

NOTICE OF DECISION
CONDITIONAL USE PERMIT AND MINOR MODIFICATION FOR
TELECOMMUNICATION FACILITY MODIFICATIONS
500 E ILLINOIS ST – CUP23-0002 / MIMD123-0001

March 10, 2023

Debbie Griffin, Smartlink
1997 Annapolis Exchange Pkwy, Ste 200
Annapolis, MD 21401
Sent via email: debra.griffin@smartlinkgroup.com

cc: All persons who provided public comment.

On March 9, 2023, the Newberg Planning Commission approved conditional use permit and minor modification for CUP23-0002 and MIMD123-0001 for the collocation, tower extension, and expansion of the compound at an existing telecommunications site at 500 E Illinois Street, tax lot R3218DD 01000, subject to the conditions listed in the attached Order. The Commission's decision became effective on March 9, 2023.

Please remove all notice signs from the site.

The conditional use permit and minor modification are effective only when the exercise of right granted is commenced within one year of the effective date listed above. If you are approaching the expiration date, please contact the Planning Division regarding extension opportunities.

If you have any questions, please contact me at 503-554-7728 or clay.downing@newbergoregon.gov.

Sincerely,



Clay Downing, Planning Manager

Attachment: Order 2023-05



PLANNING COMMISSION ORDER 2023-05

**AN ORDER APPROVING CONDITIONAL USE PERMIT CUP23-0002 AND
MINOR MODIFICATION MIMD123-0001 FOR A TOWER EXTENSION AND
COLLOCATION AT 500 E ILLINOIS STREET, YAMHILL COUNTY TAX LOT
R3218DD 01000**

RECITALS

1. Debbie Griffin, on behalf of AT&T Wireless, applied for a conditional use permit and a minor modification for a tower extension and collocation at 500 E Illinois Street, Yamhill County Tax Lot R3218DD 01000.
2. After proper notice, the Newberg Planning Commission held a public hearing on March 9, 2023, to consider the application. The Commission considered testimony and deliberated.
3. The Newberg Planning Commission finds that the application, as conditioned in Exhibit "B", meets the applicable Newberg Municipal Code criteria as shown in the findings in Exhibit "A".

The Newberg Planning Commission orders as follows:

1. Conditional Use Permit application CUP23-0002 and Minor Modification MIMD123-0001 hereby approved, subject to the conditions contained in Exhibit "B". Exhibit "B" is hereby adopted and by this reference incorporated.
2. The findings shown in Exhibit "A" are hereby adopted. Exhibit "A" is hereby adopted and by this reference incorporated.
3. This Order shall be effective on March 9, 2023.
4. This order shall expire one year after the effective date above if the applicant does not obtain a building permit pursuant to this application by that time, unless an extension is granted per Newberg Development Code 15.225.100.

Adopted by the Newberg Planning Commission this 9th day of January 2023.

ATTEST:



Planning Commission Chair



Planning Commission Secretary

List of Exhibits:

Exhibit “A”: Findings

Exhibit “B”: Conditions of Approval

**Exhibit “A” to Planning Commission Order 2023-05
Findings – File CUP23-0002 / MIMD123-0001
Telecommunication Facility Modification**

I. Modification Criteria That Apply – Newberg Development Code 15.220.020.

E. Modifications to an Approved Design Review. Following design review approval, an applicant may make modifications to the plan consistent with the following procedures. The director will determine whether the proposed modification is a minor or a major modification.

1. Minor modifications are those which are in substantial compliance with the layout, uses and conditions of the original design review. Generally, the characteristics of the project, such as the layout or size of buildings, number of units, number of parking spaces, landscaping areas, and similar changes, are within five percent of those in the original proposal. The director may approve a minor modification under a Type I procedure upon finding that the modification is substantially consistent with the approved design review, is consistent with the provisions of this code and the conditions of approval, and does not have substantially greater impacts on surrounding properties than the original plan. Changes shall meet all development code requirements.

Finding: The proposal includes an expansion of the existing telecommunication facility and leased area located at 500 E Illinois Street. The existing telecommunication facility is a 95-foot monopole stealth facility on a fenced/lease area of approximately 600 square feet. The proposed telecommunication facility modification will expand the lease area approximately 15 to the east, add one (1) equipment cabinet, add twelve (12) antennas, extend the existing tower height, and add concealment apparatus to maintain the stealth nature of the faux mono-fir facility.

