

Received
Planning Division
09/20/2024



February 6, 2024

Pioneer Design Group
ATTN: Matthew Sprague
9020 SW Washington Square Road, Suite 170
Portland, OR 97223

Subject: Pre-Application Summary Notes for Beaverton Hillsdale Mixed Use Planned Development

Dear Matthew Sprague,

Thank you for attending the Pre-Application Conference held on January 3, 2024. We are pleased to provide you with the following notes prepared in response to your proposal.

Comments prepared by staff are reflective of the proposal considered at the Pre-App. A copy of your proposal was also sent to other members of staff who did not attend the Pre-App. Please feel free to contact anyone who provided comments. Contact names, telephone number and e-mail addresses are listed herein.

Following every Pre-App, staff understands that there may be changes to the plan or use considered. If these changes effectively re-design the site plan or involve a change to a use not discussed, please be advised that such change could require different land use application(s) than were identified by staff at the Pre-App. It's also possible that different issues or concerns may arise from such change. In these cases, we highly encourage applicants to request a second Pre-App for staff to consider the change and provide revised comments accordingly.

In part, the Pre-App is intended to assist you in preparing plans and materials for staff to determine your application(s) to be "complete" as described in Section 50.25 of the City Development Code. For your application(s) to be deemed complete on the first review, you must provide everything required as identified on the Application Checklist(s) (provided at the Pre-App) in addition to any materials or special studies identified in the summary notes hereto. If you have questions as to the applicability of any item on the checklist(s) or within this summary, please contact me directly.

On behalf of the staff who attended the Pre-App, we thank you for sharing your proposal with us. If we can be of further assistance, please do not hesitate to call.

Sincerely,

Lauren Russell, AICP
Associate Planner
503-278-0318

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for

Beaverton Hillsdale Mixed Use Planned Development
PA2023-00888, January 3, 2024

The following pre-application notes have been prepared pursuant to Section 50.20 of the Beaverton Development Code. All applicable standards, guidelines and policies from the City Development Code, Comprehensive Plan and Engineering Design Manual and Standard Drawings identified herein are available for review on the City's web site at: www.beavertonoregon.gov. Copies of the Development Code and Comprehensive Plan are also available for review at the City's Customer Service Kiosk located within the Community Development Department. Copies of these documents are also available for purchase.

The following is intended to identify applicable code sections, requirements and key issues for your proposed development application. Items checked are to be considered relevant to your proposed development.

PRE-APPLICATION CONFERENCE DATE: January 3, 2024

PROJECT INFORMATION:

Project Name: **Beaverton Hillsdale Mixed Use Planned Development**

Project Description: Planned development with 19 townhouse units in 5 buildings and 3 mixed use buildings consisting of ground floor commercial and 105 apartment units above.

Property/Deed Owner: DRM 10860 SW Beaverton-Hillsdale LLC
10860 SW Beaverton Hillsdale Highway
Beaverton, OR 97005

Site Address: 10860, 10970, and 10990 SW Beaverton Hillsdale Highway
4670, 4680, 4690, and 4700 SW Beech Drive

Tax Map and Lot: Tax Map: 1S115AD, Tax Lot: 01800
Tax Map: 1S115AC, Tax Lot: 00400, 00500, 01100, 01200, 01300, 01400

Zoning: Community Service (CS) and Residential Mixed C (RMC)

Comp Plan Designation: Community Commercial (CC) Lower Density Neighborhoods (LDN)

Site Size: 2.84 acres

APPLICANT INFORMATION:

Applicant: Matthew Sprague

Representative's Name: Pioneer Design Group
9020 SW Washington Square Road, Suite 170
Portland, OR 97223

Phone / Email: 503-643-8286 / msprague@pd-grp.com

Developer's Name: Matin Habib
10475 SW Helenius Street
Tualatin, OR 97062

Phone / Email: 503-781-8226 / habib.emerald@comcast.net

PREVIOUS LAND USE HISTORY:

- BDR 21-71/CUP 17-71 Sir George's Restaurant: Design review and conditional use approval for a new restaurant use at 10860 SW Beaverton Hillsdale Highway.
- BDR 2-72 Sir George's Restaurant: Design review approval for revised landscape plan.
- BDR 53-79 / CUP 8-79 Sir George's Restaurant: Design review and conditional use approval for additional parking to the south an existing restaurant at 10860 SW Beaverton Hillsdale Highway.
- BDR 7-83 Szechwan West Restaurant Building Addition: Design review approval for a restaurant addition at 10860 SW Beaverton Hillsdale Highway.
- BDR 79-92 Royal Garden Restaurant Awning: Design review approval for a new exterior door and awning for an existing restaurant at 10860 SW Beaverton Hillsdale Highway.
- DR2003-0156 Dolphin II Walk in Cooler: Design review approval for a new exterior walk in cooler with enclosure to Dolphin Club II at 10860 SW Beaverton Hillsdale Highway.
- DR2009-0133 Dolphin Club II Patio: Design review approval for a patio addition to Dolphin Club II at 10860 SW Beaverton Hillsdale Highway.

SECTION 50.25 (APPLICATION COMPLETENESS):

The completeness process is governed by Section 50.25 of the Development Code. The applicant is encouraged to contact staff to ask any questions or request clarification of any items found on the application checklists that were provided to the applicant at the time of the pre-application conference. In addition, the applicant should be aware that staff is not obligated to review any material submitted 14 days or later from the time the application has been deemed "complete" that is not accompanied with a continuance to provide staff the necessary time to review the new material.

APPLICATION FEES:

Based on the plans/materials provided, the identified estimated application fees (**land use only**) are as follows:

<u>Step 1:</u>	
Planned Unit Development	\$11,047.84***
Design Review Two	\$29,460.90**
Preliminary Subdivision	\$14,727.83****
Legal Lot Determination	\$618.19*
<i>possible</i> Design Review Three	\$31,817.10**
<i>possible</i> Tree Plan Two	\$4,419.45*
<u>Step 2:</u>	
Final Subdivision	\$4,477.20*
<u>Step 3:</u>	
Single-Detached and Middle Housing Design Review One	\$495.60*
<i>possible</i> Single-Detached and Middle Housing Design Review Two	\$5,303.55*
<i>possible</i> Single-Detached and Middle Housing Design Review Three	\$7,659.75*

See Key Issues/Considerations herein for description of applications and associated process.

*Please note that beginning on July 1, 2022, a 5% technology fee will be assessed on all applications. The fees shown above include this fee. Also beginning on July 1, 2022, projects that require multiple applications that are reviewed concurrently per BDC Section 50.15.3 shall be charged 100% of the highest application fee and 75%

of the remaining application fees. The fees shown above include the technology fee and reflect the 25% discount on any applications that would be reviewed concurrently with the Design Review Two application, which have lower fees than the Design Review Two application.

**The minimum fee, including the technology fee, for a Design Review Two application, which has a fee based on project value, is \$7,659.75. The maximum fee, including the technology fee, is \$29,460.90. The minimum fee, including the technology fee, for a Design Review Three application, which has a fee based on project value, is \$11,784.15. The maximum fee, including the technology fee, is \$31,817.10. Based on the project valuation provided by the applicant, the maximum fees would apply. Land use application project value is the total cost of all on-site improvements, inclusive of buildings and site area subject to land use review based on professional estimates by a licensed engineer, architect, landscape designer, or contractor. These estimates may include, but are not limited to, grade and fill of the site, paving, placement of utilities, lighting, landscaping, and other site improvements. Not included are land costs, administrative and professional fees, and other government fees.

***The base fee for a Planned Unit Development, including the technology fee, is \$14,141.40. Additionally, including the technology fee, there is a per acre fee of \$589.05 for acres over two acres. For a 2.84 acre planned unit development, the total fee would be \$14,730.45, before the discount for concurrent review is applied.

****The base fee for a Preliminary Subdivision, including the technology fee, is \$16,497.60. Additionally, including the technology fee, there is a per lot fee of \$163.80 for lots 1 through 10 and a per lot fee of \$136.50 for lots 11 through 50. For the proposed 21-lot subdivision (the 19 townhome lots and the two commercially-zoned lots), the total fee would be \$19,637.10, before the discount for concurrent review is applied.

No fee increases are scheduled at this time; however, the fees are subject to change each February 1st. Fees in effect at the time of application submittal will control. Please contact Current Planning (503-526-2420) or visit our website www.beavertonoregon.gov/bib prior to submittal of your application to confirm the current application fee(s).

SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. For example, a proposal that includes a **Planned Unit Development** application is subject to a **Type 3** procedure.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required for a Planned Unit Development application, which is a Type 3 application.

Neighborhood Advisory Committee (NAC): **Denney Whitford / Raleigh West**

Contacts: Ernie Conway, e-citizen@consystency.net / 503-646-5688
Sherry Moore, abiding1968@aol.com / 503-567-8492

Please copy the City's Neighborhood Office (neighbormail@beavertonoregon.gov) on communications with the NAC Chairs.

For meetings held at the NAC, staff recommends that a separate sign-in sheet be provided. Note that after the neighborhood meeting, a summary of the meeting along with a copy of your sign-in sheet is to be mailed to the NAC contacts above. The City also requests that the summary of the meeting and sign-in sheet is sent to: City

of Beaverton, Neighborhood Program, P.O. Box 4755, Beaverton, OR 97076 or emailed to neighbormail@beavertonoregon.gov.

