

## Chapter 18.08 OFFICE AND RESEARCH DISTRICTS

### Sections:

#### 18.08.010 Intent.

- A. OS-1 Office Service District. The OS-1 office service district is designed to accommodate uses such as offices, banks and personal services that can serve as transitional areas between residential and commercial districts, and to provide a transition between major thoroughfares and residential districts.
- B. IRO Industrial Research Office District. The IRO industrial research office district is designed to provide for uses that are office or research type or industrial uses that have limited impact outside of the industrial building. The IRO district is designed to accommodate large-scale office and research and development parks. The district is intended to encourage uses that have a high value per acre of land which will supplement the city's tax base. Certain businesses are permitted within office buildings as secondary uses.

(Ord. 08-05 § 1 (part), 2008)

#### 18.08.020 Schedule of uses.

Use and development of land and buildings shall only be for the following specified uses, unless otherwise provided for in this title. Land and/or buildings in the districts indicated at the top of Table 8.02 may be used for the purposes denoted by the following abbreviations:

P: Permitted Use: Land and buildings in this district may be used for the purposes listed by right.

SLU: Special Land Use: Land and/or buildings in this district may be used for this purpose by obtaining Special Land Use approval when all applicable standards cited in Chapter 18.18, Special Land Use Review Requirements and Procedures and specific standards of Section 18.08.040 are met.

NP: Not Permitted: The use is not permitted in the district.

"Requirement" provides reference to additional requirements or conditions applicable to that specific use.

**Table 8.02**  
**Schedule of Uses**

Use	OS-1	IRO	Requirement
<b>Office Uses</b>			
Conference centers, convention and meeting facilities, and banquet halls	P	P	
Data processing and computer centers, including service and maintenance of electronic data processing equipment	P	P	

Design and development of computer hardware and software, data communications, information technology, data processing and other computer related services.	P	P	
Offices for executive, administrative, professional, accounting, brokerage, insurance, writing, clerical, drafting and sales uses	P	P	
Research, design, engineering, testing, diagnostics and pilot or experimental product development, including automotive, electronic device, manufacturing, materials and alternative energy technologies	SLU	P	
<b>Medical and Human Care Uses</b>			
Adult day care homes	SLU	P	Section 18.03.040(I)
Day care centers	SLU	P	Section 18.08.040(A)
Funeral homes and mortuary establishments	SLU	NP	Section 18.08.040(B)
24-hour emergency medical clinics	SLU	P	
Hospitals	SLU	P	
Medical laboratories	SLU	P	
Medical office and dental offices and clinics	P	P	
Nursing homes and convalescent homes	SLU	NP	Section 18.08.040(C)
Veterinary clinics, provided there shall be no animal boarding in OS-1	P	P	
<b>Commercial, Retail and Service Uses</b>			
Banks, credit unions, savings and loan associations with or without drive-through facilities as an accessory use only	P	P	

Business services such as mailing, copying, data processing and retail office supplies	SLU	P	
Health clubs and related uses including gyms, martial arts instruction, gymnasiums	SLU	P	
<b>Motels or hotels</b>	NP	P	
Restaurants, taverns or other places serving food or beverage but not including outdoor seating, drive-in/fast food, carry-out or drive-through restaurants	SLU	SLU	Section 18.08.040(D)
Retail businesses within an office building	SLU	SLU	Section 18.08.040(E)
Social clubs	SLU	NP	Section 18.08.040(F)
<b>Governmental, Educational and Quasi-Public</b>			
Governmental offices or other governmental uses, post offices, public utility offices, exchanges and transformer stations	P	P	
Publicly owned utility buildings, telephone exchange buildings, electric transformer stations and substations gas regulator stations with service yards but without storage yards, and water and sewage pumping stations (without storage yards)	P	P	
Vocational, business, trade or industrial training schools and other types of technical training facilities	P	P	
<b>Manufacturing Uses</b>			
The manufacture, processing, compounding, assembling, packaging or treatment of finished or	NP	P	

semi-finished products from previously prepared materials			
<b>Printing and publishing</b>	NP	P	
Transportation, Warehouse, Storage and Waste Handling Uses			
Uses of an office warehouse nature provided a minimum of 25% of the floor area shall be devoted to office space	NP	P	
<b>Accessory Uses</b>			
Accessory structures and uses customarily incident to the above permitted uses, provided such buildings and uses are located on the same zoning lot with a permitted use	P	P	

