



**Beaverton**  
O R E G O N

**Received**  
**Planning Division**  
09/01/2021

**CITY OF BEAVERTON**  
Community Development Department  
Planning Division  
12725 SW Millikan Way/ PO Box 4755  
Beaverton, OR 97076  
Tel: (503) 526-2420 • Fax: (503) 526-2550  
[www.BeavertonOregon.gov](http://www.BeavertonOregon.gov)

**DESIGN REVIEW TWO AND THREE SUBMITTAL CHECKLIST**

**WRITTEN STATEMENT REQUIREMENTS**

**A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).  
▪ *Have you submitted for a permit from another division?*

**B. CHECKLIST.** Provide **one (1) completed** copy of this five (5) page checklist.

**C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use.

In the written statement, please include the following:

- Address all applicable provisions of Chapter 20 (Land Uses)
- Address all applicable provisions of Chapter 60 (Special Regulations)
- Address all Facilities Review Technical Criteria from Section 40.03 of the City's *Development Code* (ORD 2050).
- Provide individual findings specifically addressing how and why the proposal satisfies each of the criterion within the appropriate Approval Criteria Section of Chapter 40 of the City's *Development Code* (ORD 2050), attached.
- Provide the hours of operation, total number of employees, and maximum number of employees per shift. If more than one type of operation exists or is proposed for the project site, please specify the information requested above for each use.

**D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.

**E. SITE ANALYSIS INFORMATION.**

- |  |  |
|--|--|
| <input type="checkbox"/> Proposed parking modification: <u>        </u> sq. ft.<br>Proposed number of parking spaces: <u>        </u><br>Proposed use: <u>residential</u><br>Parking requirement: <u>601</u> | Existing building height: <u>        </u> ft.<br>Proposed building height: <u>35</u> ft.<br>Existing building area: <u>        </u> sq. ft.<br>Proposed building modification: <u>        </u> sq. ft.                   |
| <input type="checkbox"/> Existing parking area: <u>        </u> sq. ft.<br>Existing number of parking spaces: <u>        </u>  | <input type="checkbox"/> Existing landscaped area: <u>        </u> sq. ft.<br>Percentage of site: <u>        </u> %<br>Proposed landscape modification: <u>        </u> sq. ft.<br>Percentage of site: <u>        </u> % |

**F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact Lindsey

- G. **PRE-APPLICATION CONFERENCE NOTES.** Provide a copy of the pre-application conference summary as required by the City's *Development Code Section 50.25.1.E*. The Pre-Application Conference must be held within the one (1) year prior to the submission date of the proposed project application.

- H. **NEIGHBORHOOD REVIEW MEETING.** (REQUIRED FOR TYPE 3 APPLICATIONS ONLY)  
Provide the following information as required by the City's *Development Code Section 50.30* the Neighborhood Review Meeting must be held within the six (6) months prior to the submission date of the proposed project application.

- 1. A copy of the meeting notice mailed to surrounding property owners and the NAC Representative
- 2. A copy of the mailing list used to mail out the meeting notice.
- 3. A written statement representative of the on-site posting notice.
- 4. Affidavits of mailing and posting
- 5. Representative copies of written materials and plans presented at the Neighborhood Review Meeting.
- 6. Meeting minutes that include date, time and location, as well as, oral and written comments received
- 7. Meeting sign-in sheet that includes names and address of attendees.
- 8. Documentation verifying that the meeting minutes and sign-in sheets have been provided to the NAC representative.

- I. **OTHER REQUIREMENTS.** Provide documentation showing that the project proposed is permitted by, or satisfies the requirements of, other agencies and/or jurisdictions OR submit a schedule that details the forecasted submission and approval timelines for permits/applications to the respective agencies and/or jurisdictions.

- J. **SCOPE OF REVIEW** *If filing the Design Review 3 application, please check one of the following:*

I, as applicant or the applicant's representative, submit this application for Design Review 3 for the following reason:

- The proposal meets one or more Thresholds identified in Section 40.20.15.3.A (1 through 6) for **Design Review 3**. Therefore, materials submitted with this application respond to all applicable Design Guidelines (Sections 60.05.35 through 60.05.50 of the Development Code)
- The proposal meets one or more Thresholds for **Design Review 2** but does not meet an applicable Design Standard. Therefore, materials submitted with this application respond to all applicable Design Standards except for the standard(s) not met where I have instead provided a response to the corresponding Design Guideline(s).
- The proposal meets one or more Thresholds for **Design Review 2**, however, for the reasons identified in my attached narrative, I elect to file this application for Design Review 3 and have provided a response to all applicable Design Guidelines.

