 Local: 770-832-6660**

Description: Standard - Cantilever Umbrella Shade - 20' x 20' x 12', 6" Sub-Surface Mount, Glide					
Material:			Rev: <b>A</b>	Drawing Number: <b>CU202012SG</b>	
Weight: <b>572.91 lbs.</b>	Size: <b>A</b>	Units: Inch	Tol: ±.0625 Unless Otherwise Specified	Scale: <b>1:72</b>	Sheet: 1 of 1

**Suspension arm to column**

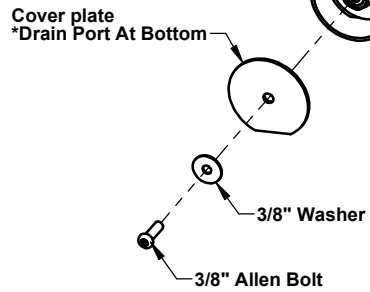
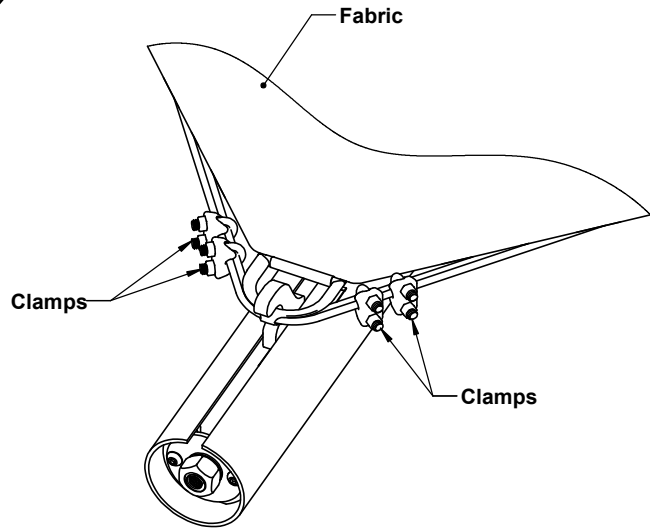
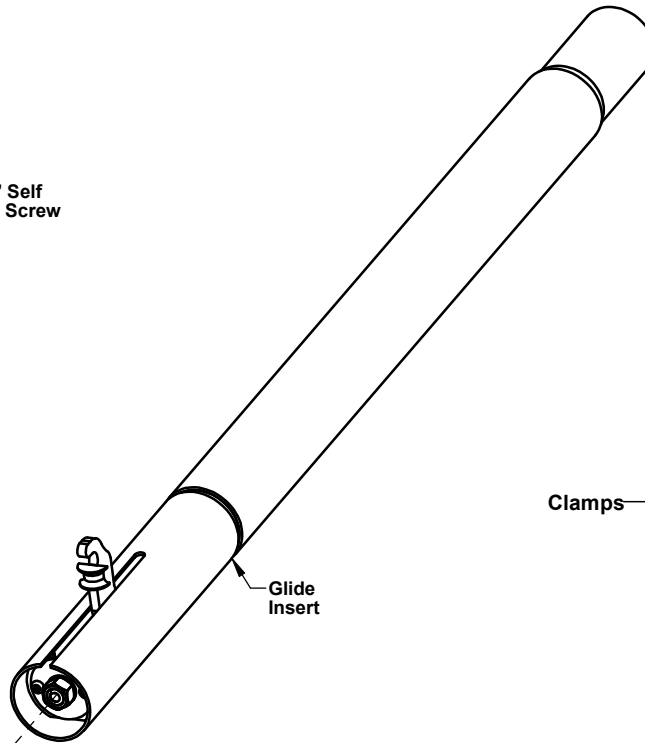
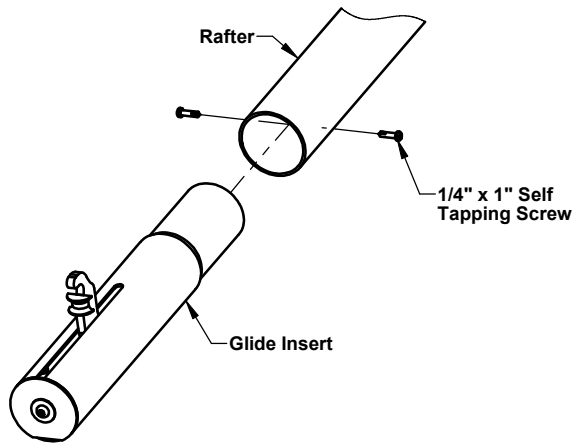


**REFER TO SEALED DRAWINGS FOR FOOTER REQUIREMENTS**



**Glide Insert To Rafter**

**Superior Shade**



**NOTE: ON THREE OF THE FOUR CORNERS THE CABLE WILL TRAVEL THROUGH CHANNEL IN D-RING.**

**ON THE FOURTH CORNER THE CABLE ENDS WILL OVERLAP THROUGH THE D-RING CHANNEL AND BE SECURED WITH FOUR CABLE CLAMPS. LOOSE CABLE ENDS WILL BE TUCKED BACK INTO THE FABRIC THROUGH HOLES UNDER THE WEBBING.**

**SUPERIOR SHADE**

DESCRIPTION: **GLIDE DETAILS**

SHEET: **3 OF 3**



## **WARNING:**

**Cables must exit through holes under webbing to ensure spacing for the FOUR cable clamps.**



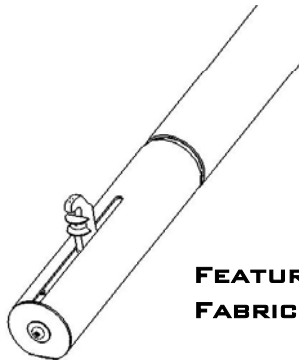
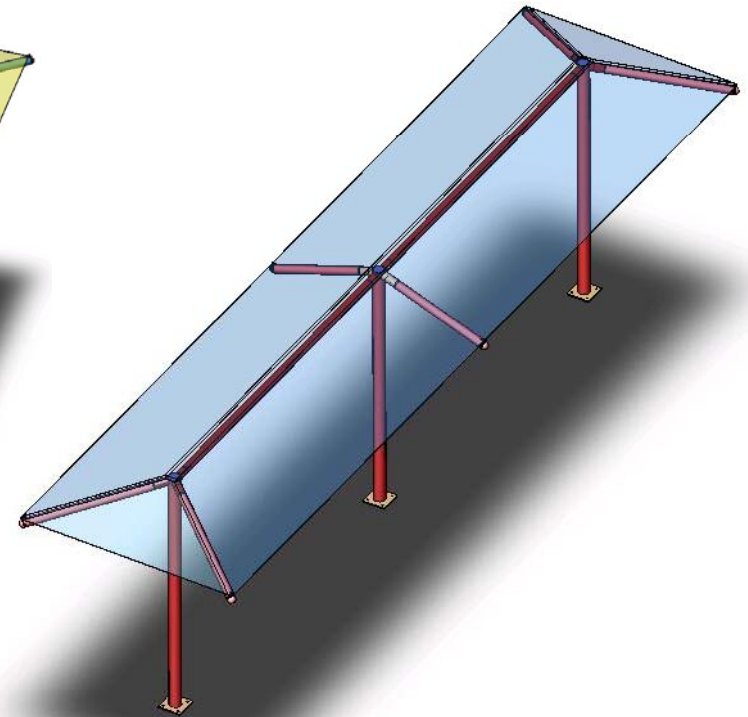
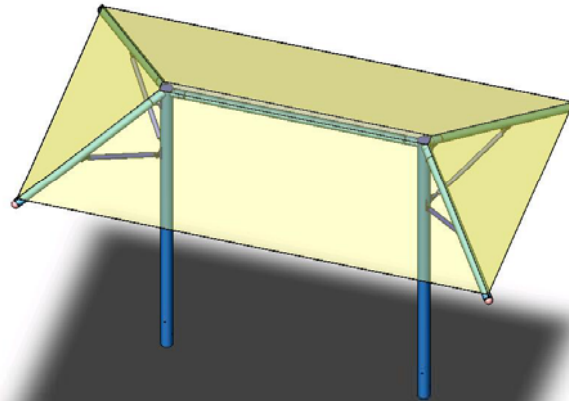
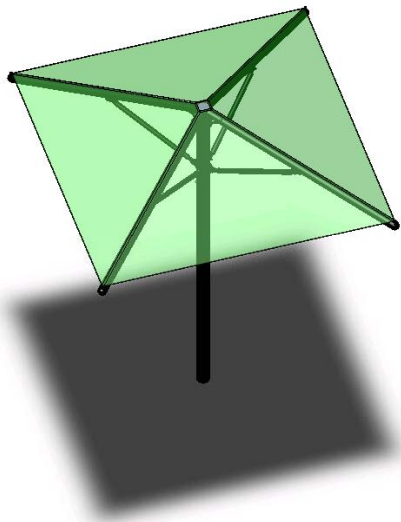
**SUPERIOR**  
*RECREATIONAL PRODUCTS*

Shade

**UMBRELLA SHADE DESIGN INSTALLATION**

**SINGLE, DUAL AND TRIPLE COLUMN MODELS**

**EMBEDDED AND SURFACE MOUNT**



**FEATURING THE GLIDE INSERT  
FABRIC TENSIONING SYSTEM.**



## Shade **INSTALLATION INTRODUCTION**

It is very important that you read this entire manual before beginning the installation process. We are continuously striving to improve our product, and the *Installation Introduction* will Contain the latest up-to-date information.

### **STORAGE:**

When Shade Unit equipment is received at the job site it should be installed as soon as possible (within a few days). We package the equipment components to keep them safe and damage-free during shipment. However, the packaging material is not suited for periods of extended storage in an uncontrolled environments. The combination of moisture in the air mixed with heat generated inside the plastic shrink-wrap may cause damage to the finish of powdercoated frame members.

If an immediate installation is not possible, certain steps should be taken to minimize the risk of damage to the components. If Shade components must be stored, ideally they should be kept in a controlled warehouse or storage container environment away from heat and moisture. If this is not possible, the packaging material should be removed. Care is recommended when using cutting blades to remove packaging. Keep blades away from powdercoated surfaces to avoid damage to finish..

### **INVENTORY:**

It is very important that you inventory all Shade equipment received using the Packing List that shipped with your unit. Review all items for proper quantities and check for any damaged components. Notify *Superior Shade* immediately if any components are missing or damaged at (800) 356-4727.

**Superior Shade is not responsible for items discovered missing after 72-Hours from time of delivery.**

**IF YOU NEED TO REPLACE DAMAGED PARTS OR HAVE INSTALLATION  
QUESTIONS, PLEASE CALL OUR CUSTOMER SERVICE REPRESENTATIVES AT**

**888-829-8997**

**Monday – Friday 8:00 am – 5:00 pm Eastern Time**

## SHADE UNIT SITE PREPARATION

Using the provided plan view drawing of your unit, locate the position of all four support columns.

All loose asphalt, concrete and debris must be removed from the entire site prior to installation.

Site must be graded as close to level as possible to aid in unit construction. Special installation considerations must be implemented for sites that are not level.

The customer is responsible for checking local soil and drainage conditions within the site area. Proper drainage around the unit and the support columns is important. Inquire with local contractors in your area for drainage recommendations.

Site must be surveyed for underground hazards such as Electrical Cables, Phone Lines and Gas or Water Pipes. Serious injury or death could result if these hazards are not first located and marked within the site.

Never leave the job site unattended without making sure that all open holes are covered with material such as plywood. Rope off all unfinished construction to keep children away from site until job is complete.

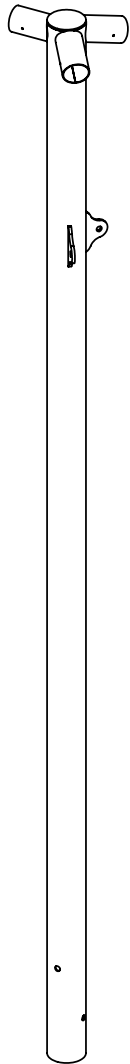


## REQUIRED TOOLS

- (A) Safety Glasses
- (B) String Level, Magnetic Level
- (C) Rubber Mallet
- (D) Shovel / Post Hole Digger / Auger
- (E) Tape measure
- (F) Rechargeable Drill / Drill Bit Set
- (G) Socket Set (SAE)
- (H) Adjustable Wrench
- (I) Center Punch
- (J) Two Ladders (10' recommended)
- (K) Duct Tape
- (L) One 2" x 8" x 16" Wood Length
- (M) Multiple Scrap 2" x 4" x 8' Lengths
- (N) 1/2" x 4' x 4' Plywood Sheet
- (O) Wheelbarrow / Loader

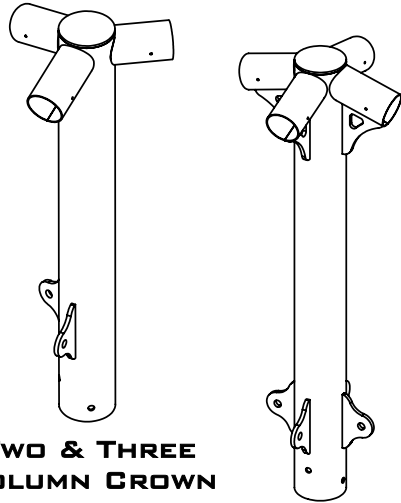


# UMBRELLA SHADE COMPONENT INVENTORY

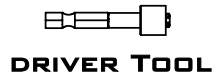


**SINGLE COLUMN**

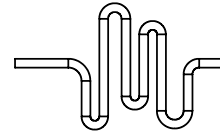
**TWO & THREE COLUMN CROWN**



**SINGLE COLUMN CROWN**



**DRIVER TOOL**



**CABLE LENGTH**  
Cable Will Be Installed Within Fabric If Shade Has Glide Equiped Rafter



**ANCHOR ROD WASHERS**



**HEX HEAD BOLTS**



**NYLOCK HEX NUTS**



**WASHERS**



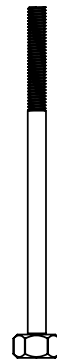
**SELF TAPPING SCREWS**



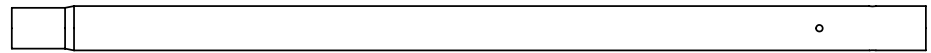
**CABLE CLAMPS**  
Supplied With Umbrellas Using Turnbuckle



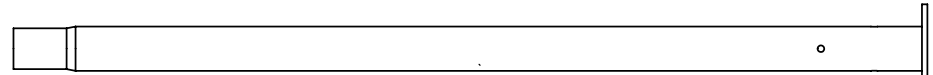
**TURNBUCKLE**  
Turnbuckle Is Supplied When Unit Has Standard Rafter



**ANCHOR RODS**  
Supplied With 12" x 12" Or Larger Base Plate Columns.



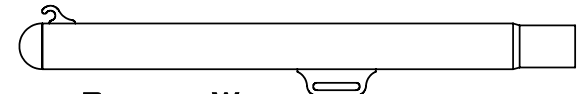
**EMBEDDED COLUMN**



**SURFACE MOUNT COLUMN**



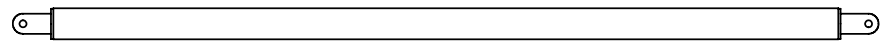
**RIDGE POLE**  
Two & Three Column Umbrellas



**STANDARD RAFTER WITH CAPPED END & HOOK**



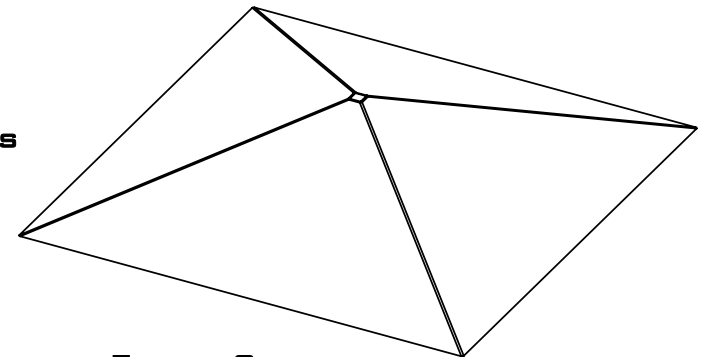
**RAFTER WITH GLIDE INSERT**



**RIGID STRUT**



**ANCHOR ROD NUTS**



**FABRIC COVER**



### STEP #1:

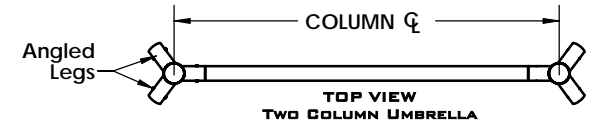
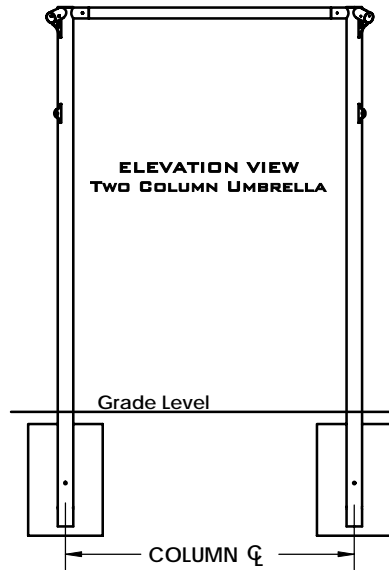
For two and three column Umbrellas locate and mark the positions of the upright columns. Refer to the specific dimension information for your Shade unit provided in this packet.