Instructions for conducting or attending Neighborhood Review Meetings can be found in BDC Section 50.30 and at the following link: <https://content.civicplus.com/api/assets/3f3d8e8e-bd25-4ed6-8102-2d198238db25?cache=1800>.

The Request for Neighborhood Meeting Labels Form can be found at the following link: <https://content.civicplus.com/api/assets/1a02c228-0536-4277-8039-89550c936e56?cache=1800>. The completed form can be submitted to planningplansubmit@beavertonoregon.gov.

CHAPTER 20 (LAND USES):

Zoning: Community Service (CS)

Applicable Code Sections: **20.10.15 – Site Development Standards** and **20.10.20 – Land Uses**

Minimum Parcel Area – Non-Residential: 7,000 square feet
Minimum Land Area (minimum parent parcel of land area per dwelling unit): 1,000 square feet per unit
Minimum Lot Width: 70 feet
Minimum Lot Depth: 100 feet
Minimum Front Setback: None
Minimum Side Setback (not abutting a residential use in a residential zone): None
Minimum Side Setback (abutting a residential use in a residential zone): 10 feet
Minimum Rear Setback (not abutting a residential zone): None
Minimum Rear Setback (abutting a residential zone): 20 feet
Maximum Building Height (portions of buildings more than 50 feet from a residentially zoned property): 60 feet
Maximum Building Height (portions of buildings within 50 feet of a residentially zoned property): 35 feet

Multi-Dwelling: Permitted
Eating and Drinking Establishments: Permitted
Office: Permitted
Retail Trade: Permitted
Service Business / Professional Service: Permitted

Zoning: Residential Mixed C (RMC)

Applicable Code Sections: **20.05.15 – Site Development Standards** and **20.05.20 – Land Uses**

Minimum Lot Area (Townhouse): 1,500 square feet	Maximum Residential Density: N/A
Minimum Residential Density: 7 units per acre	Minimum Lot Width: 20 feet
Minimum Front Setback: 10 feet	
Minimum Side Setback (for the attached side of the townhouse): 0	
Minimum Side Setback (for the sides of the townhouse that are not attached): 5 feet	
Minimum Rear Setback: 15 feet	Minimum Garage Setback: 18.5 feet
Minimum Garage Door to Rear Setback: 22 feet	Minimum Between Buildings: 6 feet
Maximum Building Height: 35 feet	

Townhouse: Permitted

CHAPTER 30 (NON-CONFORMING USES):

Proposal subject to compliance to this chapter?

Yes

No

CHAPTER 40 (PERMITS & APPLICATIONS):

Facilities Review Committee review required? Yes No

Please Note: Applicant's written response to Section 40.03 (Facilities Review) should address each criterion. If response to criterion is "Not Applicable", please explain why the criterion is not applicable.

Applicable Application Type(s):

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>			
Step 1						
1.	Planned Unit Development (Threshold #1)	<u>40.15.15.6</u>	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
2.	Design Review Two (Thresholds #2, #3, #7, #8)	<u>40.20.15.2</u>	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
3.	Preliminary Subdivision (Threshold #1)	<u>40.45.15.5</u>	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
4.	Legal Lot Determination (Threshold #3)	<u>40.47.15.1</u>	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
	<i>possible</i> Design Review Three (Threshold #9)	<u>40.20.15.3</u>	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
	<i>possible</i> Tree Plan Two (Threshold #1)	<u>40.90.15.2</u>	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
Step 2						
1.	Final Subdivision (Threshold #1)	<u>40.45.15.8</u>	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
Step 3						
1.	Single-Detached and Middle Housing Design Review One (Threshold #5)	<u>40.21.15.1</u>	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
	<i>possible</i> Single-Detached and Middle Housing Design Review One (Threshold #1)	<u>40.21.15.2</u>	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
	<i>possible</i> Single-Detached and Middle Housing Design Review One (Threshold #1)	<u>40.21.15.3</u>	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4

Comments: In order for your application(s) to be deemed complete, a written statement is necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narrative(s) will need to explain how and why the proposed application meets the applicable approval criteria for the land use applications identified above. Approval criteria and development regulations in effect at the time an application is received will control. Approval criteria and development regulations are subject to change.

CHAPTER 60 (SPECIAL REGULATIONS):

The following special requirements when checked are applicable to your development. You should consult these special requirements in the preparation of written and plan information for a formal application:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) |
| <input type="checkbox"/> Section 60.10 (Floodplain Regulations) | <input type="checkbox"/> Section 60.11 (Food Cart Pod Regulations) |
| <input checked="" type="checkbox"/> Section 60.12 (Habitat Friendly Development Practices) | <input checked="" type="checkbox"/> Section 60.15 (Land Division Standards) |
| <input type="checkbox"/> Section 60.20 (Manufactured Home Regulations) | <input type="checkbox"/> Section 60.25 (Off-Street Loading Requirements) |
| <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities and Service Provision) |
| <input checked="" type="checkbox"/> Section 60.35 (Planned Unit Development) | <input type="checkbox"/> Section 60.40 (Sign Regulations) |
| <input checked="" type="checkbox"/> Section 60.50 (Special Use Regulations) | <input checked="" type="checkbox"/> Section 60.55 (Transportation Facilities) |
| <input checked="" type="checkbox"/> Section 60.60 (Trees and Vegetation) | <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) |
| <input type="checkbox"/> Section 60.67 (Significant Natural Resources) | <input type="checkbox"/> Section 60.70 (Wireless Communication) |

Comments: For the application(s) to be deemed complete, written analysis will need to identify and explain how the proposal meets all applicable provisions/requirements as checked above.

OTHER DEPARTMENT/AGENCY CONTACTS:

Your project may require review by other City departments and outside agencies. Please plan to contact the following staff persons at the City of Beaverton or other agencies when their name is checked. In some instances, some or all of these staff persons may submit written comments for the pre-application conference. These comments may be discussed at the pre-application conference and will be attached to this summary:

<p>Recommended contact for further information if checked</p> <p style="text-align: center;"><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a <i>Service Provider Letter</i> (SPL)</u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in <u>Chapter 3 of the Design and Construction Standards</u> at: <u>www.cleanwaterservices.org/permits-development/design-construction-standards</u></p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the city will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain an SPL, complete the <u>pre-screening site assessment form</u>. For more information</p>
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	about CWS environmental review, you may email splreview@cleanwaterservices.org or contact Laurie Bunce , CWS Engineering Technician, at (503) 681-3639.
<input checked="" type="checkbox"/>	Carl Werner , Building, City of Beaverton (503) 526-2472 / cwerner@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Typical building, mechanical, electrical, and plumbing permits will be required by the Building Division.
<input type="checkbox"/>	Steve Brennen , Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov <input type="checkbox"/> No written comments provided to date / not expected.
<input checked="" type="checkbox"/>	Silas Shields , Site Development, City of Beaverton (503) 536-3766 / sshields@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments attached.
<input checked="" type="checkbox"/>	Fabio de Freitas , Transportation, City of Beaverton (503) 526-2557 / fdefreitas@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments attached.
<input checked="" type="checkbox"/>	Elizabeth Cole , Recycling, City of Beaverton (503) 526-2460 / ecole@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. See Key Issues/Considerations and attached guides for enclosures, multifamily minimum volume, and food scraps. Elizabeth can review updated plans and coordinate feedback with the waste hauler.
<input checked="" type="checkbox"/>	Marah Danielson , ODOT Development Review (503) 731-8258 / marah.b.danielson@odot.oregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments will be provided to the applicant as soon as they become available.
<input checked="" type="checkbox"/>	Naomi Vogel , Washington County (503) 846-7623 / naomi_vogel@washingtoncountyor.gov <input checked="" type="checkbox"/> Plan reviewed. The County will want to review any required TIA for impacts to adjacent County roads, particularly the intersection of SW Beaverton-Hillsdale Highway and SW 110 th Avenue.
<input checked="" type="checkbox"/>	Bill Berg , Economic Development, City of Beaverton (503) 350-4037 / bberg@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. The applicant can contact Katie Keatamai (971-297-0658 or kkeatamai@beavertonoregon.gov) with the City of Beaverton's Development Division to find out more about how Vertical Housing Tax Credits could apply to this project. Additionally, the applicant can contact Matt Craigie (503-846-8295 or Matt_Craigie@washingtoncountyor.gov) with Washington County Economic Development to learn more about the CPACE Program. Information about this program is attached for reference.

KEY ISSUES/CONSIDERATIONS:

Staff has identified the following key development issues, or design consideration or procedural issues that you should be aware of as you prepare your formal application for submittal. The identification of these issues or considerations here does not preclude the future identification of other key issues or considerations:

1. **Land Use Applications.**

For this proposal, there will be essentially three steps in the land use entitlement process. Step 1 is Planned Unit Development, the design review for the buildings on the commercial sites, the preliminary subdivision, and a legal lot determination for one of the commercial sites. Step 2 is the final subdivision. Lastly, Step 3 is the design reviews associated with the townhouses.

Step 1

A **Planned Unit Development** (PUD) application will be required to access the flexibility provided by the PUD standards as an alternative to applying for multiple adjustment or variance applications. Please note that the threshold for a PUD application is that it may be applied to Commercial and Residential properties that are two acres or greater in size within any zoning district or when a land division of two acres or greater in size within any zoning district requires collectively more than three of the following land use applications or combination thereof: Minor Adjustment, Major Adjustment, Flexible Setback, or Variance. Because the minimum size to qualify for a PUD is two acres, more than just the four RMC lots would need to be part of the PUD (the four RMC lots equal 0.99 acres and the three CS lots equal 1.85 acres for a total project site size of 2.84 acres).