## PLANS & GRAPHIC REQUIREMENTS

All plans, except architectural elevations, shall be presented at a minimum of 1" = 20' engineering scale and on a maximum sheet size of 24" x 36". Architectural elevations may be presented at an architectural scale. **A total of three (3) copies of each plan shall be submitted, unless otherwise noted. All plans shall be folded to fit a legal size file jacket.**

Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

### **Include all of the following information:**

- A. EXISTING CONDITIONS PLAN:**
1. North arrow, scale and date of plan.
  2. Vicinity map.
  3. The entire lot(s), including area and property lines dimensioned.
  4. Points of existing access, interior streets, driveways, and parking areas.
  5. Location of all existing buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, tot lots, and lighting.
  6. Existing right-of-way and improvements.
  7. Dimension from centerline to edge of existing right-of-way.
  8. Existing topographical information, showing 2 ft. contours.
  9. Surrounding development and conditions within 100 ft. of the property such as zoning, land uses, buildings, driveways, and trees.
  10. Location of existing public and private utilities, easements, and 100-year floodplain.
  11. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  12. Sensitive areas, as defined by Clean Water Services (CWS) standards.
  13. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
  14. Existing trees. Indicate genus, species and size. Dbh is measured at 54" above grade.
- B. DIMENSIONED SITE PLAN:**
1. North arrow, scale and date of plan.
  2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," and "rear."
  3. Points of access, interior streets, driveways, and parking areas.
  4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
  5. Proposed right-of-way, dedications and improvements.
  6. Dimension from centerline to edge of proposed right-of-way.
  7. Dimensions of all improvements, including setbacks, parking spaces, driveways, and distance between buildings.
  8. Location of storm water quality/detention facilities.
  9. Boundaries of development phases, if applicable.
  10. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  11. Sensitive areas, as defined by CWS standards.
  12. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

**C. GRADING PLAN:**

1. North arrow, scale and date of plan.
2. The entire lot(s).
3. Points of access, interior streets, driveways, and parking areas.
4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
5. Proposed rights-of-way, dedications and improvements.
6. Dimension from centerline to edge of proposed right-of-way.
7. Existing and proposed topographical information, showing 2 ft. contours and appropriate spot elevations for features such as walls, retaining walls (top and bottom elevations), catch basins, stairs, sidewalks, and parking areas.
8. Location of 100 year flood plain.
9. Location of storm water quality/detention facilities.
10. Boundaries of development phases, if applicable.
11. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
12. Sensitive areas, as defined by the CWS standards.
13. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
14. Existing trees 6" dbh or larger. Indicate which trees are proposed to be saved and which are proposed to be removed.

**D. UTILITY PLAN:**

1. North arrow, scale and date of plan.
2. The entire lot(s).
3. Points of access, interior streets, driveways, and parking areas.
4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
5. Proposed right-of-way, dedications and improvements.
6. Proposed topographical information, showing 2 ft. contours.
7. Location of 100 year flood plain.
8. Location of existing and proposed public and private utilities, easements, surface water drainage patterns, and storm water quality/detention facility.
9. Boundaries of development phases, if applicable.
10. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
11. Sensitive areas, as defined by the CWS standards.
12. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

**E. LANDSCAPE PLAN:**

1. North arrow, scale and date of plan.
2. The entire lot(s).
3. Points of access, interior streets, driveways, and parking areas.
4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
5. Proposed right-of-way, dedications and improvements.
6. Boundaries of development phases, if applicable.
7. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
8. Sensitive areas, as defined by the CWS standards.

**E. LANDSCAPE PLAN (CONTINUED):**

- 9. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- 10. Existing trees 6" dbh or larger proposed to be saved. Include genus, species, and size.
- 11. The location and design of proposed landscaped areas, indicating all plant materials, including genus, species, common name, plant sizes, and spacing.
- 12. List of plant materials, including genus, species, common name, size, quantity, spacing and method of planting.
- 13. Other pertinent landscape features, including walls, retaining walls, berms, fences, and fountains.
- 14. Proposed location of light poles, bollards and other exterior illumination.
- 15. A note on the plan indicating that an irrigation system will be installed to maintain the landscape materials.

**F. LIGHTING PLAN:**

- 1. Location of all existing and proposed exterior lighting, including those mounted on poles, walls, bollards and the ground.
- 2. Type, style, height, and the number of fixtures per light.
- 3. Wattage per fixture and lamp type, such as sodium, mercury, and halide.
- 4. 8 ½" x 11" manufacturer's illustrations and specifications (cut sheets) of all proposed lighting poles and fixtures.
- 5. For all exterior lighting, indicate the area and pattern of illumination, via the use of an isogrid or isoline system, depicting the emitted ½ foot candlepower measurement.

**G. ARCHITECTURAL ELEVATIONS:** Provide drawings that depict the character of the proposed building(s) and structure(s) (these include buildings, retaining walls, refuse storage facilities, play structures, fences and the like). These drawing should include dimensions of the building(s) and structure(s) and indicate the materials, colors, and textures proposed for the structures.

**H. MATERIALS BOARD:** Provide **one (1) 8½"x11"** or **one (1) 8½"x14"** Materials Board that includes examples of all building materials, colors, and textures of exterior surfaces for building(s) and structure(s). *Materials Boards provided at a size other than what is indicated above will not be accepted.*

**I. DESCRIPTION OF MATERIALS AND FINISHES FORM:** Provide one completed copy of the Materials and Finishes Form with the application submittal.

**Note:** *Complete sets of plans reduced to 8 ½"x11" (11"x17" are not acceptable) will be required at the time the application is deemed complete.*

**I have provided all the items required by this five (5) page submittal checklist. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.**

Greta Holmstrom  
Print Name

360-721-5745  
Telephone Number

[Signature]  
Signature

06/02/21  
Date



CITY OF BEAVERTON

Community Development
Department
Planning Division
12725 SW Millikan Way
PO Box 4755
Beaverton, OR. 97076
Tel: (503) 526-2420
Fax: (503) 526-2550
BeavertonOregon.gov

Project Name:
DR #:
Date Received:
Date Approved:
Approved By:

DESCRIPTION OF MATERIALS AND FINISHES LIST

The following Information is required on this form at the time of submission for Design Review approval to the Board of Design Review. Information provided should be specific.