#### EMBEDDED COLUMNS:

- Excavate footings in accordance with the dimensions specified for your Shade unit.
- Refer to the specific dimensions provided for your unit within in this packet.
- Place a 3" block in the bottom of each hole.
- Place a column into each hole on top of each block.
- Block and brace each column into position making sure that they are plumb and remain on centers. The distance between the columns at the top between centers must be correct.
- Pour concrete around columns until it is three inches below grade level. ***Allow concrete to harden for 48-hours before proceeding to next step.***

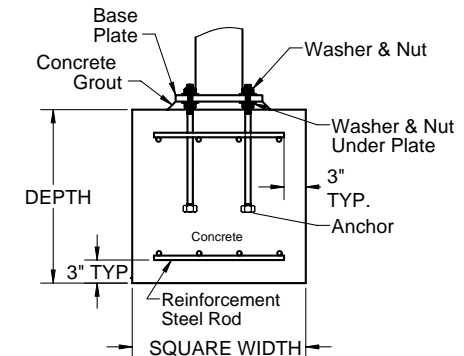
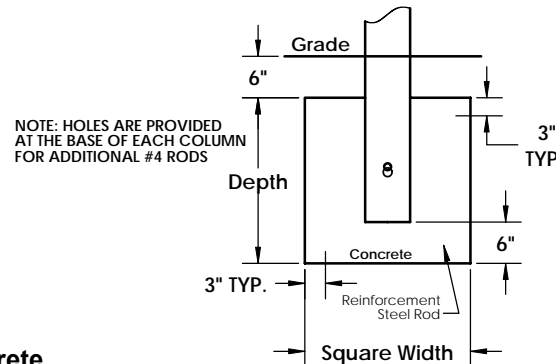
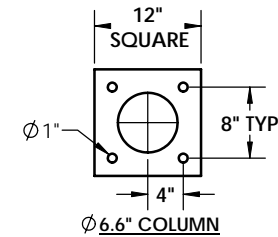
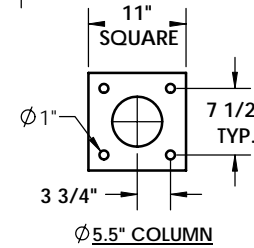
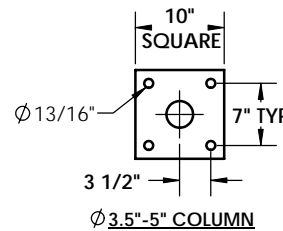
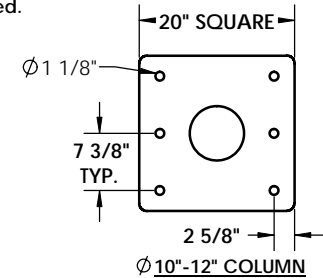
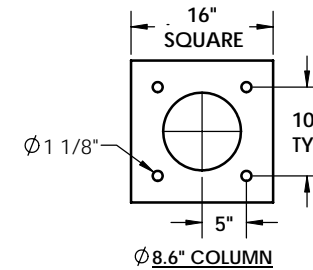
#### BASE PLATE COLUMNS:

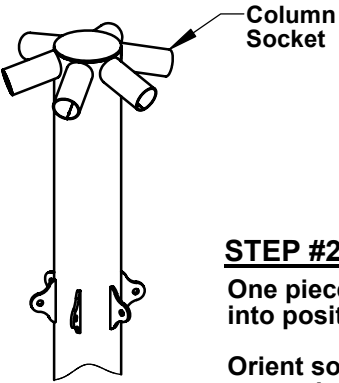
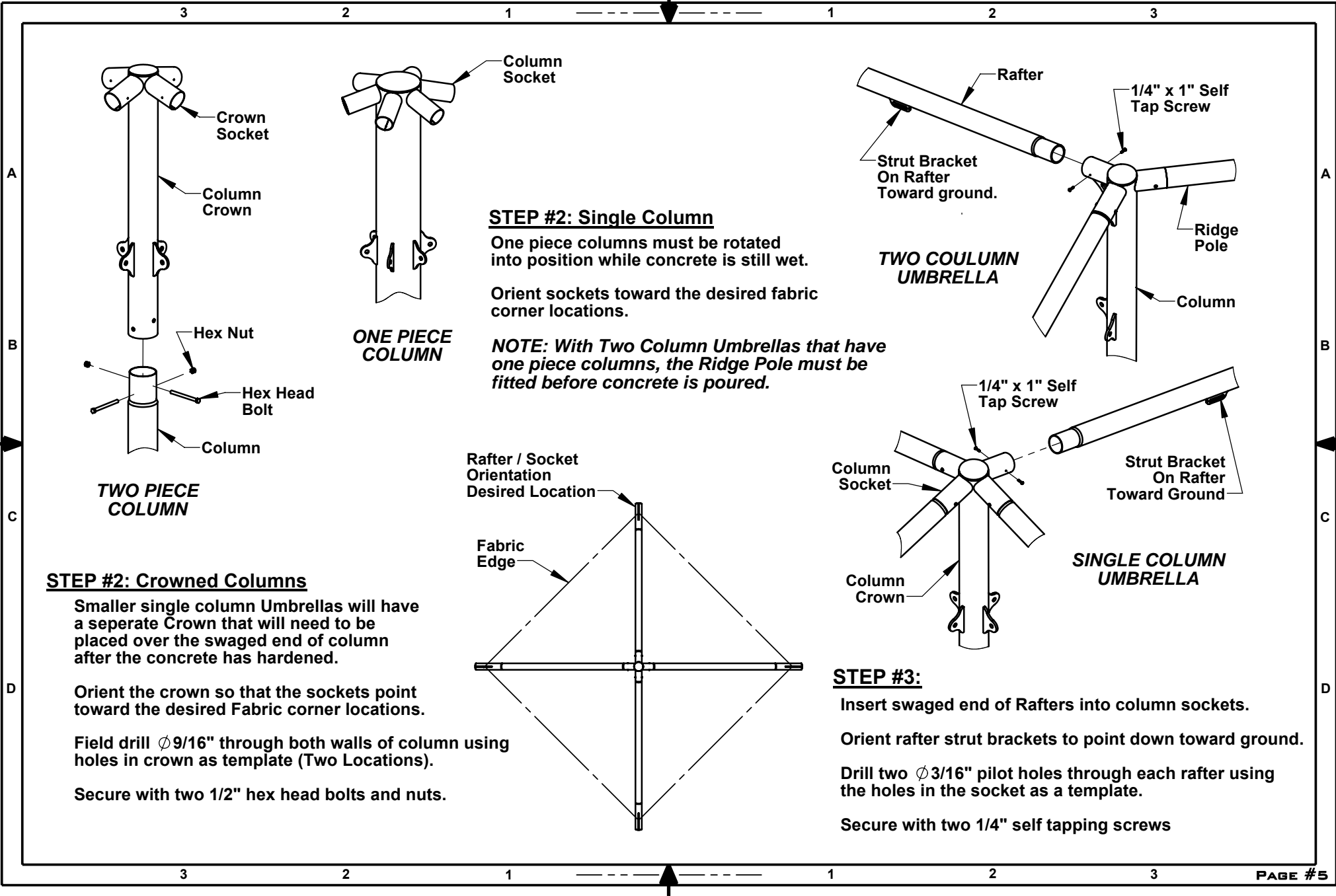
- Excavate footings for concrete pads in accordance with the dimensions specified for your shade structure. Refer to the specific dimensions provided in this packet.
- Cut the plywood sheet into four squares 2" larger than your base plates. Working from the center, mark off the hole pattern that applies to your base plate. Mark the center point of the column as well.
- Drill four holes through the plywood at the outer marks.
- Insert the four anchors through the holes. Thread a nut completely over each anchor on top of the plywood. The four anchors should hang from the plywood.
- Fill the footer holes with concrete to 4" below grade.
- Place one Plywood sheet with anchors over each footer submersing the anchors into the concrete. Make sure the the center marks are on your column centers.
- After the concrete has started to harden you must remove the hardware and plywood from each footer.
- Let concrete harden for 48-hours.
- Re-thread a nut over each anchor down to the concrete. Place a washer over each anchor followed by each column base plate. Adjust the nuts under the base plates to plumb each column. Insert a washer and thread a nut over each anchor tight against base plate.
- Apply concrete Grout base between base plates and concrete.



#### IMPORTANT NOTE:

Some  $\varnothing 5"$  And Larger Columns Are One Part And Do Not Have A separate Crown. Ridge Pole Must Be Positioned Between Columns Before Concrete Is Poured.





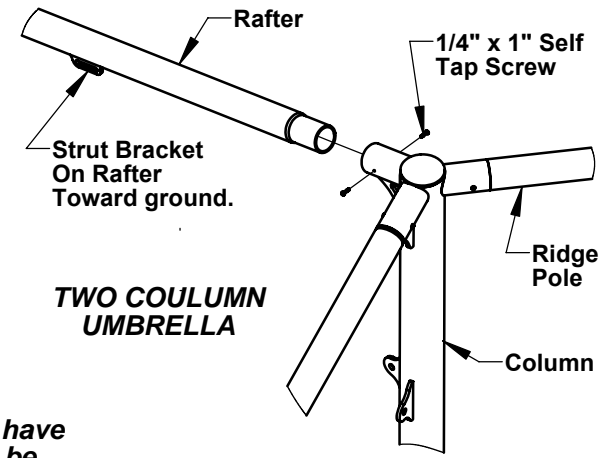
**ONE PIECE COLUMN**

**STEP #2: Single Column**

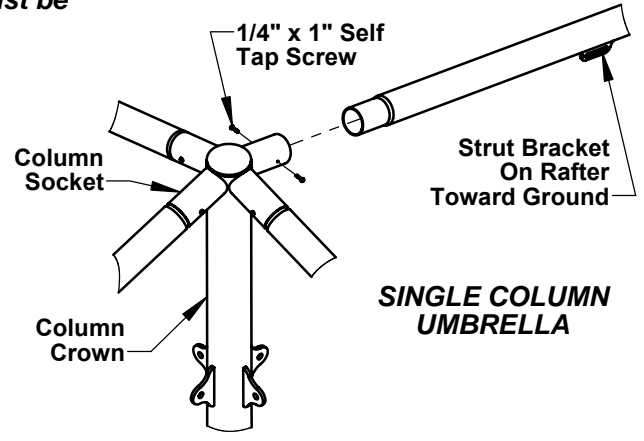
One piece columns must be rotated into position while concrete is still wet.

Orient sockets toward the desired fabric corner locations.

**NOTE:** With Two Column Umbrellas that have one piece columns, the Ridge Pole must be fitted before concrete is poured.



**TWO COLUMN UMBRELLA**



**SINGLE COLUMN UMBRELLA**

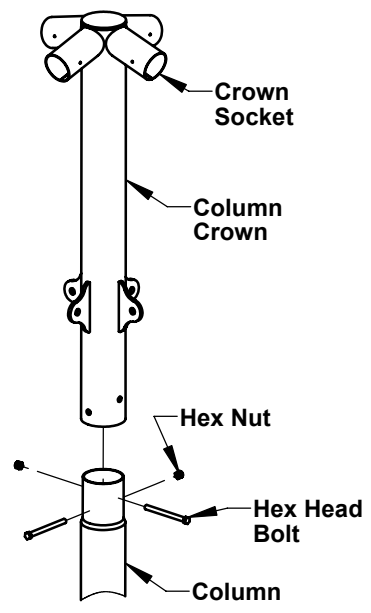
**STEP #3:**

Insert swaged end of Rafters into column sockets.

Orient rafter strut brackets to point down toward ground.

Drill two  $\phi 3/16$ " pilot holes through each rafter using the holes in the socket as a template.

Secure with two 1/4" self tapping screws



**TWO PIECE COLUMN**

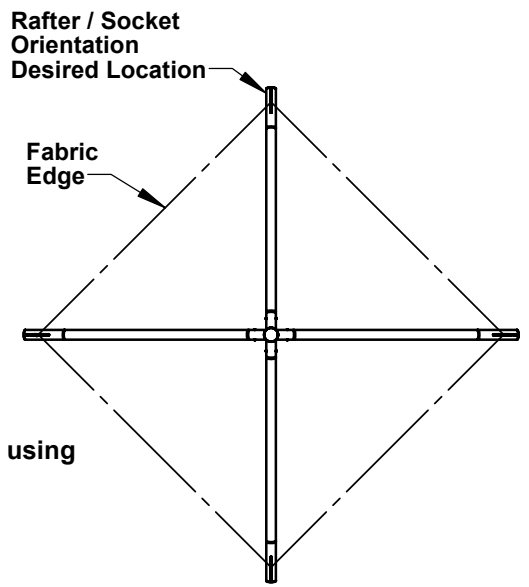
**STEP #2: Crowned Columns**

Smaller single column Umbrellas will have a separate Crown that will need to be placed over the swaged end of column after the concrete has hardened.

Orient the crown so that the sockets point toward the desired Fabric corner locations.

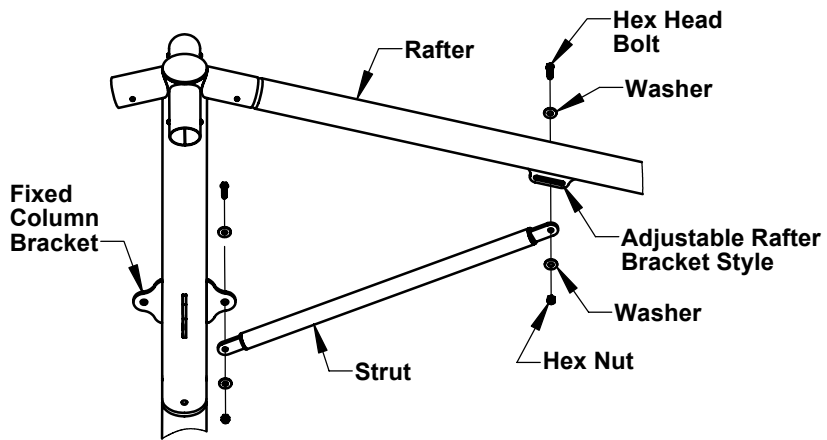
Field drill  $\phi 9/16$ " through both walls of column using holes in crown as template (Two Locations).

Secure with two 1/2" hex head bolts and nuts.

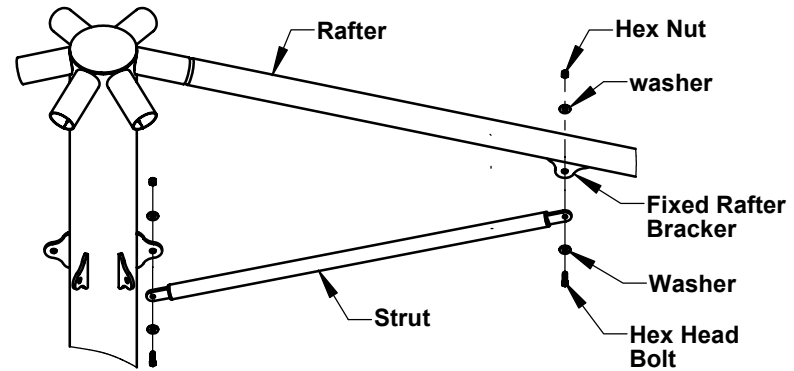


Rafter / Socket Orientation Desired Location

Fabric Edge



**TWO PIECE SINGLE COLUMN UMBRELLA**



**ONE PIECE SINGLE COLUMN UMBRELLA**

**STEP #4:**

Attach one strut to each rafter using short hex head bolts at both the column and rafter brackets.

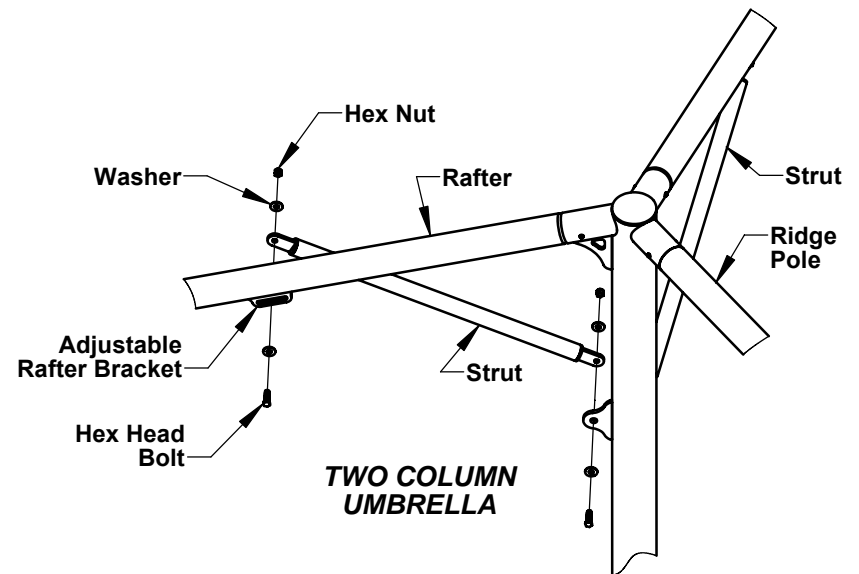
Starting with the rafters, insert a bolt through a washer and the rafter bracket. Hang the strut by inserting it over the bolt end.

Secure the strut by placing a second washer over the bolt against the rafter bracket. Hand tighten a nut against the washer.

Swing the strut bottoms into position aligning the end hole with the hole in the column bracket. Be sure that the strut end is on the same bracket side as the one at the top rafter position.

Secure the bottom end of strut into position against the column using the same hardware procedure used for the top.

Fully tighten all strut attachment hardware.



**TWO COLUMN UMBRELLA**

### STEP #5

Unroll the umbrella fabric on a smooth flat surface with the hem side up.

Starting at one corner, insert the steel cable into the hem that runs along the fabric edge.

Feed the cable through the entire length of the hem until approximately 24" is left at the starting corner.

Re-insert cable into the adjacent hem at the second corner.

