

**Toledo City Hall  
Council Chambers  
206 N Main St. Toledo OR  
June 11, 2025  
6:30 pm**

## AGENDA

### TOLEDO PLANNING COMMISSION

**The Planning Commission will hold an in-person meeting in City Hall Council Chambers.**

Participants can also attend the meeting through the Zoom video meeting platform. Email [planning@cityoftoledo.org](mailto:planning@cityoftoledo.org) or call 541-336-2247 ext. 2130 to receive the meeting login information. Participants can also visit [www.cityoftoledo.org/meetings](http://www.cityoftoledo.org/meetings) for meeting details.

1. CALL TO ORDER AND ROLL CALL
2. VISITORS: (A time set aside to speak with the Planning Commissioners about issues not on the agenda)
3. APPROVAL OF THE MAY 14, 2025 MINUTES as circulated and reviewed by the Planning Commission
4. PUBLIC HEARING: Modification to a Conditional Use Permit to amend a condition of approval to add a new building at the property located at 1803 NW Lincoln Way (File #CU-2-98mod), requested by International Church of the Foursquare Gospel (Charles W. Adams authorized agent)
5. DISCUSSION ITEMS:
  - a. Updates and Reports
6. STAFF COMMENTS
7. COMMISSIONER COMMENTS
8. ADJOURNMENT

\* Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2130 or by email to [planning@cityoftoledo.org](mailto:planning@cityoftoledo.org). The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodation for persons with disabilities should be made at least 48 hours in advance of the meeting by calling the Toledo Planning Department at 541-336-2247.

## TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:30 pm by President Cora Warfield. Commissioners present: Brian Lundgren, Jonathan Mix, and Dennis Sutherland. Excused were Anne Learned-Ellis and Ricky Dyson.

Staff present: Contract Planner (CP) Justin Peterson and Planning Assistant Arlene Inukai.

VISITORS: None

### APPROVAL OF THE APRIL 9, 2025 MINUTES:

It was moved and seconded (Mix/Lundgren) to approve the April 9, 2025, minutes as circulated and reviewed by the Planning Commission. The **motion passed**, noting the absence of Learned-Ellis and Dyson.

### DISCUSSION ITEM: LINCOLN COUNTY NATURAL HAZARDS MITIGATION PLAN:

CP Peterson reported that the Lincoln County Natural Hazards Mitigation Plan (NHMP) is reviewed every five years. The last update was in 2020. Lincoln County leads the project and each City has their own addendum and action items. It's important to be included in the plan because of funding opportunities. The NHMP is a FEMA approved document and the City would need to review and adopt the final plan by resolution. The plan reviews the risk for various natural hazards and events. Many of Toledo's proposed action items are not new, as many are carry over items or ongoing education items. Commissioners discussed the recent FEMA floodplain development requirements, and it was noted that the City Council adopted ordinance updates in December, 2024.

CP Peterson provided the following information and updates on the plan:

- The timelines do not specify a completion date or target date. The timeline on the projects are categorized as long (10+ years), medium (4-10 years), or short (1-4 year) timeframe.
- The list of action items were reviewed and many items are on-going communication/education projects.
- Relocating the Police Station outside of the floodplain/tsunami inundation zone is in process. The project is considered a short-term and high-priority project.
- Reviewed landslide risk and public outreach options for property owners.
- Mill Creek Reservoir and Olalla Reservoir Dams are included in the plan.
- New objectives include essential equipment needed ahead of a natural disaster and developing a wildfire mitigation plan.
- Lincoln County hosts quarterly meetings and Toledo Planning and Public Works Departments are included in the process. During the quarterly meetings, each community can report on their progress on the action items.

In review of Lincoln County's list, it was suggested that two items also be included on the City's list, specifically, to encourage construction and design that reduce the threat of landslides and to implement a program to keep trees from threatening lives and property during severe weather.

Commissioners discussed building on slopes, geo-tech reports, natural hazards survey, and partners for preparing updates for the plan. Based on discussion, Commissioners recommended adding the County's Action Items LS #1 and SW #1 to Toledo's list.

DISCUSSION ITEM: UPDATES AND REPORTS:

CP Peterson announced the City Council adopted the housing code amendments last week. In April, the Planning Commission reviewed and made a recommendation on the number of lots that would trigger a transportation analysis for a subdivision application. Based on further discussions and comments, staff prepared language that would be based on the trips generated (i.e. one home = 10 trips). The language was similar to Newport and Waldport and was adopted by the Council.

STAFF COMMENTS:

CP Peterson reported that Planning Commissioner Ruthanne Morris resigned from the Commission. This leaves one vacancy on the Planning Commission.

There will be a public hearing in June and the July meeting will be canceled.

Arcadia Park tennis courts will be resurfaced this summer. This is part of the Oregon Parks and Recreation grant project, which included restrooms and fencing at the park.

The building permit application to replace the restrooms at Memorial Park will be finalized soon.

COMMISSIONER COMMENTS:

Commissioner Sutherland questioned the paint selection at the new police department building.

President Warfield asked for an update at the Hwy 20/Sunset Drive property. CP Peterson reported that they are performing brush clearing and the excavation/fill permit is still pending. The owner has not submitted other permits or plans for the future of the site.

There being no further business before the Commission, the meeting was adjourned at 7:15 pm.

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Planning Assistant

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President

# TOLEDO PLANNING COMMISSION

## STAFF REPORT

**PROPERTY:** Lincoln County Assessor's Map # 11-10-7 A Tax Lot 1400  
1803 NW Lincoln Way, Toledo, Oregon

**APPLICATION #:** CU-2-98 (Modification to Existing Conditional Use #1)

**APPLICANT:** International Church of the Foursquare Gospel (Property Owner)  
Charles W. Adams (Authorized Agent)

**APPLICATION DATE:** May 8, 2025

**HEARING DATE:** Planning Commission – June 11, 2025

**REQUEST:** The application was approved for a Conditional Use Permit in June 1998 to “convert an old hospital and medical clinic and/or electronics assembly plant and warehouse to a church and community meeting hall”.

This request is for an amendment to the Conditional Use CU-3-98, specifically condition #1. The modification would add a new metal building to the site.

Overall, the facts and findings remain consistent with the previous approval with the exception of the new building and a staff proposed amendment to the deferred maintenance timeline. Staff attached CU-3-98 for reference (Attachment A).

**LOCATION:** The property is located at 1803 NW Lincoln Way.

**PARCEL SIZE:** Approximately 4.0 acres

### I. REPORT OF FACTS:

1. Plan Designation: Low Density Residential
2. Zone Designation: Standard Residential (R-S)
3. Existing Structures: Church building
4. Topography: The site is relatively flat for the portion which is developed. Slopes on the outer edges on the property.
5. Development Constraints: None
6. City water: Currently connected.
7. City sewer: Currently connected.
8. Notice of Public Hearing: Notices mailed to 27 property owners and 19 public/service agencies on May 22, 2025.
9. Notice Published: June 4, 2025

10. Comments Received: Public Works Director, Fire Chief, and Police Chief all reviewed the application. In addition, staff sent the application to the Lincoln County Building Official and a Department of Environmental Quality contact. Staff received a comment from DEQ about the underground fuel storage tank.
11. Attachments to the Staff Report:
  - A. CU-3-98 Order and Staff Report
  - B. Application with supporting information
  - C. Zoning Maps
  - D. Aerial Map

**II. AUTHORITY:**

TMC 17.64.020 states that conditional uses may be permitted by the Planning Commission in accordance with the standards and procedures specified in this ordinance [Toledo Zoning Ordinance]. Future significant enlargements or major alterations of a conditional use shall also be reviewed by the Commission and new conditions may be imposed. Change in use, expansion or contraction of site area, or alteration of structures or uses which are classified as conditional but which existed prior to the effective date of this ordinance, shall conform to all regulations pertaining to conditional uses.

The Planning Commission will be considering the facts and criteria identified in this report and testimony/information received through the close of the public hearing, as it reviews this conditional use modification request on June 11, 2025.

**III. APPLICABLE CRITERIA FOR EVALUATING THE CONDITIONAL USE REQUEST AND STAFF ANALYSIS:**

The following Comprehensive Land Use Plan and ordinance standards apply to this request. The standards are listed below in regular type. Staff analysis, including facts and findings, are below the Comprehensive Plan and ordinance standards in an italicized font.

**1. 2000 Toledo Comprehensive Land Use Plan – Article 2, Objective 2(A) – Comprehensive Plan Map Designations:**

Comprehensive Plan Map designations are intended to guide development by designating appropriate areas for each particular type of development use. Additional uses within each designation may be allowed as either uses permitted outright or as conditional uses when the city determines that such uses are either consistent with the general use or can be reviewed for compatibility through the conditional use process. The map designations and the uses allowed in the designations should reflect the applicable goals and objectives of the Toledo Comprehensive Land Use Plan.

...

Low-Density Residential - This designation provides for lower density housing with a focus on single-family housing accessory dwelling units, and duplexes. This designation allows for other types of housing including cottage clusters and multi-family.

2. **2000 Toledo Comprehensive Land Use Plan – Article 2, Objective 2(B) – Zoning Map Designations:**

...

Standard Residential (R-S) – The purpose of the R-S zone is to promote and encourage a suitable environment for residential living and to protect and stabilize the residential characteristics of the zone. The R-S Zone is primarily for single unit detached dwellings, accessory dwelling units, duplexes, and their accessory uses. In addition, multi-unit dwellings and some other uses may be evaluated as a conditional use (discretionary pathway). In addition to the clear and objective housing types (single unit detached dwelling, duplex, manufactured dwelling, and Accessory Dwelling units). The Standard Residential Zone also allows denser housing options through a discretionary pathway.

3. **TMC Sections 17.08.010 – 17.20.040 – Standard Residential (R-S) Zone.**

TMC 17.08.010 Purpose.

The purpose of the R-S zone is to promote and encourage a suitable environment for residential living and to protect and stabilize the residential characteristics of the zone. The R-S Zone is primarily for single unit detached dwellings, accessory dwelling units, duplexes, and their accessory uses. In addition, multi-unit dwellings and some other uses may be evaluated as a conditional use (discretionary pathway). In addition to the clear and objective housing types (single unit detached dwelling, duplex, manufactured dwelling, and Accessory Dwelling units). The Standard Residential Zone also allows denser housing options through a discretionary pathway.

TMC 17.08.020 Uses permitted outright.

In the R-S zone, the following uses and their accessory uses are permitted outright. Special standards for certain uses, marked with an asterisk (\*), are found in Section 17.08.090.

- A. Single Unit Detached dwelling\* and their accessory uses.
- B. Home occupations which comply with Chapter 17.46.
- C. Manufactured dwellings.\*
- D. Accessory use structures.\*
- E. Accessory dwelling units.\*
- F. Transportation facilities (operation, maintenance, preservation, and construction in accordance with the city transportation system plan).
- G. Duplexes.
- H. Single Room Occupancy Development

TMC 17.08.030 Conditional uses permitted.

**A. Religious use.**

- B. Governmental structure or land use including but not limited to a public park, playground, fire station, library, or museum.
- C. Hospital, sanitarium, rest home, home for the aged, nursing home, convalescent home, group care center, residential care facility, residential care home, or medical clinic.
- D. School: nursery, primary, elementary, junior high, or senior high.
- E. Pumping station and utility substation.

- F. Cottage Clusters\*
- G. Boarding house, bed and breakfast facility, hostel, or residency hotel.
- H. Multi-Unit Dwelling
- I. Commercial use in conjunction with a planned development under the Toledo Land Division Ordinance.
- J. Child day care center.\*

*Staff Analysis: The property identified as 1803 NW Lincoln Way (Map 11-10-7A Tax Lot 1400) is approximately 4.0 acres and located in the Standard Residential (R-S) Zone.*

*The applicant, Foursquare Church (Authorized Agent- Charles W. Adams) is requesting a modification to the Conditional Use to allow Religious Use in the Standard Residential Zone. The proposed modification is to Condition of Approval #1 “The property development shall be in accordance with the plan and narrative submitted on April 14, 1998 as modified by the following items and other listed Conditions of Approval.” The proposed modification, based on the applicant’s submittal documents, is not changing the use of the facility only adding a building to the site. Therefore, the facts and findings for the modification stay consistent with the original approval.*

**4. 2023 Toledo Comprehensive Land Use Plan:**

Article 10 Housing.

Goal 3, Policy 1 Well-Designed Neighborhoods. Promote well-designed neighborhoods so that existing and new neighborhoods in Toledo are attractive, safe, and healthy places to live; respect surrounding context; and enhance community character.

Goal 4, Policy 1 Adequate Supply of Residentially Zoned Land. Ensure that the city has an adequate housing supply and adequate supply of residentially zoned land within the Urban Growth Boundary to provide a variety of choices regarding the type, location, density, and cost of housing units commensurate with the needs of the community's residents to support the community’s growth. Regularly monitor supply of land and make adjustments as needed.

Article 12 Transportation.

Policy 2 Improvements with New Development. Require new development to extend/improve transportation facilities to complete transportation system linkages and to mitigate impacts of additional traffic from new development on the existing transportation system and neighborhoods.

Policy 3 Development and Redevelopment Standards. Maintain standards and procedures to ensure the provision of the desired transportation system as each property is developed/redeveloped for more intense uses by coordinating development permits with the extension or improvement of streets and other transportation facilities.