BUILDINGS - List individual structure variations, if any.
Example below - see rendered elevations

OFFICE USE ONLY
APPROVED REVISIONS

EXTERIOR SIDING

Materials (species, grade, type, and pattern)
Fiber Cement Horizontal Siding

[Empty box for revisions]

Paint or Stain colors (i.e. Olympic, Brown Stain #17)
Wool Skein, Bungalow Beige, Functional Gray

[Empty box for revisions]

EXTERIOR TRIM

Materials
2x6, 2x4 vertical/horizontal

[Empty box for revisions]

Paint or Stain colors
Gibraltar, Functional Gray, Backdrop, Aurora Brown, Wool Skein, Chateau Brown

[Empty box for revisions]

ROOF

Materials
Composition Shingles

[Empty box for revisions]

DOORS

Materials
[Handwritten mark]

[Empty box for revisions]

Paint or Stain colors
Gibraltar, Aurora Brown, Polished Mahogany

[Empty box for revisions]

WINDOWS

Frame type and color
Vinyl, White

[Empty box for revisions]

FLASHING & DOWNSPOUTS

[Empty box for materials]

[Empty box for revisions]



**CITY OF BEAVERTON**

Community Development  
Department  
Planning Division  
12725 SW Millikan Way  
PO Box 4755  
Beaverton, OR. 97076  
Tel: (503) 526-2420  
Fax: (503) 526-2550  
[BeavertonOregon.gov](http://BeavertonOregon.gov)

Project Name: \_\_\_\_\_  
DR #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Approved By: \_\_\_\_\_

**OFFICE USE ONLY  
APPROVED REVISIONS**

**EXTERIOR STAIRS / BALCONIES / RAILINGS**

Materials \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Paint or Stain colors consistent with siding  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GARAGES / CARPORTS**

Materials \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Paint or Stain colors Eclipse, Dove tail, Grayish  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OTHER**

**TRASH ENCLOSURES**

Materials N/A  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Paint or Stain colors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FENCING**

Materials \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Paint or Stain colors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LIGHTING FIXTURES** Fixture type, # lamps, wattage, height, color, etc see lighting plan

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**CITY OF BEAVERTON**

Community Development  
 Department  
 Planning Division  
 12725 SW Millikan Way  
 PO Box 4755  
 Beaverton, OR. 97076  
 Tel: (503) 526-2420  
 Fax: (503) 526-2550  
[BeavertonOregon.gov](http://BeavertonOregon.gov)

<b>Project Name:</b>	_____
<b>DR #:</b>	_____
<b>Date Received:</b>	_____
<b>Date Approved:</b>	_____
<b>Approved By:</b>	_____

**MAILBOXES**

Materials, colors, location \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**OFFICE USE ONLY  
 APPROVED REVISIONS**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PEDESTRIAN PATHWAYS**

Materials, colors, location \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**RECREATIONAL AMENITIES**

(i.e. benches, barbeques pit, tot lots, sport courts, etc)

Description of item(s) including materials and colors \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SITE ANALYSIS DATA**

<u>Item</u>	<u>Lot Coverage in Square Feet (sf)</u>	<u>Lot Coverage in %</u>
<b>BUILDING AREA</b>	<b>sf</b>	<b>%</b>
<b>PARKING AND DRIVING</b>	<b>sf</b>	<b>%</b>
<b>LANDSCAPING / OPEN SPACE</b>	<b>sf</b>	<b>%</b>
<b>TOTAL SITE AREA</b>	<b>sf</b>	<b>%</b>





**Beaverton**  
O R E G O N

**CITY OF BEAVERTON**

Community Development  
Department  
Planning Division  
12725 SW Millikan Way  
PO Box 4755  
Beaverton, OR. 97076  
Tel: (503) 526-2420  
Fax: (503) 526-2550  
[www.BeavertonOregon.gov](http://www.BeavertonOregon.gov)

Project Name: \_\_\_\_\_  
DR #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Approved By: \_\_\_\_\_

**LANDSCAPE MATERIALS**

On a separate sheet of paper list in chart form the proposed types of landscape materials (trees, shrubs, groundcover). Include in the chart genus, species, common name, quantity, size, spacing and method of planting for each type of plant.

*see landscape plan*  
**Landscape Chart Example**

<u>Common Name</u> - genus, species	<u>Quantity</u>	<u>Size</u>	<u>Spacing</u>	<u>Method of Planting</u>
<b><u>Trees</u></b>				
Incense Cedar - Calocedrus decurrens	12	6ft	20ft oc	B&B, branches to ground
<b><u>Shrubs</u></b>				
Compact Oregon Grape - Mahonia a. 'Compacta'	24	2 gallon	3 ft oc	Full Plants
<b><u>Ground Cover</u></b>				
Coast Strawberry - Fragaria chiloensis	48	4" pots	18" oc	Full Plants

**Designate method of irrigation**

**Designate street trees for each street abutting the property.**

**ACKNOWLEDGEMENT**

*I have provided all the items required by this four (4) page description of materials and finishes form. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.*