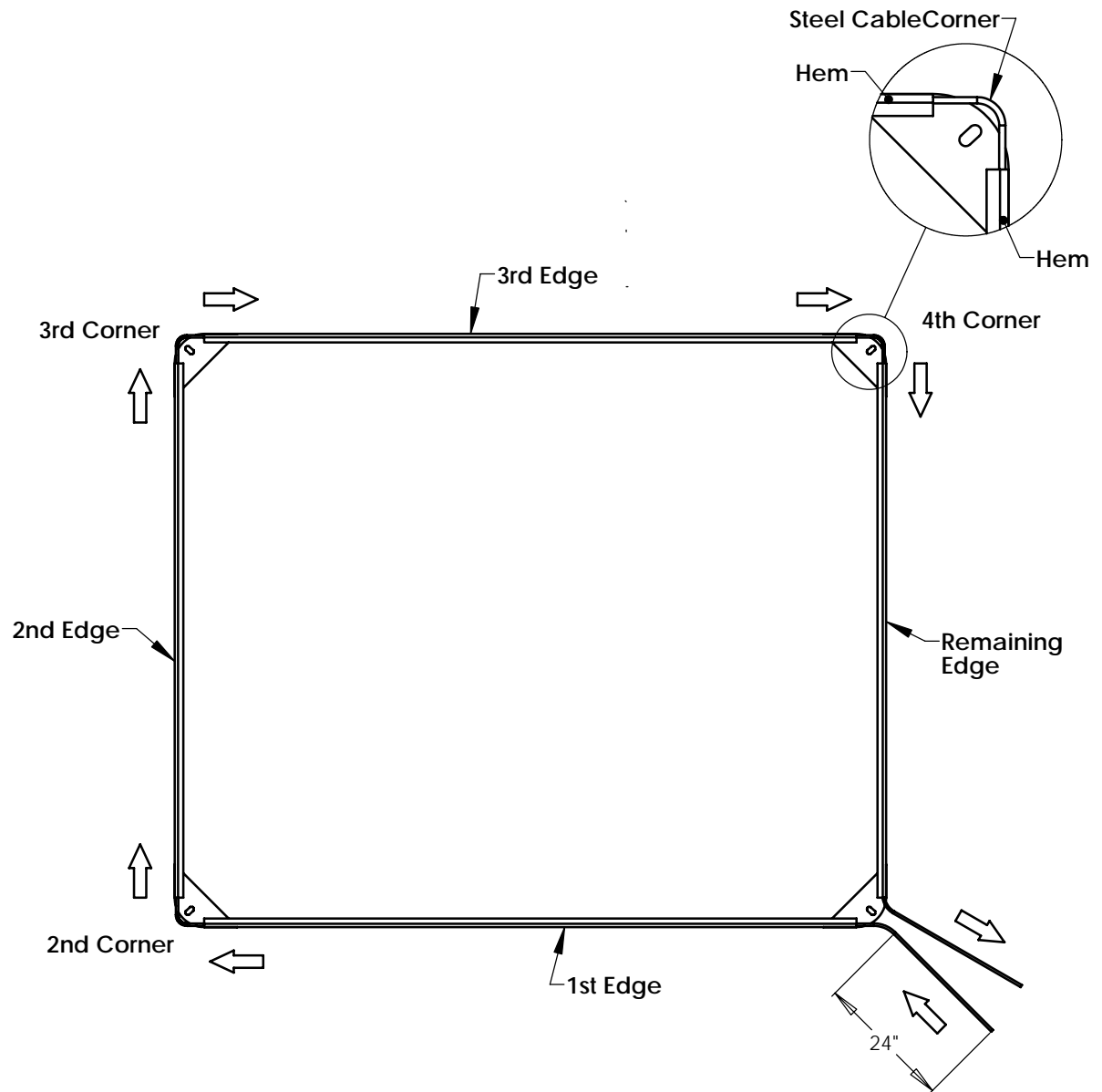
Feed the cable through the entire length of the second edge until only a small corner slightly larger than the fabric corners remains.

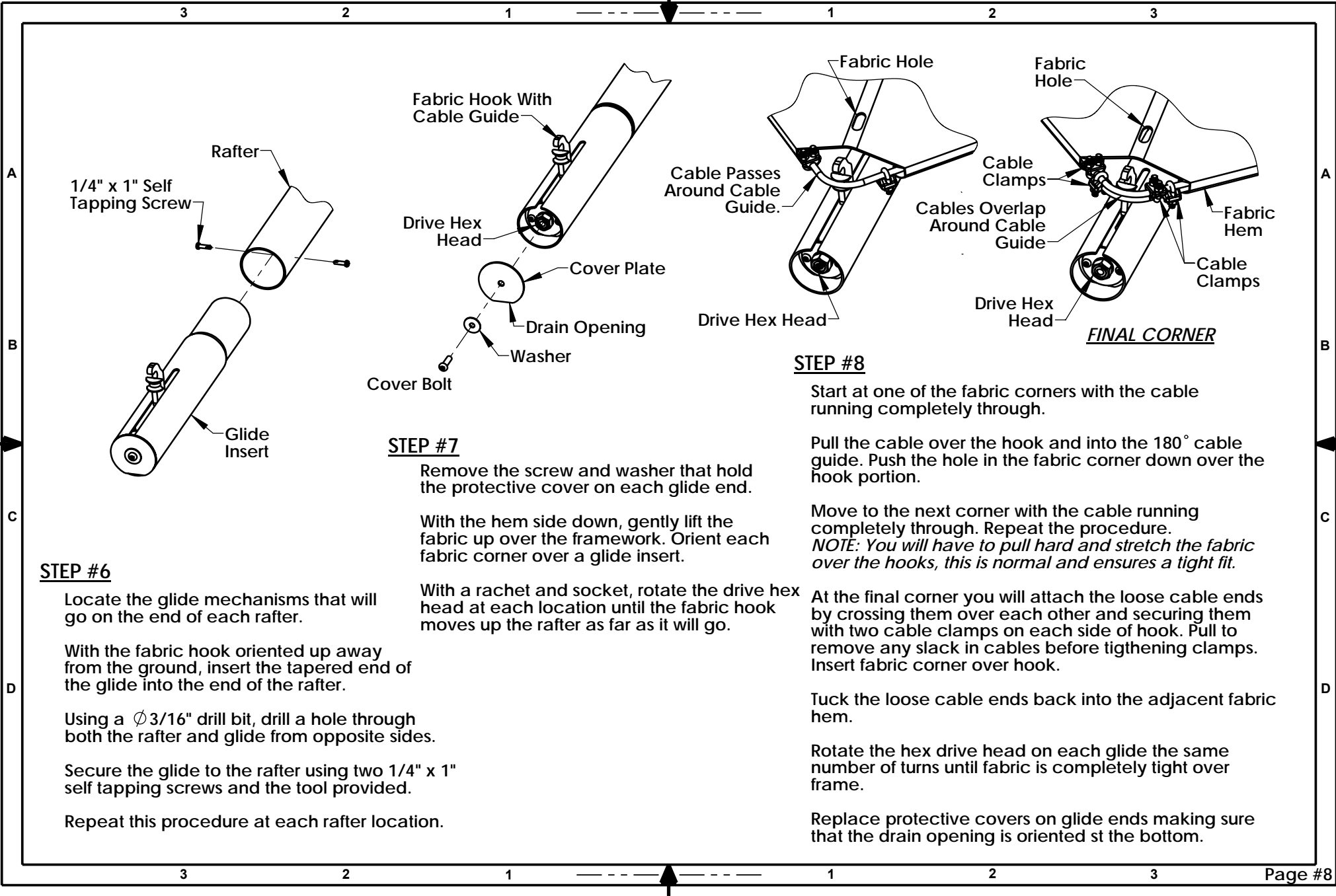
Re-insert the cable into the adjacent hem at the third corner.

Feed the cable through the entire length of the third edge until a small cable corner is formed at the third corner.

Repeat this procedure at the fourth corner feeding the cable through the remaining edge.

At this point you will have two loose ends at the starting corner.





**STEP #6**

Locate the glide mechanisms that will go on the end of each rafter.

With the fabric hook oriented up away from the ground, insert the tapered end of the glide into the end of the rafter.

Using a  $\phi 3/16$ " drill bit, drill a hole through both the rafter and glide from opposite sides.

Secure the glide to the rafter using two 1/4" x 1" self tapping screws and the tool provided.

Repeat this procedure at each rafter location.

**STEP #7**

Remove the screw and washer that hold the protective cover on each glide end.

With the hem side down, gently lift the fabric up over the framework. Orient each fabric corner over a glide insert.

With a ratchet and socket, rotate the drive hex head at each location until the fabric hook moves up the rafter as far as it will go.

**STEP #8**

Start at one of the fabric corners with the cable running completely through.

Pull the cable over the hook and into the 180° cable guide. Push the hole in the fabric corner down over the hook portion.

Move to the next corner with the cable running completely through. Repeat the procedure.  
*NOTE: You will have to pull hard and stretch the fabric over the hooks, this is normal and ensures a tight fit.*

At the final corner you will attach the loose cable ends by crossing them over each other and securing them with two cable clamps on each side of hook. Pull to remove any slack in cables before tightening clamps. Insert fabric corner over hook.

Tuck the loose cable ends back into the adjacent fabric hem.

Rotate the hex drive head on each glide the same number of turns until fabric is completely tight over frame.

Replace protective covers on glide ends making sure that the drain opening is oriented at the bottom.

## Shade Warranty

Superior Recreational Products (SRP) warrants that its product will be free from defects in materials and workmanship as well as maintain structural integrity for the periods listed below from the date of invoice and once SRP has been paid in full. This warranty is in effect only if the product has been assembled and installed strictly in accordance with the setup instructions provided by SRP, good construction practices, general maintenance and care is provided as per instructions in the customer packet, and has been subjected only to normal use and exposure. Product should be maintained per the instructions given at time of delivery.

- |           |   |          |   |
|-----------|---|----------|---|
| <b>LW</b> | <b>Lifetime* Warranty on stainless steel hardware</b> | <b>5</b> | <b>5-Year Limited Warranty on powder coat</b>         |
| <b>20</b> | <b>20-Year Limited Warranty on framework</b>          | <b>1</b> | <b>1-Year Limited Warranty on cables</b>              |
| <b>10</b> | <b>10-Year Limited Warranty on fabric</b>             | <b>1</b> | <b>1-Year Limited Warranty on materials not above</b> |

The Limited Warranty excludes abnormal conditions, contingent liability, cosmetic defects such as scratches, dents, marring, stripping, peeling, or fading; damage due to incorrect installation, vandalism, misuse, accident wear and tear from normal use; exposure to extreme weather, immersion in salt or chlorine water, damage due to sand, salt spray, or other abrasive and corrosive material; unauthorized repair or modification, abnormal use, or lack of maintenance. The warranty does not cover damages due to "acts of God" such as hail, flooding, lightning, tornadoes, sand storms, shifts of terrain, earthquakes, mudslides, and wind-storms.

SRP does not warrant product for defects caused by erection, harsh site conditions, lack of maintenance, and/or other conditions beyond SRP's control. SRP will not be held responsible for any materials that were not properly stored prior to installation. SRP reserves the right to void the limited warranty if it not installed per the installation instructions and/or unauthorized modifications.

In the unlikely event of failure, SRP reserves the right to alter the design, color, or contributing factors to rectify the condition and help prevent any future reoccurrence(s). SRP has the option to repair or replace any defect in materials.

The warranty is void if any changes, modifications, additions, or attachments are made to the product without the written consent of the manufacturer.

No signs, objects, ornaments, fans, lights, fixtures, or decorations may be hung from the structure unless specifically designed and engineered by the manufacturer or has manufacturers written approval.

SRP excludes any implied warranty of merchantability, fitness, or purpose, and there are no warranties which extend beyond the description of the face hereof. Under no circumstances will SRP be responsible for any indirect, special, consequential, incidental, or liquidated damages due to breach of warranty and such damages are specifically excluded from the warranty.

The owner shall notify SRP with original Sales Order Number issued from SRP to arrange for an inspection within 30 days after discovery of any defect under this warranty and before any alteration or repair is made or attempted. This Limited Warranty shall be null and void if the owner makes any alterations in design.

This warranty is the only express warranty given by the company. No person has authority to change or add to these obligations and liabilities. The company reserves the right to determine whether the fault is caused by faulty workmanship, material, or the part that is defective.

SRP will repair or replace at its discretion any defective part/s on an Ex-Works basis only. It is the responsibility of the customer to return the whole unit or the defective part/s at their own cost back to SRP for inspection along with proof of the date of purchase. SRP will not be liable for any costs incurred by the customer as a result of replacing the defective part/s, including but not limited to the costs of site visits and the labor costs involved with the removal and reinstallation of the whole unit or the defective part/s. Furthermore SRP will not be liable for any claimed compensation while the unit is not working or not present at the site whatsoever. This guarantee does not entitle the customer to a complete new product due to a defective component.

### Limited Warranty: Structural Steel

SRP offers a 20-year Limited Warranty on structural steel frames for shade canopies against failure due to rust-through corrosion under normal environmental conditions. Should the fabric or parts need to be replaced under the warranty, SRP will manufacture and ship new replacement parts at no charge for the first ten years, thereafter pro-rated at 10% per annum over the last ten years.

Workmanship is warranted for a period of five years. This steel warranty shall be void if damage to the steel is caused by the installer or from physical damage, damage by salt spray or sprinkler systems, contact with chemicals, chlorine, pollution, misuse, vandalism, or any act of God.

## Limited Warranty: Powder Coat

Superior Recreational Products offers a 5-year Limited Warranty for powder coating to the original purchaser. This Limited Warranty is for factory applied finish only. Damage occurring from shipping, erection, vandalism, accidents, or field modification is not covered in this limited warranty and will require field touch-up immediately and periodically thereafter. The owner must report any defect in powder coat at the time the installation is completed. Not covered by this Limited Warranty are acute angles, welds, and end plates.

The Limited Warranty for powder coating provides the following after a 5-year exposure period when applied according to the recommendations listed on the product's technical data sheet and appropriate surface preparation has been utilized.

- The coatings shall retain their original color with a  $\Delta E$  of  $<7.5$  units for high chroma colors (yellows, reds, oranges, etc.) and a  $\Delta E$  of  $<5.0$  units for low chroma colors, when tested in accordance with ASTM D 2244.
- The coating shall retain a minimum of 50% of its original gloss level after washing, when tested in accordance with ASTM D 523.
- The coating shall exhibit chalking no worse than numerical rating of 6, when evaluated in accordance with ASTM D 659-80.

## Limited Warranty: Shade Fabric

Traditional shade fabric made with PTFE fiber that is high strength and low shrinkage and VALMEX<sup>®</sup> MEHATOP F 1 waterproof fabric carry a 10-year limited warranty. This warranties that the sewing thread used on the traditional shade fabric will be free from defects in material and workmanship and will not be damaged by exposure to sunlight, weather, and water. All other warranties are disclaimed.

SRP fabrics carry a 10-Year Limited Manufacturer's Warranty from the date of delivery against failure from significant fading\*\*, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, SRP will manufacture and ship new fabric at no charge for the first six years, thereafter pro-rated at 18% per annum over the last four years.

\*\*The colors red and yellow are warranted against significant fading for only two years.

If the corners of the fabric are equipped with both holes in the fabric corner PLUS reinforcing straps, BOTH the strap and fabric hole must be placed over each corner hook or the fabric warranty is void.

Fabric curtains, valences, or flat vertical panels are not covered under the warranty.

Fabric is not warranted where it is installed on a structure that is not engineered and built by SRP or its agents.

This warranty shall be void if damage to or failure to the shade is caused by contact with chemicals, chlorine, bleaching agents, hydrocarbons or hydrocarbon containing solvents, misuse, vandalism, or any act of God, including but not limited to wind in excess of the wind limitations set forth below.

All fabric tops are warranted for sustained winds up to 76 mph (Hurricane Force 1) and for gusts of up to 3 seconds duration up to 90 mph. Removal of the shade fabric is required if damaging winds are called for. Damage due to snow and/or ice accumulation is not covered by this warranty. Canopies should be removed during the "off season."

These structures have been designed to eliminate any friction between the rafters and the fabric. The warranty will, therefore, be voided if any modification (temporary or permanent) is made to the rafter, cross pieces, or ridge beams, or if the fastening apparatus or canopy are not secured accordingly.

Structures are warranted for winds up to 90 or 105 mph only if shade canopies have been removed as per requirement set forth above in the fabric paragraph. Removal and re-installation must be performed by a qualified person or authorized dealer.

*\*For the purpose of this warranty, lifetime encompasses no specific term of years, but rather that seller warrants to its original customer for as long as the original customer owns the product and uses the product for its intended purpose that the product and all parts will be free from defects in materials and manufacturing workmanship. This warranty does not cover damage caused by vandalism, misuse or abuse, altered or modified parts, or cosmetic damage such as scratches, dents, or fading or weathering and normal wear and tear. This warranty is valid only if the structures are installed in conformity with instructions provided by Superior Recreational Products using approved Superior Recreational Products parts. Superior Recreational Products will deliver the repaired or replacement part or parts to the site free of charge, but will not be responsible for labor or the labor costs of replacement. Warranty claims must be filed within the applicable warranty period and accompanied by a sales order or invoice number.*

## Policies

### Pricing Policy

All prices are F.O.B. factor and do not include freight, installation, shipping and handling, surfacing, or applicable taxes. All prices listed were current at the time of printing and in U.S. currency. Prices are subject to change without notice.

### Cancellation and Return Policy

To view our return policy, please visit [superiorrecreationalproducts.com/returns](http://superiorrecreationalproducts.com/returns). For information on Return Material Authorizations please call 1.800.327.8774.

### Shipping Policy

To view our shipping policy, please visit [superiorrecreationalproducts.com/shipping](http://superiorrecreationalproducts.com/shipping). For any further information please call 1.800.327.8774.



## Appendix

### Proper Care, Maintenance, and Safe Removal of the Shade Canopy

#### THINGS TO AVOID

**SNOW, ICE, AND HIGH WINDS:** Remove the canopy in winter conditions as ice and snow loads are not covered by the warranty. The same goes for winds in excess of hurricane force 1.

**SHARP OBJECTS:** Always avoid dragging the fabric across surfaces, etc. Roll or fold the fabric and carry it. Avoid sharp objects, bolts, snags, and other protrusions including mounting hardware.

**OBSTRUCTIONS:** Keep foliage, such as tree limbs, shrubbery, and bushes, trimmed back and away from fabric at least three to four feet.

**SOURCES OF HEAT:** Avoid contact with heat sources such as hot lights, torches, and avoid using grills, etc. under the fabric or fireworks near the fabric..

**SLACK CABLE IN CANOPY:** Canopies with loose cables can fail.

#### CLEANING THE FABRIC

The fabric itself is generally maintenance free with the exception of necessary removal due to weather or seasonal requirements. The fabric does not harbor mildew or mold, but residues such as tree sap, leaves, bird droppings, dust and dirt may need to be removed. To clean the fabric, use water and mild soap. A soft mop or soft broom may also be used. Cleaners that do not contain hydrocarbons, solvents, bleach or ammonia may be used. Use of solvents, hydrocarbons, bleach, and ammonia type cleaners will void the fabric warranty. A pressure washer may be used if necessary using a wide-spray nozzle.

#### CABLES AND HARDWARE

It is recommended that the cables be replaced every 3 to 4 years or if corrosion is visible, whichever comes first. Canopy cables that are not maintained at optimum tension will be subject to shorter lifespans and potential failures earlier than our recommend cable replacement scheduling. The cable ends must be wrapped with tape to secure any wires; thus, preventing the wires from tearing the fabric. Taping must be done when removing old cable as well as when installing new cable. Clamps should be replaced when the cable is replaced. If the cable appears slack on a still day (no wind), immediately have the cable and clamps re-tightened by a qualified person. The cable should not be slack.

#### GLIDE ELBOW™

Lubricate Glide Elbows™ annually and before operating. A waterproof grease is recommended such as a lithium-based grease or anti-seize thread lubricant.

#### STORAGE

Fabric must be stored in a clean, dry place free from snags, sharp edges, etcetera. The storage area must be rodent-free. Wrap all hardware fittings with rags or some other protector, as they can damage the fabric.