*Staff Analysis: The current proposal is a modification to the Conditional Use to allow Religious Use in the Standard Residential Zone. Proposed development of the religious use is a permitted Conditional Use within the R-S Zone. The additional building meets the Comprehensive Land*

*Use Plan because the application, 1) is utilizing an existing property that is developed as a church and does not use additional residential land and 2) a deferred maintenance agreement will be required as noted in the 1998 approval to ensure adequate transportation facilities.*

*The application has been reviewed in compliance with and is consistent with Toledo's Comprehensive Land Use Plan goals and policies.*

## **EVALUATION CRITERIA – CONDITIONAL USE PERMITS**

### **5. TMC 17.64.010 – 17.64.050 Conditional Use Permits**

#### 17.64.010 Purpose.

A use is designated as a conditional use within a given zone when it is judged to be generally in line with the purpose of the zone but which could, if not reviewed, have a negative impact on other properties or uses within the zone. The purpose of such a review is to assure adequate site design and compatibility with surrounding uses and property. A review of a conditional use is a Type III review.

#### 17.64.020 Authorization to grant or deny conditional use permits.

Uses designated in this ordinance as permitted conditional uses may be permitted by the planning commission in accordance with the standards and procedures specified in this ordinance. **Future significant enlargements or major alterations of a conditional use shall also be reviewed by the commission and new conditions may be imposed.** Change in use, expansion or contraction of site area, or alteration of structures or uses which are classified as conditional but which existed prior to the effective date of this ordinance, shall conform to all regulations pertaining to conditional uses.

#### 17.64.030 Application submission requirements for conditional use permits.

A property owner or the owner's authorized agent may initiate a request for a conditional use by filing a completed application with the city manager along with the appropriate fee as set by city council resolution. The application shall be accompanied by a site plan, drawn to scale, showing the dimensions and arrangement of the proposed use. The planning commission or city manager may require other drawings or material necessary to an understanding of the proposed use and its relationship to surrounding properties as part of a complete application.

#### 17.64.040 Conditions for development.

The planning commission shall review and make a decision to approve or deny a conditional use request in accordance with the standards and procedures for a Type III review as set forth in Toledo Municipal Code Chapter 19.16.

In approving a conditional use request, the planning commission may impose any conditions determined by the commission to be necessary and appropriate to ensure that the use will comply with all applicable provisions of this section. Such conditions may include, but are not limited to:

- A. Limit the manner in which the use is conducted, including restricting the time an activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- B. Establish a special yard or other open space or lot area or dimension.
- C. Limit the height, size or location of a building or other structure.

- D. Designate the size, number, location or nature of vehicle access points.
- E. Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- F. Designate the size, location, screening, drainage, surfacing or other improvement of a parking or truck loading area.
- G. Limit or otherwise designate the number, size, location, height or lighting of signs.
- H. Limit the location and intensity of outdoor lighting or require its shielding.
- I. Require diking, screening, landscaping or another facility to protect adjacent or nearby property and designate standards for installation or maintenance of the facility.
- J. Designate the size, height, location or materials for a fence.
- K. Protect existing trees, vegetation, water resources, wildlife habitat or other significant natural resources.
- L. Specify other conditions to permit development in conformity with the intent and purpose of the conditional classification of development.

17.64.050 Standards governing conditional uses.

In addition to the standards of the zone in which the conditional use is located and the other standards of this chapter, conditional uses shall meet the following standards:

- A. In addition to other applicable standards of this section, all conditional uses shall comply with the following requirements:
  1. The site under consideration is suitable for the proposed use considering:
    - a. The size, design and operating characteristics of the use.
    - b. The adequacy of transportation access to the site.
    - c. The natural and physical features of the site such as general topography, natural hazards, natural resource values, and other features.
  2. The proposed use is compatible with existing and projected uses on surrounding lands, considering the factors in paragraph (1) of this subsection.

*Staff analysis: The applicant, Foursquare Church (Authorized Agent- Charles W. Adams) is requesting a modification to the Conditional Use to allow Religious Use in the Standard Residential Zone. The proposed modification is to Condition of Approval #1 "The property development shall be in accordance with the plan and narrative submitted on April 14, 1998 as modified by the following items and other listed Conditions of Approval." The proposed modification based on the applicant's submittal documents is not changing the religious use of the facility only adding a building to the site. Therefore, the facts and findings for the modification stay consistent with the original approval.*

*According to the application materials, the owner provides the following information for the proposed development (full materials in packet):*

- 1) *Toledo Foursquare Church would like to erect a storage metal building 30 feet wide, 60 feet long, and 12 feet high on an existing concrete foundation that is 96 feet by 96 feet (approximately). We would like to use the building to 1. Store a church train we use for children's ministry, 2. Store picnic tables, and 3. Store other church equipment. In the summer months we would use the building for shade from the sun when we do outside BBQ's. People can sit at the picnic tables with the roll up doors being left open.*
- 2) *The applicant provided additional information that stated (see the application packet for the full submittal) 1) we would also like to use it in August as a gathering point for vacation bible school, 2) we are not planning on using it for office or event space, and 3)*

*the interior of the building will remain unfinished.*

- 3) *Access is limited to two driveways on Lincoln Way. Existing and working well.*
- 4) *The Foursquare Church is in compliance with building codes.*
- 5) *The applicant is to construct sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way. This does not appear to be a high priority with the City of Toledo. A sidewalk and curbs should serve the public for a longer distance and not an island by its self. Maybe, a survey of property owners would answer if this condition is needed.*
- 6) *A revised parking plan is to be submitted prior to the issuance of a building/occupancy permit.*
- 7) *Applicant is to provide a detailed landscape plan. A five- foot- wide landscape along NW Lincoln Way. Plan to include 3 shrubs and one tree per 50 feet of frontage. This was a Lincoln County Road at the time of this application. Due to the possibility of causing problems with access visibility from not only the church accesses but also several private accesses this was not accomplished. This would have also resulted in a lost of parking spaces to remain outside of the right-of-way.*
- 8) *Visitors or occupants are to park in the developed parking lot not the public right-of way. Not a problem.*
- 9) *No off-premise signs for this use. Not a problem.*
- 10) *The underground fuel storage tanks are to removed and the site decontaminated by December 31, 1998. Records show the fuel was removed and it is not known if the tank or tanks were removed or filled with sand and left in place. Attempts recently to search DEQ web site has not been an easy process.*

*The requested conditional use permit to add a building to the Religious Use in the Standard Residential Zone meets the criteria in TMC 17.64.050(A).*

- 1) *The proposed additional building is suitable for the site, considering the lot size, and applicant's proposed design and operating characteristics of the use.*
- 2) *The property has proper access to a city road, Lincoln Way. The previous conditional use addresses site access and traffic. No changes are proposed to the traffic conditions.*
- 3) *The applicant included some narrative about not making road improvements. The 1998 conditions of approval required that the improvements were made within 3 years. This 1998 condition was not met. Based on the Public Works Manual improvements shall be made or may be deferred to a later date. Based on Public Works discussions the improvements may continue to be deferred. Staff recommend that in compliance with the 1998 approval a deferred maintenance agreement is signed. However, the improvements may be deferred longer than 3 years as indicated in the 1998 approval.*
- 4) *The proposed Religious Use has operated since 1998. The location of the proposed building previously had a structure. Staff finds that the addition of the building will not significantly alter the use and traffic to the site.*
- 5) *A revised parking plan shall be submitted with the building permit application. This will be listed as a condition of approval.*

*As part of the 1998 approval, a condition of approval was included about meeting building and fire code. The same condition shall apply to the new building that is proposed. The Toledo Fire Department and Lincoln County Building Department, as of June 5, 2025, did not provide comments on the proposed building. The applicant is responsible for meeting building and fire codes that are dependent on the proposed occupancy as outlined by the applicant's comments. As noted in the applicants' comments the building would be used for storage and summer*

*gatherings (BBQ, Bible study, etc.). Then the applicant also notes that no events or office space and the building would remain unfinished. The building could be finished; however, the applicant is responsible for meeting all building and fire codes. Based on the comments some occupancy in the building would occur. Staff recommend that the final building plan is reviewed by Toledo Fire and Lincoln County building. They may have specific requirements based on the proposal. Sprinklers may be required in new commercial buildings, additions to commercial buildings or a change of occupancy. Requirements for sprinklers are noted in the OSSC and the Fire Code (OFC). Each project requires individual review.*

*Based on TMC 17.64.040, the Planning Commission has authority to impose conditions to mitigate issues the Commission finds appropriate, such as minimize environmental effects such as noise/vibration/air pollution/glare/odor, establish open spaces, limit building height or vehicle access points, provide screening/drainage/fencing/parking/landscaping improvements, limit signs and outdoor lighting, or protect existing natural resources.*

*Authorization of the conditional use shall be void after one year if a building permit has not been issued or development has not begun. Authorization may be extended by the Planning Commission for an additional period of one year if the request is made in writing prior to the expiration of the original authorization.*

#### **FURTHER STAFF ANALYSIS:**

*The request by the current owner, Foursquare Church, would be compatible with surrounding land uses. Neighboring properties to the North are zoned General Residential (R-G), neighboring properties to the East are zoned Commercial (C) and Standard Residential (R-S), neighboring properties to the South are zoned Commercial (C), and to the west is Highway 20. The proposed development will be compatible with the current character and flavor of the neighborhood and the church has been in operation since 1998 (See Attachment C - Zoning Maps).*

*Staff sent notice to the Oregon Department of Environmental Quality (DEQ) based on the previous conditions in the 1998 staff report. Staff found no evidence that condition 8 was met. "The underground fuel storage tanks are to be removed and the site decontaminated by December 31, 1998." DEQ staff provided comments stating they could not find record of the removal of the tank and recommended a geophysical survey. Staff recommends that the property owner contact DEQ to meet the 1998 condition of approval.*

*The Toledo Public Works Department has been advised of the proposal. Both water and sewer are currently served to the site.*

#### **IV. FACTS AND FINDINGS:**

The applicant, Foursquare Church (Authorized Agent- Charles W. Adams) is requesting a modification to the Conditional Use to allow Religious Use in the Standard Residential Zone. The proposed modification is to Condition of Approval #1 "The property development shall be in accordance with the plan and narrative submitted on April 14, 1998 as modified by the following items and other listed Conditions of Approval." The proposed modification based on the applicant's submittal documents is not changing the use of the facility only adding a building

to the site. Therefore, the facts and findings for the modification stay consistent with the original approval. Based upon the information received by City staff through June 4, 2025, the modified conditional use request appears to conform with relevant provisions of the City's plans and ordinances as described below. The following recommended findings support approval of the modified conditional use:

1. The property identified as 1803 NW Lincoln Way, Toledo (Map 11-10-7A Tax Lot 1400) is approximately 4.0 acres and located in the Standard Residential (R-S) Zone.
2. The applicant, Foursquare Church (Authorized Agent- Charles W. Adams) is requesting a modification to the Conditional Use to allow Religious Use in the Standard Residential Zone. The proposed modification is to Condition of Approval #1 "The property development shall be in accordance with the plan and narrative submitted on April 14, 1998 as modified by the following items and other listed Conditions of Approval." The proposed modification based on the applicant's submittal documents is not changing the use of the facility only adding a building to the site. Therefore, the facts and findings for the modification stay consistent with the original approval.
3. The application has been reviewed in compliance with and is consistent with Toledo's Comprehensive Land Use Plan goals and policies.
4. According to the application materials, the owner provides the following information for the proposed development:
  - a. Toledo Foursquare Church would like to erect a storage metal building 30 feet wide, 60 feet long, and 12 feet high on an existing concrete foundation that is 96 feet by 96 feet (approximately). We would like to use the building to 1. Store a church train we use for children's ministry, 2. Store picnic tables, and 3. Store other church equipment. In the summer months we would use the building for shade from the sun when we do outside BBQ's. People can sit at the picnic tables with the roll up doors being left open.
  - b. The applicant provided additional information that stated (see the application packet for the full submittal) 1) we would also like to use it in August as a gathering point for vacation bible school, 2) we are not planning on using it for office or event space, and 3) the interior of the building will remain unfinished.
  - c. Access is limited to two driveways on Lincoln Way. Existing and working well.
  - d. The Foursquare Church is in compliance with building codes.
  - e. The applicant is to construct sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way. This does not appear to be a high priority with the City of Toledo. A sidewalk and curbs should serve the public for a longer distance and not an island by its self. Maybe, a survey of property owners would answer if this condition is needed.
  - f. A revised parking plan is to be submitted prior to the issuance of a building/occupancy permit.
  - g. Applicant is to provide a detailed landscape plan. A five- foot- wide landscape along NW Lincoln Way. Plan to include 3 shrubs and one tree per 50 feet of frontage. This was a Lincoln County Road at the time of this application. Due to the possibility of causing problems with access visibility from not only the church accesses but also