Greta Holmstrom  
Print Name

360-721-5745  
Telephone Number

[Signature]  
Signature

\_\_\_\_\_  
Date

## DESIGN REVIEW TWO APPROVAL CRITERIA

**PURSUANT TO SECTION 50.25.1.B OF THE DEVELOPMENT CODE, A WRITTEN STATEMENT ADDRESSING THE APPROVAL CRITERIA FOR AN APPLICATION MUST BE SUBMITTED IN ORDER FOR AN APPLICATION TO BE DEEMED COMPLETE. STATEMENTS SUCH AS “NOT APPLICABLE” OR “THE PROPOSAL WILL COMPLY WITH APPLICABLE DEVELOPMENT REGULATIONS” ARE NOT SATISFACTORY. THE WRITTEN STATEMENT MUST ADDRESS EACH CRITERION AND MUST SPECIFY IN DETAIL HOW EACH WILL BE COMPLIED WITH.**

An applicant for Design Review Two shall address compliance with all of the following Approval Criteria as specified in 40.20.15.2.C.1-6 of the Development Code:

- 1. The proposal satisfies the threshold requirements for a Design Review Two application.
- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.
- 3. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.
- 4. the proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards).
- 5. For additions to or modifications of existing development, the proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards) or can demonstrate that the additions or modifications are moving towards compliance of specific Design Standards if any of the following conditions exist:
  - a. A physical obstacle such as topography or natural feature exists and prevents the full implementation of the applicable standard; or
  - b. The location of existing structural improvements prevent the full implementation of the applicable standard; or
  - c. The location of the existing structure to be modified is more than 300 feet from a public street.

If the above listed conditions are found to exist and it is not feasible to locate a proposed addition in such a way that the addition abuts a street, then all applicable design standards except the following must be met:

- d. If in a Multiple-Use District, building location, entrances and orientation along streets, and parking lot limitations along streets (Standards 60.05.15.6 and 60.05.20.8).
- e. If in a Multiple-Use or Commercial District, ground floor elevation window requirements (Standard 60.05.15.8).
- 6. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.

## LAND DIVISION SUBMITTAL CHECKLIST

### WRITTEN STATEMENT REQUIREMENTS- *REQUIRED FOR ALL LAND DIVISION APPLICATIONS*

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).  
     ▪ *Have you submitted for a permit from another division?*
- B. CHECKLIST.** Provide **one (1) completed** copy of this four (4) page checklist.
- C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use. In the written statement, please:
- Address all applicable provisions of Chapter 20 (Land Uses) including but not limited to provisions for minimum land area, minimum lot dimensions, and minimum residential density, if applicable.
  - Address all applicable provisions of Section 60.15 (Land Division Standards).
  - Provide individual findings specifically addressing how and why the proposal satisfies each of the criteria for the specific type of land division specified in either Section 40.45.15.2 (Preliminary Partition), Section 40.45.15.3 (Preliminary Subdivision), Section 40.45.15.4 (Preliminary Fee Ownership Partition), Section 40.45.15.5 (Preliminary Fee Ownership Partition), and Section 40.45.15.6 (Final Land Division), of the City's *Development Code* (ORD 2050), attached. Please note that an application for an expedited land division is subject to the provisions of Oregon Revised Statutes (ORS) 197.360 through 197.380.
  - Address all Facilities Review Technical Criteria from Section 40.03 of the City's *Development Code* (ORD 2050). (*REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY*)
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION.**
- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Existing site area: <u>3.73 ac</u> sq. ft.</li> <li><input type="checkbox"/> Minimum required density: <u>N/A</u> lots</li> <li><input type="checkbox"/> Proposed density: <u>PUD</u> lots</li> <li><input type="checkbox"/> Environmentally constrained lands: <u>N/A</u> sq. ft.</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Land set aside in separate tracts or dedicated to a public entity for schools, parks, or open space: _____ sq. ft.</li> <li><input type="checkbox"/> Proposed street dedication or private streets or common driveways: _____ sq. ft.</li> </ul> |
|---|--|
- F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact Lindsey Obermiller Environmental Plan Reviewer, at (503) 681-3653 or [ObermillerL@CleanWaterServices.org](mailto:ObermillerL@CleanWaterServices.org)



**G. PRE-APPLICATION CONFERENCE NOTES. (REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY)**

Provide a copy of the pre-application conference summary as required by the City's *Development Code Section 50.25.1.E*. The Pre-Application Conference must be held within the one (1) year prior to the submission date of the proposed project application.



**H. OTHER REQUIREMENTS.** Provide documentation showing that the project proposed is permitted by, or satisfies the requirements of, other agencies and/or jurisdictions OR submit a schedule that details the forecasted submission and approval timelines for permits/applications to the respective agencies and/or jurisdictions.

**PLANS & GRAPHIC REQUIREMENTS - REQUIRED FOR ALL LAND DIVISION APPLICATIONS**

All plans, except architectural elevations, shall be presented at a minimum of **1" = 20'** engineering scale and on a **maximum** sheet size of **24" x 36"**. A total of **three (3) copies of each plan** shall be submitted, unless otherwise noted. **All plans shall be folded** to fit a legal size file jacket.

Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

**Include all of the following information:**



**A. EXISTING CONDITIONS PLAN (Required for all land division applications except Final Land Division):**

- 1. North arrow, scale and date of plan.
- 2. Vicinity map.
- 3. All existing lot sizes, lot lines, and dimensions. (NOTE: it is strongly recommended that a professional land surveyor produce a survey of the subject site)
- 4. Points of existing access, interior streets, driveways, and parking areas.
- 5. Location of all existing buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, tot lots, and lighting.
- 6. Existing right-of-way and improvements.
- 7. Dimension from centerline to edge of existing right-of-way.
- 8. Dimensions of all existing improvements, including setbacks.
- 9. Existing topographical information, showing 2 ft. contours.
- 10. Surrounding development and conditions within 100 ft. of the property such as zoning, land uses, buildings, driveways, and trees.
- 11. Location of existing public and private utilities, easements, and 100-year floodplain.
- 12. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
- 13. Sensitive areas, as defined by Clean Water Services (CWS) standards.
- 14. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*



**B. PROPOSED PRELIMINARY PLAT (Required for all land division applications except Final Land Division):**

- 1. North arrow, scale and date of plan.
- 2. Total gross acreage of the plat.
- 3. Total net acreage of the plat.
- 4. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
- 5. Location, widths, and names of all existing or proposed streets, public ways, or private streets within or adjacent to the plat.

- 6. Dimension from centerline to edge of proposed right-of-way.
- 7. Location of storm water quality/detention facilities.
- 8. Boundaries of development phases, if applicable.
- 9. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
- 10. Sensitive areas, as defined by CWS standards.
- 11. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

**NOTE:** Do not add physical improvements to the Proposed Preliminary Plat. Proposed physical improvements should be included on the Grading Plan and Utility Plan.

**C. GRADING PLAN (Required for all land division applications except Final Land Division):**

- 1. North arrow, scale and date of plan.
- 2. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
- 3. Points of access, interior streets, driveways, and parking areas.
- 4. Proposed rights-of-way, dedications and improvements.
- 5. Dimension from centerline to edge of proposed right-of-way.
- 6. Topographical information, (maximum 2 ft. contour lines) of existing and proposed grades for every proposed lot of the land division showing that each lot can feasibly accommodate the proposed use.
- 7. Appropriate spot elevations for existing and proposed features such as walls, retaining walls (top and bottom elevations), catch basins, stairs, sidewalks, and parking areas.
- 8. Topographical information, (maximum 2 ft. contour lines) of existing grades within the abutting 25 feet of the entire boundary of the subject site.
- 9. Location of 100 year flood plain.
- 10. Location of storm water quality/detention facilities.
- 11. Boundaries of development phases, if applicable.
- 12. Sensitive areas, as defined by the CWS standards.
- 13. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

**TREE INFORMATION (The following information is only required to be shown on the Grading Plan for all land division applications WITHOUT an associated Tree Plan application):**

- N/A*
- 14. Location (on site and within the abutting 25 feet of the entire boundary of the subject site), quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, and Community Trees, and identification of whether they are proposed to be removed or proposed to remain. Trees within Significant Natural Resource Areas and Significant Groves are trees greater than 6" DBH for western hemlock (*Tsuga heterophylla*), mountain hemlock (*Tsuga mertensiana*), Pacific madrone (*Arbutus andrachne*) and big-leaf maple (*Acer macrophyllum*). All other trees measuring at least 10" DBH shall be shown on the plan. Community Trees measure at least 10" DBH and are not trees that are grown for the purpose of bearing edible fruits or nuts for human consumption. Preserved trees shall be set aside in a separate tract.
  - 15. Root zone area of each tree to be protected on site and within the abutting 25 feet of the entire boundary of the subject site. Root zone is defined as an area 5 feet beyond the drip line of the tree.
  - 16. Construction disturbance areas and methods proposed to minimize construction impact including but not limited to the identification and location of construction fencing, the identification and location of erosion control measures, and the location of construction access roads including access to the public right-of-way.

- D. GRADING CROSS SECTIONS (Required for all land division applications except Final Land Division):**
- 1. Typical cross-sections of all graded areas, existing and proposed widths and maximum cuts and fills at intervals not exceeding 500 feet.
- E. UTILITY PLAN (Required for all land division applications except Final Land Division):**
- 1. North arrow, scale and date of plan.
  - 2. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
  - 3. Points of access, interior streets, driveways, and parking areas.
  - 4. Proposed right-of-way, dedications and improvements.
  - 5. Proposed topographical information, showing 2 ft. contours.
  - 6. Location of 100 year flood plain.
  - 7. Location of existing and proposed public and private utilities, easements, surface water drainage patterns, and storm water quality/detention facility.
  - 8. Boundaries of development phases, if applicable.
  - 9. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  - 10. Sensitive areas, as defined by the CWS standards.
  - 11. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
  - 12. Plans and profiles of proposed sanitary and storm sewers, showing that gravity service is feasible for all lots.
  - 13. Cross-section of all street, common access drives and bike path improvements.
- F. LOT INFORMATION (Required for all land division applications except Final Land Division):**
- 1. .North arrow, scale and date of plan.
  - 2. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
  - 3. Identification of each lot's dimensions, setbacks, and building envelope.
  - 4. Label the front, rear and side yards of each proposed lot and each abutting lot.
  - 5. Location of all existing buildings and structures proposed to remain on the subject site and on all abutting properties.
- G. LANDSCAPE PLAN (Required for all land division applications except Final Land Division):**
- 1. Submit proposed landscaping of water quality, water quantity, wetland mitigation, common space and other non-buildable tracts. Plantings of water quality or quantity facilities shall be designed in accord with Clean Water Services (CWS) standard plant list.