#### UNINSTALLING THE SHADE CANOPY

**NECESSARY CARE:** It is important to take necessary care when handling the fabric during removal and installation to prevent damage to the fabric as well as SAFE control of the fabric in a breeze or wind. The fabric is tough and engineered for use as a shade, but it can tear or cut when or if pulled over a snag or sharp item; it can puncture from bolts or other protruding objects; and it can melt from objects such as like cigarettes, matches, hot torch tips, sparks and the like. In addition, care must be exercised to avoid the fabric hooks after the fabric is unhooked from the elbow corners and sides of the structure where there are intermediate supports. It is best to wrap any connected mounting hardware to prevent it from harming the fabric.

**PROPER AND SAFE:** Based on the size of the canopy, several persons may be needed to properly and safely handle the fabric during the uninstalling process. You will need several commercial ladders or other means to work safely at heights such as scissor lifts, etc. It is advised that you pad the post side of the ladder and tie the ladder to the post. The pad is to protect the post finish. Also keep in mind that every 100 square feet of fabric (10' X 10') weighs approximately five pounds; a large canopy can get heavy fast. For proper control of the fabric, read below. It is best to remove the fabric on a still day. Do not attempt to remove the canopy in strong or gusty winds.

**REMOVAL OF THE CANOPY:** Do not attempt to remove the canopy in strong or gusty winds.

**STANDARD ELBOWS:** For shade structures with Standard Elbows, loosen the turnbuckle several turns in order to put enough slack in the cable to allow the fabric and cable to unhook from all the elbow hooks. Attach 3/8" or larger ropes to each corner of the fabric and cable before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the fabric from the structure. These ropes are to prevent the shade from flying away in the breeze and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the fabric and cables from each corner.

On the side away from the wind, release the corners of the fabric and cable and have a person hold on to each rope. It may help to wrap the rope around a column to help hold it from getting caught in the wind. Fold the fabric back away from the hooks. Now it will be necessary to remove the cable clamps to allow the cable to be free from the structure and the turnbuckle. If the cable ends are frayed, wrap them with tape. It is usually not necessary nor is it recommended that the cable be removed from the canopy. With a person on each rope, starting at the windy side, gently pull the canopy down in between the framework of the structure. The side away from the wind can be guided with the ropes toward the persons pulling the canopy down. It is important when reinstalling the canopy, that it is put back in its original orientation to the structure. Starting at the turnbuckle corner, the fabric and cable corners should be returned to their original positions.

**GLIDE ELBOWS:** For shade structures with Glide Elbows, remove the protective covers from the ends of the glide elbows. Then, using the proper wrench, turn the hex nuts on the end of the Glide Elbow to run the glide hooks to their top most position. Do not loosen the cable clamps, leave the cable intact. Attach 3/8" ropes to each corner of the fabric and cable before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the fabric from the structure. These ropes are to prevent the shade from flying away in the wind and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the fabric and cables. On the side away from the wind, release the corners of the fabric and cable and have a person hold on to each rope. Fold the fabric back away from the hooks. It is a good idea to put the Glide Elbow protective covers back in place. With Glide Elbow installations it is not necessary to loosen or remove the cable clamps nor to remove the cable from the canopy. If the cable ends are frayed, wrap them with tape. When uninstalling the canopy, mark or identify the corner of origin in such a way that when reinstalling the canopy, it is put back in its original orientation to the structure. The fabric and cable corners should be returned to their original positions when reinstalling the canopy. The cable and fabric should tighten properly when the glide elbows are adjusted down into their tension positions.

**SHADE SAILS WITH FANS:** For shade sails equipped with fans, loosen the adjustable threaded rod several turns in order to put enough slack in the cable to allow the shackle pin to be removed (do not remove the pins until the fabric corners have been secured with ropes). Attach 3/8" or larger ropes to each corner of the fabric and fan before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the shackle from the structure. These ropes are to prevent the shade from flying away in the breeze and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the shackles and lower the fabric and cable to the ground.

## **REINSTALLING HINTS**

Using the same rope technique, install from the windy side (if it is breezy) making sure to secure these ropes to the posts. Then, throw the remaining corner ropes over the structure and gently pull the canopy into position. The cables and fabric corners can now be fastened on the hooks (and cable guides if so equipped). Next reinstall the clamps if applicable and tightened the cable with the turnbuckle or the Glide Elbows. Do not attempt to install the canopy in strong or gusty winds.

## Material Specifications, Warranty, and Policies

### Material Specifications

#### Fabric

- Shade fabric is made of UV stabilized cloth manufactured by Alnet Americas or approved equal
- The high density polyethylene material shall be manufactured with tensioned fabric structures in mind
- The fabric knit is to be made using monofilament and tape filler which has a weight of 9.38 to 10.32 oz. sq. yd. Material to be Rachel-knitted to ensure material will not unravel if cut
- Cloth meets fire resistance tests as follows:

Alnet Americas Extra Block: California State Fire Marshall Reg. #F-93501

Others: NFPA 701-99 (Test Method 2) and ASTM E-84

#### Fabric Properties

Stretch	Stentored
Tear Tests (lbs/ft)	WARP 44.8 WEFT 44
Burst Tests (lbs ft)	828 lbf (ASTM 3786)
Fabric Weight (oz/sqFT)	Avg 1.02 to 1.07 oz.
Fabric Width	9' 10"
Roll Length	150'
Roll Size	63" x 16 ½"
Weight	120 lbs.
Life Expectancy	10 Years
Fading	Minimum Fading After 6 years, 3 Years for Red and Yellow
Min. Temperature	-77°
Max. Temperature	+167°

#### Shade Protection and UV Screen Protection Factors

Color	Shade Cover	UVR Block Out
True Blue	93%	89%
Beige	97%	87%
Forest Green	96%	94%
Sun Blaze	94%	91%
Silver	95%	93%
Rivergum Green	88.7%	92.9%
Sky Blue	89%	92.2%
Navy Blue	93.6%	94.4%
Turquoise	86%	91.5%
Yellow	77.6%	95.5%

To view a complete list of fabrics, please reference the Color Options page of our catalog by clicking [here](#).

#### Thread

- Shall be 100% expanded PTFE fiber that is high strength and low shrinkage
- Shall have a wide temperature and humidity range
- Abrasion resistant and UV radiation immunity
- Shall be unaffected by non-hydrocarbon based cleaning agents, acid rain, mildew, chlorine, saltwater, and pollution
- Lockstitch thread - 1200 Denier or equal
- Chain stitch thread - 2400 Denier or equal

## Steel Tubing

- All fabricated steel must be in accordance with approved shop drawings and calculations
- All steel is cleaned, degreased, or etched to ensure proper adhesion of Superdurable powder coat in accordance with manufacturer's specifications
- All Steel used on this project needs to be new and accompanied by the mill certificates if requested. Structural steel tubing up to 5"-7 gauge shall be galvanized per Allied Steel FLO-COAT specifications. Schedule 40 black pipe fabrications shall be sand-blasted and primed as described below
- All non-hollow structural shapes comply with ASTM A-36, unless otherwise noted
- All hollow structural steel shapes shall be cold formed HSS ASTM A-53 grade C, unless otherwise noted
- Plate products shall comply with ASTM A-36

## Superdurable Powder Coat and Primer

- All non-galvanized steel shade to be sand-blasted and primed prior to Superdurable powder coating using reclaimable blast media in a mixture of GL50 & GL80 Steel Grit
- All non-galvanized steel must be coated with rust inhibiting primer prior to applying the Superdurable powder coat. Primer shall be Marine Grade Cardinal Industrial Finishes Corp. E396-GR1372 epoxy Superdurable powder coating semi-gloss smooth zinc rich primer
- Welds shall be primed with rust inhibiting primer prior to applying the Superdurable powder coat. Primer shall be Marine Grade Cardinal Industrial Finishes Corp E396-GR1372 epoxy Superdurable powder coating semi-gloss smooth zinc rich primer
- All steel parts shall be coated for rust protection and finished with a minimum 3.5 mil thick UV-inhibited weather resistant Superdurable powder coating

Powder Coat Tests		Results
ASTM	Gloss at 60°	85-95
HOI TM 10.219	PCI Powder Smoothness	7
ASTM D2454-91	Over-Bake Resistance Time	200%
ASTM D3363-92A	Pencil Hardness	H-2H
ASTM D2794-93	Dir/Rev Impact, Gardner	140/140 in/lbs
ASTM D3359-95B	Adhesion, Cross Hatch	5B Pass
ASTM D522-93A	Flexibility Mandrel	¼" dia. No fracture
ASTM B117-95	Salt Spray	1,000 hours
UL DtOV2	Organic Coating Steel Enclosures, Elect Eq.	Recognized

### Powder Coat Process Characteristics

N.3.1	Specific Gravity	1.68+/-0.05
N.3.2	Theoretical Coverage	114+/- 4 ft 2/lb/mil
N.3.3	Mass Loss During Cure	<1%
N.3.4	Maximum Storage Temperature	75° F

### Application Criteria

N.5.1	Electrostatic Spray Cold	Substrate:0.032 in. CRS
N.5.2	Cure Schedule	10 minutes at 400° F
N.5.3	Pretreatment	Bonderite 1000
N.5.4	Film Thickness	3.5 Mils

## Welds

- All shop welds shall be executed in accordance with the latest edition of the American Welding Society Specifications
- Welding procedures shall comply in accordance with the AWS D1.1-AWS Structural Welding Code-Steel
- All welds to be performed by a certified welder. All welds shall be continuous where length is not given, unless otherwise shown or noted on drawings
- All welds shall develop the full strength of the weaker member. All welds shall be made using E70xx.035 wire
- Shop connections shall be welded unless noted otherwise. Field connections shall be indicated on the drawings. Field welded connections are not acceptable
- All fillet welds shall be a minimum of ¼" unless otherwise noted
- All steel shall be welded shut at terminations to prevent internal leakage
- Internal weld sleeving is not acceptable
- On-site welding of any component is not acceptable

## Sewing

- On-site sewing of a fabric will not be accepted
- All corners shall be reinforced with extra non-tear cloth and strap to distribute the load
- The perimeters that contain the cables shall be double lock stitched

## Installation Hardware

- Bolt and fastening hardware shall be determined based on calculated engineering loads
- All bolts shall comply with SAE-J429 (Grade 8) or ASTM A325 (Grade BD). All nuts shall comply with ASTM F-594, alloy Group 1 or 2
- Upon request, Stainless Steel hardware shall comply with ASTM A-304
- 1/4" galvanized wire rope shall be 7x19 strand with a breaking strength of 7,000 lbs. for shades generally under 575 sq. ft. unless requested larger by the customer. For shades over 575 sq. ft., cable shall be 5/16" with a breaking strength of 9,800 lbs. Upon request, 1/4" Stainless Steel wire rope shall be 7x19 strand with a breaking strength of 6,400 lbs. 5/16" Stainless Steel wire rope shall be 7/19 strand with a breaking strength of 9,000 lbs.
- All fittings required for proper securing of the cable are hot dipped galvanized

## Concrete

- Concrete work shall be executed in accordance with the latest edition of American Concrete Building Code ACI 318 unless specified by the governing municipality
- Concrete specifications shall comply in accordance with, and detailed as, per plans as follows:
  1. 28 Days Strength F'c = 2500 psi
  2. Aggregate: HR
  3. Slump: 3-5
  4. Portland Cement shall conform to C-150

CONCRETE CONTINUED ON NEXT PAGE

5. Aggregate shall conform to ASTM C-33

- All reinforcement shall conform to ASTM A-615 grade 60
- Reinforcing steel shall be detailed, fabricated and placed in accordance with the latest ACI Detailing Manual and manual of Standard Practice
- Whenever daily ambient temperatures are below 80° F, the contractor may have mix accelerators and hot water added at the batch plant (see table)
- The contractor shall not pour any concrete when daily ambient temperature is below 55° F

**Concrete Temperate Chart**

<b>Temperature Range</b>	<b>% Accelerator</b>	<b>Type Accelerator</b>
75-80°	1%	High Early (non calcium)
70-75°	2%	High Early (non calcium)
Below 70°	3%	High Early (non calcium)

## Footings

- All anchor bolts set in new concrete shall be ASTM A-307, or ASTM F-1554 if specified by engineer
- All anchor bolts shall be zinc plated unless specified otherwise
- Footing shall be placed in accordance with and conform to engineered specifications and drawings



**Planning and Zoning  
Department of Transportation and Development**  
Development Services Building  
150 Beavercreek Road | Oregon City, OR 97045  
503-742-4500 | zoninginfo@clackamas.us  
www.clackamas.us/planning

**STAFF USE ONLY**

Land use application for:

# HISTORIC PROPERTY MAINTENANCE

Staff Initials: \_\_\_\_\_ File Number: \_\_\_\_\_

**Application Fee: (None)**

APPLICANT INFORMATION			
Applicant name: Clackamas County Children's Commission-Head Start	Applicant email: jennyr@clackcokids.org	Applicant phone: 503-451-9275	
Applicant mailing address: 16518 SE River Road	City: Milwaukie	State: Oregon	ZIP: 97267
Contact person name (if other than applicant): J Timothy Richard - Architect	Contact person email: tjrichard@houseoftyee.com	Contact person phone: 503-449-7326	
Contact person mailing address: 4543 NE 23rd Avenue	City: Portland	State: Oregon	ZIP: 97211

PROPOSAL
Brief description of proposal: Restoration / Replacement of Entry Porch Stair and Landing at Sandy Ridge Head Start Historic School.

SITE INFORMATION		
Site address: 36001 SE OR Hwy 211, Boring, Oregon 97009	Comprehensive Plan designation:	Zoning district: EUF
Map and tax lot #: Township: <u>2</u> Range: <u>4</u> Section: <u>22</u> Tax Lot: <u>24E2201</u> Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		Land area: 1.2 Acres
Adjacent properties under same ownership: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		

Printed names of all property owners: Clackamas County Children's Commission	Signatures of all property owners: 	Date(s): 7.20.2023
I hereby certify that the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.		
Applicant signature:		Date:

## A. Review applicable land use rules:

This application is subject to the provisions of [Section 707, Historic Landmark \(HL\), Historic District \(HD\), and Historic Corridor \(HC\)](#) of the [Clackamas County Zoning and Development Ordinance \(ZDO\)](#).

It is also subject to the ZDO's definitions, procedures, and other general provisions, as well as to the specific rules of the subject property's zoning district and applicable development standards, as outlined in the ZDO.

## B. Turn in all of the following:

- Complete application form:** Respond to all the questions and requests in this application, and make sure all owners of the subject property sign the first page of this application. Applications without the signatures of *all* property owners are incomplete. **There is no charge for this application.**
- Plot plan:** Provide a plot plan (also called a site plan). A [Plot Plan Sample](#) is available from the Planning and Zoning website. The plot plan must be accurate and drawn to-scale on paper measuring no larger than 11 inches x 17 inches. The plot plan must illustrate all of the following (when applicable):
  - Lot lines, lot/parcel numbers, and acreage/square footage of lots;
  - Contiguous properties under the same ownership;
  - All structures, fences, roads, driveways, parking areas, landscaping, and easements, each with identifying labels and dimensions;
  - Setbacks of all structures from lot lines and easements;
  - Significant natural features (rivers, streams, wetlands, slopes of 20% or greater, geologic hazards, mature trees or forested areas, drainage areas, etc.); and
  - Location of utilities, wells, and all onsite wastewater treatment facilities (e.g., septic tanks, septic drainfield areas, replacement drainfield areas, drywells).
- Exterior materials list:** Provide a list of exterior materials pertinent to the application request.
- Building elevation diagrams (or photos):** Attach drawings of all affected structures. The drawings must indicate dimensions (height, length, width, and area) and be to-scale. They must show each side of the structure and any windows, doors, or other appurtenances. Photos may be used in lieu of drawings for small projects, but dimensions must also be indicated on the photos.
- Paint photos and samples:** If the proposed maintenance includes painting and related preparation of an historic structure, provide photos of the original paint colors and samples of the proposed paint colors.
- Roofing material photos:** If the proposed maintenance includes repair and/or replacement of roofing materials, provide photos of the original materials and photos or a detailed description of the proposed roofing materials.
- Photos of yard fixtures and landscaping:** If the proposed maintenance includes replacement of fences, shrubs, or other yard fixtures or landscaping, provide photos of the original fixtures/landscaping and photos or detailed drawings of proposed fixtures and landscaping.



## C. Describe the proposal:

Accurately answer the following questions in the spaces provided. Attach additional pages, if necessary.

1. What Historic Landmark, Historic District, or Historic Corridor is being proposed for maintenance?

Name/address/description of historic property:

2. Will the proposed maintenance include painting or related preparation of a structure?

NO

YES, but the proposed paint color is the same as the original color.

YES, and while the proposed paint color is not the same as the original color, it is appropriate to the historic period for the following reasons:

3. Will the proposed maintenance include repair and/or replacement of roofing materials?

NO

YES, but the proposed roofing materials are the same kind as the existing materials.

4. Will the proposed maintenance include grounds care or maintenance necessary to conduct a permitted use on the property?

NO

YES, as described in the box below:

5. Will the proposed maintenance include replacement of any fences, shrubs, or other yard fixtures or landscaping?

NO

YES, but the proposed yard fixtures and/or landscaping are similar to the originals in type and/or style for the following reasons:

6. Do you propose for any existing materials to be replaced in kind for a small portion of a building or grounds because of damage or decay of materials?

NO

YES, as described in the box below:

7. Do you propose to install or do maintenance of any irrigation system?

NO

YES, as explained in the box below:

8. Explain how any other proposed maintenance qualifies as a normal responsibility of the property owner to care, repair, and replace with like materials:

## FAQs

### When is a Historic Property Maintenance permit required?

Zoning and Development Ordinance (ZDO) [Subsection 707.06\(C\)\(1\)](#) allows the normal responsibilities of a property owner to care, repair, and replace with like materials County-designated Historic Landmarks, Historic Districts, and Historic Corridors, subject to standards.

Normal maintenance may include, but is not limited to:

- Painting and related preparation of a structure, provided original paint colors or colors appropriate to the historic period are used;
- Repair and/or replacement of roofing materials with the same kind of roofing materials;
- Grounds care and maintenance;
- Replacement of fences, shrubs, or other yard fixtures or landscaping with like type and/or style;
- In-kind replacement of small portions of existing materials that have been damaged or have decayed; and
- Installation and maintenance of irrigation systems;

Such maintenance requires approval of a Historic Property Maintenance land use permit, but **there is no charge for this application.**

### What is the permit application process?

Historic Property Maintenance permits are subject to a “Type I” land use application process, as provided for in [Section 1307](#) of the ZDO. Public notice of Type I applications and decisions is not provided. A written decision on a Type I application is made by Planning and Zoning staff, and there is no County-level process to appeal that decision. If the application is approved, the applicant must comply with any conditions of approval identified in the decision.