- several private accesses this was not accomplished. This would have also resulted in a lost of parking spaces to remain outside of the right-of-way.
- h. Visitors or occupants are to park in the developed parking lot not the public right-of way. Not a problem.
  - i. No off-premise signs for this use. Not a problem.
  - j. The underground fuel storage tanks are to removed and the site decontaminated by December 31, 1998. Records show the fuel was removed and it is not known if the tank or tanks were removed or filled with sand and left in place. Attempts recently to search DEQ web site has not been an easy process.
5. Based on the submitted materials and staff review the following findings are proposed.
- a. The proposed additional building is suitable for the site, considering the lot size, and applicant's proposed design and operating characteristics of the use.
  - b. The property has proper access to a city road, Lincoln Way. The previous conditional use addresses site access and traffic. No changes are proposed to the traffic conditions.
  - c. The applicant included some narrative about not making road improvements. The 1998 conditions of approval required that the improvements were made within 3 years. This 1998 condition was not met. Based on the Public Works Manual improvements shall be made or may be deferred to a later date. Based on Public Works discussions the improvements may continue to be deferred. Staff recommend that in compliance with the 1998 approval a deferred maintenance agreement is signed. However, the improvements may be deferred longer than 3 years as indicated in the 1998 approval.
  - d. The proposed Religious Use has operated since 1998. The location of the proposed building previously had a structure. Staff finds that the addition of the building will not significantly alter the use and traffic to the site.
  - e. A revised parking plan shall be submitted with the building permit application. This will be listed as a condition of approval.
6. As part of the 1998 approval, a condition of approval was included about meeting building and fire code. The same condition shall apply to the new building that is proposed. The Toledo Fire Department and Lincoln County Building department as of June 5, 2025 did not provide comments on the proposed building. The applicant is responsible for meeting building and fire codes that are dependent on the proposed occupancy as outlined by the applicant's comments. As noted in the applicants' comments the building would be used for storage and summer gatherings (BBQ, Bible study, etc.). Then the applicant also notes that no events or office space and the building would remain unfinished. The building could be finished; however, the applicant is responsible for meeting all building and fire codes. Based on the comments some occupancy in the building would occur. Staff recommend that the final building plan is reviewed by Toledo Fire and Lincoln County building. They may have specific requirements based on the proposal. Sprinklers may be required in new commercial buildings, additions to commercial buildings or a change of occupancy. Requirements for sprinklers are noted in the OSSC and the Fire Code (OFC). Each project requires individual review.
7. The request by the current owner, Foursquare Church, would be compatible with surrounding land uses. Neighboring properties to the North are zoned General Residential (R-G),

neighboring properties to the East are zoned Commercial (C) and Standard Residential (R-S), neighboring properties to the South are zoned Commercial (C), and to the west is Highway 20. The proposed development will be compatible with the current character and flavor of the neighborhood and the church has been in operation since 1998 (See Attachment B - Zoning Maps).

8. Staff sent notice to the Oregon Department of Environmental Quality (DEQ) based on the previous conditions in the 1998 staff report. Staff found no evidence that condition 8 was met. "The underground fuel storage tanks are to be removed and the site decontaminated by December 31, 1998." DEQ staff provided comments stating they could not find record of the removal of the tank and recommended a geophysical survey. Staff recommends that the property owner contact DEQ to meet the 1998 condition of approval.
9. Based on TMC 17.64.040, the Planning Commission has authority to impose conditions to mitigate issues the Commission finds appropriate, such as minimize environmental effects such as noise/vibration/air pollution/glare/odor, establish open spaces, limit building height or vehicle access points, provide screening/drainage/fencing/parking/landscaping improvements, limit signs and outdoor lighting, or protect existing natural resources.
10. The City Public Works Director, Police and Fire Chief have all reviewed the application. A final review of the application will be required when a building permit is submitted.
11. City water and city sewer are currently connected.
12. Notification sent to 27 surrounding property owners, 19 public/service agencies, and publication of the proposed Conditional Use Permit were completed in accordance with the Toledo Municipal Code requirements.

#### **V. STAFF RECOMMENDATION:**

Based on the staff report, testimony received, and analysis of the applicable code and land use planning goals, staff recommends the Planning Commission approve Case File CU-3-98(mod), subject to the following conditions:

1. Approval is based upon the submitted application and plan, as described in Attachment A of the Staff Report. Development shall conform with the proposed plan and any significant change shall be submitted to the City Planning Department as a modification to the conditional use permit.
2. Compliance with Oregon Specialty Building Code, Oregon Fire Code, Fire/Life/Safety Code and all other Municipal Code relevant to this application and the use of the new building.
3. A revised parking plan shall be submitted with the building permit application.
4. The other conditions in CU-3-98 were not requested to be modified and shall remain the same. With the exception that staff recommends that the deferred maintenance agreement may extend beyond 3 years and would be improved in conjunction with other

improvements along Lincoln Way. The applicant remains responsible for meeting the conditions in the 1998 approval (Attachment A). Staff will draft a deferred maintenance agreement for signatures.

5. Authorization of the conditional use shall be void after two years (See Ordinance 1430 – CU timeline was amended to 2 years from 1 year) if a building permit has not been issued or development has not begun. Authorization may be extended by the Planning Commission for an additional period of one year if the request is made in writing prior to the expiration of the original authorization.

**PROPOSED MOTION** (CU-3-98(MOD#1)):

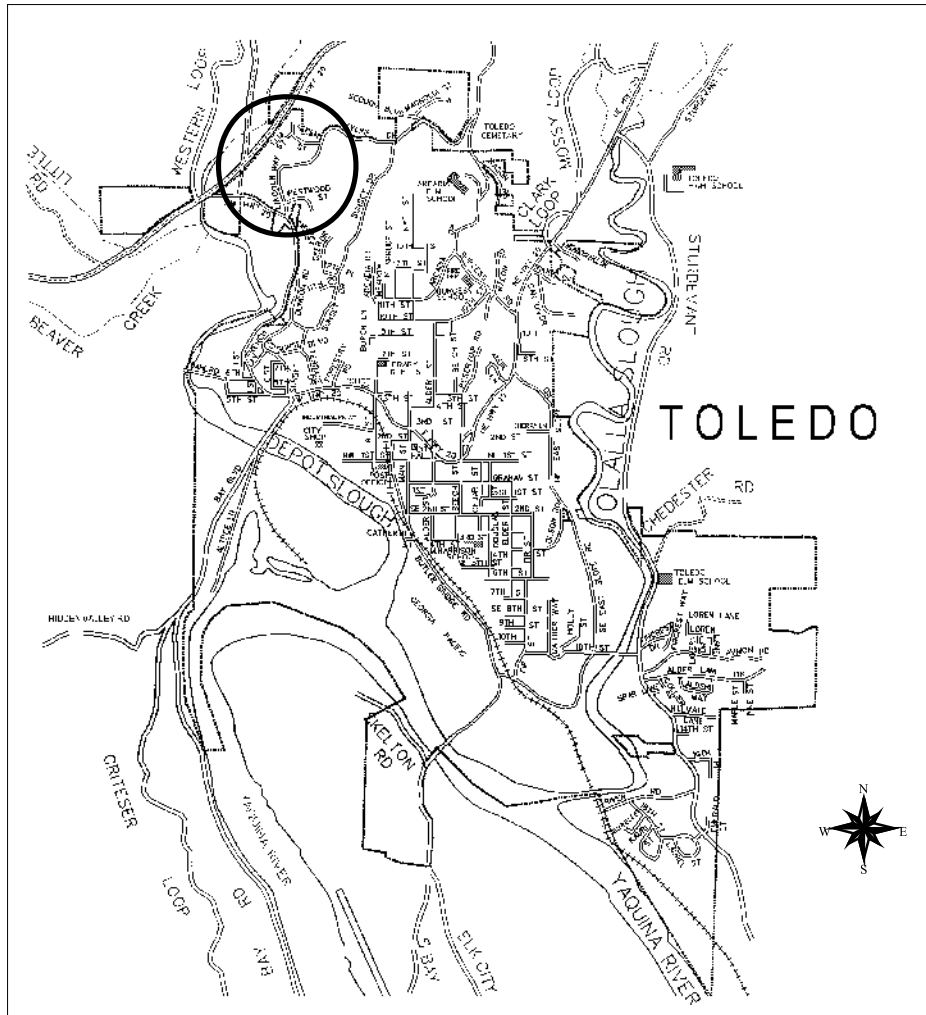
*BASED ON THE TESTIMONY RECEIVED, THE STAFF REPORT, AND THE EVIDENCE AND ARGUMENTS BEFORE THE PLANNING COMMISSION AT THE PUBLIC HEARING ON JUNE 11, 2025, THE PLANNING COMMISSION FINDS THAT THE REQUEST BY INTERNATIONAL CHURCH OF THE FOURSQUARE GOSPEL AND AUTHORIZED AGENT CHARLES W. ADAMS., (CU-3-98(MOD#1)) COMPLIES WITH THE CRITERIA IDENTIFIED IN TOLEDO MUNICIPAL CODE 17.64.050. THE PLANNING COMMISSION HEREBY ADOPTS THE STAFF REPORT AS FINDINGS, AS WELL AS THE PROPOSED CONDITIONS OF APPROVAL FOR CU-3-98(MOD#1), AND ALLOWING FOR THE CORRECTION OF TYPOGRAPHICAL AND GRAMMATICAL ERRORS.*

**VI. PLANNING COMMISSION ROLE:**

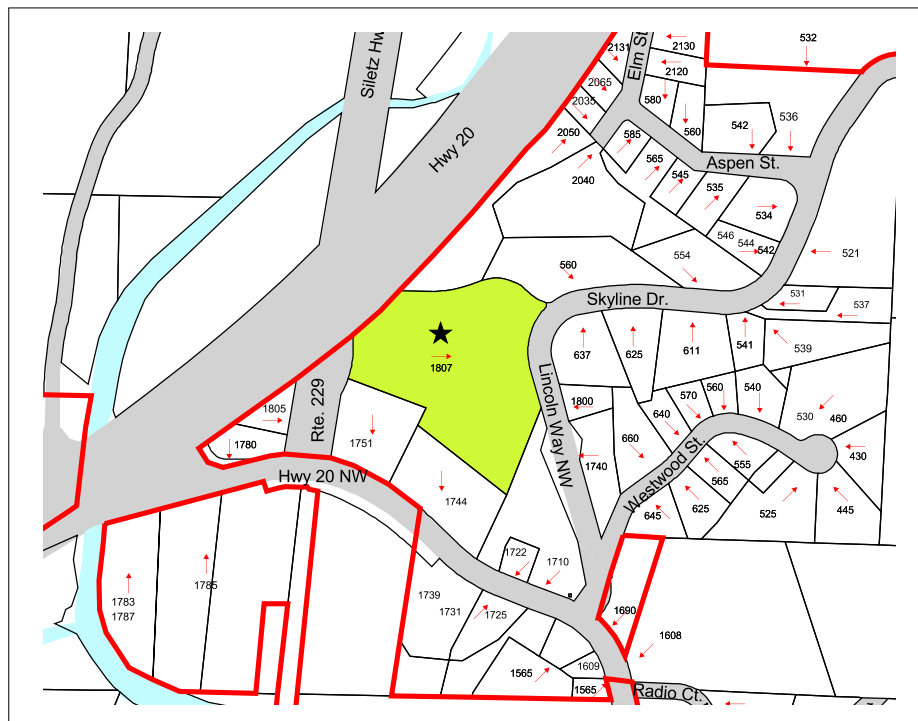
The Planning Commission should evaluate the applicant's proposal and all testimony presented to them in order to make findings which demonstrate that the applicable criteria in the Toledo Municipal Code and Comprehensive Plan can be satisfied. The decision of the Planning Commission should be based on the report of facts and analysis contained within the Staff Report, as well as the facts and testimony presented by the applicant and those who support or oppose the request given at the public hearing. Any action on the application should address the applicable criteria as contained in the Toledo Municipal Code. The decision of the Planning Commission shall be final unless appealed to the City Council.

Justin Peterson  
Contract Planner

# Location Map



# Site Map



-  City Limits
-  Parcels
-  Streets

**ATTACHMENT A**  
**CU-3-98 Order and Staff Report**  
**(City of Toledo File #CU-3-98mod1)**

BEFORE THE PLANNING COMMISSION OF THE CITY OF TOLEDO, OREGON

In the Matter of the Request for )  
an Exception to the Access )  
Requirements in Toledo Municipal )  
Code Sections 17.48.080 and the Request )  
for a Conditional Use to Convert an )  
Existing Building into a Church Facility )  
Toledo Four Square Church, )  
Applicant. )

ORDER

This matter came before the Planning Commission on May 13, 1998, and continued until June 10, 1998. The Commission held a public hearing, allowing for testimony and introduction of evidence from proponents, opponents, and others. The Commission approved the application based on the staff report, testimony received at the public hearings, and the Facts listed below:

1. This site was originally developed as a community hospital serving Toledo and East Lincoln County. This application is for a conditional use permit to allow a church on the site.
2. Due to changes in the health care industry and the population characteristics of Toledo and the east county area, the hospital closed in the 1980's. It is not anticipated that there will be sufficient support for a similar publicly owned facility in Toledo within the next planning period.
3. The buildings were used most recently for an electronics business approved through the conditional use process. The owner of that business did not renovate the buildings or grounds. While some changes were made, e.g. the removal of the protective curbs along the parking lot, they were not to renovate the building for multiple purposes but to meet only specific desires of the company owner. The heat was turned off for several years. The buildings fell into disrepair and the property was reverted back to Lincoln County in a foreclosure.
5. The neighborhoods surrounding the property are zoned for residential uses. There are single-family homes throughout the area.
6. The applicant's are proposing to convert the existing building into a church complex with a community meeting hall.
7. The redevelopment of this property as a church is in the public interest because it
  - (1) preserves the old hospital site and buildings which are unique assets of interest to the community,
  - (2) provides a non-profit service to the immediate area and the community, and
  - (3) provides for a development that, with the recommended conditions of approval, is consistent with overall needs of the community in a location that is reasonably suitable for the purpose.
8. Access for the property is from Lincoln Way which is a partially developed, paved road. The proposed access with the revisions required by the Conditions of Approval is improved to the

satisfaction of the City Public Works Director. Lincoln Way is of sufficient width and design to accommodate the anticipated traffic level if the driveways are redesigned and additional curbs, walkways and operational limitations are provided. The overall needs of the neighborhood will be met.