The key approval criteria for Planned Unit Development applications are:

- 40.15.15.6.C.3: The proposal meets that Site Development Requirement for setbacks within the applicable zoning district for the perimeter of the parent parcel unless otherwise provided by Section 60.35.10.03.
- 40.15.15.6.C.4: The proposal complies with the applicable policies of the Comprehensive Plan.
- 40.15.15.6.C.5: The size, dimensions, configuration, and topography of the site and natural and man-made features on the site can reasonably accommodate the proposal.
- 40.15.15.6.C.6: The location, size, and functional characteristics of the proposal are such that it can be made reasonably compatible with and have a minimal impact on livability and appropriate development of properties in the surrounding area of the subject site.
- 40.15.15.6.C.8: The lessening of the Site Development Requirements results in significant benefits to the enhancement of site, building, and structural design, preservation of natural features, and the surrounding neighborhood as outlined in Section 60.35.15.
- 40.15.15.6.C.9: The proposal provides improved open space that is accessible and usable by persons living nearby. Open space meets the following criteria unless otherwise determined by the Planning Commission through Section 60.35.15:
 - The dedicated land forms a single parcel of land except where the Planning Commission determines two (2) parcels or more would be in the public interest and complement the overall site design.
 - The shape of the open space is such that the length is not more than three (3) times the width the purpose of which is to provide usable space for a variety of activities except where the Planning Commission determines a greater proportioned length would be in the public interest and complement the overall site design.

- The dedicated land(s) is located to reasonably serve all lots for the development, for which the dedication is required.

Staff has reviewed the City's Comprehensive Plan and finds the following policies to be applicable to a PUD proposal:

- **Goal 3.1.1 Encourage development and land use patterns that support a variety of transportation options.**
 - **Policy 3.1.1.a.** Emphasize pedestrian convenience and safety in all developments and transportation facilities.
 - **Policy 3.1.1.c.** Ensure that new development is designed to provide safe, comfortable, and direct pedestrian and bicycle connections for all, regardless of ability or age, to and through the development, including to reach nearby points of interest.
 - **Policy 3.1.1.j.** Encourage use of structured, underground, and/or tuck-under parking for commercial, office, and multifamily development.
 - **Policy 3.1.1.i.** Accommodate automobile access and parking in an efficient manner that does not detract from the desirability of other modes.
- **Goal 3.7.1 Enhanced Commercial Centers and Corridors**
 - **Policy 3.7.1.a.** Over time, new development and redevelopment should improve accessibility and comfort for non-auto modes.
 - **Policy 3.7.1.b.** Emphasize commercial and employment uses and limit ground floor residential uses to preserve land to meet the city's employment needs.
 - **Policy 3.7.1.c.** Allow for housing as part of an integrated mixed use development, generally behind or above commercial uses, and buffered from high-traffic roadways or uses incompatible with residential use.
- **Goal 3.7.3 Community Commercial: Provide for commercial services that serve the surrounding community, with limited auto-oriented uses.**
 - **Policy 3.7.3.a.** Allow commercial uses at a range of scales, including large-format retail, to address community needs.
 - **Policy 3.7.3.d.** Development standards and/or conditional use review should be used to address potential issues related to compatibility of commercial uses with adjacent housing, including noise, access, and parking.
- **Goal 3.8.1 Complete and livable Neighborhoods.**
 - **Policy 3.8.1.c.** Allow flexibility to provide housing variety while maintaining an overall density consistent with the Comprehensive Plan designation and zoning.
 - **Policy 3.8.1.e.** Provide opportunities for a variety of housing types in all residential plan designations while maintaining a scale and character consistent with the intent of each plan designation.
 - **Policy 3.8.1.i.** Require subdivisions and development on large sites to create a connected network of pedestrian ways, local streets, and other multimodal connections, including connections to adjacent properties or opportunities to connect in the future.
- **Goal 3.8.2 Lower Density Neighborhoods: Provide residential neighborhoods that emphasize housing variety and integrate parks, schools, and other community institutions.**
 - **Policy 3.8.1.a.** Allow and encourage a variety of housing types that respond to the scale and form of existing neighborhoods as a way to increase housing options within established neighborhoods while recognizing neighborhood character.

- **Goal 4.2.1 Provide a variety of housing types that meet the needs and preferences of residents.**
 - **Policy 4.2.1.f.** Encourage the development of a variety of housing types within planned unit developments and other large projects, which can serve to improve the aesthetic character of the neighborhood and provide housing choices for different income levels.
- **Goal 4.5.1 Ensure that Beaverton continues to be one of the most livable communities in the region.**
 - **Policy 4.5.1.a.** Encourage quality design throughout the city that acknowledges neighborhood character, provides safe and direct connections for pedestrians and bicyclists to a variety of destinations, and integrates open space, natural resources, and scenic view corridors.
 - **Policy 4.5.1.f.** Provide flexible development standards for projects that exceed the minimum requirements for natural resource protection, open space and public gathering places, and energy efficiency.

A **Design Review Two** application will be required for new construction of up to and including 30,000 gross square feet of non-residential floor area where the development abuts any Residential zone; new construction of multi-dwellings; any change in excess of 15 percent of the square footage of on-site landscaping or pedestrian circulation area; and any new or change to existing on-site vehicular parking, maneuvering, and circulation area which adds paving. As part of the written narrative, please address the applicable sections of Chapter 60 as noted above. Please refer to the attached commercial zone design standards checklist as a guide to which standards appear to be applicable based on the pre-application submittal.

If you are either unable or choose not to meet an applicable design standard, a **Design Review Three** application would instead be required, and you would demonstrate compliance with the applicable corresponding design guideline(s).

A **Preliminary Subdivision** application will be required for the creation of four or more new lots from at least one lot of record in one calendar year. If the entire site is included in the subdivision, including the commercial lots, no additional Replat One applications will be required, which without being included in the subdivision would be one to create a plat for the eastern commercial lot that has never been part of a previously recorded plat where no new lots or parcels are proposed and a second to consolidate the two western commercial lots to eliminate the existing lot line that would run through the proposed building. By including the commercial lots in the subdivision, only one final land division is required.

A **Legal Lot Determination** application will be required concurrently with the filing of the land use applications to determine the legal status of eastern commercial lot since it was never part of a plat. Please provide documentation such as a title report or deed history to demonstrate that the lot is legal.

A **Tree Plan Two** application would be required for the removal of five or more Community Trees, or more than 10% of the number of Community Trees on the site, whichever is greater, within a one calendar year period. Community Trees are healthy trees of at least ten inches DBH that are not trees identified as Significant, Historic, Landscape, or Mitigation Trees, trees within a Grove or Significant Natural Resource Area, or trees that bear edible fruits or nuts grown for human consumption. The applicant should identify how many Community Trees exist on the residential lots and how many would be removed, to determine if this application is required.

The key approval criteria for Tree Plan Two applications are:

- 40.90.15.2.C.4: If applicable, removal of any tree is necessary to accommodate physical development where no reasonable alternative exists.

- 40.90.15.2.C.5: If applicable, removal of any tree is necessary because it has become a nuisance by virtue of damage to property or improvements, either public or private, on the subject site or adjacent sites.
- 40.90.15.2.C.6: If applicable, removal is necessary to accomplish public purposes, such as installation of public utilities, street widening, and similar needs, where no reasonable alternative exists without significantly increasing public costs or reducing safety.
- 40.90.15.2.C.7: If applicable, removal of any tree is necessary to enhance the health of the tree, grove, SNRA, or adjacent trees, or to eliminate conflicts with structures or vehicles.
- 40.90.15.2.C.10: The proposal is consistent with all applicable provisions of Section 60.60. (Trees and Vegetation) and Section 60.67. (Significant Natural Resources).
- 40.90.15.2.C.11: Grading and contouring of the site is designed to accommodate the proposed use and to mitigate adverse effects on neighboring properties, public right-of-way, surface drainage, water storage facilities, and the public storm drainage system.

Step 2

A **Final Land Division (Subdivision)** application will be required to finalize a previously approved Preliminary Subdivision application.

Step 3

A **Single-Detached and Middle Housing Design Review One** application will be required for the new construction of the townhouses in the residential zoning district. As part of the written narrative, please address the applicable sections of Chapter 60 as noted above. Please refer to the attached middle housing design standards checklist as a guide to which standards appear to be applicable based on the pre-application submittal.

If you are either unable or choose not to meet one applicable design standard, a **Single-Detached and Middle Housing Design Review Two** application would instead be required, and you would demonstrate compliance with the applicable corresponding design guideline. If you choose to meet one applicable Type 3 Design Guideline, a **Single-Detached and Middle Housing Design Review Three** application would instead be required, and you would demonstrate compliance with the applicable Type 3 Design Guideline.