The proposed modification of the existing wireless telecommunication facility substantially complies with the original conditional use permit and design review approved under CUP-17-001 / DR2-17-001.

This criterion is met.

II. Conditional Use Permit Criteria That Apply - Newberg Development Code 15.225.060.

A conditional use permit may only be granted if the proposal conforms to the following:

A. The location, size, design and operating characteristics of the proposed development are such that it can be made reasonably compatible with and have minimal impact on the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration to be given to harmony in scale, bulk, coverage and density; to the

availability of public facilities and utilities; to the generation of traffic and the capacity of surrounding streets, and to any other relevant impact of the development.

Finding: A telecommunications facility that is over 100 feet is a conditional use in the M-2 zone. The proposed ground equipment will be obscured from view by landscaping and a fence. The facility will be unmanned which will not generate additional noise or traffic in the neighborhood. The existing wireless facility is a camouflaged, stealth-designed, facility consisting of a faux mono-fir tower. The proposed minor modification will maintain the camouflaged nature and existing stealth operating characteristics of the wireless telecommunication facility by installing faux branches and installing a 5-foot conical top above the tower.

The location, size, design, and operating characteristics of the proposed development are reasonably compatible with and have minimal impact on the livability or appropriate development of abutting properties and the surrounding neighborhood.

This criterion is met.

B. *The location, design, and site planning of the proposed development will provide a convenient and functional living, working, shopping or civic environment, and will be as attractive as the nature of the use and its location and setting warrants.*

Finding: The location provides a functional/capacity improvement in coverage for AT&T Wireless and will contribute to the availability and quality of wireless communication service to the central areas of the city. The faux mono-fir design will be an attractive and fitting addition to the architecture of the existing tower. The proposed modification to the existing telecommunication facility will not detract from the residential character of the area.

This criterion is met.

C. *The proposed development will be consistent with this code.*

Finding: The design review findings below review the Development Code standards that apply to this project. As conditioned, the proposed development will be consistent with the City's Development Code.

This criterion is met.

III. Design Review Criteria That Apply – Newberg Development Code 15.220.050(A):

- 1. *Parking. Parking areas shall meet the requirements of NMC 15.440.010.***

Finding: There is sufficient existing parking on site. The proposed collocation, tower extension, and expansion of ground facilities will not affect the existing parking on site.

This criterion is met.

2. ***Setbacks and General Requirements. The proposal shall comply with NMC 15.415.010 through 15.415.060 dealing with height restrictions and public access; and NMC 15.405.010 through 15.405.040 and 15.410.010 through 15.410.070 dealing with setbacks, coverage, vision clearance, and yard requirements.***

Finding: There is not a height limitation in the M-2 zone unless it is within 50 ft of a residential district. The tower is over 120 ft from the nearest residential boundary. The telecommunications facility is over 60 ft from the front yard and 40 ft from the nearest interior yard.

This criterion is met.

3. ***Landscaping Requirements. The proposal shall comply with NMC 15.420.010 dealing with landscape requirements and landscape screening.***

Finding: The site has existing mature landscaping. The applicant is proposing to add screening to the expanded ground equipment area with shrubs and a fence.

This criterion is met.

4. ***Signs. Signs shall comply with NMC 15.435.010 et seq. dealing with signs.***

Finding: The applicant is not proposing any changes to existing signage or any new signage.

Because the applicant is not proposing changes to existing signage or addition of new signage, this criterion is not applicable.

5. ***Zoning District Compliance. The proposed use shall be listed as a permitted or conditionally permitted use in the zoning district in which it is located as found in NMC 15.305.010 through 15.336.020.***

Finding: A telecommunication facility that is over 100 ft in height is a conditional use in the M-2 zoning district. The existing telecommunications facility was approved through conditional use permit and design review file numbers CUP-17-001 / DR2-17-001. The proposed project modifies the existing telecommunication facility, extending it to more than 100 feet in height, and the applicant has requested issuance of a conditional use permit.

Telecommunication facilities that are over 100 feet in height and located in the M-2 zoning district must comply with NMC Chapter 15.445 relating to Article IV standards for telecommunication facilities. Findings for these standards are made later in this report.

This criterion will be met if compliance with the abovementioned criteria can be demonstrated.