The Commission attaches the following conditions of approval:

1. The property development shall be in accordance with the plan and narrative submitted April 14, 1998 as modified by the following items and other listed Conditions of Approval:
  - a. Access to the property shall be limited to two driveways, each no more than 25 feet wide. Curbs, gutters, sidewalks, and landscaping beds a minimum of 5 feet wide shall be used to limit the access points. A curb is to be constructed on the northeastern edge of the parking lot in a manner which allow access from Lincoln Way to the adjacent property but not to the applicant's property and which retains drainage from the applicants property on the applicant's property. See attached illustration.
  - b. The activities on the site are to be scheduled so that no more than 400 people or approximately 120 vehicles are entering or exiting the site within one hour. When activities which 50 vehicles access the property within one hour, exiting traffic shall be regulated by the church to assure that no more than 5 vehicles exit the property going west until the intersection at Lincoln Way and Business Loop Highway 20 is clear. Fifty vehicles on-site will constitute the "trigger" for the egress traffic control.
2. Compliance with the Uniform Building Code, Uniform Fire Code, Fire/Life/Safety Code, and all other Municipal Code relevant to this application and the use of all portions of the buildings.
3. The applicant is to construct a sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way for the length of the applicant's property. Drainage controls to retain drainage on the applicant's property are to be provided. If Lincoln County will not allow any or all of the improvements to be located within the right-of-way, the applicant may substitute an "Irrevocable Petition for Public Improvements" for the improvements Lincoln County refuses.
4. The applicant is to provide, for the Community Development Coordinator's for review and approval, a corrected site plan showing the location of the building and a revised parking plan. The plan is to be approved and implemented prior to the issuance of a building permit/occupancy permit.
5. The applicant is to provide a detailed landscape plan and landscaping is to be provided in accordance with an approved landscaping plan prior to occupancy of the building. The applicant shall provide a minimum of a 5 foot wide landscape bed along NW Lincoln Way. The landscape bed shall include vegetative ground covers over at least 50% of the area, 3 shrubs and one tree per 50 feet of frontage. The landscaping shall include a mixture of evergreens and perennials. Shrubs shall be a minimum of two gallons and the trees shall be at least 5 to 6 feet full evergreens or 1 ¼ caliper deciduous trees at the time of planting. All

landscaping shall be maintained in a healthy manner.

6. All occupants or visitors to the church are to park in the developed parking lot on the applicant's property, not along the public right-of-way.
7. There shall not be any off-premise signs for this use. On-premise nondirectional signage is limited to a total of 60 square feet of sign face.
8. Prior to any occupancy, the buildings must be inspected by the Toledo Fire Chief and Lincoln County Building Inspector. Any and all corrections must be completed prior to occupancy of the building.
9. The underground fuel storage tanks are to be removed and the site decontaminated by December 31, 1998.
10. Physical improvements listed in Condition 5 may be deferred for up to three years from the date of this permit with a signed, recorded "Deferred Improvement Agreement"
11. This permit shall be void after six months if an occupancy permit has not been issued or development has not begun. The authorization may be extended by the Planning Commission if the request is made in writing prior to the expiration of the original authorization.

Based on the facts, the Planning Commission determined that the application meets criteria in Toledo Municipal Code Section 17.52.050(b), 17.52.060(a)(b)(c), and 17.60.060(a)(b)(c)(d)(e)(f).

IT IS ORDERED that the request for an Exception and Conditional Use in this matter is granted.

DATE: JUNE 12, 1998

  
\_\_\_\_\_  
Planning Commission Chairman

## TOLEDO PLANNING COMMISSION

### REVISED STAFF REPORT

**PROPERTY:** 11-10-7 A TL 1400

**APPLICATION #:** EX-2-98 and CU-3-98

**APPLICANT:** Toledo Foursquare Church #5-574

**APPLICATION DATE:** April 14, 1998

**HEARING DATE:** May 13 and June 10, 1998

**REQUEST:** The applicants are requesting to convert an old hospital and medical clinic and/or electronics assembly plant and warehouse to a church and community meeting hall.

**LOCATION:** 1803 NW Lincoln Way

**LOT SIZE:** Approximately 4.0 acres

#### STAFF REPORT:

##### A. REPORT OF FACTS:

1. Plan Designation: Public Lands with a request for Single-family residential.
2. Zone Designation: Public Lands with a request for Single-family residential.
3. Existing Structures: Former Hospital and Medical Clinic in two buildings with the associated parking and yard areas. For a short time the larger hospital building was used for an electronics assembly and warehouse business.
4. Topography: The site is relatively flat for the portion which is developed.
5. Development Constraints: None
6. City water and sewer service are available to the site.
7. Minimum Lot Size: None
8. Notice of Public Hearing  
PC Notices Mailed: 24 property owners  
14 public service agencies
9. Comments Received: The Lincoln County Roads Department has commented that they want the access to the site limited to two defined driveways. This was previously the case when the hospital was open. Curbs were removed by an electronics

company for truck deliveries. The curbs need to be replaced to manage traffic and improve public safety.

**B. PLANS, POLICIES AND ORDINANCES DIRECTLY RELEVANT TO THIS REQUEST:**

Oregon's Statewide Planning Goals:

This request most directly impacts the following statewide goals:

- 1 Citizen Participation
- 2 Land Use Planning
- 10 Housing
- 11 Public Facilities and Services
- 12 Transportation
- 14 Urbanization

Comprehensive Plan Policies:

p. 2

Introduction: ... Providing the full array of urban services; supporting economic growth and diversification; and maintaining and enhancing Toledo's "livability" will require continual planning. It is the purpose of this document to give the City the tools necessary to carry out this task. The Mayor and Council, through their appointed Planing Commission, City Manager and Staff will have the responsibility for managing the City's growth. To assist in this task, it is the objective of this plan to:

- (1) Make Toledo a better place to live and work by designating appropriate additional residential, commercial and industrial lands as well as lands for open space and recreational purposes.
- (2) Guide the orderly, timely and cost efficient extension and expansion of public facilities and services,
- (3) Minimize conflicts which can occur among various land uses and resources. ...

p. 3

Planning for public facilities and Services: People come together and form municipalities in order to accomplish together what cannot be accomplished individually. This mutual accomplishment is, for the most part, seen in a city's public services and facilities. Providing reliable, quality and efficient services and facilities over the years requires continual evaluation and planning. The City of Toledo has historically demonstrated that it is a very conscientious municipality in this regard. The City will continue to plan for and develop an orderly and efficient arrangement of public urban-level facilities and services to serve as a framework to future urban development within its Urban Growth boundary. This will be accomplished through capital expenditures and through cooperation with pertinent agencies and jurisdictions...

p. 12

**Health Services:** The City of Toledo will work with the New Lincoln Hospital District, as appropriate, to insure that quality, affordable health care is available to city residents.

**Conclusion:** The provision of public facilities and services is one of the most important functions performed by the City. The City will continue to pursue an efficient and reliable system of such services. Future development within the Urban Growth Boundary will be evaluated, to a large extent, upon the ability of the City to provide a complete array of services and facilities in a timely, orderly and economic fashion.

p. 20

... The City is committed to providing for needed housing through future zoning and annexation decisions. ... The ratio of housing mix and subsequent land use designations and zoning may be re-evaluated in the future.

Most of the City's residential growth is planned to occur to the north and east of the present city limits. These areas are, for the most part, away from the sight and sound of Toledo's industrial area and are in parcels large enough to accommodate orderly and efficient development.

p. 26

**Implementation and Future Planning:** This plan is intended to serve the City as a guide to future development. It will be consulted in all actions and decisions by the City relating to land use.

**Review and Update:** Since circumstances relating to the Plan do not always remain constant, periodic review of the Plan to determine its continuing accuracy and relevancy is necessary. The City will undertake such a review at least every five (5) years. The review will be initiated by the Planning Commission and adequate public notice will be given. The Plan, Inventory, maps and implementing ordinances will be addressed during the review. Any changes desired by the Planning Commission will be processed per relevant city ordinances.

### **C. CRITERIA FOR EVALUATING THIS REQUEST:**

#### **Street Access Exception:**

##### **17.60.060 Access.**

The Planning Commission may grant exceptions to the requirement that access be allowed only via a city street if:

- A. The request is in conjunction with a development other than a subdivision or planned development,
- B. The subject property has no access by way of city street or public right-of-way at the time of the request and the lack of access is not a result of a street vacation,
- C. The subject property is of sufficient size and adequate topography to accommodate the proposed development and the only limiting factor is the requirement of access;
- D. All other title requirements have been met, particularly but not limited to parking, clear vision and setback requirements, and

- E. The proposed access is provided by public right-of-way and is improved to the satisfaction of the city engineer. The engineer shall approve the proposal only if:
1. The width of the access way is sufficient to meet the traffic demands of the development,
  2. The improved surface is sufficient considering the traffic, necessary drainage, geological and topographical factors affecting construction, long-term maintenance and durability of the surface, and the needs of emergency and utility vehicles; and
  3. The overall needs of the neighborhood have been satisfied. (Ord. 1147 § 80, 1982)

**Conditional Use Permit:**

Zoning Ordinance Sections 17.16.010, 17.16.030, 17.44.010, 17.48.110, 17.52.010, 17.52.050, 17.52.060, 17.52.070.

Section 17.52.050: Action on A Conditional Use.

The Planning Commission, before approving an application for a conditional use, shall consider the location, size, design and operation characteristics of the proposed development and shall determine whether it complies with one of the following criteria. If the development does not so comply, the Commission shall deny the application.

- (1) Cause no significant adverse impact on the livability, value or appropriate development of abutting property or the surrounding area when compared to the impact of permitted development that is not classified as conditional use.
- (2) The development is in the public interest for one of the reasons listed in Section 17.52.060, and even though the development may cause some adverse impact, conditions imposed by the hearing body will produce a balance between the conflicting interests.

In addition to compliance with the criteria as determined by the Planning Commission, the applicant must accept those conditions listed in Section 17.52.070 that the Commission finds are appropriate to obtain compliance with the criteria.

Section 17.52.060. Reasons for Mitigation.

A development requiring a balancing of interests under Section 17.52.050 must do one of the following:

- (1) Preserve unique assets of interest to the community.
- (2) Provide an appropriate public facility or public non-profit service to the immediate area or the community.
- (3) Otherwise provide for a development that is consistent with overall needs of the community in a location that is reasonably suitable for the purpose.

Section 17.52.070. Conditions for Development.

In permitting a conditional development, the Planning Commission may impose any of the following conditions as provided by Section 17.52.050.

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (2) Establish a special yard or other open space or lot area or dimension.

- (3) Limit the height, size or location of a building or other structure.
- (4) Designate the size, number, location or nature of vehicle access points.
- (5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- (6) Designate the size, location, screening, drainage, surfacing or other improvement of a parking or truck loading area.
- (7) Limit or otherwise designate the number, size, location, height or lighting of signs.
- (8) Limit the location and intensity of outdoor lighting or require its shielding.
- (9) Require diking, screening, landscaping or another facility to protect adjacent or nearby property and designate standards for installation or maintenance of the facility.
- (10) Designate the size, height, location or materials for a fence.
- (11) Protect existing trees, vegetation, water resources, wildlife habitat or other significant natural resources.
- (12) Specify other conditions to permit development of the City of Toledo in conformity with the intent and purpose of the conditional classification of development.

**PROPOSED MOTION CRITERIA: SECTION 17.52.050 SUBSECTION 2, SECTION 17.52.060 SUBSECTIONS 1, 2, AND 3, AND SECTION 17.60.060 SUBSECTIONS A-E.**

**D. BUILDING AND INFRASTRUCTURE CONSIDERATIONS:**

**Buildings:** There are two buildings on the site. The larger building was the original hospital building. It was built with a common heating system and sprinkler system for fire control. It was built in a manner for a large institution but not to modern building standards. The Fire Chief has raised concerns about adapting the building to the applicant's intended use. Significant retrofitting may be required. A complete set of plans and a series of inspections may be necessary before an occupancy permit will be issued.

**Infrastructure:** The buildings are already being serviced with City water and sewer.

**Public Access - Roadways:** Public access is provided from Lincoln Way, which is a partially developed, paved county road.

**Public Access - Pedestrian:** There are no sidewalks adjacent to the property. The applicant should be required to place a five foot wide sidewalk along the length of the applicant's property along Lincoln Way or to sign an "Irrevocable Petition for Improvements" to participate in the sidewalk when the City/County upgrades the road to include pedestrian paths.

Light and air, fire separation and ADA accessibility will be addressed in the change of occupancy/building permit review process.

There are underground storage tanks which must be removed from the site. The applicant expects to complete the tank removal this summer, as weather permits.