(Ord. 08-05 § 1 (part), 2008)

### 18.08.030 Requirements applicable to all uses.

All uses permitted by right or by special land use approval shall be required to meet the following requirements:

- A. Conducted Within Enclosed Buildings. All business, servicing or processing, except for off-street parking, loading and approved open air uses shall be conducted within completely enclosed buildings. There shall be no outside storage of materials or supplies.
- B. Storage and Loading.
  1. The outdoor storage of goods or material is prohibited.
  2. In the OS-1 district, warehousing or indoor storage of goods or material, beyond that normally incidental to the uses permitted, shall be prohibited.
  3. In the IRO district the outdoor loading and unloading of trucks or vehicles at truck bays is allowed; however, loading and unloading shall not require the outdoor parking of trucks or trailers for periods of longer than twenty-four hours. Outdoor parking of trucks or trailers for periods longer than twenty-four hours shall be considered storage.
  4. In the OS-1 district the outdoor loading and unloading of trucks or trailers is allowed only for deliveries to uses. There shall be no truck parking beyond the time necessary to make deliveries.
- C. Site and Building Design. All sites and buildings shall comply with the building, landscaping and all other design requirements of Chapter 18.14, General Site Development Requirements. All uses shall comply

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with the parking, loading and access requirements of Chapter 18.15, Off-Street Parking, Loading, Access and Circulation Requirements.

(Ord. 08-05 § 1 (part), 2008)

#### **18.08.040 Standards applicable to specific uses.**

Uses allowed in the office and research districts shall be subject to meeting the following specific requirements applicable to that use:

- A. Day Care Centers. Day care centers for children shall be subject to the following:
  - 1. The facility shall have received a state license to operate prior to seeking a special use permit under this title. A copy of the license must be filed with the building department as a condition of special land use approval.
  - 2. Not less than four hundred square feet of outdoor play area per child, (as authorized by the license issued to the applicant by the Department of Human Services), shall be provided on the site.
  - 3. The outdoor play area shall not be located in the front yard.
  - 4. Screening and fencing of outdoor play area shall be provided as required by the planning commission.
  - 5. Parking shall be provided to allow for direct drop-off and pick-up of children without requiring children to cross public streets or block traffic flow on the street.
- B. Funeral Homes. Funeral homes and mortuary establishments shall be subject to the following:
  - 1. Adequate off-street assembly area shall be provided for vehicles to be used in funeral processions. The assembly area shall be provided in addition to any required off-street parking area.
  - 2. A caretaker's residence may be provided within the building of mortuary establishments.
- C. Nursing Homes and Convalescent Homes. Nursing homes and convalescent homes shall be set back a minimum of forty feet from all lot lines.
- D. Restaurants. Restaurants or other places serving food or beverage shall be subject to the following:
  - 1. The restaurant shall be located within an office structure or motel building. The total area devoted to retail, services and restaurants shall not exceed twenty-five percent of the total floor area of the building.
  - 2. In the IRO district a restaurant may be located in a freestanding building as part of an overall industrial or office park subject to the following:
    - a. The restaurant shall be planned as a part of an overall plan for development of not less than thirty acres and shall be part of a service establishment complex for the development.
    - b. The restaurant shall comprise not more than twenty percent of the land area of an overall office park.
    - c. The location of the restaurant shall be established at the time of site plan review and approval for the total office park complex.
    - d. There shall be no more than one restaurant in a freestanding building per office park.
  - 3. Drive-in or drive-through restaurants shall be prohibited.

