



CAMPUS PLANNING COMMITTEE STAFF REPORT

(INSERT PROJECT NAME)

(INSERT DATE)

EXECUTIVE SUMMARY

APPLICANT'S REQUEST

- SITE APPROVAL
- SCHEMATIC DESIGN APPROVAL

PROJECT OVERVIEW

(Provide a brief description of the project including: location, approximate size, building description, and type of use. If the project involves any unique uses/features, include that information.)

GENERAL INFORMATION

Project: (Insert Project Name)

Building Name and Location: (Insert information on adjacent buildings and/or structures)

Sector:

Located within Transition Area: (Yes or No)

Historic District: (Yes or No)

Existing Use of Site: (Insert Name)

Previous Approvals: (Include if relevant)

Proposed Use(s): (Include relevant)

Estimated Building Size: (Include estimated footprint, number of floors, and total square feet)

Anticipated Occupancy: (Include staff, students, other users if applicable)

Site Boundaries: (Insert Map Illustrating Site Constraints)

Parking Displacement: (Yes or No)

Infrastructure Extension/Expansion of Existing Facilities will be Required (e.g., Pedestrian Connections, Bike, Vehicle): (Yes or No)

Utility Extension will be Required: (Yes or No)

Other: (Include if relevant)



ASSESSMENT OF EXISTING CONDITIONS, HISTORIC DISTRICT CONSIDERATIONS, & LOCAL REGULATIONS

1. Land Development Code

Zoning District: OSU Zone (Include other if relevant)

Use Type: (Insert Use)

Use Permitted within the OSU Zone: (if applicable)

Additional Information: (Yes or No)

2. Natural Features Assessment

There (are / are not) any known natural features on the site (i.e., wetlands, protect significant vegetation, FEMA floodplain and floodway, historic trees). (Include map and explanation of natural features and any restrictions or regulatory considerations these may have on the project. If any additional studies, assessments, or permits are anticipated, include them in the “Items/Topics to be Addressed During Project Development” at the end of this document)

3. Base Transportation Model (BTM) and Transportation Improvement Plan (TIP) Assessment

(Review the most recent BTM to determine whether there are any intersection / road improvements that will be triggered with the proposed site development. Indicate if the proposed project will create any off-site pedestrian, bike, or vehicle improvements, or if the proposed site would negatively impact OSU’s multi-modal transportation network. If any additional improvements or assessments will be required with the project, include them in the “Items/Topics to be Addressed During Project Development” at the end of this document.)

<S:\Facilities\Campus Planning Dev\Planning\ParkingandTransportation\Transportation\Base Transportation Model>

4. Parking Utilization Study Review and Parking Displacement

(Review the most recent Parking Utilization Study to determine whether there will be any anticipated impacts to the Parking Utilization and, if applicable, include the number of displaced parking spaces. Indicate if the project will include any additional parking or will need any unique parking needs. If the project will trigger any parking improvements, include them in the “Items/Topics to be Addressed During Project Development” at the end of this document.)

<S:\Facilities\Campus Planning Dev\Planning\ParkingandTransportation\Parking\ParkingUtilizationStudies>

5. Sector Development Review - Campus Master Plan (Chapter 4.0)

(Determine whether the proposed project is within the buildable square footage for the sector [Table 4.1 – CMP]. Review the applicable Sector development policies. Also include information on utility/infrastructure systems. Indicate if the project has any limitations (e.g., transition zone height limitations) and/or needs any additional studies in the “Items/Topics to be Addressed During Project Development” at the end of this document.)

6. Campus Master Plan Consistency Review

Consistency Review Approach: Campus Planning has identified applicable policies and guidelines for site approval. Not all policies or guidelines in the CMP apply to site approval. The following review evaluates the proposal for consistency with the relevant CMP policies and guidelines in found in CMP Principles and Policies (Chapter 2.0), Design Guidelines (Chapter 5.0), Transportation Plan (Chapter 6.0), and Parking Plan (Chapter 7.0) and includes findings and conditions of approval as necessary.