2. **Height and Low Impact Development Credits.** There are several Low Impact Development techniques that can be used to increase building height. Please note that each credit provides a different amount of square footage that can be built above the height limit. It may be beneficial to utilize multiple techniques to increase the square footage allowed to be built to 72 feet. Please also note that when abutting an RMC zoning district, the portion of the building receiving the height increase shall be designed with an additional setback from the RMC zoning district of two feet for every one foot of building height increase.
 - Eco-Roof: 1 SF of building footprint above the base zone height limit per 1 SF of eco-roof
 - Rain Garden: 3 SF of building footprint above the base zone height limit per 1 cubic foot of water retained or detained by the rain garden
 - Rooftop Garden: 0.5 SF of building footprint above the base zone height limit per 1 SF of rooftop garden
 - Integrated Parking: 2 SF of building footprint above the base zone height limit per 100 SF of integrated parking
3. **Off-Street Parking.** Due to the proximity of this site to frequent transit, there will be no minimum motor vehicle parking ratios and there will be new maximum motor vehicle parking ratios for all uses once City Council adopts new parking rules as required by the State's Climate Friendly and Equitable Communities

(CFEC) rules. Based on the submitted pre-application plans, it appears that the maximum amount of motor vehicle parking spaces is 86 spaces for the western mixed-use building and 271 spaces for the eastern mixed use and multi-dwelling buildings. There is no maximum for motor vehicle parking spaces for townhouses in the RMC zone.

Based on the submitted plans, it appears that more than one-half acre of surface parking area will be provided which means that two of the new CFEC code provisions apply to this project. Design Standard 60.05.20.5.E requires a new development that adds more than one-half acre of new surface parking (newly constructed parking and/or paved parking area that was removed and replaced) to a lot to provide trees and sidewalks along driveways or a minimum of 30 percent tree canopy coverage over the additional parking lot area. Section 60.30.15.10 requires a new development that adds more than one-half acre of new surface parking to a lot to provide one of these features: installation of solar panels with a generation capacity of at least 0.5 kilowatt per new parking space, actions to comply with OAR 330-135-0010, or tree canopy covering at least 40 percent of the additional parking lot area at maturity.

Although motor vehicle parking spaces will no longer be required, if the applicant proposes to provide them with the development, the spaces and parking areas must meet the dimensional requirements in Sections 60.30.10.9 and 60.30.15.

The minimum amount of short-term bicycle parking required for multi-dwellings is two spaces or one space per 20 dwelling units, whichever is greater; for retail uses is two spaces or one space per 12,000 square feet of floor area, whichever is greater; and for townhouses is one space per unit. The minimum amount of long-term bicycle parking required for multi-dwellings is one space per unit; for retail uses is two spaces or one space per 12,000 square feet of floor area, whichever is greater; and for townhouses is one space per unit. Bicycle parking spaces must meet the requirements of Section 60.30.10.3.B and the Engineering Design Manual.

4. **Phasing Plan.** If the applicant plans on phasing the project, a detailed phasing plan will need to be submitted for review. The phasing plan should evaluate the utilities, parking, pedestrian access, and identify how each phase can be built in succession and function independently.
5. **Garbage and Recycling.** All multifamily properties are required to have garbage, mixed recycling, and glass recycling service. Recycling must meet regional minimum service standards. It is recommended that the applicant aims for the recommended level of service and not just the minimum level. The minimum may be enough service for a complex with primarily studios. There must be enough service to prevent overflow of waste. It is recommended to plan for enough waste collection three to four days per week to cover weekends, holidays, and other high-volume events or service interruptions. Recycling must be as convenient as garbage. For example, if the applicant proposes to use garbage chutes, the chute rooms must have recycling collection in them.

Businesses must also have garbage, mixed recycling, and glass recycling. If there will be food businesses on site, they will need space for food scraps collection. Townhomes will have standard cart service and garbage and recycling will be services from the curb. Waste collection vehicles need to be able to circulate on site without the need to back up onto SW Beaverton-Hillsdale Highway. Waste containers need to be serviceable by the hauler.

6. **Service Provider Letters (SPL).** The City of Beaverton requires service provider letters from special districts who provide services to the subject site. Service Provider Letters are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:
 - a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>

- b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires a Service Provider Permit (SPP) to address fire code issues related to development. The SPP form can be found at the following link: <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-permit-for-Washington-C-64>
 - c. **City of Beaverton Water:** A Service Provider Letter (SPL) will be required for new connections to the water system and/or changes in water meter size. The SPL form can be found at the following link: <https://apps2.beavertonoregon.gov/CO/PublicWorks/WaterServiceProviderLetter.aspx>
 - d. **Beaverton School District (BSD):** All developments that create either lots for single family development (Land Divisions) or dwelling units (Design Review) require a SPL from BSD to address school capacity. The SPL form is attached. Please contact Robert McCracken, Facilities Planning Coordinator, at (503) 356-4319 or Robert_mccracken@beaverton.k12.or.us.
7. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.

The TDT is based on the estimated traffic generated by each type of development. The TDT is collected prior to the issuance of a building permit; or in cases where no building permit is required (such as for golf courses or parks), prior to final approval of a development application.

To estimate the tax please use Washington County's TDT Self Calculation Form: www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm). For more information please contact Jabra Khasho, City of Beaverton Transportation Engineer, at (503) 526-2221 or jkhasho@BeavertonOregon.gov.

For information regarding sanitary sewer, storm sewer, water, park, Metro construction excise, School District construction excise, and other applicable fees please use the Building Division link: <http://www.beavertonoregon.gov/DocumentCenter/Home/View/605> or contact the Building Department at cddmail@BeavertonOregon.gov. The current fee schedule for Parks SDCs is also attached for reference.

8. **Beaverton Electronic Permitting System (BEPS).** Effective April 3, 2023, all new Land Use Applications must be submitted through BEPS (<https://prod.buildinginbeaverton.org/>), which includes 24/7 access to an online portal with comprehensive project tracking and the ability to pay fees online. For more information, including instructions, visit: <https://www.beavertonoregon.gov/1543/Electronic-Permitting-System>

Pre-Application Conference Worksheet for Commercial Zone Design Review Standards

for PA2023-00888 held on 01/03/2024

Title: Beaverton Hillsdale Mixed Use Planned Development

In review of the plans and material submitted for Pre-Application consideration, staff has determined your project is subject to Design Review Compliance Letter **Type 2** provided that the plans and graphic exhibits submitted for consideration illustrate compliance with “applicable” Design Review Standards identified under Sections 60.05.15 through 60.05.30 of the Development Code. If your proposal does not meet applicable design standards, your proposal is subject to Design Review Type 3 (per application Thresholds 8 or 9 of Section 40.20.15.3.A). In review of the plans and materials submitted for Pre-Application Conference consideration, staff has identified certain Design Standards (below) that appear “applicable.” Applicable Design Standards include those pertaining to:

A: **Permitted** Conditional use

Within a(n): Residential **Commercial** Industrial Multiple Use zone

For a(n): **Multi-Family Residential** Commercial Industrial **Multiple Use** building type.

That does **does not** about a “Major Pedestrian Route” Class: _____

In summary, the applicable design standards appear to include the following:

60.05.15 (Building Design and Orientation Standards)

1. **Building articulation and variety - A** **B** **C** **D** 30% permanent architectural features, 40' maximum spacing
2. **Roof forms - A** **B** **C** **D** **E** provide parapet or architectural treatment to flat roofs
3. **Primary building entrances** minimum area of 6' wide x 4' deep weather protection
4. **Exterior building materials - A** **B** **C** minimum 70% architecturally treated materials, maximum 3' high plain concrete foundation
5. **Roof-mounted equipment - A** **B** **C**
6. **Building location and orientation along Streets in Commercial and Multiple Use zones - A** **B** **C** **D** **E** **F** only applies to tax lot 1S115AD01800
8. **Ground floor elevations on commercial and multiple use buildings - A** **B** only applies to tax lot 1S115AD01800

60.05.20 (Circulation and Parking Design Standards)

1. **Connections to the public street system -**
2. **Loading areas, solid waste facilities, and similar improvements - A** **B** **C** **D** **E**
3. **Pedestrian circulation - A** **B** **C** **D** **E** **F**
4. **Street frontages and parking areas - A**
5. **Parking area landscaping - A** **B** **C** **D** **E** island every 10 contiguous parking spaces
7. **Sidewalks along streets and primary building elevations in Commercial and Multiple Use zones - A** **B** **C**

60.05.25 (Landscape, Open Space, and Natural Areas Design Standards)

5. **Minimum landscape requirements for non-residential developments and mixed use development - A** **B** **C** **D** 15% minimum landscaping
8. **Retaining walls -**
9. **Fences and walls - A** **B** **C** **D** **E**
10. **Minimize changes to existing on-site surface contours at residential property lines - A** **B**
11. **Integrate water quality, quantity, or both facilities-**
13. **Landscape buffering and screening – A** **B** **C** **D** **E** **F** **G** 20' B3 buffer abutting RMC zone and 10' B3 buffer abutting OI zone

60.05.30 (Lighting Design Standards)

1. **Adequate on-site lighting and minimal glare on adjoining properties- A** **B** **C** **D** **E**
2. **Pedestrian-scale on-site lighting - A** **B** **C** pole-mounted luminaire maximum height of 15' for pedestrian paths and 30' for vehicular circulation areas

Pre-Application Conference Worksheet for Single-Detached and Middle Housing Design Review Standards

for PA2023-00888 held on 01/03/2024

Title: Beaverton Hillsdale Mixed Use Planned Development

In review of the plans and material submitted for Pre-Application consideration, staff has determined your project is subject to **Single-Detached and Middle Housing Design Review One** provided that the plans and graphic exhibits submitted for consideration illustrate compliance with “applicable” Design Review Standards identified under Section 60.05.60 of the Development Code. If your proposal does not meet one applicable design standard, your proposal is subject to Single-Detached and Middle Housing Design Review Two, and if your proposal chooses to meet one applicable Type 3 Design Guideline, your proposal is subject to Single-Detached and Middle Housing Design Review Three. In review of the plans and materials submitted for Pre-Application Conference consideration, staff has identified certain Design Standards (below) that appear “applicable.” Applicable Design Standards include those pertaining to:

Single-detached dwellings, duplexes, triplexes, and quadplexes Townhouses Cottage clusters
Within an: MR RMA RMB RMC zone

In summary, the applicable design standards appear to include the following:

- 60.05.60.3 (Design Guidelines and Standards for Townhouses)**
- S1. **Maximum number of units in a structure:** a b 5 attached units in RMC zone
 - S2. **Entries:** a b one entry of unit must be within 10 feet of longest street-facing wall of unit and oriented toward the street
 - S3. **Windows:** minimum 15% of all public or private street-facing facades of each unit composed of windows or entrance doors
 - S4. **Outdoor open area:** a b c d e f g minimum 500 square feet when parent lot is 7,000 square feet or greater
 - S5. **Tree planting and tree preservation:** a b c d tree planting area equals 30% of the site area minus building footprint
 - S6. **South Cooper Mountain Community Plan open space and natural resources:** a b c d e
 - S7. **Grading at residential property lines:** changes to existing slopes limited within 25 feet of a residential property line
 - S8. **Garages and off-street parking areas:** a b combined width of all garages and outdoor on-site parking and maneuvering areas limited to 50% of any street frontage when lot width is at least 20 feet
 - S9. **Driveway location:** a b driveways may be as close as 3 or 6 feet from lot lines external to townhouse development depending on EDM sidewalk classification and may be 0 feet from lot lines internal to townhouse development
 - S10. **Driveway access:** a b c front access driveways allowed but width of driveway and garage cannot exceed 12 feet
 - S11. **Driveway length:** driveways longer than 150 feet to be designed as private streets
 - S12. **Lighting design:**
 - S13. **Solid waste facilities – minimum required storage area and location:** a b c d e f minimum 40 square feet of storage area required for townhouse structures with combined floor area under 4,000 square feet, minimum 80 square feet of storage area required for townhouse structures 4,000 square feet or greater
 - S14. **Solid waste facilities – screening:** a b c containers required to be stored so not visible from a public or private street or shall be fully screened



PRE-APPLICATION MEETING TRANSPORTATION RESPONSE

Community Development Department

Project Name: Beaverton-Hillsdale Mixed Use

Pre-Application Conference#: PA2023-00888

Date: February 2, 2024

Applicant: Habib Matin

Applicant's Representative: Matthew Sprague, Pioneer Design Group

Project Planner: Lauren Russell, Associate Planner

Notes prepared by: Fabio de Freitas, Senior Planner

☎ (503) 526-2557 ✉ fdefreitas@beavertonoregon.gov

These comments are based on the information provided at the **January 3, 2024 Pre-Application Conference** for a proposal at **10860, 10970 and 10990 SW Beaverton-Hillsdale Hwy and at 4670, 4680, 4690 and 4700 SW Beach Dr.** The summary notes below are to highlight key transportation issues that need to be addressed in any future land use applications for the discussed proposal. Any proposed development and its associated transportation impacts shall be in compliance with the City of Beaverton's Transportation System Plan (TSP) and the Engineering Design Manual 2019 (EDM) in addition to all applicable sections of the Beaverton Development Code (BDC).

GENERAL NOTES

This Pre-application Conference proposal presents a mixed-use development on the subject site that is similar to a previously designed project associated with Pre-application Conference# PA2023-00199, which was held in April of last year. Many of the staff-provided comments that were prepared in relation to the previous Pre-application Conference will remain pertinent to the current proposal.

Of significance, a clarification regarding the (current) proposed plan's utilization of on-site "alleys" is offered here as this was a subject matter discussed during the meeting wherein the applicant sought additional information from City staff.

For reference, the BDC provides the following definition of an alley:

"A public way providing a secondary means of access to abutting properties."

Further, the EDM also provides the following definition of an alley:

“A very low-capacity road intended for secondary vehicular access to the rear or side of private properties.”

The alleys, as shown on the current site plan, provide the only point of access to the majority of the proposed townhomes - arguably, units 4, 5 and 19 could be directly accessed via SW Beech Dr. During the meeting, staff shared an diagrammatic example from a large-scale and traditional Planned Unit Development/Subdivision wherein alleys were utilized as *secondary vehicular access*. And while it is accurate that alleys don't always need to be similarly oriented as the example that was shared, in order to qualify as an alley, there does need to be a primary means of access to the proposed lots/homes. The proposed alleys only provide the primary and singular access to the units they are intended to serve. Accordingly, the City will not consider the proposed access-ways as alleys. The proposed access-ways are driveways

As was identified in the Pre-application Conference that was held in April of last year, the overall length of the proposed driveways exceeded 150-ft. Pursuant to BDC Section 60.05.60 / Table 60.05.60.3, Standard 11, “if a driveway is equal to or greater than 150-ft in length, then it shall be designed as a private street according to the Beaverton Engineering Design Manual. If a driveway is less than 150-ft long, then it does not need to be designed as a private street.” By staff's measurement, the driveway in question (which includes those segments serving proposed units 1-14) will exceed 150-ft and therefore, the driveway will need to be designed as a private street. EDM Section 210.30.A states that “when allowed in development, private streets shall meet the requirements of the Development Code and the appropriate public street design standards.” The driveway serving proposed units 15-19 does not exceed 150-ft in length and therefore does not need to be designed as a private street.

Instead of attempting to satisfy the above referenced standard by providing a driveway that must be designed as a private street as noted above, the applicant may seek to propose an alternative driveway design that satisfies Guideline G11b of BDC Section 60.05.60 / Table 60.05.60.3. Note that if this is the option that the applicant elects to pursue for said alternative driveway design, the referenced guideline states that review and approval must also come from the City Engineer. The EDM/Design Exception process will be triggered for said review and approval. Because the driveway design will be critically reviewed as part of the expected land use process, the applicant will need to initiate the EDM Design Exception process in relation to the land use application(s) submittal.

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication and Frontage Improvements

Property dedication (donation) for public right-of-way (ROW) purposes will be required along the site's SW Beaverton-Hillsdale Hwy frontage in association with the proposed project. Because this ROW is under ODOT authority, this site frontage will need to be brought to the State Agency's ultimate cross section standard. In that configuration, the roadway will need to be widened, however, *the applicant is not expected to widen the roadway or relocate the existing curb*. Instead, the sidewalk corridor will need to be re-constructed with the new

sidewalk located in its ultimate location. An example of this configuration can be observed at 10920 SW Beaverton-Hillsdale Hwy along the site frontage of Kaleafa Cannabis Company, located adjacent to the subject site.

ODOT staff who attended the Pre-application Conference have shared the following information:

For consistency with the nearby Kaleafa property, ODOT should recommend a minimum of 48-ft of ROW from centerline (8-ft ROW donation), with a 10-ft wide sidewalk in the ultimate location near the back of future ROW (usually 0.5 to 1.0-ft for maintenance).

According to [ROW map 7B-27-9](#), Beaverton-Hillsdale Hwy appears to have been widened to a consistent 80-ft wide ROW in the 1970s.

Looking at [ROW map 10B-16-40](#), the southern ROW line appears to be consistent for all of the tax lots of this development fronting the highway, in line with the previously described 80-ft ROW width. This map also shows that the donation for the nearby Kaleafa Cannabis Company at [10920 SW B-H Hwy](#) was 8-ft, which is likely to be the same that should be requested for this development. Further to the east, the 2017 ROW donations for Kaiser Permanente at [4855 SW Western Ave](#) are slightly wider at 11.5-ft.

Looking to determine the recommended cross section widths, it appears that the Kaleafa property has a [DRS](#) Case #6840 associated with it from 2015/2016. The latest site plans in DRS show a 10-ft sidewalk constructed in the ultimate location, with a landscape buffer just under 8-ft to accommodate a future bike lane.

The applicant will need a registered engineer to confirm the ROW width and note the width on submitted site plans.

In relation to the site's SW Beech Dr frontage, it appears that there is adequate ROW to accommodate the City's standard sidewalk corridor without the need for property dedication – applicant to confirm via property survey. Although there is an existing landscaped furnishing zone that separates the sidewalk from the street, the sidewalk itself does not satisfy the EDM's L1 standard 5-ft wide sidewalk required along a Local Street. In relation to the proposed development on the site, the standard sidewalk corridor will need to be constructed.

Provide photometric data demonstrating that illumination for any public transportation facilities meets the minimum lighting levels established in the Engineering and Design Manual (EDM) Section 450 for SW Beech Dr. *For lighting along SW Beaverton-Hillsdale Hwy, the applicant will need to work with ODOT staff to determine the agency's lighting requirements.*

Provide on-street lighting consistent with EDM Section 450 and as recommended in a required lighting analysis for the site's frontage on SW Beech Dr. Lighting along the site's SW Beaverton-Hillsdale Hwy frontage will need to be provided as required by ODOT.