### How long will it take the County to make a decision about an application?

The County makes every effort to issue a decision on a Type I land use application within 20 days of when we deem the application to be complete.

### Who can help answer additional questions?

For questions about the County’s land use permit requirements and this application form, contact Planning and Zoning at **503-742-4500** or [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us). You can also find information online at the Planning and Zoning website: [www.clackamas.us/planning](http://www.clackamas.us/planning).

*Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or [drenhard@clackamas.us](mailto:drenhard@clackamas.us).*

**503-742-4545:** ¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод?

翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?



# Statement of Use

## Transportation System Development Charge (TSDC) and Parks System Development Charge

Please provide a written description of your development or project below, including full detail how you plan to use this structure. This information will be used to determine the appropriate Transportation System Development Charge (TSDC) category and Park System Development Charge (PSDC) classification.

<b>DATE</b>		<b>REF. PARCEL #</b>	<b>T</b>	<b>S,R</b>	<b>E/W, Section</b>	<b>Tax Lot</b>
<b>BUILDING PERMIT #</b>		<b>BUSINESS NAME</b>				

<b>OWNER/APPLICANT NAME</b>			
<b>PHONE NUMBER</b>		<b>FAX Number</b>	
<b>E-MAIL ADDRESS</b>			

**PROPOSED BUSINESS USE**

Please explain what type of business activities will take place in this building.  
Estimate the number of employees and customers coming to the building each day. Include units from appropriate category on back, e.g., school = # students; hotel/motel = # rooms; hospital = # beds.

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**Total Square Feet (include all levels):**

**CHECK ONE OF THE FOLLOWING:**

<input type="checkbox"/> Existing Structure, Existing Tenant (TI)	<input type="checkbox"/> New Structure
<input type="checkbox"/> Existing Structure, New Tenant (TI)	<input type="checkbox"/> New Structure, Shell Only
<input type="checkbox"/> Addition to Existing Structure	

**EXISTING STRUCTURES ONLY:**

<b>Year Built?</b>	<b>100% Vacant?</b>	<b>Yes</b>	<b>No</b>
<b>Previous Tenant's Name:</b>	<b>Date Previous Tenant Vacated:</b>		
<b>Type of Use:</b>			

**ACKNOWLEDGEMENT AND SIGNATURE**

*By submitting this application, I affirm that the information set forth in it is true and complete.*

**Signature:**

**Please return completed form to:**  
Engineering -- Wendi Coryell, [wendicor@clackamas.us](mailto:wendicor@clackamas.us) or 503-742-4331

TSDC LAND USE CATEGORY	UNITS
<b>AUTOMOBILE SERVICE</b>	
Automobile Care Center	1,000 gross sq. ft.
Quick Lubrication Vehicle Shop	Service positions
Service Station	Fueling positions
State Motor Vehicles Department	1,000 gross sq. ft.
<b>BANK</b>	1,000 gross sq. ft.
<b>CHURCH</b>	1,000 gross sq. ft.
<b>DAY CARE</b>	Students
<b>EDUCATION</b>	Students
<b>HOSPITAL</b>	Beds
<b>HOUSING</b>	
Apartment	Dwelling units
Assisted Living	Beds
Mobile Home in Park	Spaces
Residential Condo/Townhouse	Dwelling units
Senior	Dwelling units
Single-family Detached	Dwelling units
<b>HOTEL/MOTEL</b>	Rooms
<b>INDUSTRIAL/ MANUFACTURING / WAREHOUSE</b>	1,000 gross sq. ft.
<b>LIBRARY</b>	1,000 gross sq. ft.
<b>MEDICAL-DENTAL</b>	1,000 gross sq. ft.
<b>MILITARY BASE</b>	Employees
<b>NURSERY</b>	1,000 gross sq. ft.
<b>OFFICE</b>	1,000 gross sq. ft.
<b>PARKING, TRANSIT</b>	Parking spaces
<b>PHARMACY</b>	1,000 gross sq. ft.
<b>POST OFFICE</b>	1,000 gross sq. ft.
<b>RECREATION</b>	
Bowling Alley	Bowling lanes
Campground/RV Park	Sites
Casino/Video Lottery Establishment	1,000 gross sq. ft.
Club, Health/Fitness	1,000 gross sq. ft.
Club, Racquet/Tennis	Courts
Community Center	1,000 gross sq. ft.
Golf Course	Holes
Golf Driving Range	Tee/drive positions
Marina	Berths
Movie Theater	Movie screens
Park	Acres
Soccer Complex	Fields
<b>RESTAURANT</b>	
Coffee/Donut Shop	1,000 gross sq. ft.

TSDC LAND USE CATEGORY	UNITS
Fast Food	1,000 gross sq. ft.
Restaurant, Other	1,000 gross sq. ft.
<b>STORE</b>	
Automobile Parts Sales	1,000 gross sq. ft.
Automobile Sales	1,000 gross sq. ft.
Building & Hardware	1,000 gross sq. ft.
Convenience Market	1,000 gross sq. ft.
Discount (free-standing)	1,000 gross sq. ft.
Factory Outlet Center	1,000 gross sq. ft.
Furniture	1,000 gross sq. ft.
Other Shopping/Retail	1,000 gross sq. ft. of leasable area
Supermarket	1,000 gross sq. ft.
Tires	1,000 gross sq. ft.

PSDC STANDARD INDUSTRY CLASSIFICATION	SQUARE FEET / EMPLOYEE
Ag., Fish & Forest Services; Construction; Mining	590
Food & Kindred Products	630
Textile & Apparel	930
Lumber & Wood	640
Furniture; Clay, Stone, Glass & Misc	760
Paper & Allied	1,600
Printing, Publishing & Allied	450
Chemicals, Petroleum, Rubber, Leather	720
Primary & Fabricated Metals	420
Machinery Equipment	300
Electrical Machinery, Equipment	400
Transportation Equipment	700
Transportation & Warehousing	3,290
Communications & Public Utilities	460
Wholesale Trade	1,390
Retail Trade	470
Finance, Insurance & Real Estate	370
Non-Health Services	770
Health Services	350
Educational, Social, Membership Services	740
Government	530

**Project:**

**Sandy Ridge Head Start – Porch Stair Restoration and Landscape Improvements**

Clackamas County Children’s Commission Head Start (CCCCHS)

**Location:**

36001 SE Hwy 211, Boring, Oregon 97009  
Clackamas County Jurisdiction

**Land Use Application:**

Sandy Ridge Preschool is a Historic Resource and is listed on Clackamas County’s Historic Register. Maintenance and restoration to the building exterior requires a Land Use Application for Historic Property Alteration.

**Current Use of Historic Property:**

Sandy Ridge Head Start Pre-school is owned and operated by Clackamas County Children’s Commission Head Start. Currently there are (2) 20-student classrooms located on the upper level and (1) 8-student early learning classroom on the lower level. An office and accessible student restrooms are located on the upper level. The lower level also contains an accessible student restroom, kitchen, pantry, storage, and support areas.

**Building Restoration and Maintenance:**

CCCC is proposing to replace the existing weathered and deteriorated entry porch stair and landing. This project will provide safe access to the main entry of the facility. The proposed replacement stair will match the existing wood frame stair structure in form and scale. The new stairs will have a steel frame and concrete filled steel treads. The restored landing will have concrete surfacing over waterproofing to address water intrusion into storage room below. New guard rails and handrails will be installed to meet current code. Solid wood panel doors with half lites are weathered and failing. New solid wood panels doors with half lites matching existing doors will be installed.

**Clackamas County Zoning and Development Ordinance - Section 707 Historic Landmark**

**707.01 Purpose**

Preservation of Sandy Ridge School meets the objectives of the Comprehensive Plan for Historic Landmarks.

**707.02 Applicability**

Sandy Ridge School was designated a Historic Landmark in 1993, SHPO #1189.

**707.04 Permitted Uses**

**A. Primary Uses:** Sandy Ridge School is currently being used for a Head Start Pre-school, continuing the primary use initially intended for the historic building. No change in use is proposed. A conditional Use Permit is not required.

**707.05 Historic Review Board**

This Land Use Application for Historic Property Alteration is submitted for review by the Historic Review Board for review and recommendations on the proposed modifications per Subsection 707.06.

**707.06 The Review Process**

Subsection 707.06 applies to Sandy Ridge School as a designated Historic Landmark.

**Pending Permits:**

The building permit application will be submitted after approval of this application through the the Historic Property Alteration review process.

**B. Application Requirements:**

**1307.07(C) / 707.06.B**

This Type II Application includes the required information delineated in Section 1307.07(C) and Section 707.06.B, Items 1 through 6. A completed Land Use Application for Historic Property Alteration is included in this submittal.

**707.06.C.3 – Major Modifications**

The proposed alterations at Sandy Ridge School must meet the requirements outlined in this section.

**a. Property Use**

The proposed use as a pre-school maintains the historic use of the building.

**b. Historic Character:**

The historic character of the Property shall be maintained and preserved. There are no plans to remove historic materials or alter features and spaces that characterize the property.

**c. Physical Record:**

Proposed changes do not create a false sense of historic development. No conjectural features or architectural elements from other buildings are proposed.

**d. Change Over Time:**

Proposed alterations have minimal impact to changes that have been made through time. Recent exterior restoration included replacement of deteriorated windows and siding, restoration of the bell tower, and the application of new red exterior paint with white trim. Recent renovations incorporated a lower courtyard and improved access to the lower-level Early Learning Classroom and support areas. These modifications were reviewed and approved through the Historic Property Alternation Review process.

**e. Distinctive Features:**

The distinctive features of the historic Sandy Ridge School will be preserved.



**f. Deteriorated Historic Features:**

The main entry porch was added to the historic resource when the building was relocated to the current location and the second classroom and basement were added to the structure. The existing porch is constructed of wood and steel with concrete precast treads and matches the overall character of the school. The proposed replacement stairs will be of similar form and scale but will be constructed of steel and concrete to provide safe access and long-term service to this important community resource. New solid wood entry doors will replace the existing weathered and failing doors. New doors will match existing.

**g. Chemical or Physical Treatments:**

No chemical or physical treatment is proposed.

**h. Significant Archeological Resources:**

There are no suspected or identified archeological resources at Sandy Ridge. The school building was relocated to its current site prior to its designation as a historic property.

**i. New Additions and Alterations:**

The proposed replacement stairs and porch landing will have minimal impact on the existing resource. The new work will replicate the existing stairs and landing, and shall be compatible with the massing, size, scale.

**j. Future Removal:**

The proposed new entry / exit doorway and porch roof will have minimal impact on the existing building. The porch roof can be removed with minimal impact to existing stucco wall finish. The new door can be removed and replaced with a window matching the existing fenestration. The expanded lower courtyard can be in-filled.

**Support Documentation:**

- Project Narrative (Above)
- Land Use Application for: Historic Property Alteration
- County Assessor's Map
- Drawing Package (Includes Existing Features Aerial Photo, Site Plan, Building Elevations)
- Exterior Materials Summary
- CCCCHS Occupancy Letter

**Submitted By:**

J Timothy Richard, Architect

## **MEMORANDUM**

**TO:** Tim Richard  
**FROM:** Ben Johnson, GreenWorks  
**DATE:** January 4, 2023  
**PROJECT NAME:** Sandy Ridge Head Start  
**PROJECT NO:** 220094.1  
**SUBJECT:** Site and Landscape Improvements

### **Landscape Narrative**

Section 707 of the Zoning and Development Code, landscape improvements require a historic review. The following describes the design intent and plant selection for the Sandy Ridge Head Start.

#### Existing Conditions

The proposed improvements for the Sandy Ridge Head Start are along the north and east side of the building. The existing conditions where the new site and landscape improvements are underperforming plant beds, and manicured lawn space. There is an existing sidewalk and stair to the entrance of the building that is seldom used. There are a few existing trees along the north side of the building that do not appear to be high quality nursery stock when purchased.

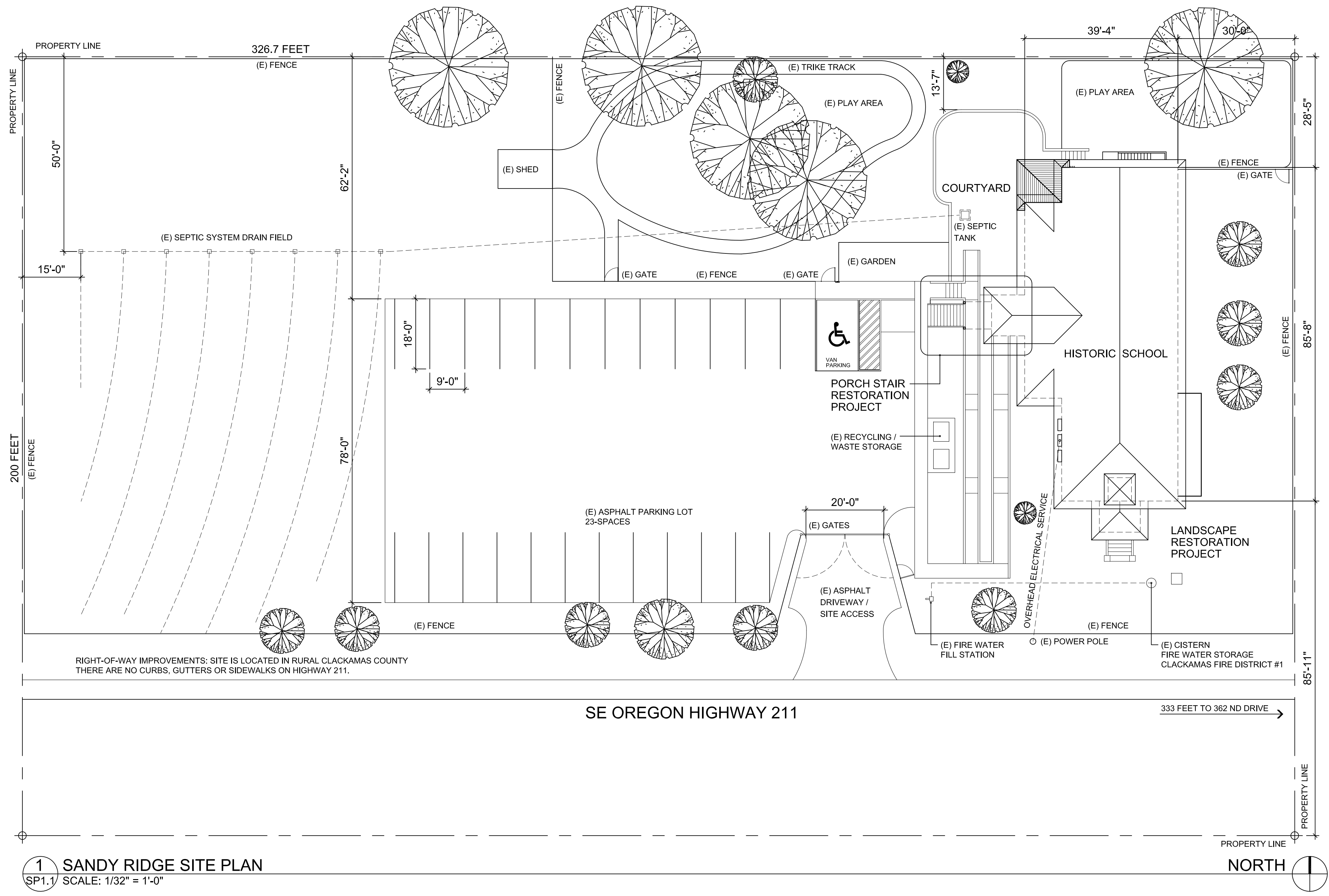
#### Design Intent

The planting design is intended to compliment the historic building by providing foundation along the base, increase the visual aesthetics of the front yard, and provide protection from winds coming from the east. Douglas Fir trees are spaced such that they frame the view of the front of the historic building. Plantings include a variety of native species in grouped to provide visual interest to an otherwise stark front yard.

#### Plant Palette

The plant palette consists of all native shrubs and grasses that are also safe in school yards. The shrubs are grouped to provide mass, structure, and variety. Two Douglas fir are proposed in the front of the site along with two Red Alders along the north edge to provide shade. The new plantings and trees are proposed to have permanent irrigation.