6. ***Sufficient Infrastructure. For all triplex dwellings, quadplex dwellings, townhouse dwellings and cottage cluster developments, the city shall work with the applicant to ensure that sufficient infrastructure will be provided, or can be provided, to include:***
 - a. *Connection to a public wastewater system capable of meeting established service levels.*
 - b. *Connection to a public water system capable of meeting established service levels.*
 - c. *Access via public or private streets meeting adopted emergency vehicle access standards to a city's public street system.*
 - d. *Storm drainage facilities capable of meeting established service levels for storm drainage.*

Finding: This proposal does not include triplex, quadplex, townhouse, or cottage cluster dwellings.

Because the proposed project does not include triplex, quadplex, townhouse, or cottage cluster dwellings, this criterion is not applicable.

IV. Telecommunications Facilities Criteria that Apply – Newberg Development Code 15.445.190

15.445.190 Approval criteria.

New transmission towers or replacement of existing towers may be allowed, based on findings by the approval authority that the following criteria are met:

- A. ***A good faith effort has been made to demonstrate that an existing tower cannot accommodate the proposed antennas and/or transmitter.***
- B. ***The tower and associate structures meet the setback, landscaping, parking and vegetation requirements of NMC 15.445.220.***

- C. The proposed tower has been structurally designed to accommodate the maximum number of additional users technically practicable.*
- D. The tower has minimal visual impact on the environment.*
- E. The tower meets the design review provisions of NMC 15.220.030.*
- F. The tower does not intrude into the airport imaginary surface areas as defined in NMC 15.05.030.*

Finding: The proposed project does not include a new or replacement tower.

Because the project does not include a new or replacement tower, the criterion is not applicable.

15.445.210 Conditions of approval.

The following conditions of approval must be met prior to issuance of a building permit for any telecommunications facility:

- A. Agency Statements. The applicant shall provide the following information in writing from the appropriate responsible official:***
 - 1. Confirmation that a Federal Communications Commission (FCC) antenna structure registration application (FCC 854 Form) has been approved, or a statement that an application is not required.***
 - 2. Confirmation that the Federal Aviation Administration (FAA) has been notified and that the facility has not been found to be a hazard to air navigation under FAA regulations, or a statement that compliance is not required.***
 - 3. A statement from the Oregon State Department of Aviation (OSDA) that the application has been found to comply with the applicable regulations of the Department, or a statement that no such compliance is required.***
 - 4. The director may waive the statements in subsections (A)(1) through (3) of this section when the applicant demonstrates that a good faith, timely effort was made to obtain such responses but that no such response was forthcoming, provided the applicant conveys any response received; and further, provided any subsequent response that is received is conveyed to the approval authority as soon as possible.***

Finding: The proposed tower modifications are submitted as an Eligible Facilities Request (EFR) for a minor modification under Section 6409 of Federal Communications Commission (FCC) rules. Under an EFR a state or local government may not deny and shall approve any

eligible facilities request for modification of an eligible support structure that does not substantially change the physical dimensions of such structure.

The applicant's application materials included a proposed scope of work and documentation of Section 6409 of FCC rules applicability to the proposed project.

This criterion is not applicable.

- B. *Franchise Agreement. The applicant shall complete a franchise or license agreement with the city if the facility is located within the public right-of-way.***

Finding: The project is not proposed to occur at a facility located within the public right-of-way.

Because project is not proposed to occur at a facility located within the public right-of-way, the criterion it is not applicable.

15.445.220 Installation standards.

- A. *Shared Use of Existing Towers. The applicant shall make a good faith effort to substantially demonstrate that no existing tower can accommodate the applicant's proposed antenna/transmitter as described below.***

- 1. *The applicant shall contact the owners of all existing towers, of a height roughly equal to or greater than the height of the tower proposed by the applicant. A list shall be provided of all owners contacted, the date of such contact, and the form and content of such contact.***
- 2. *Such contact shall be made in a timely manner; that is, sufficiently before the filing of an application for a hearing to include a response into the application when filed.***
 - a. *Where an existing tower is known to have capacity for additional antennas of the sort proposed, the application for a new tower shall not be deemed complete until the owner of the existing tower responds. Failure of a listed owner to respond shall not be relevant to the approval authority if a timely, good faith effort was made to obtain a response and a response was not received within 30 days of the request.***
 - b. *The director shall maintain and provide, on request, records of responses from each owner.***
 - c. *Once an owner demonstrates an antenna of the sort proposed by the applicant cannot be accommodated on the owner's tower as described below, the owner need not be contacted by future applicants for antennas of the sort proposed.***