**D. FACTS AND FINDINGS:**

1. This site was originally developed as a community hospital serving Toledo and East Lincoln County. This application is for a conditional use permit to allow a church on the site.
2. Due to changes in the health care industry and the population characteristics of Toledo and the east county area, the hospital closed in the 1980's. It is not anticipated that there will be sufficient support for a similar publicly owned facility in Toledo within the next planning period.
3. The buildings were used most recently for an electronics business approved through the conditional use process. The owner of that business did not renovate the buildings or grounds. While some changes were made, e.g. the removal of the protective curbs along the parking lot, they were not to renovate the building for multiple purposes but to meet only specific desires of the company owner. The heat was turned off for several years. The buildings fell into disrepair and the property was reverted back to Lincoln County in a foreclosure.
5. The neighborhoods surrounding the property are zoned for residential uses. There are single-family homes throughout the area.
6. The applicant's are proposing to convert the existing building into a church complex with a community meeting hall.
7. The redevelopment of this property as a church is in the public interest because it
  - (1) preserves the old hospital site and buildings which are unique assets of interest to the community,
  - (2) provides a non-profit service to the immediate area and the community, and
  - (3) provides for a development that, with the recommended conditions of approval, is consistent with overall needs of the community in a location that is reasonably suitable for the purpose.
8. Access for the property is from Lincoln Way which is a partially developed, paved road. The proposed access with the revisions required by the Conditions of Approval is improved to the satisfaction of the City Public Works Director. Lincoln Way is of sufficient width and design to accommodate the anticipated traffic level if the driveways are redesigned and additional curbs, walkways and operational limitations are provided. The overall needs of the neighborhood will be met.

#### **STAFF COMMENTS:**

The applicant owns a large, relatively flat 4.01 acre site which was originally developed for a community hospital and medical clinic prior to the adoption of the Comprehensive Plan. Both of these facilities were used by residents of Toledo until the site was closed in the 1980's. For several years the site was used by an electronics import firm as a warehouse. During this time, the heat was turned off and there several areas of the building were damaged. The applicants have purchased the property from Lincoln County and propose to convert the buildings for use as a church and large community meeting hall. Please see the attached narrative and plans. The conversion of the site allows the community an excellent opportunity to preserve a deteriorating building, a large partially wooded sight and provide for needed facilities in the community. The site is well located for the proposed church and a church facility is a desirable use in residential areas, particularly when the site is adjacent to a

commercial zone as it is in this case.

However, the size, location and existing conditions of the property raise several concerns which must be addressed through the conditional use process.

Compatibility with the surrounding neighborhood:

The proposed church is the type of use which is often found in residential zones as a conditional use permit. Many people prefer to attend churches in residential zones because they want to go to a church with their friends and neighbors. In Toledo, are the following churches listed in the phone book:

St. Anne's Anglican Church	NE Alder & 1st Street
Abundant Life Center	1154 Northwest A Street
First Baptist Church of Toledo	NW 11th & Nye
St. Johns Episcopal Church	110 NE Alder
Toledo Foursquare Church	171 N. Main
St. Mark's Lutheran Church	247 SE 4th St.
United Methodist	383 NE Beech
Toledo Christian Fellowship	750 NW Forestry Road
Calvary Chapel	447 SE Elder

Of these, five are on residentially zoned properties. The other three are in commercial zones, adjacent to residential areas.

Churches are often accepted in residential neighborhoods due to their community service characteristics, overall low traffic generation limited usually to a few days/nights per week and the use of large properties often with well landscaped open spaces. Churches generally generate traffic at times when residential traffic levels are low, e.g. Sundays. In addition, the churches often provide community meeting halls and other areas used by neighborhood and community organizations. All of these typical characteristics apply to this application.

Traffic generation:

Whenever a large facility such as a church or a hospital or a new subdivision is being introduced into an existing neighborhood, traffic impacts are a major concern. In order to evaluate the impact of the church use versus the anticipated uses for this property, the staff compared the traffic generated by the church, a hospital and medical clinic, and an expected single-family residential neighborhood created on the 4.01 acres at the R-S allowed density.

Based upon the Institute of Traffic Engineers Trip Generation (5th Edition) the following traffic counts were estimated:

Hospital and Medical Clinic
Church
Single-family subdivision with 30% of the land used for streets and 1 unit per 7,000 square feet

	Use/Size	Weekday Average	Weekday Peak	Saturday Average	Saturday Peak	Sunday Average	Sunday Peak	7-Day Average	7-Day Peak
p. 885	Hospital 35,000 sq. ft.	587	50	455	41	345	61	534	50
p. 812	Church 35,000 sq ft	326	26	340	114	1,293	328	466	82
p. 255	Single-Family Residences- 18 @3.5 dev/acre	192	18	184	17	158	16	172	18

The conversion of the buildings to a church will provide slightly less traffic on a weekly average than would be generated by a hospital and clinic. However, the Sunday average traffic will be over three times the levels generated by the hospital. This is due to the highly concentrated aspects of church traffic for Sunday services. The key figure is the Sunday peak hour, which is 326 trips per hour versus 61 for the hospital and 16 for a residential neighborhood. While the applicant's expectations are far below these average figures studied from churches across the nation, the Sunday peak hour traffic generation is a prime concern for this site. The large capacity of the church and the traffic it could generate at peak times, is beyond the design capacity of the Business Loop Highway 20 and Lincoln Way intersection. This could cause a back-up of traffic along Business Loop Highway 20 towards the most congested intersection in the City.

The applicant has stated they expect 150 visitors each Sunday to attend each two services with up to 400 people at the site or at one time. Anticipating 400 people at an average of 2.5 persons per vehicle, it is estimated that 120 vehicles will be traveling to the church site at the same time. The traffic split is expected to be primarily from Business Loop Highway 20. This level of traffic is within the design parameters of the intersection. However, this is in addition to the current traffic levels and is many times higher than the anticipated peak traffic level from a residential neighborhood on the same property. The church operations should be restricted in a manner which assures restricted traffic flows. Operational limits should be set in the conditions of approval. Also, provisions for improved traffic patterns, less dependence upon automobiles or shared rides should be encouraged.

#### Access and parking lot design:

Lincoln Way is a partially developed County road. It is partially improved with adequate lane widths and is paved. There are partial curbs but no gutters or sidewalks adjacent to the applicants property.

The applicant's property has a large but poorly designed parking lot. The submitted plans do not illustrate the parking lot. Based upon conversations with the applicant and the site visits, staff recommends that a parking plan be required for review by the Toledo Community Development Department and Lincoln County Road Department and that the parking lot be restriped prior to the occupancy permit being issued. The current design does not provide safe access or an efficient flow pattern within the lot. This results in safety problems from the roadway and congestion within the parking lot and the roadway, especially during the peak traffic times. The property should have restricted access from Lincoln Way so that people are not randomly crossing the property line. This

restricted access should be defined by curbs, at a minimum. A defined limit established by curbs, gutters, sidewalks and a landscape bed would be preferred.

The need to reduce the number of driveways and to redefine them is made more urgent by the location of the property on a curve in the road. The northern driveway is close to the blind curve. As much as possible, the access points should be located in a manner approved by Lincoln County.

#### Open Spaces and Project Design:

Some reasons churches are often accepted/desired in residential neighborhoods are the size and general appearance and characteristics of church operations. Most days the churches provide for quiet open space areas with attractive buildings and well tended grounds. The churches are usually quiet neighbors with limited activities. However, this is not always the case and many residential sites are not appropriate for church uses. This is why churches are conditional uses rather than permitted uses in the residential zones.

Because of the size of the building on the site and the applicant's statements, staff expects the site to be active and to generate impacts on the neighborhood in terms of traffic and noise, etc. generated by large numbers of people. The large parking lot and buildings will support very large crowds—up to an estimated 500 people at a time. While this isn't the levels discussed by the applicant, the Commission should be aware the facilities would support such large crowds. This could have detrimental impacts upon the surrounding neighborhoods and roadways if conditions of approval are not established to address these issues.

This property was developed prior to current standards and has had deferred maintenance and alterations which cause the site to be unsuitable for a residential neighborhood—even for a conditional use. The large parking lot does not have proper landscaping or drainage. The parking lot design and street access are poor. The removal of curbs created drainage and traffic control problems which impact the public road and surrounding neighborhoods. These problems can be addressed through the conditions of approval.

Staff recommends approval of the conditional use request with the recommended conditions of approval designed to limit the activity level of the church to assure compatibility with the surrounding neighborhood.

#### **CONDITIONS OF APPROVAL:**

1. The property development shall be in accordance with the plan and narrative submitted April 14, 1998 as modified by the following items and other listed Conditions of Approval:
  - a. Access to the property shall be limited to two driveways, each no more than 25 feet wide. Curbs, gutters, sidewalks, and landscaping beds a minimum of 5 feet wide shall be used to limit the access points. A curb is to be constructed on the northeastern edge of the parking lot in a manner which allow access from Lincoln Way to the adjacent property but not to the applicant's property and which retains drainage from the

applicants property on the applicant's property. See attached illustration.

- b. The activities on the site are to be scheduled so that no more than 400 people or approximately 120 vehicles are entering or exiting the site within one hour. Exiting traffic shall be regulated by the church to assure that no more than 5 vehicles exit the property going west until the intersection at Lincoln Way and Business Loop Highway 20 is clear.
2. Compliance with the Uniform Building Code, Uniform Fire Code, Fire/Life/Safety Code, and all other Municipal Code relevant to this application and the use of all portions of the buildings.
3. The applicant is to construct a sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way for the length of the applicant's property. Drainage controls to retain drainage on the applicant's property are to be provided. If Lincoln County will not allow any or all of the improvements to be located within the right-of-way, the applicant may substitute an "Irrevocable Petition for Public Improvements" for the improvements Lincoln County refuses. All remaining improvements are to be provided as listed in Condition 9.
4. The applicant is to provide, for the Community Development Coordinator's for review and approval, a corrected site plan showing the location of the building and a revised parking plan. The plan is to be approved and implemented prior to the issuance of an building permit/occupancy permit.
5. The applicant is to provide a detailed landscape plan and landscaping is to be provided in accordance with an approved landscaping plan prior to occupancy of the building. The applicant shall provide a minimum of a 5 foot wide landscape bed along NW Lincoln Way. The landscape bed shall include vegetative ground covers over at least 50% of the area, 3 shrubs and one tree per 50 feet of frontage. The landscaping shall include a mixture of evergreens and perennials. Shrubs shall be a minimum of two gallons and the trees shall be at least 5 to 6 feet full evergreens or 1 ¼ caliper deciduous trees at the time of planting. All landscaping shall be maintained in a healthy manner
6. All occupants or visitors to the church are to park in the developed parking lot on the applicant's property, not along the public right-of-way.
7. There shall not be any off-premise signs for this use. On-premise nondirectional signage is limited to a total of 60 square feet of sign face.
7. Prior to any occupancy, the buildings must be inspected by the Toledo Fire Chief and Lincoln County Building Inspector. Any and all corrections must be completed prior to occupancy of the building.
8. The underground fuel storage tanks are to be removed and the site decontaminated by December 31, 1998.

9. Physical improvements listed in Condition 3 and 5 may be deferred for up to three years from the date of this permit with a signed, recorded "Deferred Improvement Agreement"
10. This permit shall be void after six months if an occupancy permit has not been issued or development has not begun. The authorization may be extended by the Planning Commission if the request is made in writing prior to the expiration of the original authorization.

**PLANNING COMMISSION ROLE:**

At the public hearing, the Planning Commission should evaluate the applicant's proposal and all testimony presented to them in order to make findings which demonstrate that the criteria in the Zoning Ordinance can be satisfied. The decision of the Planning Commission should be based on the testimony received by the Commission, the facts presented by the applicant and those who support or oppose the request, and the staff report. Any action on the application should address the Zoning Ordinance criteria. The decision of the Planning Commission's will become final unless it is appealed to the City Council.

Kathleen J. Gager  
Community Development Coordinator

# ATTACHMENT B

## Application with Supporting Information (City of Toledo File #CU-3-98mod1)



### CITY OF TOLEDO LAND USE APPLICATION

Date 5-8-25

Property Owner International Church of the Foursquare Telephone 541-336-1013  
Mailing Address 1803 NW Lincoln Way Cooped Email [REDACTED]  
Toledo, OR 97391

Authorized Agent Charles W. Adams Telephone [REDACTED]  
Mailing Address 1803 NW Lincoln Way Email [REDACTED]  
Toledo, OR 97391

Property Address 1803 NW Lincoln Way, Toledo OR Property Size 4 ACRES  
Property Location 1803 NW Lincoln Way, Toledo, OR  
Assessors Map No. \_\_\_\_\_ Tax Lot No. 11-10-08-33-13400

Present Zoning Residential Proposed Change none  
Comprehensive Plan Designation \_\_\_\_\_  
Current Use of Property Church  
Existing Structures (if any) Church building

Proposal for which this request is being made (attach additional sheets if needed)  
Metal Storage Building 30W X 60L X 12H  
modification of CR plan

#### The following must be submitted with this application:

- Deed description and proof of ownership interest.
- Site plan drawn to scale which shows property lines, access, existing buildings, other relevant features or conditions, the property's relationship to the surrounding neighborhood, and the location of existing and proposed development.
- Description of the proposed land use action, including information on how the proposal might impact surrounding property and how the request meets the decision criteria.
- Supplemental information form (if required).
- Application fee.

