



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
COMMUNITY DEVELOPMENT DEPARTMENT

November 24, 2021

NOTICE OF APPLICATION FOR ADMINISTRATIVE ACTION

Notice is hereby given that an application for Administrative Action has been received by The Dalles Community Development Department. The City of The Dalles Community Development Director will make an Administrative Decision on the request stated below. **You are entitled to comment for or against the proposal by submitting a written statement** to the Community Development Department, City of The Dalles, 313 Court Street, The Dalles, Oregon, 97058 by the due date shown.

COMMENTS DUE BY: December 8, 2021

APPLICANT(S): Matthew Bray, GBD Architects

APPLICATION NUMBER: SPR 495-21

REQUEST: Applicant is requesting approval to renovate an existing 10,576 SF warehouse/office building with additional office areas, a 446 SF community room, a 1,360 SF exterior cooler equipment addition and recessed exterior loading dock for the Columbia Gorge Food Bank.

PROPERTY OWNER: Oregon Food Bank

LOCATION: Property is located at 3525 Crates Way, The Dalles, and further described as 2N 13E 28 D tax lot 600. Property is zoned I – Industrial District.

REVIEW CRITERIA: City of The Dalles Municipal Code Title 10 Land Use and Development, Section 3.030.040 Site Plan Review, Article 5.090 I – Industrial District.

COMMENT PROCEDURE:

1. **Written comments for or against the proposal will be accepted for 14 days from the date this notice is mailed and are due by 5:00 p.m., December 8, 2021,** in The Dalles Community Development Office, 313 Court Street, The Dalles, Oregon 97058.

2. Failure to raise an issue in writing within the comment period, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue, precludes further appeal on that issue.
3. Copies of all review criteria and evidence relied upon by the decision maker or evidence provided by the applicant are available for free review or may be purchased at the Community Development Department, 313 Court Street, The Dalles, Oregon 97058.

DECISION PROCESS:

1. An application is received, decision date set, and notice mailed to property owners within 100' of the subject property.
2. All affected City departments and other agencies are asked to comment.
3. All timely comments and the application are weighed against the approval criteria in a staff report.
4. The provisions of The Dalles Municipal Code, Title 10 Land Use and Development, and the City of The Dalles Comprehensive Plan must be met.
5. A decision is reached by the Director based on the Findings of Fact in the staff report.
6. Parties of Record (notified property owners, affected public agencies, and other parties who make timely comment) will receive a Notice of Decision.
7. Aggrieved parties may appeal an Administrative Decision to the Planning Commission within 10 days of the date a Notice of Decision is mailed, subject to the requirements for appeal procedures.

Please direct any questions to Joshua Chandler, Associate Planner, Community Development Department, at (541) 296-5481, ext. 1121, or email jchandler@ci.the-dalles.or.us.

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Subject Property

Notified Properties Taxlots

Roads

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Properties within 100 feet of SPR 495-21

3525 Crates Way

2N 13E 28 D 600

Matthew Bray, GBD Architects

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Feet

November 24, 2021 | JC

City of The Dalles
Community Development
Department