3. *The applicant shall provide the following information from each owner contacted:*
 - a. *Identification of the site by location, tax lot number, existing uses, and tower height.*
 - b. *Whether each such tower could structurally accommodate the antenna proposed by the applicant without requiring structural changes be made to the tower. To enable the owner to respond, the applicant shall provide each such owner with the height, length, weight, and other relevant data about the proposed antenna.*
 - c. *Whether each such tower could structurally accommodate the proposed antenna if structural changes were made, not including totally rebuilding the tower. If so, the owner shall specify in general terms what structural changes would be required.*
 - d. *If structurally able, would shared use by such existing tower be precluded for reasons related to RF interference. If so, the owner shall describe in general terms what changes in either the existing or proposed antenna would be required to accommodate the proposed tower, if at all.*
 - e. *If shared use is possible based on subsections (A)(3)(a) through (d) of this section, the fee an owner of an existing tower would charge for such shared use.*
4. *Shared use is not precluded simply because a reasonable fee for shared use is charged, or because of reasonable costs necessary to adapt the existing and proposed uses to a shared tower. The approval authority may consider expert testimony to determine whether the fee and costs are reasonable. Costs exceeding new tower development are presumed unreasonable.*

Finding: The proposed project will modify and expand use of an existing tower to accommodate the project's antennas and related apparatus. Additionally, the proposed project meets the criteria for an Eligible Facilities Request, therefore the applicant was not required to contact existing towers.

The criteria are met.

B. Tower Setbacks.

1. *Only one tower per lot is authorized. Towers shall be set back from any existing structure on the site, abutting properties, and public rights-of-*

way a minimum distance equal to 30 percent of the height of the tower, measured from the base of the tower to the structure, abutting property or public right-of-way. All towers shall be set back from a residential zone a distance equal to or greater than 100 percent of the tower height, measured from the base of the tower to the nearest property line of a residentially zoned lot. The setback requirements of this section shall not apply towards:

a. Antennas incorporated into, and no more than 18 feet above, existing or new buildings;

b. Antennas incorporated into, and no more than 18 feet above, existing structures;

c. Antenna support structures incorporated into, and no more than 18 feet above, existing or new buildings.

- 2. Towers must meet all setback, design and landscape requirements of the code.*
- 3. No new tower may be installed closer than 2,000 feet from any existing or proposed tower, unless approved through the Type III conditional use permit process.*

Finding: The proposed project modifies an existing tower and does not propose a new tower. The proposed project does not modify the setback distances of the existing tower that was approved under conditional use permit and design review CUP-17-001 / DR-17-001.

Because the project does not modify the setback distances of the existing tower, the criteria are not applicable.

C. Guy Setback.

- 1. Guy anchors shall be set back a minimum of 25 feet from any property line, public property or street abutting the site.*
- 2. A guy anchor may be located on an adjoining property when:*
 - a. The owner of the adjoining property on which it is to be placed authorizes it in writing; and*
 - b. The guy anchor meets the requirements of subsection (C)(2)(a) of this section as to all other setback requirements.*
 - c. Guy anchors may be located within required landscape areas.*

Finding: The proposed project does not modify the guy anchors associated with the existing telecommunication facility's tower.

Because the project does not modify the guy anchors associated with the existing telecommunication facility's tower, the criteria are not applicable.

D. Required Sharing of New Towers. *All new towers shall be designed to structurally accommodate the maximum number of additional users technically practicable, but in no case less than the following:*

- 1.** *For television antenna towers, at least three high-power television antennas and one microwave facility or two FM antennas, and at least one two-way radio antenna for every 10 feet of the tower over 200 feet.*
- 2.** *For any other towers, at least one two-way radio antenna for every 10 feet of the tower, or at least one two-way radio antenna for every 20 feet of the tower and at least one microwave facility.*
- 3.** *Such other combination as found by the approval authority to provide the maximum possible number of foreseeable users.*

a. Such requirements may be reduced if the Federal Communications Commission provides a written statement that no more licenses for those broadcast frequencies that could use the tower will be available in the foreseeable future.

b. Such requirements may be reduced if the size of the tower required significantly exceeds the size of the existing towers in the area and would create an unusually onerous visual impact that would dominate and alter the visual character of the area when compared to the impact of other existing towers. This provision is only to be applied in unusual circumstances not resulting from the applicant's action or site selection unless no other site is possible.