HA  
1

H. **FINAL LAND DIVISION: *Prior to submittal of a Final Land Division application, a Site Development Permit shall be issued.***

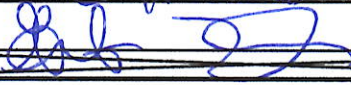
**Submit six [6] copies of a plat showing the following:**

- 1. The date, scale, north point (generally point up), legend and controlling cadastral topography such as creeks, highways, railroads, and FEMA-designated flood zones (include base flood elevation and date of flood study).
- 2. Legal descriptions of the plat boundary.
- 3. Name and address of the owner, partitioner, and engineer or surveyor.
- 4. Reference points of existing surveys identified, related to the plat by distances and bearing, and referenced to a Field book or map as follows:
  - A. All stakes, monuments, or other evidence found on the ground and used to determine the boundaries of the plat.
  - B. Township, section, and donation land claim lines within or adjacent to the plat.
  - C. Adjoining corners of all adjacent lots.
  - D. Whenever the City has established the centerline of a street adjacent to or within the proposed partition, the location of this line and monument found or reset.
  - E. All other monuments found or established in making the survey of the partition or required to be installed by provisions of this ordinance. Street intersections (both public and private) shall be monumented using City standard monument boxes. All other street centerline monumentation shall be with metallic caps.
- 5. Tract and lot lines, right-of-way lines, and centerline of streets, lot and block lines with dimensions, bearing and deflection angles and radii, arcs, points of curvature, and tangent bearings. Boundaries and street bearings shall be shown to the nearest ten seconds with basis of bearings. All distances shall be shown to the nearest one hundredth of a foot. Error of closure shall be within the limit of one foot in 10,000 feet. No ditto marks shall be used. Lots containing one acre or more shall show total acreage to nearest one hundredth. Lots less than one acre shall indicate lot size to the nearest square foot.
- 6. The location of additional monuments, including benchmarks, which are to be set upon completion of improvements.
- 7. The width of the portion on street(s) being dedicated, the width of any existing right(s)-of-way and the width each side of the centerline. For street(s) with curvature, all curve data shall be based on the street centerline. In addition, centerline dimensions shall indicate the radius and central angle of each curve.
- 8. All easements shall be denoted by fine dotted lined, clearly identified and, if already of record, its recorded reference. If any easement location is not clearly identified in the record, a statement of such easement problem will be included. The widths of the easement and the lengths and bearings of the lines thereof and sufficient ties thereto to definitely locate the easement with respect to the partition must be shown. If the easement is being dedicated by the plat, it shall be properly referenced in the owner's declaration of dedication.
- 9. Lot numbers shall begin with the number "1" and continue consecutively without omission or duplication throughout the partition. The numbers shall be solid, of sufficient size and thickness to stand out and so placed as not to obliterate any figure. Block numbers in addition to a partition of the same name shall be a continuation of the numbering in the original partition.
- 10. Tracts of land to be created for any purpose, public or private, shall be distinguished from lots intended for sale.
- 11. Supplemental Information Required:
  - A. **STREET TREE INFORMATION** (required for Residential Land Divisions). The applicant shall provide total dimensions of the lineal street frontage within the plat. Street trees are required every 30 lineal feet. The Developer shall pay a fee for purchase, planting, and maintenance for one year. The fee shall be established from time to time by resolution of the City Council.
  - B. Submit one (1) copy of the following:
    - 1. A preliminary Title Report is issued by a title insurance company in the name of the property owner, showing all parties whose consent is necessary and their interest in the premises.

- 2. If applicable, a copy of any conditions, covenants and restrictions (C.C.& R.'s) applicable to the partition.
- 3. If applicable, copies of final plat related documents such as LID Waivers of Remonstrance, dedications and easements and all other certification now or hereafter required by law.
- 4. If applicable, a completed copy of the City's Land Division Agreement form including all conditions of approval of the Preliminary Plat.
- 5. An 8½ x 11 list of all lots conformance with Solar Access requirements in accordance with Chapter 60.45 of the Development Code. List those which conform to the basic standard of Chapter 60.45.10.3 and those lots approved as Exemptions, Chapter 60.45.10.4 and Adjustments, Chapter 60.45.10.5.
- 6. Deed Restrictions document (if proposed).
- 7. Letter of assurance that all lots are buildable without variance.

**Note: Complete sets of plans reduced to 8 ½"x11" (11"x17" are not acceptable) will be required at the time the application is deemed complete.**

**I have provided all the items required by this four (4) page submittal checklist. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.**

Greta Holmstrom  
 Print Name  
  
 Signature  
Lolich Farms PUD  
 Land Division Name

360-721-5745  
 Telephone Number  
06/02/21  
 Date  
 \_\_\_\_\_  
 City File Number