**END OF MEMO**



**1 SANDY RIDGE SITE PLAN**  
 SP1.1 SCALE: 1/32" = 1'-0"



**2 LOCATION MAP**  
 SP.1.1 NTS

**PROPERTY DESCRIPTION**

ADDRESS:  
 36001 SE OR-211, BORING, OREGON 97009

LEGAL DESCRIPTION:  
 T2S, R4E, SECTION 22

TAX LOT:  
 24E22 01800

ZONING:  
 EFU

LOT SIZE:  
 1.2 ACRES / 326.7 FT x 200 FT

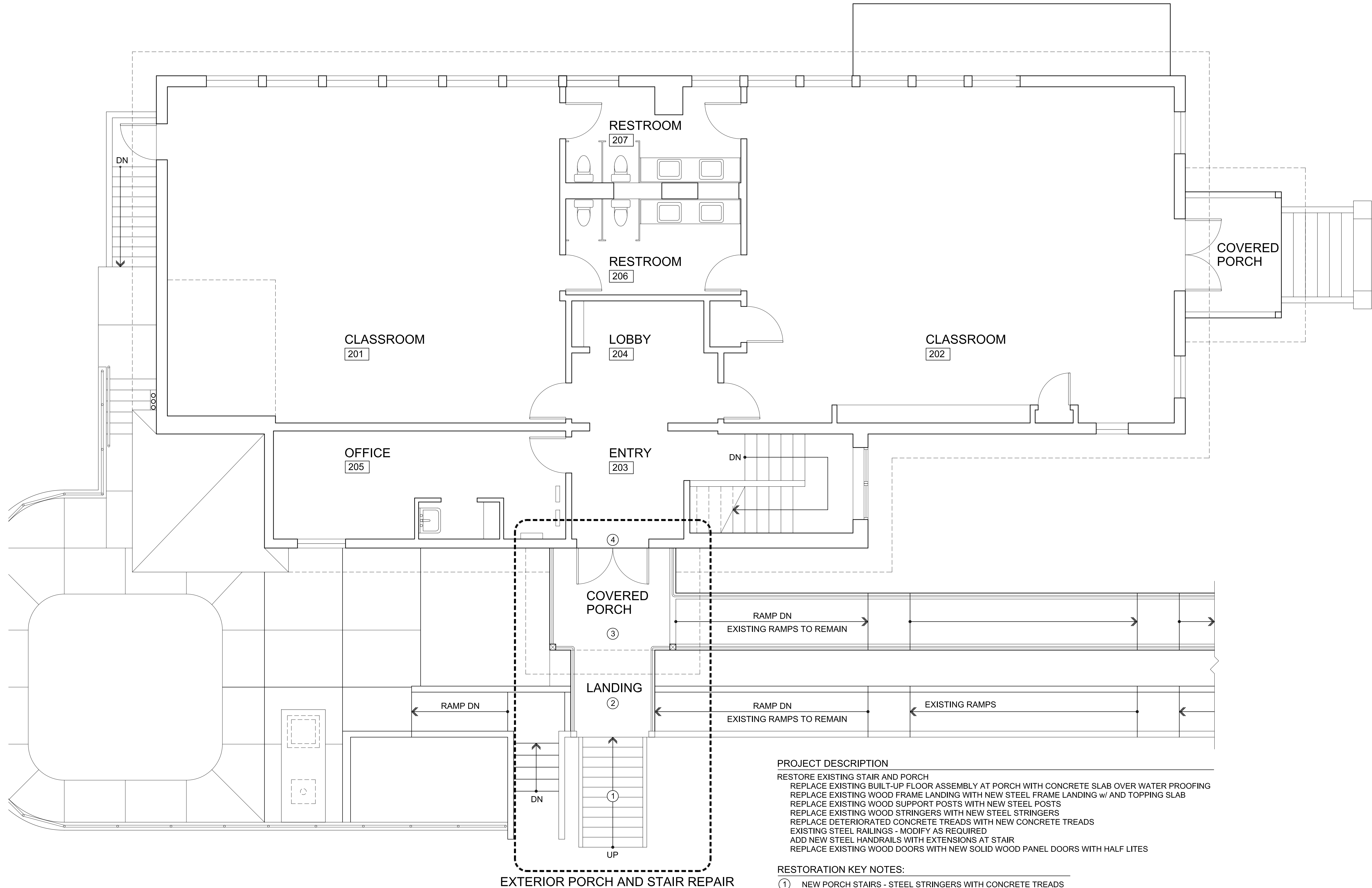
**DRAWING INDEX**

SHEET #	SHEET TITLE
SP1.1	HISTORIC REVIEW SITE PLAN
A1.1	UPPER LEVEL FLOOR PLAN
A2.1	EXTERIOR ELEVATIONS
L2.0	LANDSCAPE PLANTING PLAN

**REVISIONS**

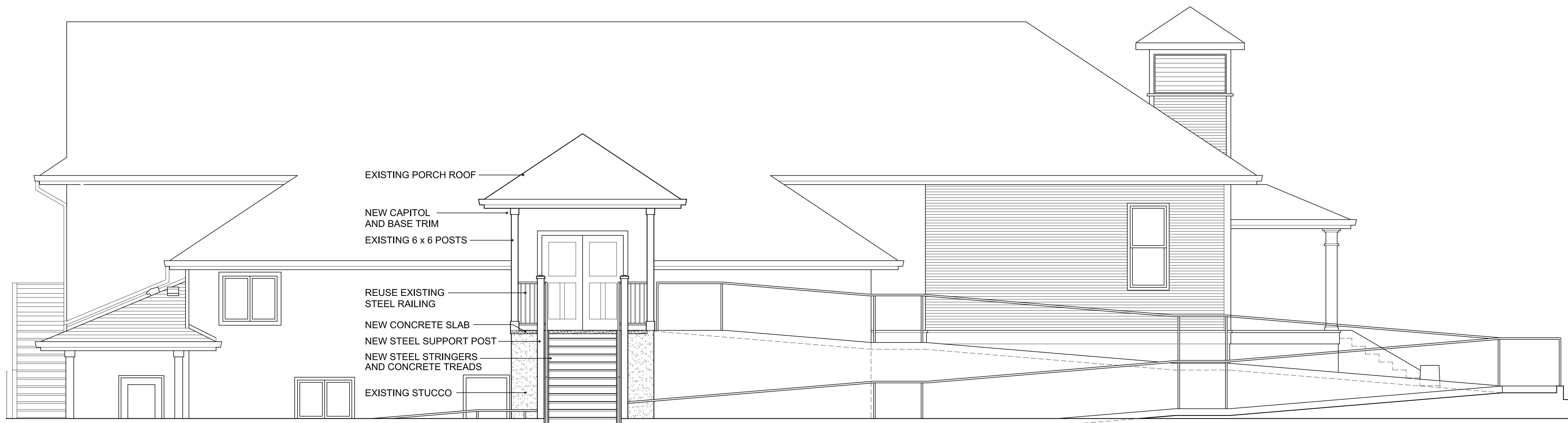
NO.	DESCRIPTION

NO.	DESCRIPTION





**1**  
A2.1 **PROPOSED SOUTH ELEVATION**  
SCALE: 1/4" = 1'-0"



**2**  
A2.1 **PROPOSED WEST ELEVATION**  
SCALE: 1/4" = 1'-0"

**PLANT LEGEND**

**TREES**

- QTY. | PSEUDOTSUGA MENZIESII - DOUGLAS FIR  
XX | 8' HT. MIN. B&B
- QTY. | HAMAMELIS X INTERMEDIA 'ARNOLD PROMISE'  
XX | ARNOLD PROMISE WITCH HAZEL 5' HT.; B&B
- QTY. | ALDER RUBRA  
XX | RED ALDER B&B

**SHRUBS**

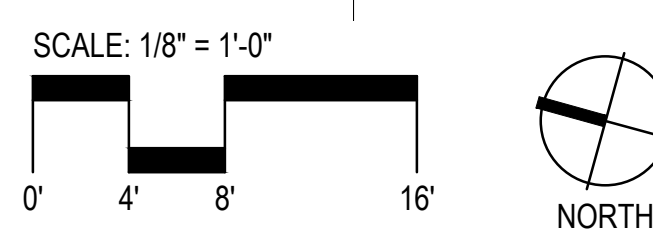
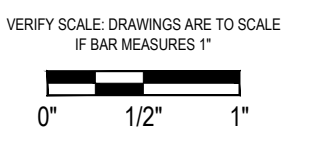
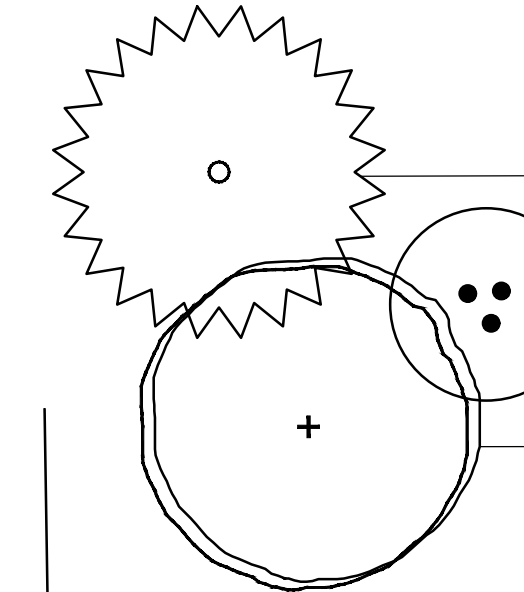
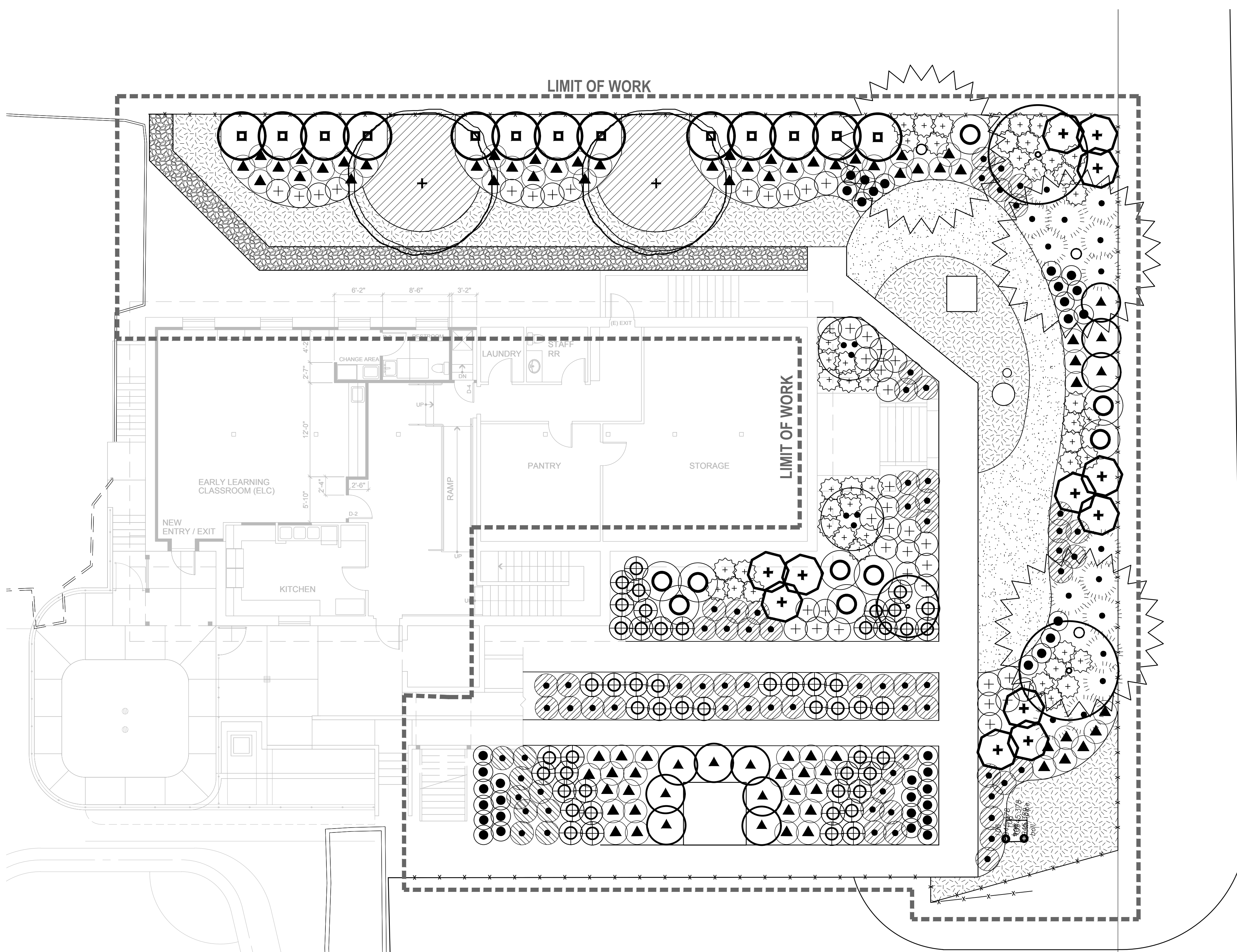
- QTY. | CORNUS SERICEA 'KELSEY'  
XX | KELSEY DOGWOOD; 1 GAL. CONT., 24" O.C.
- QTY. | CORNUS SERICEA 'ISANTI'  
XX | REDTWIG DOGWOOD - 2 GAL. CONT. - SPACE AS SHOWN
- QTY. | CISTUS X DANSEREAU 'DECUMBENS'  
XX | DECUMBENS ROCKROSE; 5 GAL. CONT., SPACE AS SHOWN
- QTY. | ESCALLONIA X EXONIENSIS 'FRADESII'  
XX | PINK PRINCESS ESCALLONIA; 5 GAL CONT.; SPACE AS SHOWN.
- QTY. | ESCALLONIA X NEWPORT 'DWARF'  
XX | NEWPORT DWARF ESCALLONIA; 5 GAL CONT.; SPACE AS SHOWN.
- QTY. | MAHONIA AQUIFOLIUM  
XX | OREGON GRAPE; 3 GAL. CONT., SPACE AS SHOWN
- QTY. | MAHONIA NERVOSA  
XX | DWARF OREGON GRAPE; 1 GAL. CONT., 24" O.C.
- QTY. | MYRICA CALIFORNICA  
XX | PACIFIC WAX MURTYLE - 5 GAL. CONT. - SPACE AS SHOWN
- QTY. | POLYSTICHUM MUNITUM  
XX | WESTERN SWORD FERN - 2 GAL. CONT. - SPACE AS SHOWN
- QTY. | RIBES SANGUINEUM  
XX | RED FLOWERING CURRANT - 5 GAL. CONT. - SPACE AS SHOWN
- QTY. | SPIRAEA BETULIFOLIA  
XX | BIRCHLEAF SPIREA ; 3 GAL. CONT.; SPACING AS SHOWN

**GROUNDCOVERS**

- QTY. | ARCTOSTAPHYLOS UVA-URSI  
XX | KINNIKINICK; 1 GAL. CONT., 18" O.C.
- QTY. | DESCHAMPSIA CAESPITOSA  
XX | TUFTED HAIRGRASS; 1 GAL CONT.; 24" O.C.
- QTY. | FRAGARIA CHILOENSIS  
XX | COASTAL STRAWBERRY; 1 GAL. CONT., 18" O.C.

**TURF / MULCH**

- SEEDED LAWN  
FULLY IRRIGATED  
575 SF
- CRUSHED ROCK SURFACING  
3" DEEP 1/4-MINUS GRAVEL SURFACE ON 3" DEEP 3/4-MINUS BASE



Project: **SANDY RIDGE HEAD START**  
CLACKAMAS COUNTY CHILDRENS COMMISSION

Submital: 90% DD  
Sheet Title: **PLANTING PLAN**

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Date: 2/24/2021

Revisions:

Drawn By: RW  
Checked By: BJ  
Job No. 200266  
Approved: XXX

**L2.0**  
Sheet No. of X

**Sandy Ridge Head Start**  
**Application for Historic Property Maintenance**  
**5 July 2023**

**Exterior Materials:**

**Existing Building Materials:**

Foundation at South Portion of Building:	Partially exposed concrete basement walls Color: Red
Foundation at North Portion of Building:	Stucco finish to grade Color: Red
Siding at South Portion of Building:	3-inch drop siding w/ rounded edge Color: Red
Walls finish at North Portion of Building:	Stucco finish Color: Red
South Entry Porch:	Wood posts and perimeter beams Color: White
South Entry Porch Stairs:	Wood Frame – exposed / weathered Stairs – Pre-cast Concrete – natural
South Porch Railing:	Steel with Vertical Pickets Color: Black
Trim, Soffits and Fascia:	Painted Wood Color: White
Roofing:	Composite Shingles Color: Grey tone
Doors:	Wood and hollow metal doors Color: White
Windows Sash:	Wood framed sash units Color: White

**Proposed Building Materials for South Porch Restoration:**

Walls:	Stucco repair - finish to match existing Color: Red
South Porch Landing:	Cast-in-place Concrete with sand finish Color: Natural
South Porch Railing:	Steel with Vertical Pickets – match existing Color: Black
South Porch Stair:	Painted Steel Frame and Stringers (Match proportion of wood porch posts) Color: White
Replacement Entry Doors:	Steel Pan Treads with Concrete Surfacing Color: White Steel with Natural Concrete Solid Wood - Panels Doors with Half Lites Color: White

Sandy Ridge Porch Entry Stair and Landing



Existing Porch Stair and Landing

Storage Room below Landing



Stair Framing

Planks at Landing



Sandy Ridge Head Start – Existing Frontage Landscape



Sandy Ridge view looking northwest



Sandy Ridge view looking north



Sandy Ridge Hwy 211 frontage



**Planning and Zoning  
Department of Transportation and Development**  
Development Services Building  
150 Beavercreek Road | Oregon City, OR 97045  
503-742-4500 | zoninginfo@clackamas.us  
www.clackamas.us/planning

**STAFF USE ONLY**

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RECEIVED

**Aug 30 2023**

Clackamas County  
Planning & Zoning Division

Z0343-23

---

Staff Initials: \_\_\_\_\_ File Number: \_\_\_\_\_

Land use application for:

# HISTORIC PROPERTY MAINTENANCE

Application Fee: (None)

APPLICANT INFORMATION			
Applicant name: Clackamas County Children's Commission-Head Start	Applicant email: jennyr@clackcokids.org	Applicant phone: 503-451-9275	
Applicant mailing address: 16518 SE River Road	City: Milwaukie	State: Oregon	ZIP: 97267
Contact person name (if other than applicant): J Timothy Richard - Architect	Contact person email: tjrichard@houseoftyee.com	Contact person phone: 503-449-7326	
Contact person mailing address: 4543 NE 23rd Avenue	City: Portland	State: Oregon	ZIP: 97211

PROPOSAL
Brief description of proposal: Restoration / Replacement of Entry Porch Stair and Landing at Sandy Ridge Head Start Historic School.

SITE INFORMATION		
Site address: 36001 SE OR Hwy 211, Boring, Oregon 97009	Comprehensive Plan designation:	Zoning district: EUF
Map and tax lot #:  Township: <u>  2  </u> Range: <u>  4  </u> Section: <u>  22  </u> Tax Lot: <u>  24E2201800  </u> Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		Land area:  1.2 Acres
Adjacent properties under same ownership: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		

Printed names of all property owners: Clackamas County Children's Commission	Signatures of all property owners: 	Date(s):  7.20.2023
I hereby certify that the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.		
Applicant signature:		Date:

## A. Review applicable land use rules:

This application is subject to the provisions of [Section 707, Historic Landmark \(HL\), Historic District \(HD\), and Historic Corridor \(HC\)](#) of the [Clackamas County Zoning and Development Ordinance \(ZDO\)](#).

It is also subject to the ZDO's definitions, procedures, and other general provisions, as well as to the specific rules of the subject property's zoning district and applicable development standards, as outlined in the ZDO.