- 4.** *Additional antennas and accessory uses to existing antennas may be added to an existing tower, under a Type I application, if the existing tower meets the setback and landscaping requirements of subsections (B), (C) and (G) of this section. Accessory uses shall include only such buildings and facilities necessary for transmission function and satellite ground stations associated with them, but shall not include broadcast studios, offices, vehicle storage areas, nor other similar uses not necessary for the transmission function. Accessory uses may include studio facilities for emergency broadcast purposes or for other special,*

limited purposes found by the approval authority not to create significant additional impacts nor to require construction of additional buildings or facilities exceeding 25 percent of the floor area of other permitted buildings.

5. *If a new tower is approved, the applicant shall:*

a. Record the letter of intent required in NMC 15.445.200(D) in miscellaneous deed records of the office of the county recorder;

b. Respond in a timely, comprehensive manner to a request for information from a potential shared use applicant required under subsection (A) of this section;

c. Negotiate in good faith for shared use by third parties; and

d. Allow shared use where the third party seeking such use agrees in writing to pay reasonable pro rata charges for sharing, including all charges necessary to modify the tower and transmitters to accommodate shared use, but not total tower reconstruction, and to observe whatever technical requirements are necessary to allow shared use without creating interference.

e. Grounds for Suspension or Revocation.

i. Willful, knowing failure of an owner whose tower was approved after November 6, 2000, to comply with the requirement of subsections (D)(5)(a) through (d) of this section shall be grounds for suspension or revocation of the use. Following report of such failure, the director shall schedule a hearing to determine whether the use should be suspended or revoked. The hearing shall be processed as a Type III public hearing before the planning commission.

ii. Such conditions shall run with the land and be binding on subsequent purchasers of the tower site.

Finding: The proposed project does not include a new or replacement tower.

Because the project does not include a new or replacement tower, the criteria are not applicable.

E. *Visual Impact. The applicant shall demonstrate that the tower can be expected to have the least visual impact on the environment, taking into consideration*

technical, engineering, economic and other pertinent factors. Towers shall be painted and lighted as follows:

- 1. Towers 200 feet or less in height shall be painted in accordance with regulations of the Federal Aviation Administration and/or Oregon State Department of Aviation. Where such regulations do not apply, towers shall be camouflaged. All new towers and antennas must either be camouflaged or employ appropriate stealth technologies that are visually compatible with a host building or structure, or the surrounding natural environment. The type of camouflage may include trees, flagpoles, bell towers, smoke stacks, steeples; however, other types of camouflage may be approved at the discretion of the decision making body.*
- 2. Towers more than 200 feet in height shall be painted in accordance with regulations of the Federal Aviation Administration and the Oregon State Department of Aviation.*
- 3. Towers shall be illuminated as required by the Federal Aviation Administration and the Oregon State Department of Aviation.*
- 4. Towers shall be the minimum height necessary to provide parity with existing similar tower-supported antennas and shall be freestanding where the negative visual effect is less than would be created by use of a guyed tower.*

Finding: The existing wireless facility is a camouflaged, stealth-designed, facility consisting of a faux mono-fir tower that is 95 feet in height. The proposed project will collocate twelve (12) antennas, eighteen (18) RRH's, two (2) surge protectors and fiber/dc cables on the existing tower following an extension of the existing tower from 95 feet to 115 feet in height. Additionally, the proposed project will expand the existing lease area 15 feet to the east.

The proposed project demonstrates that the tower will be expected to have the least visual impact on the environment because it adds camouflaged features to the modified project areas, maintaining the stealth nature approved through conditional use permit and design review CUP-17-001 / DR-17-0001.

The criteria are met.

- F. Parking. A minimum of two parking spaces shall be provided on each site; an additional parking space for each two employees shall be provided at facilities which require on-site personnel. The director may authorize the joint use of parking facilities subject to the requirements of NMC 15.440.050.*

Finding: The existing telecommunication facility is unmanned. The proposed project will not alter the parking requirements or traffic impacts for the telecommunication facility or subject property.

Because the project will not alter the parking requirements or traffic impacts for the telecommunication facility or subject property, the criterion is not applicable.

- G. *Vegetation. Existing landscaping on the site shall be preserved to the greatest practical extent. The applicant shall provide a site plan showing existing significant vegetation to be removed, and vegetation to be replanted to replace that lost.***

Finding: The proposed project will expand the lease area and add landscaping to the site where none currently exists along the eastern and western sides of the lease area.

This criterion is met.