**CONDITIONAL USE SUBMITTAL CHECKLIST**

**WRITTEN STATEMENT REQUIREMENTS- REQUIRED FOR ALL CONDITIONAL USE APPLICATIONS**

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).
  - *Have you submitted for a permit from another division?*
- B. CHECKLIST.** Provide **one (1) completed** copy of this five (5) page checklist.
- C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use. In the written statement, please:
  - Address all applicable provisions of Chapter 20 (Land Uses)
  - Address all applicable provisions of Chapter 60 (Special Regulations)
  - Provide individual findings specifically addressing how and why the proposal satisfies each of the criterion within the appropriate Approval Criteria Section of Chapter 40 of the City's *Development Code* (ORD 2050), attached.
  - Provide the hours of operation, total number of employees, and maximum number of employees per shift. If more than one type of operation exists or is proposed for the project site, please specify the information requested above for each use.
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION.**

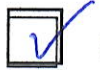
Proposed parking modification:      sq. ft.  
 Proposed number of parking spaces:       
 Proposed use: residential  
 Parking requirement: G1

Existing landscaped area:      sq. ft.  
 Percentage of site:      %  
 Proposed landscape modification:      sq. ft.  
 Percentage of site:      %

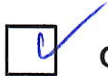
Existing parking area: N/A sq. ft.  
 Existing number of parking spaces:     

Existing building height:      ft.  
 Proposed building height: 35' ft

Existing building area:      sq. ft.  
 Proposed building modification:      sq. ft.



**F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact, Lindsey Obermiller, Environmental Plan Reviewer at (503) 681-3653 or [ObermillerL@CleanWaterServices.org](mailto:ObermillerL@CleanWaterServices.org)



**G. PRE-APPLICATION CONFERENCE NOTES. (REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY)**  
Provide a copy of the pre-application conference summary as required by the City's *Development Code Section 50.25.1.E*. The Pre-Application Conference must be held within the one (1) year prior to the submission date of the proposed project application.



**H. NEIGHBORHOOD REVIEW MEETING. (REQUIRED FOR TYPE 3 APPLICATIONS ONLY)**  
Provide the following information as required by the City's *Development Code Section 50.30*. The Neighborhood Review Meeting must be held within the six (6) months prior to the submission date of the proposed project application.

- 1. A copy of the meeting notice mailed to surrounding property owners and the NAC Representative
- 2. A copy of the mailing list used to mail out the meeting notice.
- 3. A written statement representative of the on-site posting notice.
- 4. Affidavits of mailing and posting
- 5. Representative copies of written materials and plans presented at the Neighborhood Review Meeting.
- 6. Meeting minutes that include date, time and location, as well as, oral and written comments received
- 7. Meeting sign-in sheet that includes names and address of attendees.
- 8. Documentation verifying that the meeting minutes and sign-in sheets have been provided to the NAC representative.



**I. TRAFFIC GENERATION.** Provide documentation showing any projected or actual increase in vehicle trips per day to and from the site. Either the Institute of Transportation Engineers (ITE) Trip Generation manual or an evaluation by a traffic engineer or civil engineer licensed by the State of Oregon may be used for this determination. **Note: a traffic study may be required as part of the application submittal when deemed necessary by the Planning Director. The determination is made at the time of a Pre-Application Conference.**



**J. OTHER REQUIREMENTS.** Provide documentation showing that the project proposed is permitted by, or satisfies the requirements of, other agencies and/or jurisdictions OR submit a schedule that details the forecasted submission and approval timelines for permits/applications to the respective agencies and/or jurisdictions.



**K. PLANNED UNIT DEVELOPMENT DESCRIPTION. (REQUIRED FOR PLANNED UNIT DEVELOPMENT APPLICATIONS ONLY)**  
Submit a detailed description of the proposed planned unit development.  
Provide the following information:

- 1. The intent of the project.
- 2. The factors which make the project desirable to the general public and to surrounding areas.
- 3. The features and details of the project development.
- 4. The schedule of timing and phasing (if applicable) of the development program.
- 5. Any other material which the applicant believes to be relative to the use

## PLANS & GRAPHIC REQUIREMENTS- REQUIRED FOR ALL CONDITIONAL USE APPLICATIONS

All plans, except architectural elevations, shall be presented at a **minimum of 1" = 20' engineering scale** and on a **maximum sheet size of 24" x 36"**. Architectural elevations may be presented at an architectural scale. **A total of three (3) copies of each plan shall be submitted, unless otherwise noted. All plans shall be folded to fit a legal size file jacket.**

Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

### **Include all of the following information:**

- A. EXISTING CONDITIONS PLAN:**
1. North arrow, scale and date of plan.
  2. Vicinity map.
  3. The entire lot(s), including area and property lines dimensioned.
  4. Points of existing access, interior streets, driveways, and parking areas.
  5. Location of all existing buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, tot lots, and lighting.
  6. Existing right-of-way and improvements.
  7. Dimension from centerline to edge of existing right-of-way.
  8. Existing topographical information, showing 2 ft. contours.
  9. Surrounding development and conditions within 100 ft. of the property such as zoning, land uses, buildings, driveways, and trees.
  10. Location of existing public and private utilities, easements, and 100-year floodplain.
  11. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  12. Sensitive areas, as defined by Clean Water Services (CWS) standards.
  13. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
  14. Existing trees 6" in dbh (diameter at breast height) or larger. Indicate genus, species and size. Dbh is measured at 54" above grade.