Section	Description	Project Consistent (Yes or No)	Condition (If applicable)
2.1.10	OSU shall ensure that any proposed development adjacent to or visible from the College Hill West Historic District and along the south side of Orchard Avenue from 30th to 35th Street is compatible to the character and integrity of that historic district.		
2.2.4	Create facilities that address current and anticipated needs and are adaptable to future academic and research initiatives and activities.		
2.2.8	Locate academic programs and research activities at sites that are suitable and desirable for their function and that contribute to the campus environment.		
2.3.1	Continue to promote the campus as a pedestrian-friendly environment. Safe and direct access among buildings, parking areas, and other destinations shall be maintained or enhanced with new development.		
2.3.2	Continue to provide adequate and accessible communal spaces throughout campus that encourage the exchange of ideas and informal interactions.		
2.3.4	Provide adequate on-campus student housing that is safe, accessible, and promotes academic and social interaction.		
2.3.6	Continue to provide adequate recreation areas, facilities, and programs that promote physical health activities and intramural sports.		
2.3.7	Provide access to dining, recreational, meeting, and other facilities at major academic sites on campus.		
2.4.1	Explore methods to develop athletic facilities and uses within a central area with convenient access to nearby collectors and arterials.		
2.5.1	Ensure that all future development is consistent with the City of Corvallis Comprehensive Plan, Land Development Code, and other adopted local plans (e.g., utility, transportation, etc.).		
2.5.7	Arrange the campus layout and building placement to reinforce academic and operations relationships by locating functionally related programs near each other and consolidating activities with similar physical requirements. To the extent practicable, site major academic buildings within the core campus area and within a 10-minute walk of other academic buildings.		
2.5.8	Avoid significant building additions that overpower the existing structures and pedestrian scale of surrounding spaces and uses.		
2.5.11	Maintain space between buildings to ensure adequate areas for landscaping and circulation for pedestrians, service vehicles, and bicycles.		
2.5.12	Encourage preservation of the historic street grid and usability of the street system with new development organized to create usable open spaces that facilitate ease of pedestrian and vehicular movement.		
2.7.2	Retain the open space areas within each development sector consistent with the minimum established open space sector standard. Open space shall provide the framework for campus development and shall be integrated into development plans.		
2.7.3	Continue to maintain and enhance pedestrian walkways throughout the campus, especially with new development.		
2.7.4	Provide open spaces such as public plazas, quads, courtyards, atriums, etc. as an element of each building site design.		
2.7.5	Reinforce the pedestrian nature of campus by minimizing the need for private automobiles for cross-campus travel. This shall be done by locating parking areas on the campus perimeter and by maintaining a street system that directs traffic to nearby collectors and arterials, to the maximum extent practicable.		
2.8.8	Locate wastewater sites and facilities for receiving, processing, and storing hazardous materials so they will not impact natural resources or residential areas.		