Traffic Impact Analysis

It is unclear whether or not the proposal triggers the requirement to complete a Traffic Impact Analysis. Please provide verification from a registered traffic engineer in the form of a trip generation memorandum with additional details on the uses proposed for the site as well as the square footage of the various uses. The applicant may subtract estimated trip generation of any existing land uses on the site. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required (generally summarized as either when a development or land use change will generate 300 or more daily vehicle trips, or, at the discretion of the City Engineer, if traffic impacts attributable to the development have the potential to significantly impact the safe and efficient operation of the existing public transportation system). The trip generation memorandum will inform the potential need for a TIA.

If a TIA is triggered for this proposal, it will need to address all the requirements laid out in BDC Section 60.55.20. Prior to commencing of the preparation of a TIA, the applicant must submit a memo from a traffic engineer that describes the scope and assumptions of the TIA. After receipt of the memo, staff will contact the applicant's traffic engineer to discuss any required modifications, request a revised scope and subsequently approve commencement of work. Please note - the TIA will not be accepted without prior approval of the written scope of work.

The applicant is informed that *if a TIA is triggered*, it will need to include additional information determined as necessary by Washington County and ODOT – appropriate scoping in advance of the TIA preparation will need to include these additional transportation agencies.

Off-Street Loading Requirements

It is unknown if the Development Code's loading requirements will be triggered given the lack of specificity regarding the non-residential uses proposed on the site. Off-street loading requirements are not applicable to the residential component of the project. The applicant is referred to BDC Chapter 60.25 for reference to loading requirements for the non-residential elements of the project to determine the loading needs as plans are further developed.

Although loading is not required in association with the proposed residential element of the project, the applicant should take into consideration at the early stages of project design the waste and recycling needs of the proposed project. Importantly, will be how the waste/recycling service provider will access the site and conduct its operations on private property. The activity will not be allowed to occur along the site's SW Beaverton-Hillsdale Hwy frontage.

Another consideration that should also be taken into account at this time should be how delivery vehicles will access the site to conduct deliveries associated with the non-residential and residential uses of the site. These activities will also not be allowed to occur along the site's SW Beaverton-Hillsdale Hwy frontage.

Provide a site plan showing the turning movements for freight/delivery truck as well as garbage/recycling vehicles both within the internal site's circulation, as well as the ingress and egress to the site.

Off-Street Parking (Vehicles and Bicycles)

- The BDC has no minimum required off-street vehicle parking requirements. The applicant is referred to BDC Table 60.30.10.5.A for maximum permitted off-street parking spaces allowed.
- The proposed parking areas must meet parking design standards within BDC 60.30.15 and 60.30.20. Two-way drive aisles shall be a minimum of 24-feet.
- The proposed parking area(s) must meet the parking lot design standards within the City's Engineering Design Manual Section 210.21, subsections I and N.
- The proposal is subject to additional parking lot and circulation standards as part of Design Review including but not limited to landscape buffer between parking lots and public streets; landscaped islands in parking areas; limitations to siting parking areas in relation to public streets; etc. Please see BDC 60.05.20 for all applicable standards.
- The proposed development is required to provide the minimum number of both short-term and long-term bicycle parking as detailed in BDC Table 60.30.10.5.B. The location of bicycle parking and design features for long-term bicycle parking will also be required, pursuant to the standards found in BDC Chapter 60.30 and EDM Section 340.

Bicycle and Pedestrian Circulation

- Pedestrian and bicycle accessways shall be provided in between full street connections, or between a street and a destination, as required in BDC 60.55.25.9.
- Provide site plans that show the proposed development provides reasonably direct, paved walkways with a minimum 5-ft of unobstructed width as outlined in BDC 60.55.25.10. Walkways are required through parking areas, connected to building entrances, and must utilize different paving materials.
- Walkways that border perpendicular parking spaces shall be a minimum 7-feet wide unless concrete wheel stops, bollard, curbing, landscaping or other improvements are provided to prevent parked vehicles from obstructing the walkway (BDC 60.55.25.10.E).

Access / Driveways

The applicant must provide site plans that show the following:

- Adherence to the driveway access standards as provided in BDC Table 60.05.60.3 / Standard 10. Sub-standard "b" identifies limitations on "front access" that may be challenging to satisfy as the project is currently proposed with no public or private street frontage. Please see the associated guideline(s) (G10a and b) to determine if the project can satisfy instead of meeting the aforementioned standard.

- Driveway meets the driveway requirements contained in BDC Section 60.05.60 / Table 60.05.60.3 – Standard S9 which refers to the width of allowed driveway approaches that will need to be adhered to for each residential unit.
- Driveway meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)
- Demonstrate that any access(es) to public rights-of-way satisfy the minimum sight distance standards in EDM Section 210.21. Verification is required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)
- For shared or common driveways, the applicant will be required to write and record a cross-over and maintenance easement during either final plat review, or through the Site Development permitting process.
- With regard to the eastern-most proposed driveway access via SW Beaverton-Hillsdale Hwy, City staff are aware of an access easement that appears to affect not only one of the applicant's subject tax lots, but also include two additional lots to the south (an easement connecting SW Beaverton-Hillsdale Hwy to SW 5th St). City staff will need to receive additional information from the applicant with respect to this easement to further consider the proposed project access via SW Beaverton-Hillsdale Hwy.

ADDITIONAL APPLICATIONS

Sidewalk Design Modification

If the minimum sidewalk standards cannot be met due to topographic issues, physical conditions, or environmental conditions, the applicant may choose to pursue a Sidewalk Design Modification, a Type-1 land use application (see BDC Section 40.55). This land use application requires that the applicant demonstrate approval criteria can be met.

Design Exception Request

Applicants may submit a one-time request for a Design Exception to the Engineering Design Manual are made to the City's Public Works Engineer Department (EDM Section 160). The application form and instructions can be found on the Public Works website at:

<https://www.beavertonoregon.gov/234/Design-Exceptions-Revisions-Appeals>

SYSTEM DEVELOPMENT CHARGES

- Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits; or in cases where no building permit is required (such as for golf courses or parks), prior to final approval of a development application.

The TDT is based on the estimated traffic generated by each type of development. To estimate the tax please use Washington County's TDT Self Calculation Form: www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/Transportation

Planning/transportation-development-tax.cfm). For more information please contact Jabra Khasho, City of Beaverton Transportation Engineer, at (503) 526-2221 or jkhasho@BeavertonOregon.gov.

This proposal may be eligible for the "Change-In-Use Discount" for TDT. If eligible, this discount could provide up to a 75% discount on TDT for certain redevelopment or reuse of existing buildings for the first 5,000 square feet converted to a more intensive use. Please consult Washington County's website on TDT for program details.

Additional System Development Charges may apply. For information regarding sanitary sewer, storm sewer, water, park, Metro construction excise, School District construction excise, and other applicable fees please use the Building Division link: <http://www.beavertonoregon.gov/DocumentCenter/Home/View/605> or contact the Building Department at cddmail@BeavertonOregon.gov.

OTHER REVIEWING TRANSPORTATION AGENCIES

WASHINGTON COUNTY - The proposed development has no frontages along streets that are by Washington County. However, SW 110th Ave on the north side of SW Beaverton-Hillsdale Hwy is under the County's authority. If a TIA is triggered, the County may have additional requirements related to the analysis that may need to be performed and supplemented in the TIA. Please contact Naomi Vogel at (503) 846-7639, or Naomi.Vogel@co.washington.or.us.

Applicant is required to contact the County before preparing a traffic impact analysis (if one is triggered) to review the proposed scope of work.

OREGON DEPARTMENT OF TRANSPORTATION – The proposed development has frontage on SW Beaverton-Hillsdale Hwy which is maintained by the Oregon Department of Transportation (ODOT). ODOT may have additional requirements or permits. Please contact Marah Danielson at (503) 731-8258, or marah.b.danielson@odot.state.or.us.

Applicant is required to contact ODOT before preparing a traffic impact analysis (if one is triggered) to review the proposed scope of work.



City of Beaverton
Community Development Department
Site Development Division
12725 SW Millikan Way 4th Floor
Beaverton, OR 97076
Tel: (503) 350-4021
Fax: (503) 526-2550
www.BeavertonOregon.gov

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Site Development & Engineering

Project Name: BHH Mixed Use

Pre-Application Conference Number: PA2023-00888

Date: January 3, 2024

Prepared by: Silas Shields-Site Development Division

Ph: (503) 536-3766 **Email:** sshields@BeavertonOregon.gov

General Notes:

This development shall be in compliance with the City of Beaverton and Clean Water Services standards in place at the time of site development permit application. Please refer to City Engineering Design Manual (EDM) for [site plan submittal requirements](#). Site plans will need to be on 22x34-inch sheets. The project was reviewed for compliance with City of Beaverton (COB) 2019 EDM and the 2019 R&O 19-22 Clean Water Services (CWS) Design & Construction Standards (DCS).

Developments and other activities which create or modify 1,000 square feet or greater of impervious surface are required to provide stormwater management. A storm water report prepared by a professional civil engineer is required with this application and will need to document how the proposal will provide water quantity control for conveyance capacity (CWS DCS Section 4.02), hydromodification (CWS DCS 4.03) and water quality (CWS DCS Section 4.04) Additional standards are outlined in City EDM Section 530 for surface water management design standards and CWS DCS Section 4.08. Please refer to Table 530.1 of EDM for facility order of preference. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4. Individual lot LIDA facilities may not be utilized to meet the stormwater management requirements within CWS chapter 4 and EDM Chapter 5.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. There is an existing 8" city-owned sanitary line within the proposed lots to be developed. There is a 10" city-owned storm line along SW Maple Ave. There is also an ODOT-owned storm line along SW Beaverton-Hillsdale Highway. Please contact ODOT for requirements regarding a connection to their storm line. Contact information is provided below.