Annexation/Rezone (\$1,500)*	Expedited Land Division (\$2,000)*	Riparian Modification Permit (\$200)
Appeal, Land Use Misc (\$535)*	Lot Line Adjustment (\$135)	Similar Use, Planning Comm (\$535)
Appeal, Type II (\$260)*	Modification of Approval (75% of fee)	Subdivision (\$930+\$20/lot)*
Appeal, Type III (\$535)*	Partition, Major (\$930)*	UGB Amendment (\$2,660)
Code Amendment (\$930)	Partition, Minor (\$535)*	Vacation (\$2,000)*
(if requires M56 notice \$930+mailing)	Planned Unit Development	Variance, Type I (\$65)*
Comp. Plan Amendment (\$930)	(\$930+\$20/unit)*	Variance, Type II (\$260)*
(if requires M56 notice \$930+mailing)	Replat, Major (\$930)	Variance, Type III (\$535)*
Code Interpretation, official (\$170)	Replat, Minor (\$535)	Zone Change (\$930)
<input checked="" type="checkbox"/> Conditional Use (\$535)	Restrictive Lot Line Covenant	
Exception to Statewide Goal (\$2,660)	(\$100+admin fee)	

\*Supplemental forms are required

If filing multiple Land Use Applications, the highest tier application will be assessed and 75% of each additional land use application when submitted together. If filing multiple Type I permits, staff can waive some fees where overlapping permits do not need significant additional review.

#### \*\*\*For Office Use Only\*\*\*

Date Received \_\_\_\_\_ By \_\_\_\_\_ Fee Paid \_\_\_\_\_ Complete Application Date \_\_\_\_\_ City File No. \_\_\_\_\_

I understand that I am responsible for addressing the legal criteria relevant to my application and that the burden of proof justifying an approval of my application is with me. I also understand that I must present sufficient factual evidence to show that this application complies with the Toledo Zoning Ordinance, Comprehensive Plan, and other applicable regulations. This responsibility is independent of any opinions expressed in the Planning Department Staff Report concerning the applicable criteria. I certify that, to the best of my knowledge, all information contained in this application is accurate.

My signature below shows that I have thoroughly discussed this application with the City Planner, City Manager, or designee and I am fully aware of my responsibilities as the applicant. A pre-application meeting with City staff was held on or around \_\_\_\_\_.

I understand that the Planning Commission will hold a public hearing for this application (Type III)  yes  
I understand that the City Council will hold a public hearing for this application (Type IV)  yes  
I understand that this is a City of Toledo staff-level decision (Type I and Type II)  yes  
Other \_\_\_\_\_  yes

\_\_\_\_\_  
[Redacted Signature]  
Applicant(s) Signature

\_\_\_\_\_  
[Redacted Signature]  
Property Owner (if different)

\_\_\_\_\_  
5-12-2025  
Date

\_\_\_\_\_  
5-12-2025  
Date

\*\*\*For Office Use Only\*\*\*

Public Works

1. Is City sewer available? Yes N/A No       
Where \_\_\_\_\_
- Will a connection have to be constructed? Yes      No       
What size of a line is required \_\_\_\_\_
2. Is City water available? Yes N/A No       
Where \_\_\_\_\_
- Meter size \_\_\_\_\_  
Estimated installation cost \_\_\_\_\_
3. Are there any public works improvements necessary? Yes      No ✓  
If yes, describe \_\_\_\_\_
4. Is there proper access? Yes ✓ No       
Are there proper easements? Yes      No
- Curb cuts and property entrances must be constructed to City specifications. Permit and specifications are available through the Public Works Department.
5. Are there any special access requirements? Yes      No ✓  
If yes, describe \_\_\_\_\_  
Is a state access permit required? Yes      No       
Is a county permit required? Yes      No
6. Are stormwater improvements needed? Yes      No ✓  
If yes, describe \_\_\_\_\_
- Is an erosion control plan needed? Yes      No ✓
7. Is a plan review by Public Works required? Yes      No ✓
8. Is this application ready to be approved? Yes ✓ No       
Explain modifications or revisions needed for the application \_\_\_\_\_

Comments \_\_\_\_\_

REVIEWED AND APPROVED BY:

Brian Lorimor  
Public Works Director

5/29/2025

Date

**Fire Department**

- 1. Does the proposal meet the safety requirements of the IFC? Yes  No
- 2. Is this application ready to be approved? Yes  No   
 Explain modifications or revisions needed for the application \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

REVIEWED AND APPROVED BY:

\_\_\_\_\_  
Fire Chief Date

**Police Department**

- 1. Is this application ready to be approved? Yes  No   
 Explain modifications or revisions needed for the application \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

REVIEWED AND APPROVED BY:

Michael Pace 05/28/25  
Chief of Police Date

**Planning Department**

- 1. Is this application ready to be approved? Yes  No   
 Explain modifications or revisions needed for the application \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

REVIEWED AND APPROVED BY:

\_\_\_\_\_  
City Planner Date

**May 8<sup>th</sup>, 2025**

**City of Toledo**

**Toledo Foursquare Church would like to erect a storage metal building 30 feet wide , 60 feet long and 12 feet high on an existing concrete foundation that is 96 feet by 96 feet (approx.)**

**We would like to use the building to:**

- 1. Store a church train we use for Children's ministry.**
- 2. Store picnic tables**
- 3. Store other church equipment**

**In the summer months we would use the building for shade from the sun when we do outside BBQ's. People can sit at the picnic tables with the roll up doors being left open.**

**Please grant us a permit so we can have this extra storage space.**

**Thank you for your consideration in this matter.**

  
  
**Jim Chambers**

Thursday 15<sup>th</sup> May 2025

City of Toledo

Toledo Foursquare Church is asking for a permit to place a 30' wide by 60' long by 12' high metal building on a cement slab that once had a hospital clinic building on it. The building was removed because there was mold in it, and it was in disrepair.

This metal building would be used for storage of church equipment such as a children's train, picnic tables, and a tractor that pulls the train.

In the summer we have 3 outdoor BBQ's one in June, July & August. Last summer we put up a white event tent to provide shade from the sun. This way our congregants could eat in the shade. The thought is that we could use the metal building to provide shade for the BBQ's.

We would also like to use it in August as a gathering point for Vacation Bible School. August 4-8. The kids would sit at picnic tables for 15 minutes before entering the main church sanctuary. Their parents would also pick them up at the picnic tables. Last year we used the white tent for the kids.

We don't have any other plans for the building at this time. It should be noted that a neighbor on the left side of the church has two metal buildings on their property.

We are asking to put up the metal building and stating what we plan to use it for in the future. We are not planning on using it for an office or event space. The interior of the building will remain unfinished.

Can this building have its own conditional use permit?

We are not asking that the Existing Conditional Use Permit be amended. As far as we can tell or remember we have met all the requirements of the permit. This happened 27 years ago.

The church was recently inspected for the fire codes. We are in compliance with everything to our knowledge.

RECEIVED  
CITY OF TOLEDO  
DATE 5/21/25  
BY ai

TOLEDO PLANNING COMMISSION

COMMENTS ON PREVIOUS 1998 CONDITIONAL USE

The Toledo Foursquare submits the following information for your consideration in regards to their application for a conditional use application to place a metal storage building (60 ft x30 ft x 12 ft) on their four acres parcel.

The initial conditional use permit was on June 12, 1998. This was after the Foursquare Church had acquired the property from Lincoln County at a foreclosure sale. The application was granted for a church with some conditions.

1. Access is limited to two driveways on Lincoln Way. Existing and working well.

Activities conducted on site has not created a problem per the restriction of four hundred people or 120 vehicles entering or exiting the property. This is true today even with more homes being placed along Lincoln Way and Skyline Road. Twenty- seven years has proven this condition does not need to exist.

2. The Foursquare is in compliance with building codes and municipal.
3. The applicant is to construct sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way. This does not appear to be a high priority with the City of Toledo. A sidewalk and curbs should serve the public for a longer distance and not an island by its self. Maybe, a survey of property owners would answer if this condition is needed.
4. A revised parking plan is to be submitted prior to the issuance of a building/occupancy permit.
5. Applicant is to provide a detailed landscape plan. A five- foot- wide landscape along NW Lincoln Way. Plan to include 3 shrubs and one tree per 50 feet of frontage. This was a Lincoln County Road at the time of this application. Due to the possibility of causing problems with access visibility from not only the church accesses but also several private accesses this was not accomplished. This would have also resulted in a lost of parking spaces to remain outside of the right-of-way.
6. Visitors or occupants are to park in the developed parking lot, not the public right-of-way. Not a problem.
7. No off-premise signs for this use. Not a problem.

RECEIVED  
CITY OF TOLEDO  
DATE 5/21/25  
BY au

TOLEDO PLANNING COMMISSION

COMMENTS ON PREVIOUS 1998 CONDITIONAL USE

The Toledo Foursquare submits the following information for your consideration in regards to their application for a conditional use application to place a metal storage building (60 ft x30 ft x 12 ft) on their four acres parcel.

8. Prior to any occupancy, requires inspection by the Toledo Fire Chief and Lincoln County Building Inspector. Not a Problem.
9. The underground fuel storage tanks are to removed and the site decontaminated by December 31, 1998. Records show the fuel was removed and it is not known if the tank or tanks were removed or filled with sand and left in place. Attempts recently to search DEQ web site has not been an easy process.
10. Physical improvement listed in Condition 5 may be deferred for up to three years from the date of this permit with a signed, recorded agreement.
11. This permit shall be void if an occupancy permit has not been issued or development has not been done. Not a problem.

RECEIVED  
CITY OF TOLEDO  
DATE 5/21/25  
BY Al

Property Line

26'

36'

86'

70'

R/W

PARKING

86'

60'

Building

86'

PARKING

LINCOLN WAY

30'

R/W

86'

66'

15'

SideWALK

15'

CHURCH

PARKING

R/W



**West Coast Metal Buildings Inc**

5232 Salem Dallas Hwy Nw,  
Salem, Oregon  
Oregon 97304  
sales@wcmibnc.com  
(503) 566-7788  
http://www.westcoastmetalbuildingsinc.com/

**Sales: Alex Secord**

5232 Salem Dallas Hwy Nw, Salem, Oregon  
97304  
sales@wcmibnc.com  
(503) 566-7788

Building Quote  
**QTE-000210**

Date  
**04/24/2025**

Total  
**Call for pricing**

**CUSTOMER DETAILS**

**Debbie Adams**

Billing Address

1803 Nw Lincoln Way, Toledo, Or 97391  
Toledo, Lincoln, Oregon 97391

Shipping Address

1803 Nw Lincoln Way, Toledo, Or 97391  
Toledo, Lincoln, Oregon 97391

debrajadam@yahoo.com

(541) 270-1706

**Triple Wide Garages - 30 x 60 x 12**

- Roof Color: Sandstone
- Trim Color: Earth Brown
- Sides/Ends Color: Rawhide
- Wainscot Color: NA



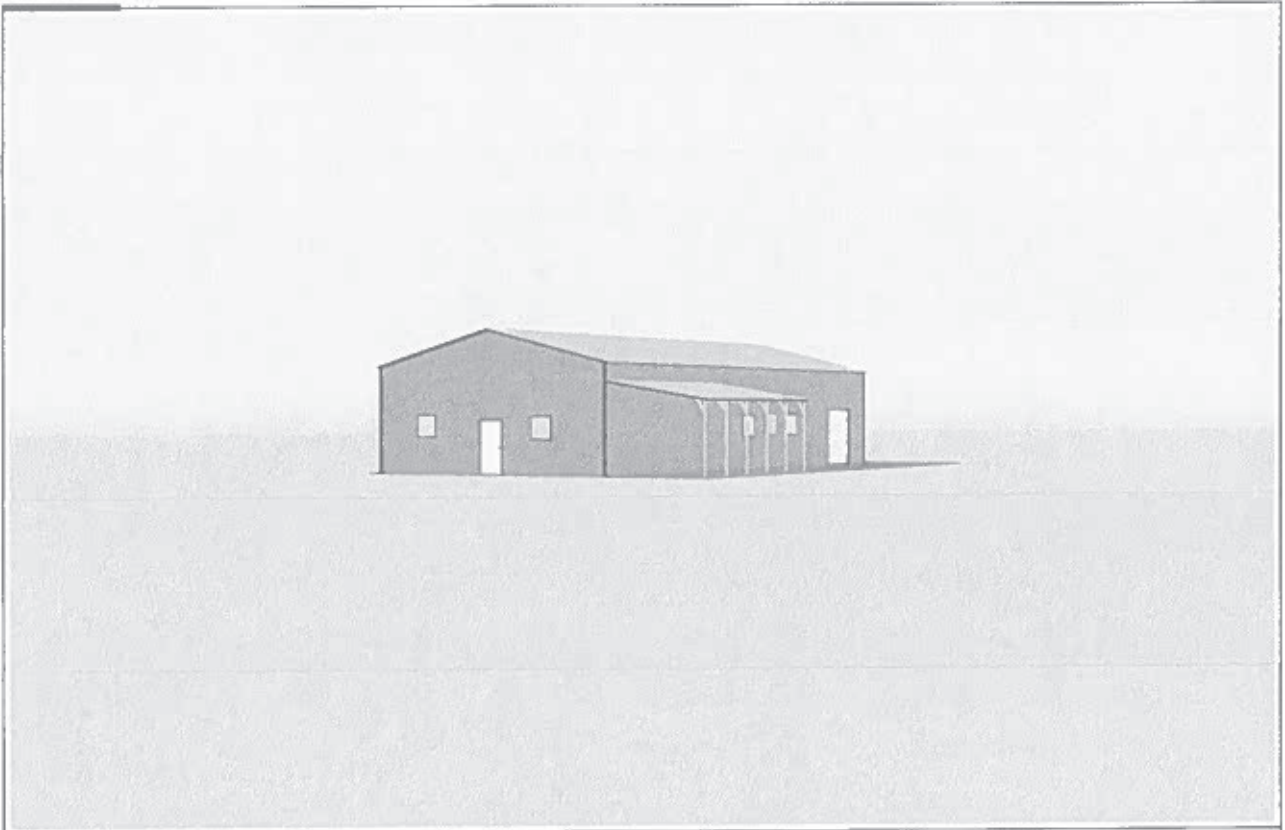
Ready for installation?  jobsite Level?  Permit Required?  Inside City Limit?  Electricity Available?  Installation Surface? Concrete