## B. Turn in all of the following:

- Complete application form:** Respond to all the questions and requests in this application, and make sure all owners of the subject property sign the first page of this application. Applications without the signatures of *all* property owners are incomplete. **There is no charge for this application.**
- Plot plan:** Provide a plot plan (also called a site plan). A [Plot Plan Sample](#) is available from the Planning and Zoning website. The plot plan must be accurate and drawn to-scale on paper measuring no larger than 11 inches x 17 inches. The plot plan must illustrate all of the following (when applicable):
  - Lot lines, lot/parcel numbers, and acreage/square footage of lots;
  - Contiguous properties under the same ownership;
  - All structures, fences, roads, driveways, parking areas, landscaping, and easements, each with identifying labels and dimensions;
  - Setbacks of all structures from lot lines and easements;
  - Significant natural features (rivers, streams, wetlands, slopes of 20% or greater, geologic hazards, mature trees or forested areas, drainage areas, etc.); and
  - Location of utilities, wells, and all onsite wastewater treatment facilities (e.g., septic tanks, septic drainfield areas, replacement drainfield areas, drywells).
- Exterior materials list:** Provide a list of exterior materials pertinent to the application request.
- Building elevation diagrams (or photos):** Attach drawings of all affected structures. The drawings must indicate dimensions (height, length, width, and area) and be to-scale. They must show each side of the structure and any windows, doors, or other appurtenances. Photos may be used in lieu of drawings for small projects, but dimensions must also be indicated on the photos.
- Paint photos and samples:** If the proposed maintenance includes painting and related preparation of an historic structure, provide photos of the original paint colors and samples of the proposed paint colors.
- Roofing material photos:** If the proposed maintenance includes repair and/or replacement of roofing materials, provide photos of the original materials and photos or a detailed description of the proposed roofing materials.
- Photos of yard fixtures and landscaping:** If the proposed maintenance includes replacement of fences, shrubs, or other yard fixtures or landscaping, provide photos of the original fixtures/landscaping and photos or detailed drawings of proposed fixtures and landscaping.

## C. Describe the proposal:

Accurately answer the following questions in the spaces provided. Attach additional pages, if necessary.

1. What Historic Landmark, Historic District, or Historic Corridor is being proposed for maintenance?

Name/address/description of historic property:

2. Will the proposed maintenance include painting or related preparation of a structure?

- NO
- YES, but the proposed paint color is the same as the original color.
- YES, and while the proposed paint color is not the same as the original color, it is appropriate to the historic period for the following reasons:

3. Will the proposed maintenance include repair and/or replacement of roofing materials?

- NO
- YES, but the proposed roofing materials are the same kind as the existing materials.

4. Will the proposed maintenance include grounds care or maintenance necessary to conduct a permitted use on the property?

NO

YES, as described in the box below:

5. Will the proposed maintenance include replacement of any fences, shrubs, or other yard fixtures or landscaping?

NO

YES, but the proposed yard fixtures and/or landscaping are similar to the originals in type and/or style for the following reasons:

6. Do you propose for any existing materials to be replaced in kind for a small portion of a building or grounds because of damage or decay of materials?

NO

YES, as described in the box below:

7. Do you propose to install or do maintenance of any irrigation system?

NO

YES, as explained in the box below:

8. Explain how any other proposed maintenance qualifies as a normal responsibility of the property owner to care, repair, and replace with like materials:

## FAQs

### When is a Historic Property Maintenance permit required?

Zoning and Development Ordinance (ZDO) [Subsection 707.06\(C\)\(1\)](#) allows the normal responsibilities of a property owner to care, repair, and replace with like materials County-designated Historic Landmarks, Historic Districts, and Historic Corridors, subject to standards.

Normal maintenance may include, but is not limited to:

- Painting and related preparation of a structure, provided original paint colors or colors appropriate to the historic period are used;
- Repair and/or replacement of roofing materials with the same kind of roofing materials;
- Grounds care and maintenance;
- Replacement of fences, shrubs, or other yard fixtures or landscaping with like type and/or style;
- In-kind replacement of small portions of existing materials that have been damaged or have decayed; and
- Installation and maintenance of irrigation systems;

Such maintenance requires approval of a Historic Property Maintenance land use permit, but **there is no charge for this application.**

### What is the permit application process?

Historic Property Maintenance permits are subject to a “Type I” land use application process, as provided for in [Section 1307](#) of the ZDO. Public notice of Type I applications and decisions is not provided. A written decision on a Type I application is made by Planning and Zoning staff, and there is no County-level process to appeal that decision. If the application is approved, the applicant must comply with any conditions of approval identified in the decision.

### How long will it take the County to make a decision about an application?

The County makes every effort to issue a decision on a Type I land use application within 20 days of when we deem the application to be complete.

### Who can help answer additional questions?

For questions about the County’s land use permit requirements and this application form, contact Planning and Zoning at **503-742-4500** or [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us). You can also find information online at the Planning and Zoning website: [www.clackamas.us/planning](http://www.clackamas.us/planning).

*Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or [drenhard@clackamas.us](mailto:drenhard@clackamas.us).*

**503-742-4545:** ¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод?

翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?



# Statement of Use

## Transportation System Development Charge (TSDC) and Parks System Development Charge

Please provide a written description of your development or project below, including full detail how you plan to use this structure. This information will be used to determine the appropriate Transportation System Development Charge (TSDC) category and Park System Development Charge (PSDC) classification.

<b>DATE</b>		<b>REF. PARCEL #</b>	<b>T</b>	<b>S,R</b>	<b>E/W, Section</b>	<b>Tax Lot</b>
<b>BUILDING PERMIT #</b>		<b>BUSINESS NAME</b>				

<b>OWNER/APPLICANT NAME</b>			
<b>PHONE NUMBER</b>		<b>FAX Number</b>	
<b>E-MAIL ADDRESS</b>			

<b>PROPOSED BUSINESS USE</b>
Please explain what type of business activities will take place in this building. Estimate the number of employees and customers coming to the building each day. Include units from appropriate category on back, e.g., school = # students; hotel/motel = # rooms; hospital = # beds.

**Total Square Feet (include all levels):**

<b>CHECK ONE OF THE FOLLOWING:</b>	
<input type="checkbox"/> Existing Structure, Existing Tenant (TI)	<input type="checkbox"/> New Structure
<input type="checkbox"/> Existing Structure, New Tenant (TI)	<input type="checkbox"/> New Structure, Shell Only
<input type="checkbox"/> Addition to Existing Structure	

<b>EXISTING STRUCTURES ONLY:</b>			
<b>Year Built?</b>		<b>100% Vacant?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Previous Tenant's Name:</b>		<b>Date Previous Tenant Vacated:</b>	
<b>Type of Use:</b>			

<b>ACKNOWLEDGEMENT AND SIGNATURE</b>	
<i>By submitting this application, I affirm that the information set forth in it is true and complete.</i>	
<b>Signature:</b>	

**Please return completed form to:**  
 Engineering -- Wendi Coryell, [wendicor@clackamas.us](mailto:wendicor@clackamas.us) or 503-742-4331



TSDC LAND USE CATEGORY	UNITS
<b>AUTOMOBILE SERVICE</b>	
Automobile Care Center	1,000 gross sq. ft.
Quick Lubrication Vehicle Shop	Service positions
Service Station	Fueling positions
State Motor Vehicles Department	1,000 gross sq. ft.
<b>BANK</b>	1,000 gross sq. ft.
<b>CHURCH</b>	1,000 gross sq. ft.
<b>DAY CARE</b>	Students
<b>EDUCATION</b>	Students
<b>HOSPITAL</b>	Beds
<b>HOUSING</b>	
Apartment	Dwelling units
Assisted Living	Beds
Mobile Home in Park	Spaces
Residential Condo/Townhouse	Dwelling units
Senior	Dwelling units
Single-family Detached	Dwelling units
<b>HOTEL/MOTEL</b>	Rooms
<b>INDUSTRIAL/ MANUFACTURING / WAREHOUSE</b>	1,000 gross sq. ft.
<b>LIBRARY</b>	1,000 gross sq. ft.
<b>MEDICAL-DENTAL</b>	1,000 gross sq. ft.
<b>MILITARY BASE</b>	Employees
<b>NURSERY</b>	1,000 gross sq. ft.
<b>OFFICE</b>	1,000 gross sq. ft.
<b>PARKING, TRANSIT</b>	Parking spaces
<b>PHARMACY</b>	1,000 gross sq. ft.
<b>POST OFFICE</b>	1,000 gross sq. ft.
<b>RECREATION</b>	
Bowling Alley	Bowling lanes
Campground/RV Park	Sites
Casino/Video Lottery Establishment	1,000 gross sq. ft.
Club, Health/Fitness	1,000 gross sq. ft.
Club, Racquet/Tennis	Courts
Community Center	1,000 gross sq. ft.
Golf Course	Holes
Golf Driving Range	Tee/drive positions
Marina	Berths
Movie Theater	Movie screens
Park	Acres
Soccer Complex	Fields
<b>RESTAURANT</b>	
Coffee/Donut Shop	1,000 gross sq. ft.

TSDC LAND USE CATEGORY	UNITS
Fast Food	1,000 gross sq. ft.
Restaurant, Other	1,000 gross sq. ft.
<b>STORE</b>	
Automobile Parts Sales	1,000 gross sq. ft.
Automobile Sales	1,000 gross sq. ft.
Building & Hardware	1,000 gross sq. ft.
Convenience Market	1,000 gross sq. ft.
Discount (free-standing)	1,000 gross sq. ft.
Factory Outlet Center	1,000 gross sq. ft.
Furniture	1,000 gross sq. ft.
Other Shopping/Retail	1,000 gross sq. ft. of leasable area
Supermarket	1,000 gross sq. ft.
Tires	1,000 gross sq. ft.

PSDC STANDARD INDUSTRY CLASSIFICATION	SQUARE FEET / EMPLOYEE
Ag., Fish & Forest Services; Construction; Mining	590
Food & Kindred Products	630
Textile & Apparel	930
Lumber & Wood	640
Furniture; Clay, Stone, Glass & Misc	760
Paper & Allied	1,600
Printing, Publishing & Allied	450
Chemicals, Petroleum, Rubber, Leather	720
Primary & Fabricated Metals	420
Machinery Equipment	300
Electrical Machinery, Equipment	400
Transportation Equipment	700
Transportation & Warehousing	3,290
Communications & Public Utilities	460
Wholesale Trade	1,390
Retail Trade	470
Finance, Insurance & Real Estate	370
Non-Health Services	770
Health Services	350
Educational, Social, Membership Services	740
Government	530

**Project:**

**Sandy Ridge Head Start – Porch Stair Restoration and Landscape Improvements**

Clackamas County Children’s Commission Head Start (CCCCHS)

**Location:**

36001 SE Hwy 211, Boring, Oregon 97009  
Clackamas County Jurisdiction

**Land Use Application:**

Sandy Ridge Preschool is a Historic Resource and is listed on Clackamas County’s Historic Register. Maintenance and restoration to the building exterior requires a Land Use Application for Historic Property Alteration.

**Current Use of Historic Property:**

Sandy Ridge Head Start Pre-school is owned and operated by Clackamas County Children’s Commission Head Start. Currently there are (2) 20-student classrooms located on the upper level and (1) 8-student early learning classroom on the lower level. An office and accessible student restrooms are located on the upper level. The lower level also contains an accessible student restroom, kitchen, pantry, storage, and support areas.

**Building Restoration and Maintenance:**

CCCC is proposing to replace the existing weathered and deteriorated entry porch stair and landing. This project will provide safe access to the main entry of the facility. The proposed replacement stair will match the existing wood frame stair structure in form and scale. The new stairs will have a steel frame and concrete filled steel treads. The restored landing will have concrete surfacing over waterproofing to address water intrusion into storage room below. New guard rails and handrails will be installed to meet current code. Solid wood panel doors with half lites are weathered and failing. New solid wood panels doors with half lites matching existing doors will be installed.

**Clackamas County Zoning and Development Ordinance - Section 707 Historic Landmark**

**707.01 Purpose**

Preservation of Sandy Ridge School meets the objectives of the Comprehensive Plan for Historic Landmarks.

**707.02 Applicability**

Sandy Ridge School was designated a Historic Landmark in 1993, SHPO #1189.

**707.04 Permitted Uses**

**A. Primary Uses:** Sandy Ridge School is currently being used for a Head Start Pre-school, continuing the primary use initially intended for the historic building. No change in use is proposed. A conditional Use Permit is not required.

**707.05 Historic Review Board**

This Land Use Application for Historic Property Alteration is submitted for review by the Historic Review Board for review and recommendations on the proposed modifications per Subsection 707.06.

**707.06 The Review Process**

Subsection 707.06 applies to Sandy Ridge School as a designated Historic Landmark.

**Pending Permits:**

The building permit application will be submitted after approval of this application through the the Historic Property Alteration review process.

**B. Application Requirements:**

**1307.07(C) / 707.06.B**

This Type II Application includes the required information delineated in Section 1307.07(C) and Section 707.06.B, Items 1 through 6. A completed Land Use Application for Historic Property Alteration is included in this submittal.

**707.06.C.3 – Major Modifications**

The proposed alterations at Sandy Ridge School must meet the requirements outlined in this section.

**a. Property Use**

The proposed use as a pre-school maintains the historic use of the building.

**b. Historic Character:**

The historic character of the Property shall be maintained and preserved. There are no plans to remove historic materials or alter features and spaces that characterize the property.

**c. Physical Record:**

Proposed changes do not create a false sense of historic development. No conjectural features or architectural elements from other buildings are proposed.

**d. Change Over Time:**

Proposed alterations have minimal impact to changes that have been made through time. Recent exterior restoration included replacement of deteriorated windows and siding, restoration of the bell tower, and the application of new red exterior paint with white trim. Recent renovations incorporated a lower courtyard and improved access to the lower-level Early Learning Classroom and support areas. These modifications were reviewed and approved through the Historic Property Alternation Review process.

**e. Distinctive Features:**

The distinctive features of the historic Sandy Ridge School will be preserved.

**f. Deteriorated Historic Features:**

The main entry porch was added to the historic resource when the building was relocated to the current location and the second classroom and basement were added to the structure. The existing porch is constructed of wood and steel with concrete precast treads and matches the overall character of the school. The proposed replacement stairs will be of similar form and scale but will be constructed of steel and concrete to provide safe access and long-term service to this important community resource. New solid wood entry doors will replace the existing weathered and failing doors. New doors will match existing.

**g. Chemical or Physical Treatments:**

No chemical or physical treatment is proposed.

**h. Significant Archeological Resources:**

There are no suspected or identified archeological resources at Sandy Ridge. The school building was relocated to its current site prior to its designation as a historic property.

**i. New Additions and Alterations:**

The proposed replacement stairs and porch landing will have minimal impact on the existing resource. The new work will replicate the existing stairs and landing, and shall be compatible with the massing, size, scale.

**j. Future Removal:**

The proposed new entry / exit doorway and porch roof will have minimal impact on the existing building. The porch roof can be removed with minimal impact to existing stucco wall finish. The new door can be removed and replaced with a window matching the existing fenestration. The expanded lower courtyard can be in-filled.

**Support Documentation:**

- Project Narrative (Above)
- Land Use Application for: Historic Property Alteration
- County Assessor's Map
- Drawing Package (Includes Existing Features Aerial Photo, Site Plan, Building Elevations)
- Exterior Materials Summary
- CCCCHS Occupancy Letter

**Submitted By:**

J Timothy Richard, Architect

## **MEMORANDUM**

**TO:** Tim Richard  
**FROM:** Ben Johnson, GreenWorks  
**DATE:** January 4, 2023  
**PROJECT NAME:** Sandy Ridge Head Start  
**PROJECT NO:** 220094.1  
**SUBJECT:** Site and Landscape Improvements

### **Landscape Narrative**

Section 707 of the Zoning and Development Code, landscape improvements require a historic review. The following describes the design intent and plant selection for the Sandy Ridge Head Start.

#### Existing Conditions

The proposed improvements for the Sandy Ridge Head Start are along the north and east side of the building. The existing conditions where the new site and landscape improvements are underperforming plant beds, and manicured lawn space. There is an existing sidewalk and stair to the entrance of the building that is seldom used. There are a few existing trees along the north side of the building that do not appear to be high quality nursery stock when purchased.

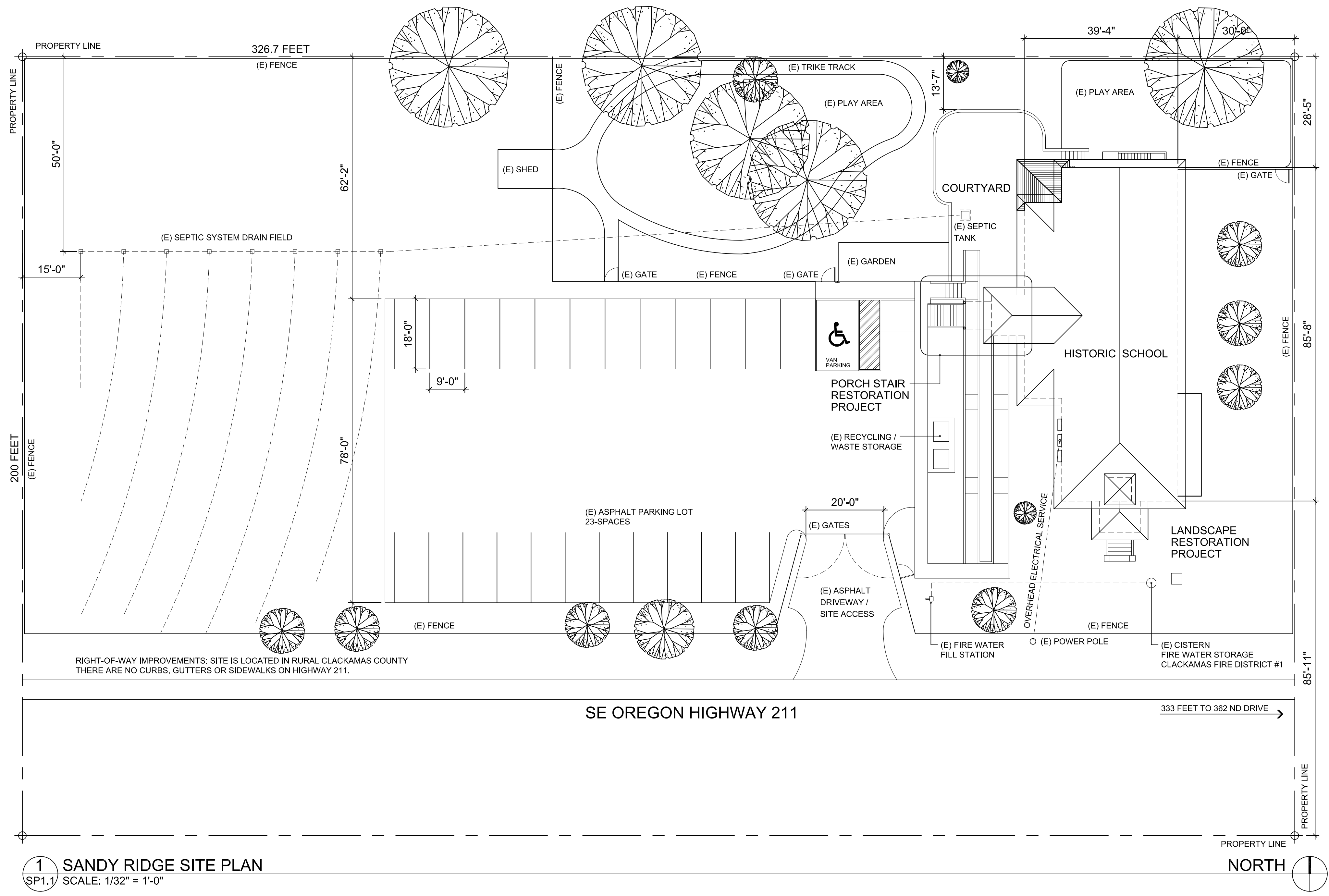
#### Design Intent

The planting design is intended to compliment the historic building by providing foundation along the base, increase the visual aesthetics of the front yard, and provide protection from winds coming from the east. Douglas Fir trees are spaced such that they frame the view of the front of the historic building. Plantings include a variety of native species in grouped to provide visual interest to an otherwise stark front yard.