City of Beaverton is the water provider for this site. There is a 6" city-owned water line within the properties proposed to be developed and along SW Beech Dr. There is also a 10" city-owned water line along SW Beaverton-Hillsdale Highway. A Service Provider Letter (SPL) will be required for new connections to the water system and/or changes in water meter size, see next page for contact information.

Tualatin Valley Fire and Rescue (TVFR) is the fire district, see next page for contact information. A permit will be required.

A Clean Water Services (CWS) Pre-screen or Service Provider Letter (SPL) will be required with the land use application (see contact information on next page).

Per sections 307 and 311 of Oregon Uniform Plumbing Code, storm and/or sanitary sewer that serve/crosses more than one lot shall be a public system or as approved by the building division plumbing code.

A professional surveyor will need to document where existing utility lines and any easement limits are in relation to property boundaries. Proposed relocations of any public utilities and easements will need to be shown with the Land Use application. Please note that no permanent structures including building footings, doors swinging out and roof eaves can encroach into existing public utility systems and associated easements.

With any frontage improvements/dedication, per EDM Section 130, the minimum width for a Public Utility Easement (PUE) shall be 8 feet. The PUE shall be located along all property lines adjacent to public rights-of-way. The City may require a larger PUE in commercial and industrial areas and where right-of-way widths are sub-standard. SWM facilities, including side slopes, retaining walls, perimeter fencing (when required) and all associated structures, shall not be installed within a PUE. Meter boxes or other public water infrastructure shall not be located in a PUE.

With any frontage improvements street tree plantings and any storm water facility plantings must be shown with the land use application and must be per jurisdictional approved planting lists.

Per Beaverton development code 60.65, any affected overhead utilities, as well as new connections into the site must be placed underground.

Resources:

- For more detailed information regarding existing utilities, topography, and geological information necessary for preparation of various applications submit as-built request online at:
<https://apps2.beavertonoregon.gov/CO/publicworks/asbuiltrequestform.aspx>

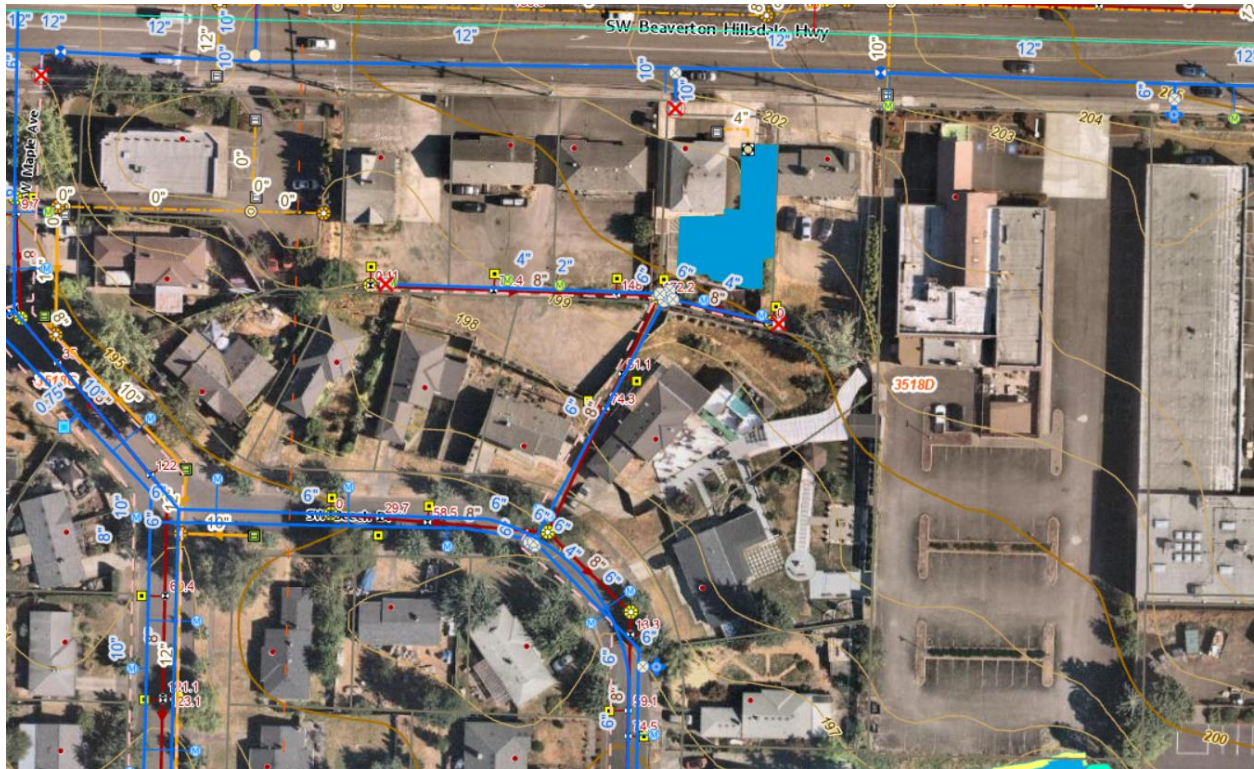
Permits & approvals identified as likely to be needed with this development:

<input checked="" type="checkbox"/>	City of Beaverton permit- Engineering Site Development Contact: Site Development Division at (503) 350-4021 or sitedevelopment@beavertonoregon.gov
<input checked="" type="checkbox"/>	City of Beaverton Building permit Contact: Building Division at (503) 526-2493

<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
<input checked="" type="checkbox"/>	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov
<input checked="" type="checkbox"/>	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com
<input checked="" type="checkbox"/>	Oregon DOT (District 2B). For work within, access, or construction access. <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Contact: Stacey Stubblefield at (971) 673-1343 • <input checked="" type="checkbox"/> Drainage Contact: Jim Nelson at (971) 673-2942
<input checked="" type="checkbox"/>	Clean Water Services District <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org • <input checked="" type="checkbox"/> Source Control Permit (all non-residential) - Contact: Source Control Division at (503) 681-5175
<input checked="" type="checkbox"/>	Oregon Department of Environmental Quality <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> DEQ 1200-CN Erosion Control Permit (for disturbance of 1-4.99 Acres) – Submit to City of Beaverton Site Development for processing: 503-350-4021 • <input checked="" type="checkbox"/> DEQ Letter of “No Further Action” NFA or other documentation concerning soil and/or groundwater contamination on this property and clearance allowing new construction – Contact: Tiffany Johnson at (503) 229-6258 or email Johnson.tiffany@deq.state.or.us
<input checked="" type="checkbox"/>	Geotechnical report may be required
<input checked="" type="checkbox"/>	Environmental report may be required
<input checked="" type="checkbox"/>	Submit City of Beaverton Stormwater Management Worksheet
<input checked="" type="checkbox"/>	Storm water facilities required <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity • <input checked="" type="checkbox"/> Hydromodification • <input checked="" type="checkbox"/> Quality Treatment

The engineer of record can request fee in lieu for hydromodification and quality treatment if development meets criteria set forth in CWS DCS Section 4.03.7.a and 4.04.2.a and City EDM Section 530.1.A.4.

Payment of credit against SWM SDC for detention facilities is covered in CWS DCS Section 4.02.1.c.



Blue = City Water Line

Red = City Sanitary Line

Orange = City Storm Line

Recycling & Garbage Enclosure Guidelines

This document is intended to serve as a resource in determining the minimum space that should be included for shared garbage and recycling collection areas in plans for commercial and multifamily developments. They should be used in conjunction with the relevant sections of the Beaverton Development Code and the Beaverton Code referenced below.

The City of Beaverton is committed to helping build a more sustainable community, one that minimizes its use of natural resources, protects the environment, and creates a healthy, positive and safe setting for all of its community members. By providing garbage and recycling service that meets the needs of the user (customer/tenant) and service provider while also minimizing service frequency, and therefore greenhouse gas emissions, we are able to contribute to this vision.

Regulations

Beaverton Code [4.08.530](#) requires all businesses to recycle and as of 2021, qualified food generating businesses will be required to have weekly food scraps collection. Property owners and managers must provide services that enable tenants to be in compliance with Beaverton code.

City of Beaverton [Solid Waste & Recycling Administrative Rules](#) section E.3.a et seq. requires that multifamily and commercial property owners subscribe to weekly garbage and recycling service and shall provide a sufficient number and adequate size to prevent overflow of waste materials. Recycling and food scraps containers must be in both quantity and location reasonably similar to garbage and must be convenient for tenants to use.

All garbage and recycling facilities are required to be screened from public view by the [Beaverton Development Code](#) (Section 60.05.20.2) and will require land use approval to modify or construct. Please contact the Planning Division at 503-526-2420 for more information on screening requirements.

Cost and collection efficiency and environmental sustainability

The most efficient and cost-effective collection service is one that minimizes the number of service stops per week and the number of times the driver gets out the truck. Properly designed enclosures should:

- Be designed to contain one week's worth garbage, recycling and food scraps.
- Be of adequate size and number to prevent overflow of garbage, recycling and food scraps.
- Allow the service vehicle to access the receptacle without the driver needing to physically move it.

Maximizing efficiencies help keep solid waste service rates reasonable. Enclosures, and the truck access to them, should be designed to enable the most cost-effective and efficient service possible.