- B. DIMENSIONED SITE PLAN:**
1. North arrow, scale and date of plan.
  2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," and "rear."
  3. Points of access, interior streets, driveways, and parking areas.
  4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
  5. Proposed right-of-way, dedications and improvements.
  6. Dimension from centerline to edge of proposed right-of-way.
  7. Dimensions of all improvements, including setbacks, parking spaces, driveways, and distance between buildings.
  8. Location of storm water quality/detention facilities.
  9. Boundaries of development phases, if applicable.
  10. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  11. Sensitive areas, as defined by CWS standards.
  12. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

- C. ARCHITECTURAL ELEVATIONS:** Provide drawings that depict the character of the proposed building(s) and structure(s) (these include buildings, retaining walls, refuse storage facilities, play structures, fences and the like). These drawing should include dimensions of the building(s) and

structure(s) and indicate the materials, colors, and textures proposed for the structures.

**PLANS & GRAPHIC REQUIREMENTS**-The following plans, D through H, may be required to be part of the application submittal when deemed necessary by the Planning Director. If a Pre-Application Conference has been completed, the determination is made at that time.

**Submit a total of three (3) sets of plans**

- D. PLANNED UNIT DEVELOPMENT PLAN:**
1. North arrow, scale and date of plan.
  2. The entire lot(s), including area, property lines dimensioned.
  3. Specific location of proposed circulation for pedestrians and vehicles, including points of access, interior streets, driveways, loading areas, transit lines, bicycle facilities and parking areas.
  4. Specific location of proposed buildings and other structures, indicating design character and density.
  5. Specific location of proposed right-of-way, dedications and improvements.
  6. Boundaries of development phases, if applicable.
  7. Proposed vegetative character of site including the location of Natural Resource Areas, Significant Trees, and Historic Trees as established by the City of Beaverton's inventories.
  8. Location of Sensitive areas, as defined by the Unified Sewerage Agency standards, including streams, riparian areas, and wetlands.
  9. Location of rock out-croppings and upland wooded areas.
  10. Specific location of proposed storm water quality facilities, detention facilities, or both.
  11. Specific location of proposed public uses, including schools, parks, playgrounds, and other public open spaces.
  12. Specific location of proposed common open spaces, schematic massing of buffering, screening, and landscape featuring.
- E. GRADING PLAN:**
1. North arrow, scale and date of plan.
  2. The entire lot(s).
  3. Points of access, interior streets, driveways, and parking areas.
  4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
  5. Proposed rights-of-way, dedications and improvements.
  6. Dimension from centerline to edge of proposed right-of-way.
  7. Existing and proposed topographical information, showing 2 ft. contours and appropriate spot elevations for features such as walls, retaining walls (top and bottom elevations), catch basins, stairs, sidewalks, and parking areas.
  8. Location of 100 year flood plain.
  9. Location of storm water quality/detention facilities.
  10. Boundaries of development phases, if applicable.
  11. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
  12. Sensitive areas, as defined by the CWS standards.
  13. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock out-croppings, and streams. *Wetlands must be professionally delineated.*
  14. Existing trees 6" dbh or larger. Indicate which trees are proposed to be saved and which are proposed to be removed.
- F. LIGHTING PLAN:**
1. Location of all existing and proposed exterior lighting, including those mounted on poles, walls, bollards and the ground.
  2. Type, style, height, and the number of fixtures per light.
  3. Wattage per fixture and lamp type, such as sodium, mercury, and halide.
  4. 8 ½" x 11" manufacturer's illustrations and specifications (cut sheets) of all proposed lighting poles and fixtures.

- 5. For all exterior lighting, indicate the area and pattern of illumination, via the use of an isogrid or isoline system, depicting the emitted 1/2 foot candlepower measurement.

**G. UTILITY PLAN:**

- 1. North arrow, scale and date of plan.
- 2. The entire lot(s).
- 3. Points of access, interior streets, driveways, and parking areas.
- 4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
- 5. Proposed right-of-way, dedications and improvements.
- 6. Proposed topographical information, showing 2 ft. contours.
- 7. Location of 100 year flood plain.
- 8. Location of existing and proposed public and private utilities, easements, surface water drainage patterns, and storm water quality/detention facility.
- 9. Boundaries of development phases, if applicable.
- 10. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
- 11. Sensitive areas, as defined by the CWS standards.
- 12. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*

**H. LANDSCAPE PLAN:**

- 1. North arrow, scale and date of plan.
- 2. The entire lot(s).
- 3. Points of access, interior streets, driveways, and parking areas.
- 4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
- 5. Proposed right-of-way, dedications and improvements.
- 6. Boundaries of development phases, if applicable.
- 7. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
- 8. Sensitive areas, as defined by the CWS standards.
- 9. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- 10. Existing trees 6" dbh or larger proposed to be saved. Include genus, species, and size.
- 11. The location and design of proposed landscaped areas, indicating all plant materials, including genus, species, common name, plant sizes, and spacing.
- 12. List of plant materials, including genus, species, common name, size, quantity, spacing and method of planting.
- 13. Other pertinent landscape features, including walls, retaining walls, berms, fences, and fountains.
- 14. Proposed location of light poles, bollards and other exterior illumination.
- 15. A note on the plan indicating that an irrigation system will be installed to maintain the landscape materials.

**Note: Complete sets of plans reduced to 8 1/2"x11" (11"x17" are not acceptable) will be required at the time the application is deemed complete.**

**I have provided all the items required by this five (5) page submittal checklist. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.**

Greta Holmstrom  
Print Name

360-721-5745  
Telephone Number

[Signature]  
Signature

06/02/21  
Date