#### Plant Palette

The plant palette consists of all native shrubs and grasses that are also safe in school yards. The shrubs are grouped to provide mass, structure, and variety. Two Douglas fir are proposed in the front of the site along with two Red Alders along the north edge to provide shade. The new plantings and trees are proposed to have permanent irrigation.

**END OF MEMO**



2 LOCATION MAP  
SP.1.1 NTS

**PROPERTY DESCRIPTION**

ADDRESS:  
36001 SE OR-211, BORING, OREGON 97009

LEGAL DESCRIPTION:  
T2S, R4E, SECTION 22

TAX LOT:  
24E22 01800

ZONING:  
EFU

LOT SIZE:  
1.2 ACRES / 326.7 FT x 200 FT

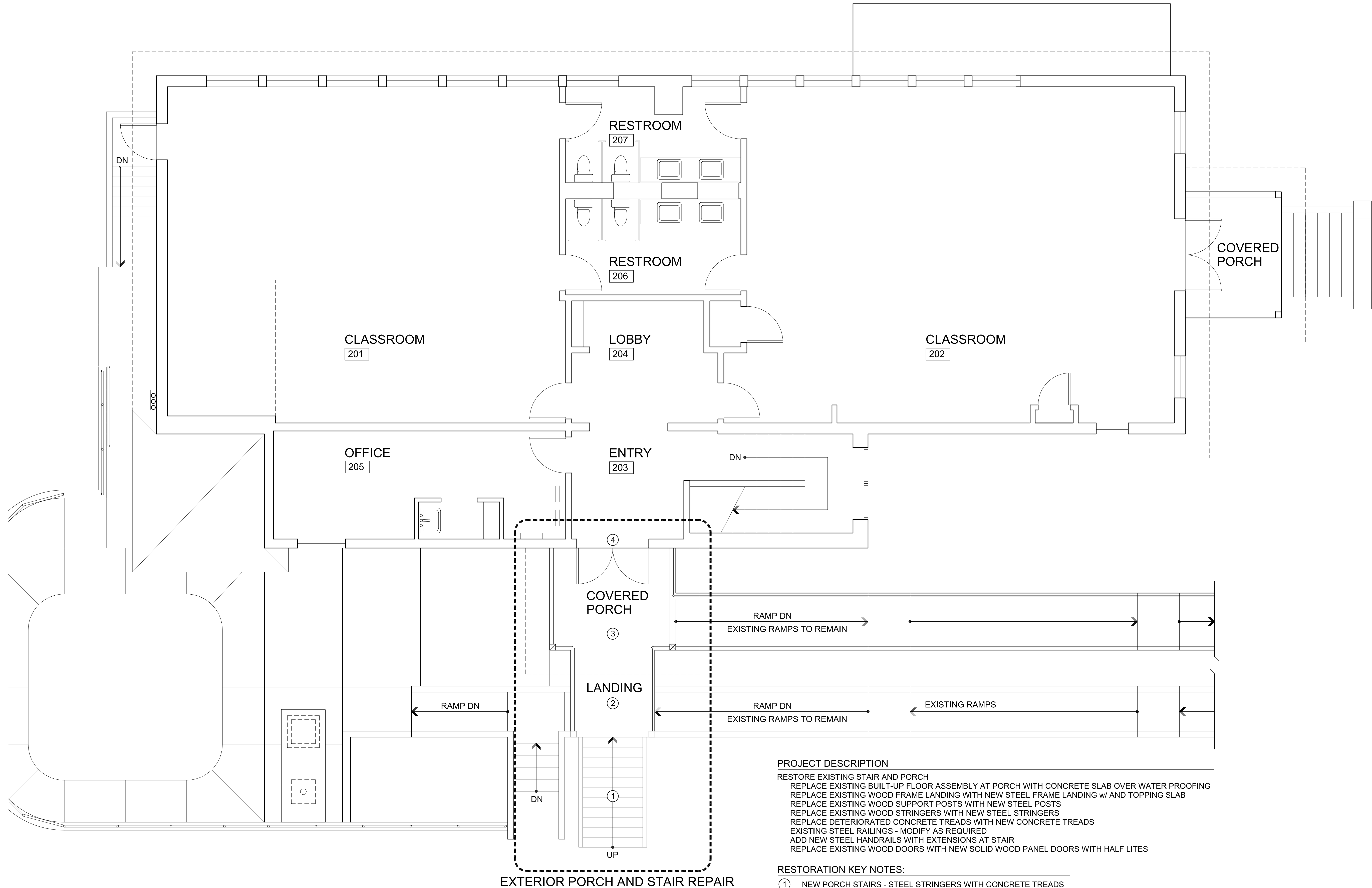
**DRAWING INDEX**

SHEET #	SHEET TITLE
SP1.1	HISTORIC REVIEW SITE PLAN
A1.1	UPPER LEVEL FLOOR PLAN
A2.1	EXTERIOR ELEVATIONS
L2.0	LANDSCAPE PLANTING PLAN

**REVISIONS**

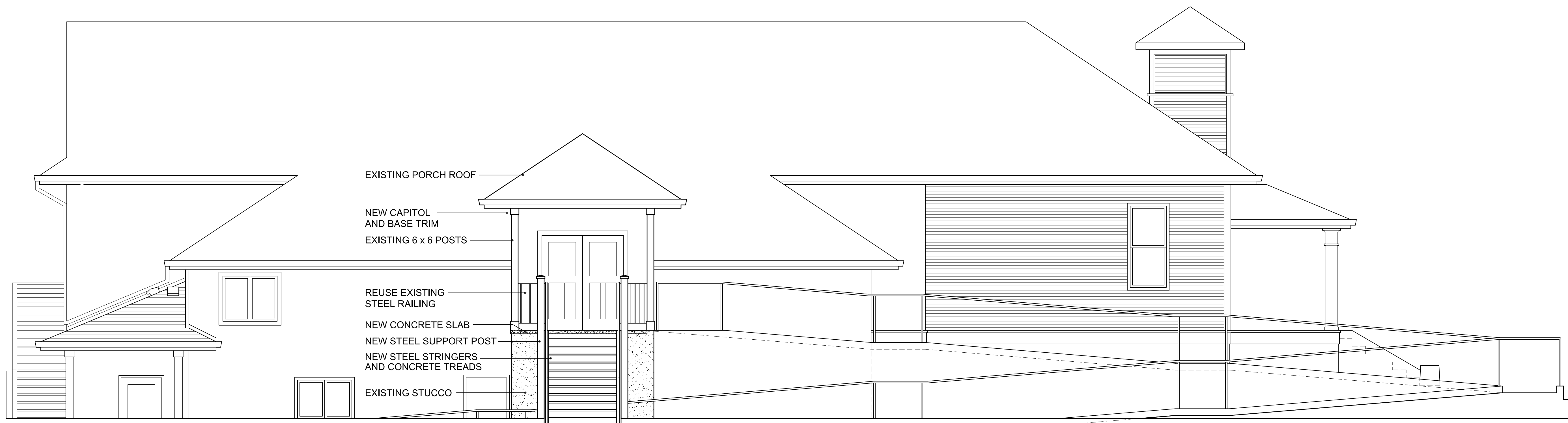
NO.	DESCRIPTION

NO.	DESCRIPTION





**1**  
A2.1 **PROPOSED SOUTH ELEVATION**  
SCALE: 1/4" = 1'-0"



**2**  
A2.1 **PROPOSED WEST ELEVATION**  
SCALE: 1/4" = 1'-0"



**PLANT LEGEND**

**TREES**

QTY. | PSEUDOTSUGA MENZIESII - DOUGLAS FIR  
XX | 8' HT. MIN. B&B

QTY. | HAMAMELIS X INTERMEDIA 'ARNOLD PROMISE'  
XX | ARNOLD PROMISE WITCH HAZEL 5' HT.; B&B

QTY. | ALDER RUBRA  
XX | RED ALDER B&B

**SHRUBS**

QTY. | CORNUS SERICEA 'KELSEY'  
XX | KELSEY DOGWOOD; 1 GAL. CONT., 24" O.C.

QTY. | CORNUS SERICEA 'ISANTI'  
XX | REDTWIG DOGWOOD - 2 GAL. CONT. - SPACE AS SHOWN

QTY. | CISTUS X DANSEREAU 'DECUMBENS'  
XX | DECUMBENS ROCKROSE; 5 GAL. CONT., SPACE AS SHOWN

QTY. | ESCALLONIA X EXONIENSIS 'FRADESII'  
XX | PINK PRINCESS ESCALLONIA; 5 GAL CONT.; SPACE AS SHOWN.

QTY. | ESCALLONIA X NEWPORT 'DWARF'  
XX | NEWPORT DWARF ESCALLONIA; 5 GAL CONT.; SPACE AS SHOWN.

QTY. | MAHONIA AQUIFOLIUM  
XX | OREGON GRAPE; 3 GAL. CONT., SPACE AS SHOWN

QTY. | MAHONIA NERVOSA  
XX | DWARF OREGON GRAPE; 1 GAL. CONT., 24" O.C.

QTY. | MYRICA CALIFORNICA  
XX | PACIFIC WAX MURTYLE - 5 GAL. CONT. - SPACE AS SHOWN

QTY. | POLYSTICHUM MUNITUM  
XX | WESTERN SWORD FERN - 2 GAL. CONT. - SPACE AS SHOWN

QTY. | RIBES SANGUINEUM  
XX | RED FLOWERING CURRANT - 5 GAL. CONT. - SPACE AS SHOWN

QTY. | SPIRAEA BETULIFOLIA  
XX | BIRCHLEAF SPIREA ; 3 GAL. CONT.; SPACING AS SHOWN

**GROUNDCOVERS**

QTY. | ARCTOSTAPHYLOS UVA-URSI  
XX | KINNIKINICK; 1 GAL. CONT., 18" O.C.

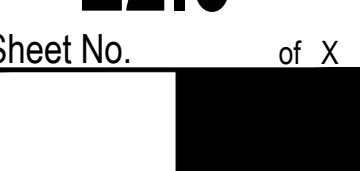
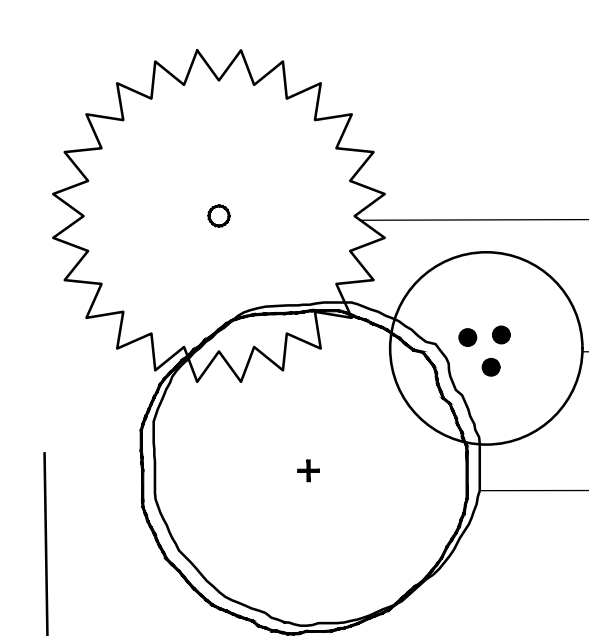
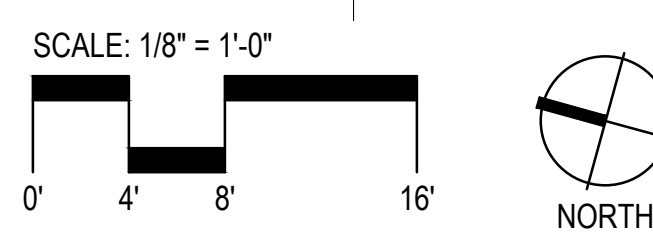
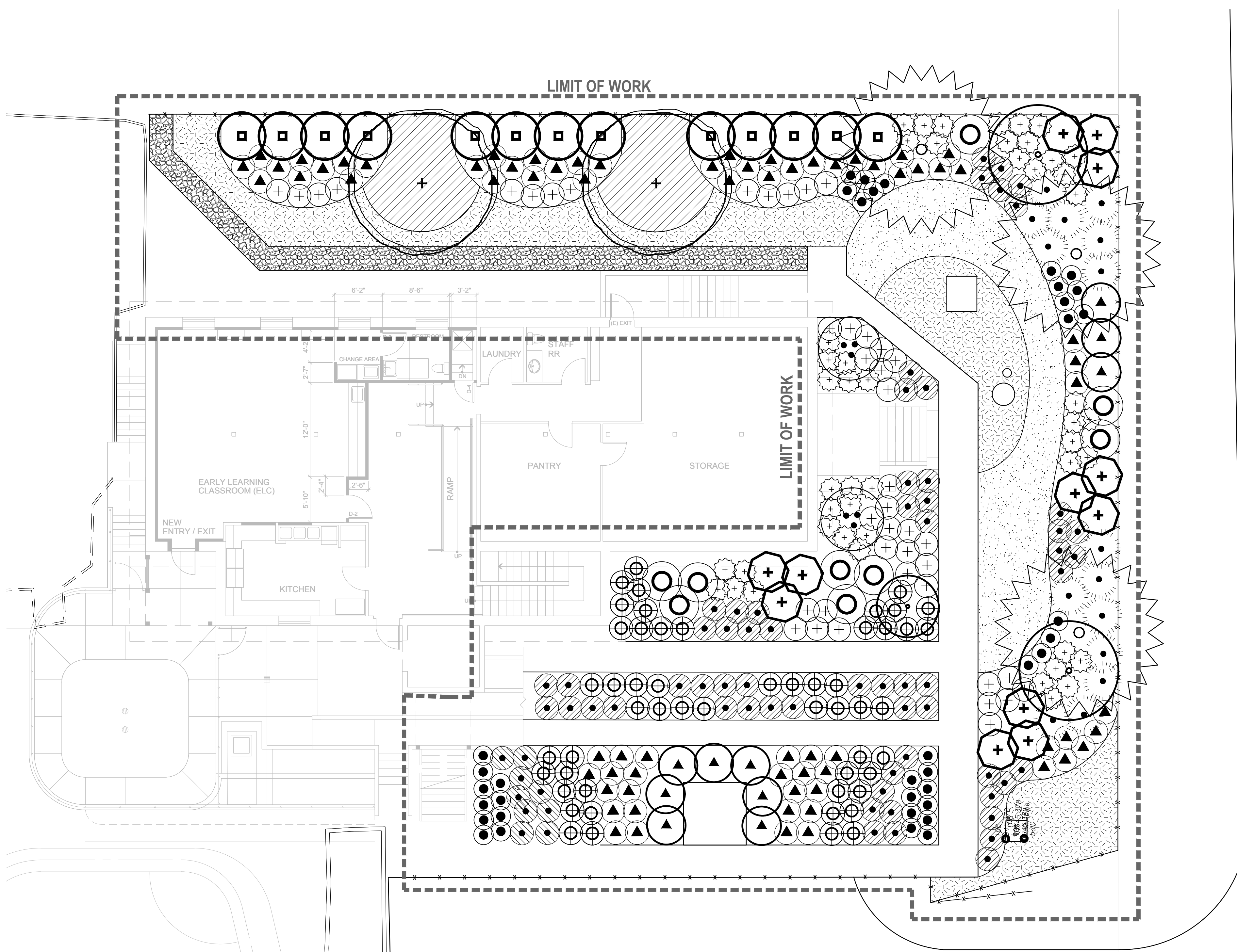
QTY. | DESCHAMPSIA CAESPITOSA  
XX | TUFTED HAIRGRASS; 1 GAL CONT.; 24" O.C.

QTY. | FRAGARIA CHILOENSIS  
XX | COASTAL STRAWBERRY; 1 GAL. CONT., 18" O.C.

**TURF / MULCH**

575 SF | SEEDED LAWN  
FULLY IRRIGATED

| CRUSHED ROCK SURFACING  
3" DEEP 1/4-MINUS GRAVEL SURFACE ON 3" DEEP 3/4-MINUS BASE



**Sandy Ridge Head Start**  
**Application for Historic Property Maintenance**  
**5 July 2023**

**Exterior Materials:**

**Existing Building Materials:**

Foundation at South Portion of Building:	Partially exposed concrete basement walls Color: Red
Foundation at North Portion of Building:	Stucco finish to grade Color: Red
Siding at South Portion of Building:	3-inch drop siding w/ rounded edge Color: Red
Walls finish at North Portion of Building:	Stucco finish Color: Red
South Entry Porch:	Wood posts and perimeter beams Color: White
South Entry Porch Stairs:	Wood Frame – exposed / weathered Stairs – Pre-cast Concrete – natural
South Porch Railing:	Steel with Vertical Pickets Color: Black
Trim, Soffits and Fascia:	Painted Wood Color: White
Roofing:	Composite Shingles Color: Grey tone
Doors:	Wood and hollow metal doors Color: White
Windows Sash:	Wood framed sash units Color: White

**Proposed Building Materials for South Porch Restoration:**

Walls:	Stucco repair - finish to match existing Color: Red
South Porch Landing:	Cast-in-place Concrete with sand finish Color: Natural
South Porch Railing:	Steel with Vertical Pickets – match existing Color: Black
South Porch Stair:	Painted Steel Frame and Stringers (Match proportion of wood porch posts) Color: White Steel Pan Treads with Concrete Surfacing Color: White Steel with Natural Concrete
Replacement Entry Doors:	Solid Wood - Panels Doors with Half Lites Color: White

Sandy Ridge Porch Entry Stair and Landing



Existing Porch Stair and Landing

Storage Room below Landing



Stair Framing

Planks at Landing

Sandy Ridge Head Start – Existing Frontage Landscape



Sandy Ridge view looking northwest



Sandy Ridge view looking north



Sandy Ridge Hwy 211 frontage