Section	Description	Project Consistent (Yes or No)	Condition (If applicable)
2.8.11	Seek and implement efficiencies in resource consumption. Consider incorporating energy conservation techniques, such as siting of buildings for energy savings, integration of natural lighting, installation of passive heating and ventilation systems, and other improvements that increase energy efficiency.		
2.9.9	Consider centrally locating bicycle storage for major campus events such as football games and concerts.		
2.10.5	Locate utility management systems to provide for centralized control and monitoring operations, efficient expansion capabilities, and minimal personnel requirements.		
2.10.10	All development shall comply with the City’s adopted utility and facility master plans and Stormwater Master Plan.		
5.2.a.	Code Compliance: All development shall be in compliance with the OSU zoning district, City of Corvallis Land Development Code, and the Corvallis Comprehensive Plan. The development proposal shall also comply with all other applicable adopted codes, including the Uniform Building Code, Fire Code, and Mechanical and Electrical Specialty Code.		
5.2.b.	Site Design: The campus is a collection improvements such as buildings, streets, sidewalks, open space, parking areas, etc. that have been constructed for diverse purposes over a period of time. New development must fit within the existing environment. The most densely developed area of the campus is the core, identified as Sector C. The campus core is pedestrian-oriented with closely grouped buildings that create a harmonious streetscape. These buildings are organized in a series of symmetrical quadrangles. Landscape and site furnishings serve as unifying elements. Bike and vehicular transportation routes are provided along with pedestrian routes and connections to the remainder of campus. Future development shall continue the pedestrian-oriented tradition and the location of buildings in a harmonious streetscape. To the maximum extent possible, major instructional facilities shall be located such that they can be reached within a 10-minute walk. Site design shall incorporate internal circulation routes and connectivity.		
5.2.b.2	Site Access and Parking Entrances: Each building shall have a primary entrance oriented toward the street or public accessway. This primary entrance must be accessed by a direct pedestrian connection (sidewalk, porch, courtyard, etc.) from the street or accessway. If parking facilities are constructed with a new building, the parking shall be located such that it does not create a barrier between the street and the primary entryway. This will generally orient parking facilities to the side or behind the building. Where existing development patterns limit or otherwise make this orientation unattainable, efforts should be made to provide, to the maximum extent practicable, direct pedestrian access to the street or accessway.		
5.2.c	Open Space: ... Open space is defined as land area not covered by buildings or used for vehicle maneuvering or parking. Campus open space includes lawn areas, agricultural fields, recreation fields, sidewalks, quads, plazas, courtyards, and other such amenities that provide the OSU community with a space and opportunity to co-mingle.... Open space is an important component in future development on campus. To ensure that open space is retained throughout campus, the CMP establishes minimum open space requirements for each development sector. As future development occurs, existing parking lots may be redeveloped and used as building sites. This allows for new development without displacing existing open space areas.		
6.1.10	Organize the campus core such that academic uses are within a 10 minute walk to facilitate student travel between classes.		
6.1.16	Locate material receiving and distribution facilities in areas that do not create circulation conflicts and/or are least disruptive to surrounding uses.		
7.2.1	Provide parking facilities to meet the needs of the campus community. Where possible, provide adequate parking convenient to the area or site it serves or develop satellite or remote parking facilities with adequate shuttle service.		
7.2.8	Locate parking improvements in accordance with the general locations identified on the Future Parking Facilities map (Figure 7.3). Parking improvements associated with a particular development project, however, may be provided in the vicinity of that project.		



CONDITIONS: (Include explanation for any item noted in table)

1. (Insert Condition)
2. (Insert Condition)

7. Historic Preservation Plan – Consistency Review (ONLY IF WITHIN HISTORIC DISTRICT)

The property is (within / outside) of the OSU National Historic District, and the existing structure and site (are / are not) historic resources. (Indicate if there are any Historic District implications and/or assessments which will be required during the project development within the “Items/Topics to be Addressed During Project Development” at the end of this document.)

Section	Description	Project Consistent (Yes or No)	Condition (Yes, if applicable)
6.1	General Policies		
6.1.1	Development will not detract from or compromise the existing character of the District.		
6.1.7	Individual building elements should be integrated into the building’s composition for a balanced design to ensure one element does not architecturally detract from the character of the District.		
6.2	Standards for Rehabilitation		
6.2.2	The historic character of a property will be rehabilitated, renovated and/or preserved to the greatest extent possible. Removal of distinctive materials or alteration of features, spaces, and spatial relationships should be avoided to the greatest extent possible.		
6.2.8	Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.		

CONDITIONS: (Include explanation for any item noted in table)

1. (Insert Condition)
2. (Insert Condition)

ITEMS/TOPICS TO BE ADDRESSED DURING PROJECT DEVELOPMENT

1. (Insert)
- 2.

STAFF RECOMMENDATIONS AND CONDITIONS

Staff finds the (Insert Project Name) is consistent with the Campus Master Plan (CMP) policies; therefore, staff recommends **SITE APPROVAL** subject to the following conditions:

1. (Insert Condition, including CMP reference)