Building Dimension **30'W x 60'L x 12'H**      Roof Style **A-Frame Vertical**      Gauge **14 Gauge**      Wind/Snow Rating **Not Certified**      Distance on Center **4 Feet**

30X60' A-Frame Vertical Roof	1
12' Height	1
Not Certified	1
3/12' Roof Pitch	1
Front Wall Closed Horizontal	1
Back Wall Closed Horizontal	1
Left Closed Horizontal	1
Right Closed Horizontal	1
Right Lean-to 12x21' (Front)	1
Right Lean-to 8' Height	1
Right Lean-to 2/12' roof pitch	1
6x7 ft Garage Door (Roll-Up) on Right Wall	1
30x30 inch Window (30"x30"Window) on Right Wall	1
30x30 inch Window (30"x30"Window) on Right Wall	1
30x30 inch Window (30"x30"Window) on Right Wall	1
30x30 inch Window (30"x30"Window) on Front Wall	1
30x30 inch Window (30"x30"Window) on Front Wall	1
34x72 inch Walk-in Door (34"x72"Door) on Front Wall	1
6x7 ft Garage Door (Roll-Up) on Left Wall	1
30x30 inch Window (30"x30"Window) on Left Wall	1

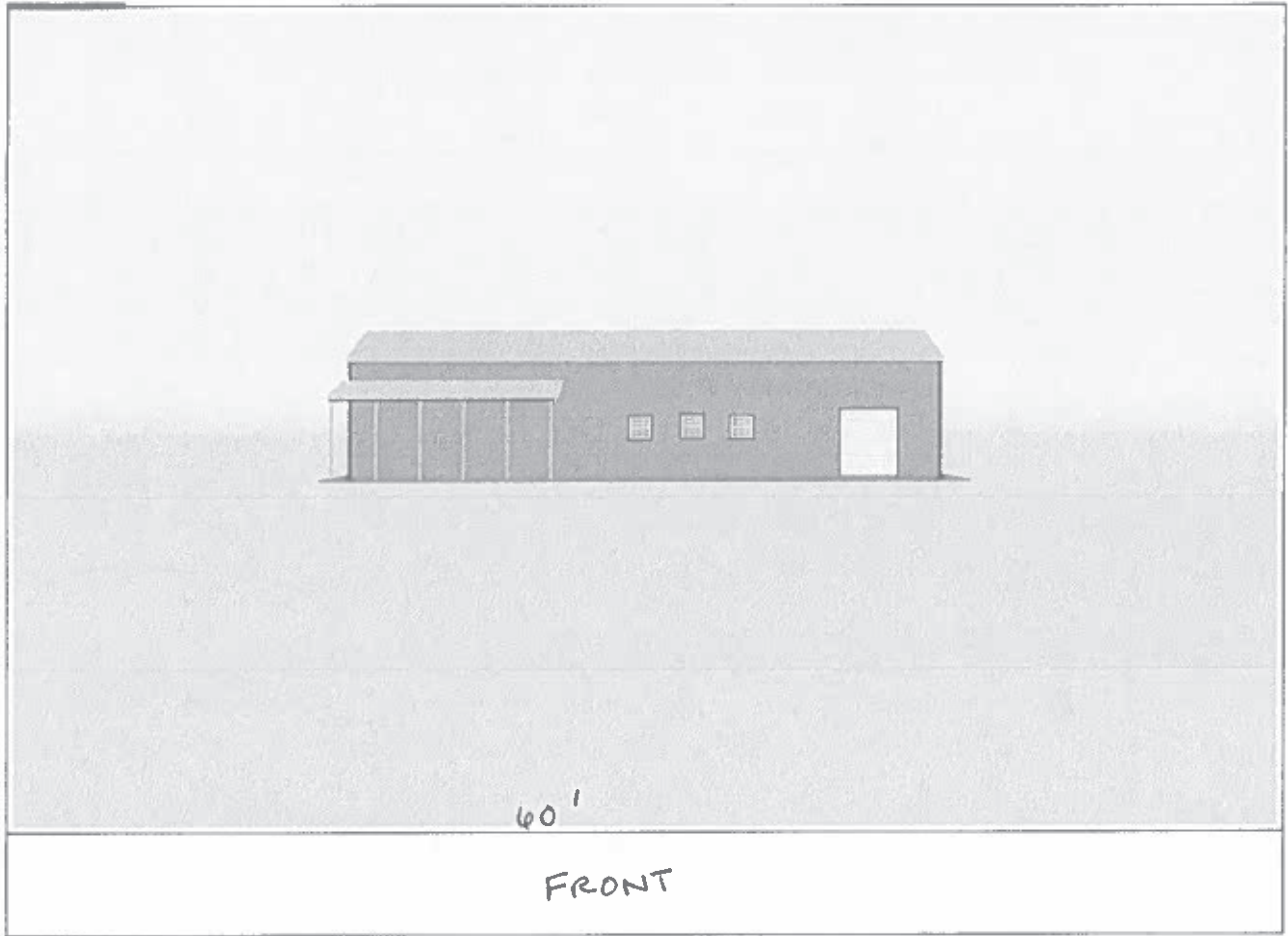
30x30 inch Window (30"x30"Window) on Left Wall	1
30x30 inch Window (30"x30"Window) on Left Wall	1
30x30 inch Window (30"x30"Window) on Left Wall	1
30x30 inch Window (30"x30"Window) on Back Wall	1
30x30 inch Window (30"x30"Window) on Back Wall	1
30x30 inch Window (30"x30"Window) on Back Wall	1
<b>NOTES</b>	

BUILDING VIEW

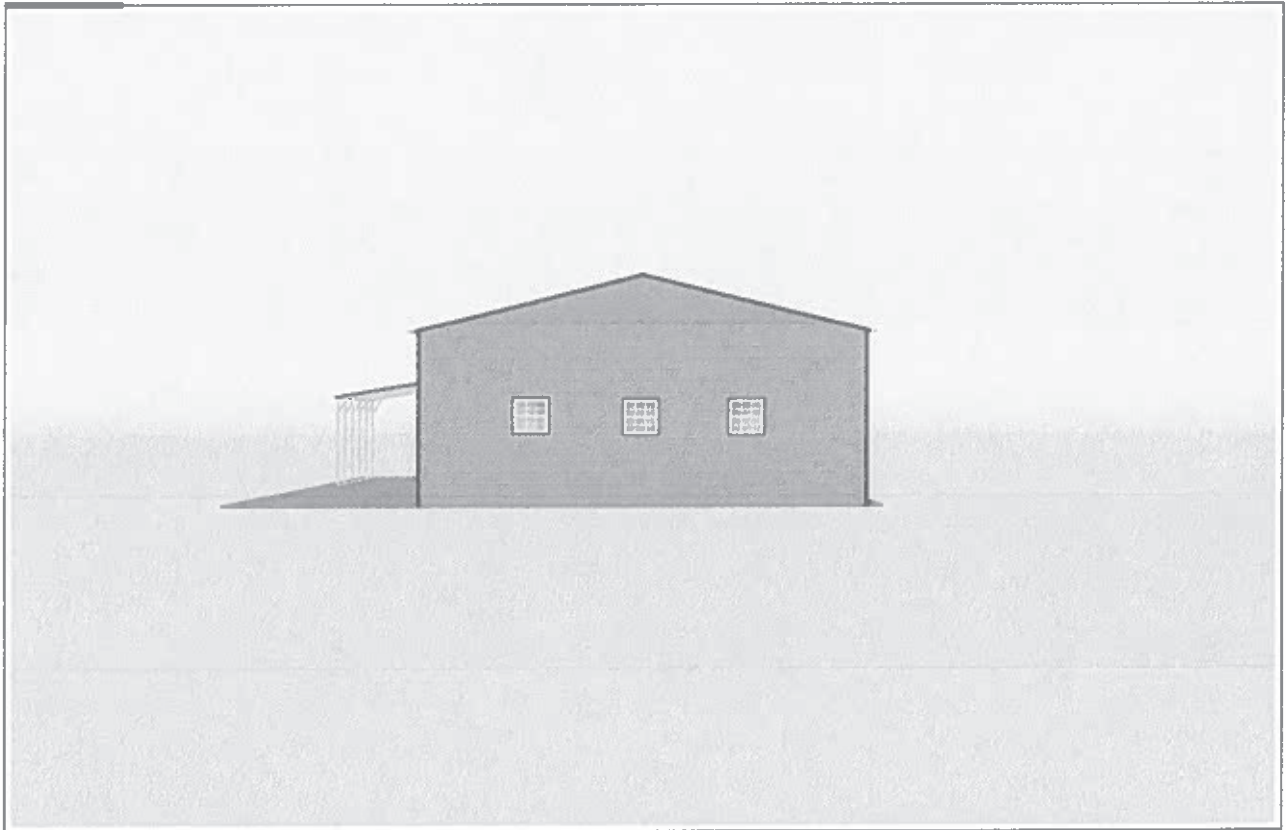


LEFT SIDE 30'

BUILDING VIEW

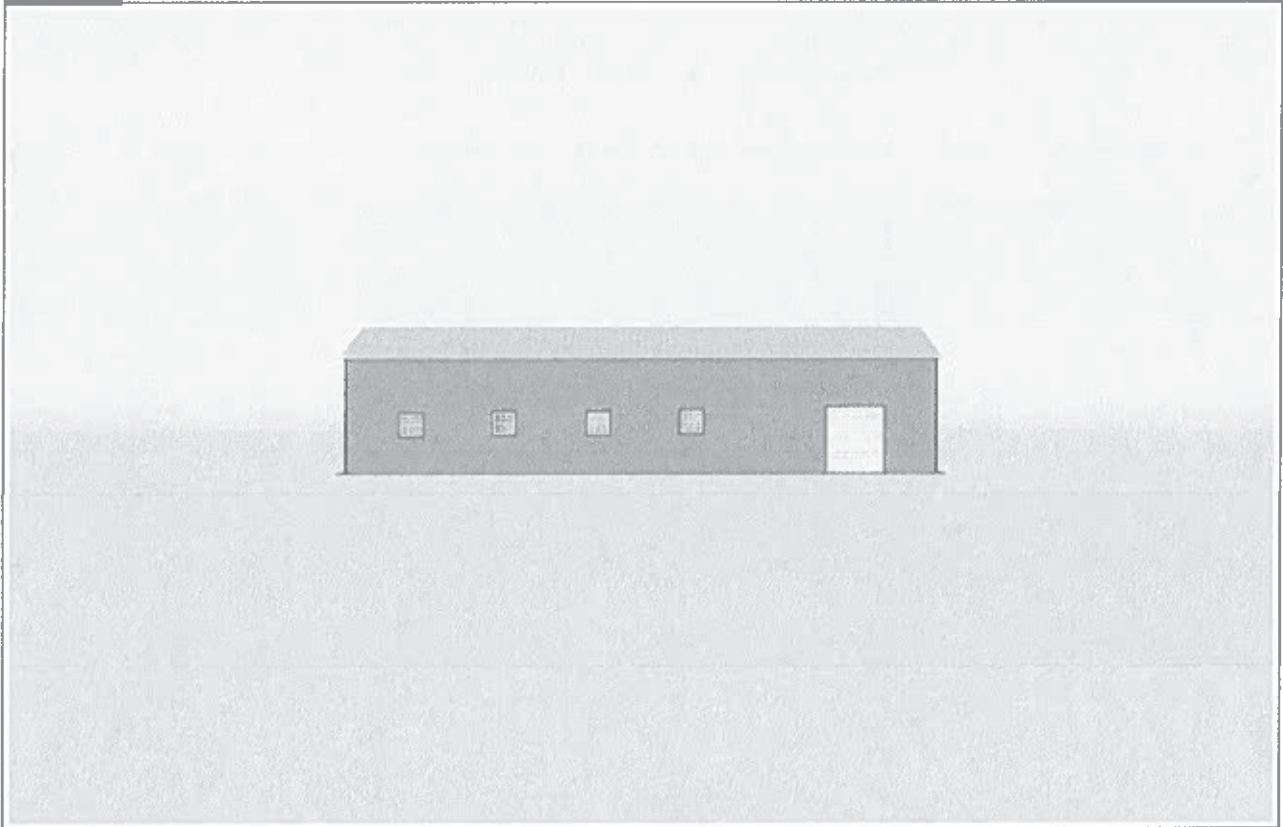


BUILDING VIEW

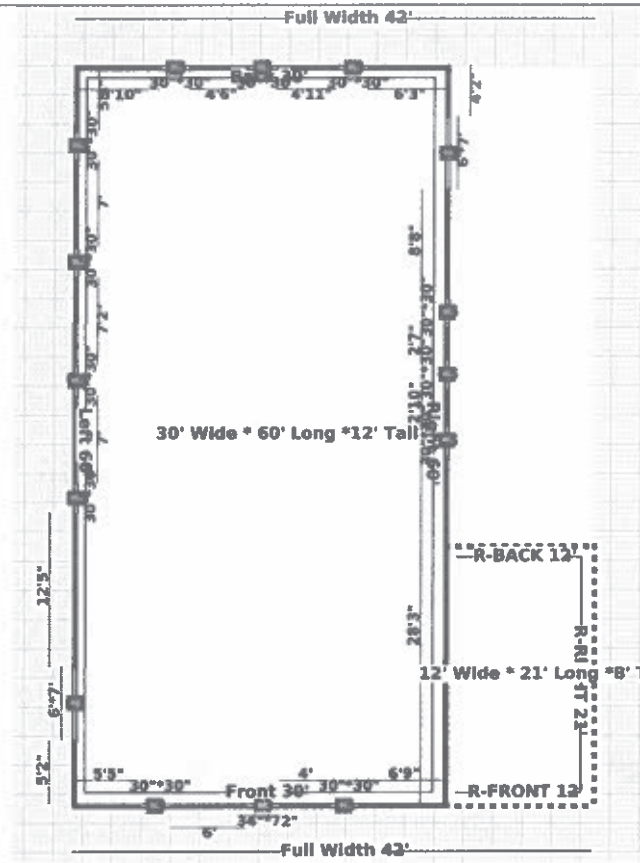


RIGHT SIDE  
30'