- E. Retail Establishments Within an Office Building. Retail uses shall be permitted in buildings that exceed one story in height as secondary uses to the principal permitted office uses, and shall be subject to the following:
1. Such uses shall not be permitted in a one-story building or in a building separate from a permitted principal use unless otherwise provided herein.
  2. The total area devoted to retail, services and restaurants shall not exceed twenty-five percent of the total floor area of the building.
  3. All uses shall have customer entrances from the interior of the principal building in which they are located.
  4. In the OS-1 district, accessory retail use shall be limited to retail uses that are customarily related to a permitted medical use, such as but not limited to: a pharmacy, stores limited to corrective garments or bandages, or optical services.
- F. Social Clubs. Social clubs shall be subject to the following:
1. The facility shall be located no nearer than five hundred feet to any residence, park, public or private school, day care facility, convalescent/nursing home or church.
  2. The outdoor use of loudspeakers, sound amplifying systems or paging systems shall be prohibited.
  3. Appropriate licenses shall be required should alcoholic beverages be served.

(Ord. 08-05 § 1 (part), 2008)

### 18.08.050 Height and placement requirements.

Table 8.05 delineates the height, bulk, and setback requirements pertaining to the zoning districts regulated by this chapter. Notes to the schedule of regulations follow.

**Table 8.05**  
**Schedule of Commercial Regulations**

Zoning District	Maximum Height of Structure		Minimum Yard Setback (In Feet) (C, D, F, G)			Maximum % of Lot Area Covered by Impervious Surfaces (I)
	In Stories	In Feet	Front (A, B)	Each Side (C)	Rear (E)	
OS-1 Office Service	2	30	20	15	20	75%
IRO Industrial Research Office	—	50 (H)	50	20	40	75%

- A. Corner Lot Front Yard Setback. There shall be maintained a required front yard setback on each street side of a corner lot. No accessory building shall project beyond the front yard line on either street.
- B. Off-Street Parking in the Front Yard. Off-street parking may be permitted to occupy a portion of the required front yard provided that there is a minimum unobstructed and landscaped setback of twenty feet between the parking lot and the front lot line, exclusive of access driveways. No more than fifty percent of the front yard area shall be occupied by parking.

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- C. Off-Street Parking in the Side and Rear Yard. Off-street parking shall be set back a minimum of ten feet from the side or rear lot line, except where a greater landscape buffer is required by Section 18.14.020. Where shared access or service drive connections are provided between adjacent sites, the parking lot setback can be reduced or waived. Where a lot borders on a residential district a minimum setback of twenty feet shall be provided on the side bordering the residential district.
  - D. Building Setback from Residential. No building shall be closer than fifty feet to any adjacent residential district.
  - E. Rear Yard Loading. Loading space shall be provided in the rear yard in accordance with Chapter 18.15, Off-Street Parking, Loading, Access and Circulation Requirements. In the OS-1 district loading may take place in undesignated places in parking lots provided such loading is of a short-term nature. Loading areas shall be set back a minimum of twenty feet from any adjacent residentially zoned lot.
  - F. Freeway Setback. A minimum fifty-foot setback shall be provided from freeway rights-of-way. The setback shall be unoccupied except for earth berms, screening walls and landscaping. Landscaping shall be provided in accordance with Section 18.14.020 and shall be installed to provide an effective screening of outdoor sales and storage areas and to screen any service or loading area of any building from the freeway.
  - G. Stream Setback. All structures shall be a minimum of twenty feet from each side of Norton Creek and any other stream or established county drain unless a greater setback is required in this chapter.
  - H. IRO Building Height. The maximum building height in the IRO district may be increased to one hundred fifteen feet with the provision of additional setbacks as follows. For buildings or portions of buildings that are taller than fifty feet, the minimum required building setbacks from the front, side and rear lot lines shall be increased by one foot for every one foot of building height above fifty feet. For a building or complex of multiple buildings that have variable building heights, the additional setback requirements shall only apply to those buildings or portions of a building taller than fifty feet; allowing for taller portions of buildings to be stepped-back.
  - I. Lot Coverage. All site improvements, such as buildings, accessory structures, parking lots, drives, public streets and private roads, shall not cover more than seventy-five percent of the total lot area. Total lot area shall be the gross area, including wetland and woodland areas.

(Ord. 08-05 § 1 (part), 2008)