- H. *Landscaping. Landscape material shall include the following:***
- 1. *For towers 200 feet tall or less, a 20-foot-wide landscape buffer is required immediately adjacent to the structure containing the telecommunications facility. At least one row of evergreen trees or shrubs, not less than four feet high at the time of planting, and spaced not more than 15 feet apart, shall be provided within the landscape buffer. Shrubs should be of a variety which can be expected to grow to form a continuous hedge at least five feet in height within two years of planting. Trees and shrubs in the vicinity of guy wires shall be of a kind that would not exceed 20 feet in height or would not affect the stability of the guys, should they be uprooted, and shall not obscure visibility of the anchor from the transmission building or security facilities and staff.***
 - 2. *For towers more than 200 feet tall, a 40-foot-wide landscape buffer shall be provided immediately adjacent to the structure containing the telecommunications facility. Provide at least one row of evergreen shrubs spaced not more than five feet apart which will grow to form a continuous hedge at least five feet in height within two years of planting; one row of deciduous trees, not less than one-and-one-half-inch caliper measured three feet from the ground at the time of planting, and spaced not more than 20 feet apart; and at least one row of evergreen trees, not less than four feet at the time of planting, and spaced not more than 15 feet apart. Trees and shrubs in the vicinity of guy wires shall be of a kind that would not exceed 20 feet in height or would not affect the stability of the guys, should they be uprooted, and shall not obscure visibility of the anchor from the transmission building or security facilities and staff.***

3. *In lieu of these standards, the approval authority may allow use of an alternate detailed plan and specifications for landscaping, screening, plantings, fences, walls, structures and other features designed to camouflage, screen and buffer towers and accessory uses. The plan shall accomplish the same degree of screening achieved in subsections (H)(1) and (2) of this section, except as lesser requirements are desirable for adequate visibility for security purposes.*
4. *Grounds maintenance, including landscaping, shall be provided and maintained for the duration of the use, to encourage health of plant material and to protect public health and safety. The maintenance shall be the responsibility of the property owner, and/or the lessee of the property, and/or the owner of the tower.*

Finding: The proposed project occurs at an existing telecommunications facility. Conditional use permit and design review CUP-17-001 / DR-17-001 approved a landscaping design that was described in the staff report as:

“a site obscuring fence around the ground equipment, and a 4 foot tall hedge on the east and west sides of the ground equipment. The northern side has no landscaping to allow driveway access. The landscape proposal is minimal but meets the intent of the code by providing hedges where possible, and buffering the view of the ground equipment. The tower meets the 100 foot setback requirement from residential areas, and the 30 foot setback requirement from structures and the public right-of-way. The driveway provides parking for service visits. The proposal meets the structure, landscaping, parking and vegetation requirements.”

The applicant is proposing to add a landscaping buffer to the eastern and western boundaries of the lease area. Additionally, the proposed project meets the criteria for an Eligible Facilities Request (EFR). Therefore, a State or local government may not deny and shall approve any EFR for modification of an eligible support structure that does not substantially change the physical dimensions of such structure.

This criterion is met.

V. CONCLUSION:

Based on the above-mentioned findings, the application meets the required criteria within the Newberg Development Code, subject to completion of the attached conditions.

**Exhibit “B” to Planning Commission Order 2023-05
Conditions of Approval – File CUP23-0002 / MIMD123-0001
Telecommunication Facility Modification – 500 E Illinois Street**

A. THE FOLLOWING MUST BE COMPLETED BEFORE THE CITY WILL ISSUE A BUILDING PERMIT:

1. **Permit Submittal:** Submit a building permit application, two (2) complete working drawing sets of the proposed project. Show all the features of the plan approved through design review, including the following:
 - a. Mechanical details
 - b. Structural details
2. **Conditions of Approval:** Either write or otherwise permanently affix the conditions of approval contained within this report onto the first page of the plans submitted for building permit review.

B. THE FOLLOWING MUST BE ACCOMPLISHED PRIOR TO OCCUPANCY

1. **All conditions** noted above must be completed prior to occupancy.
2. **Design Review Conditions:** Contact the Planning Division (503-537-1240) to verify that all design review conditions have been completed.
3. **Site Inspections:**
 - a. Contact the Building Division (503-537-1240) for Building, Mechanical, and Plumbing final inspections.
 - b. Contact the Fire Department (503-537-1260) for Fire Safety final inspections.
 - c. Contact Yamhill County (503-538-7302) for electrical final inspections.
 - d. Contact the Planning Division (503-537-1240) for landscaping final inspections.