BUILDING VIEW



BACK SIDE 60'



LEGENDS

-  Garage Door
-  Garage Door Frameout
-  Walk in Door
-  Walk in Door Frameout
-  Windows
-  Windows Frameout
-  Open Wall
-  Close Wall
-  Distance
-  Storage Length (Utility)
-  Cupola







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ENVIRONMENTAL, INC.**

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OREGON CITY, OREGON 97045  
(503) 655-0896

SOLD BY 265-3102		DATE 1-27-93
NAME Toledo Four Square Church		
ADDRESS 1803 N.W. Lincoln		
CITY Toledo OR		
<input type="checkbox"/> CASH	<input type="checkbox"/> CHARGE	<input type="checkbox"/> MERCHANDISE RETURNED
<input type="checkbox"/> C.O.D.	<input type="checkbox"/> PAID OUT	<input type="checkbox"/> PAID ON ACCOUNT
QTY.	DESCRIPTION	AMOUNT
1470	Gals Black Fuel Oil	
	Halogens OK	
	M/C	
Signature certifies that to the best of my knowledge this product has not been mixed with hazardous waste. EPA ID. No. ORD980836415		
RECEIVED BY		TOTAL

71614

THANK YOU

BEFORE THE PLANNING COMMISSION OF THE CITY OF TOLEDO, OREGON

In the Matter of the Request for )  
an Exception to the Access )  
Requirements in Toledo Municipal )  
Code Sections 17.48.080 and the Request )  
for a Conditional Use to Convert an )  
Existing Building into a Church Facility )  
)  
Toledo Four Square Church, )  
Applicant. )

ORDER

This matter came before the Planning Commission on May 13, 1998, and continued until June 10, 1998. The Commission held a public hearing, allowing for testimony and introduction of evidence from proponents, opponents, and others. The Commission approved the application based on the staff report, testimony received at the public hearings, and the Facts listed below:

1. This site was originally developed as a community hospital serving Toledo and East Lincoln County. This application is for a conditional use permit to allow a church on the site.
2. Due to changes in the health care industry and the population characteristics of Toledo and the east county area, the hospital closed in the 1980's. It is not anticipated that there will be sufficient support for a similar publicly owned facility in Toledo within the next planning period.
3. The buildings were used most recently for an electronics business approved through the conditional use process. The owner of that business did not renovate the buildings or grounds. While some changes were made, e.g. the removal of the protective curbs along the parking lot, they were not to renovate the building for multiple purposes but to meet only specific desires of the company owner. The heat was turned off for several years. The buildings fell into disrepair and the property was reverted back to Lincoln County in a foreclosure.
5. The neighborhoods surrounding the property are zoned for residential uses. There are single-family homes throughout the area.
6. The applicant's are proposing to convert the existing building into a church complex with a community meeting hall.
7. The redevelopment of this property as a church is in the public interest because it
  - (1) preserves the old hospital site and buildings which are unique assets of interest to the community,
  - (2) provides a non-profit service to the immediate area and the community, and
  - (3) provides for a development that, with the recommended conditions of approval, is consistent with overall needs of the community in a location that is reasonably suitable for the purpose.
8. Access for the property is from Lincoln Way which is a partially developed, paved road. The proposed access with the revisions required by the Conditions of Approval is improved to the

satisfaction of the City Public Works Director. Lincoln Way is of sufficient width and design to accommodate the anticipated traffic level if the driveways are redesigned and additional curbs, walkways and operational limitations are provided. The overall needs of the neighborhood will be met.

The Commission attaches the following conditions of approval:

1. The property development shall be in accordance with the plan and narrative submitted April 14, 1998 as modified by the following items and other listed Conditions of Approval:
  - a. Access to the property shall be limited to two driveways, each no more than 25 feet wide. Curbs, gutters, sidewalks, and landscaping beds a minimum of 5 feet wide shall be used to limit the access points. A curb is to be constructed on the northeastern edge of the parking lot in a manner which allow access from Lincoln Way to the adjacent property but not to the applicant's property and which retains drainage from the applicants property on the applicant's property. See attached illustration.
  - b. The activities on the site are to be scheduled so that no more than 400 people or approximately 120 vehicles are entering or exiting the site within one hour. When activities which 50 vehicles access the property within one hour, exiting traffic shall be regulated by the church to assure that no more than 5 vehicles exit the property going west until the intersection at Lincoln Way and Business Loop Highway 20 is clear. Fifty vehicles on-site will constitute the "trigger" for the egress traffic control.
2. Compliance with the Uniform Building Code, Uniform Fire Code, Fire/Life/Safety Code, and all other Municipal Code relevant to this application and the use of all portions of the buildings.
3. The applicant is to construct a sidewalk, curbs, gutters, and drainage facilities along NW Lincoln Way for the length of the applicant's property. Drainage controls to retain drainage on the applicant's property are to be provided. If Lincoln County will not allow any or all of the improvements to be located within the right-of-way, the applicant may substitute an "Irrevocable Petition for Public Improvements" for the improvements Lincoln County refuses.
4. The applicant is to provide, for the Community Development Coordinator's for review and approval, a corrected site plan showing the location of the building and a revised parking plan. The plan is to be approved and implemented prior to the issuance of a building permit/occupancy permit.
5. The applicant is to provide a detailed landscape plan and landscaping is to be provided in accordance with an approved landscaping plan prior to occupancy of the building. The applicant shall provide a minimum of a 5 foot wide landscape bed along NW Lincoln Way. The landscape bed shall include vegetative ground covers over at least 50% of the area, 3 shrubs and one tree per 50 feet of frontage. The landscaping shall include a mixture of evergreens and perennials. Shrubs shall be a minimum of two gallons and the trees shall be at least 5 to 6 feet full evergreens or 1 ¼ caliper deciduous trees at the time of planting. All

landscaping shall be maintained in a healthy manner.

6. All occupants or visitors to the church are to park in the developed parking lot on the applicant's property, not along the public right-of-way.
7. There shall not be any off-premise signs for this use. On-premise nondirectional signage is limited to a total of 60 square feet of sign face.
8. Prior to any occupancy, the buildings must be inspected by the Toledo Fire Chief and Lincoln County Building Inspector. Any and all corrections must be completed prior to occupancy of the building.
9. The underground fuel storage tanks are to be removed and the site decontaminated by December 31, 1998.
10. Physical improvements listed in Condition 5 may be deferred for up to three years from the date of this permit with a signed, recorded "Deferred Improvement Agreement"
11. This permit shall be void after six months if an occupancy permit has not been issued or development has not begun. The authorization may be extended by the Planning Commission if the request is made in writing prior to the expiration of the original authorization.

Based on the facts, the Planning Commission determined that the application meets criteria in Toledo Municipal Code Section 17.52.050(b), 17.52.060(a)(b)(c), and 17.60.060(a)(b)(c)(d)(e)(f).

IT IS ORDERED that the request for an Exception and Conditional Use in this matter is granted.

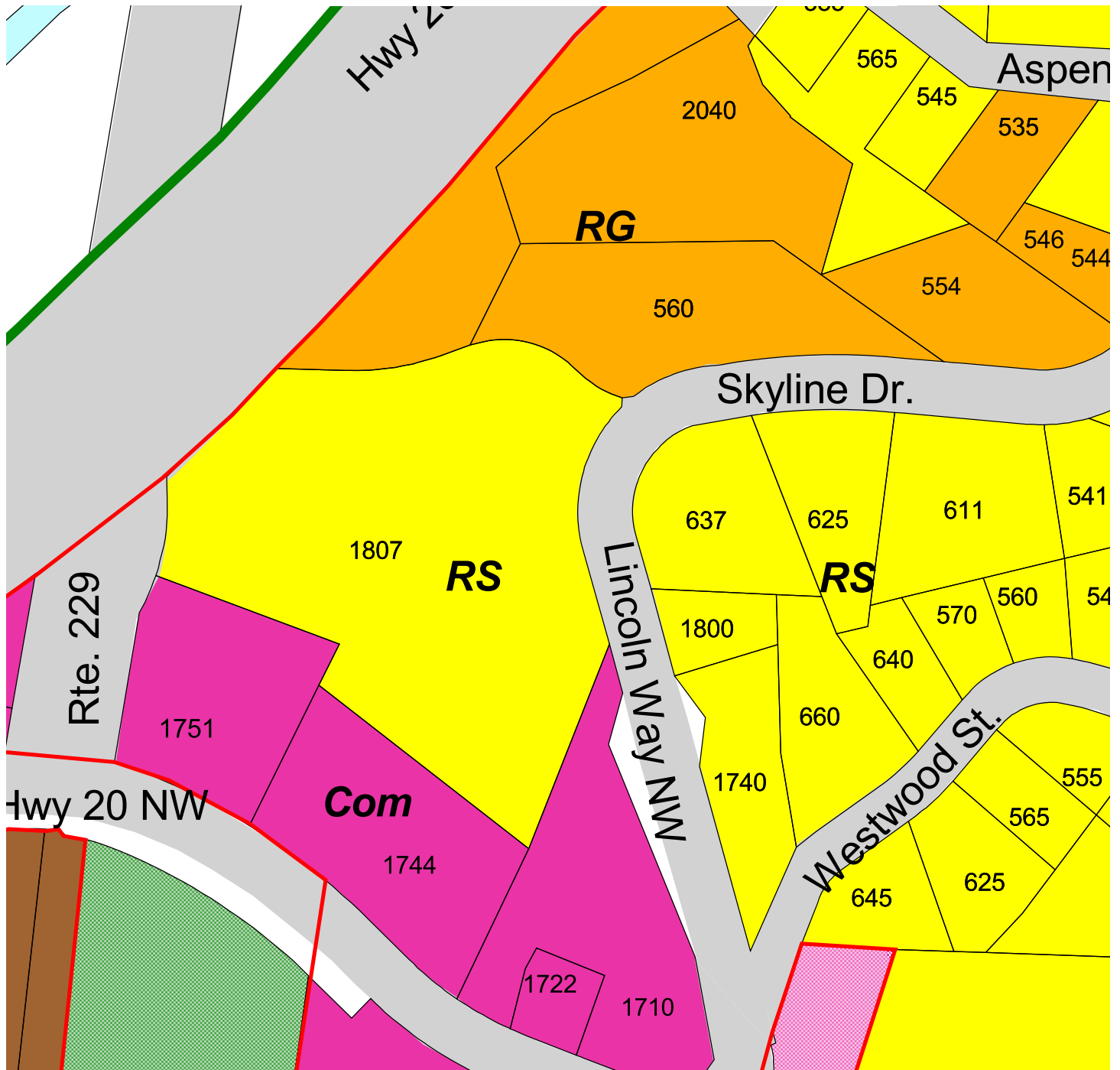
DATE: June 12, 1998

  
\_\_\_\_\_  
Planning Commission Chairman

# ATTACHMENT C

## Zoning Map

(City of Toledo File #CU-3-98mod1)



City Limits

UGB

Parcels

Streets

Comprehensive Plan

Commercial

Industrial

Light Industrial

Natural Resources

Public Lands

Residential General

Residential Single

Water Dependent

Outside UGB

UGB Commercial

UGB Industrial

UGB Low Density Residential

UGB Medium Density Residential

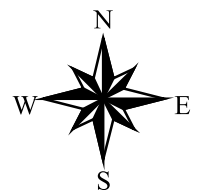
UGB Natural Resources

UGB Public Lands

UGB Water Dependent

Waterways

200 0 200 400 Feet



# ATTACHMENT D

## Aerial Map

(City of Toledo File #CU-3-98mod1)



### Legend

- Cities
- Sections
- 40 Foot Contours

Printed on 6/5/2025

**Tax Lot Data For Assessment Purposes Only**

Lincoln County Government Use only. Use for any other purpose is entirely at the risk of the user. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users should review the primary information sources to ascertain their usability.