Designing for the most efficient enclosure possible reduces local truck traffic, saving money on road maintenance and repair, and reducing the city's green-house gas emissions which will help us reach our Climate Action Plan goal of zero emissions by 2050.

What to avoid

Inadequate size

If the enclosure is too small, receptacles may get placed outside of the enclosure which conflicts with Beaverton Development Code. Small enclosures can make it difficult to impossible for the user and service provider to access the receptacles. A larger enclosure allows for flexible service levels and is more easily adapted to the changing needs of businesses, e.g. a restaurant may require room for a food scrap collection receptacle in addition to garbage and recycling, whereas an office building will generally not require these additional services.

If a roof is added to the enclosure, a minimum of 16 feet vertical clearance is necessary to allow lids to be opened and closed and the container to be removed for servicing. Clearance outside of the container is required to be 25 feet for front load container servicing.

Inadequate gates

Trucks require a minimum of 65 feet of straight on access in front of the enclosure to service containers.

Gates should be a minimum of 10 feet wide per container without a center post. Gates must lock in the open and closed position. The gates should open to a minimum of 120 degrees. For example, if you intend to have two containers in one enclosure, the gates should be 20' wide without a center post.

Location

Trucks should be able to safely enter the property and re-enter traffic without the need of backing. An enclosure at the end of an alley or in a place without adequate room for service vehicles to turnaround creates a dangerous situation for collection staff, as well as for vehicles, bicyclists and pedestrians.

The largest and most common truck used is about 37 feet in length. Driveways and lots should be designed to accommodate trucks with a turn radius of 60 feet, overhead clearance of 14 feet and weight of 55,000 lbs.

Enclosure designs

Plans submitted to the City should detail the location(s) and size of the enclosure(s). The plan should also show container footprints. Applicants are encouraged to contact Beaverton's Solid Waste & Recycling program with any questions, 503-526-2460 or email RecyclingMail@BeavertonOregon.gov.

Table A: Service level recommendations

All recommendations below assume once a week service as the preferred level of service; it is the most cost-effective, reduces green-house gas emissions and traffic. Food may be an exception and in some situations collected more than once a week. Please note, these are starting points, exact service levels will vary based on several factors (layout, type of business, number of employees etc.).

Table 1

Land Use	Garbage	Mixed recycling	Glass recycling	Food waste
Multi-family residential	40 gallons per living unit	40 gallons per living unit	3 gallon per living unit	---
Grocery	Compactor	Compactor for cardboard plus 6 cubic yards	64 gallons	16 cubic yards
Hotel w/restaurant	18 cubic yards	12 cubic yards	64 gallons	3 cubic yards
Hotel without restaurant	12 cubic yards	6 cubic yards	35 gallons	---
Office	3 yards per 20,000 sf	3 yards per 20,000 sf	35 gallons per 20,000 sf	---
Restaurant	3 cubic yards per 1500 sf	6 cubic yards per 1500 sf	35 gallons per 1500 sf	3 cubic yards per 1500 sf
Retail	3 yards per 8,000 sf	3 yards per 8,000 sf	35 gallon per 8,000 sf	---

Table B: Receptacles sizes

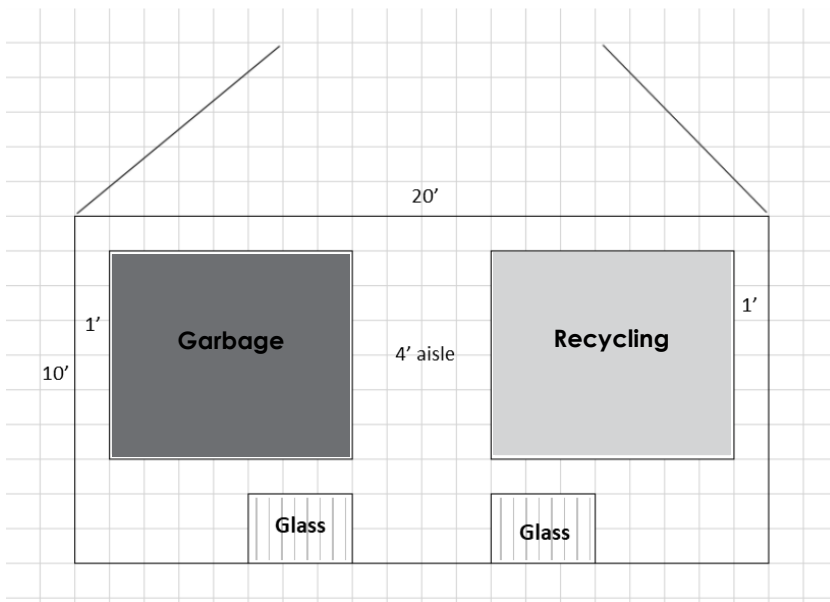
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

Volume	Foot Print	Height
35-gallon cart (.20 cubic yard)	21" W x 24" D	39 inches
65-gallon cart (.34 cubic yard)	27" W x 29" D	41 inches
95-gallon cart (.52 cubic yard)	30" W x 34.0" D	46 inches
1 cubic yard	84" W x 24" D	37.5 inches (with casters)
1.5 cubic yards	84" W x 36" D	43.5 inches (with casters)
2 cubic yards	84" W x 36" D	49.5 inches (with casters)
3 cubic yards	84" W x 45" D	55.5 inches (with casters)
4 cubic yards	84" W x 54" D	61.5 inches (with casters)
6 cubic yards	84" W x 68" D	60 inches (no casters)

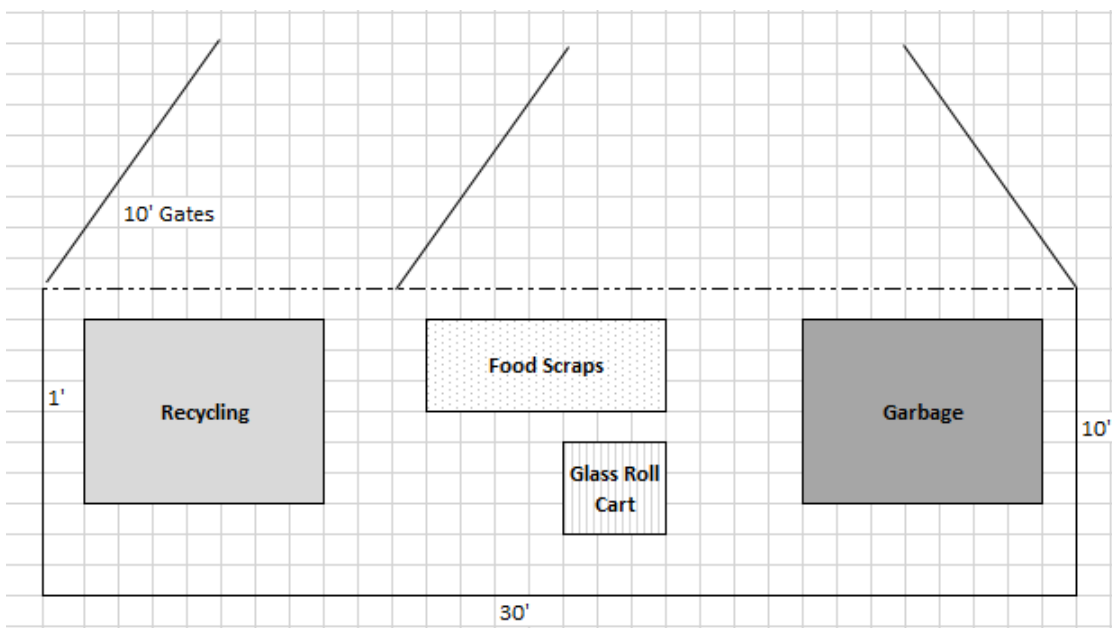
Examples of receptacle layouts

- Layout dimensions are approximate.
- Receptacle layouts show interior dimensions, no curb, footings or other obstructions.
- Provide a minimum of one foot interior clearance between receptacles (excluding carts) and other obstructions (walls, curbs, equipment, trees).
- Provide a minimum of sixteen foot vertical clearance to open lids (from ground to top of lid) and vehicle access.
- Provide a minimum 10 foot gate to easily remove receptacles. No center post.

A. 10 x 20 (residential – 200 sf)



B. 10 x 30 (commercial w/food scraps – 300 sf)



Multifamily minimum volume requirement estimation guide

In December 2020 the Metro Council adopted a policy that requires minimum per unit service volumes to be provided to multifamily garbage and recycling customers.

Why this guide?

This Estimation Guide was developed to determine the minimum weekly volumes of garbage, recycling and glass service required by [Metro administrative rule 5.15 - 2040](#) at apartment and condo homes. The requirement is a minimum, additional service volume will likely be needed to adequately serve your site and avoid overflows of garbage, recycling and glass. The recommended volumes are included in this guide and are likely to be the best starting point for determining adequate service volume.

Table 1. Required weekly per unit minimum volumes

Garbage	Acceptable recyclable materials	Source-separated glass
20 gallons per unit per week	20 gallons per unit per week	1 gallon per unit per week

Table 2. Recommended weekly per unit volumes

Garbage	Acceptable recyclable materials	Source-separated glass
40 gallons per unit per week	40 gallons per unit per week	3 gallon per unit per week

Use the volume estimation guide

To use this guide enter the number of units present at the multifamily site into the unit count box below.

_____ Unit count

Table 3. Required weekly per unit minimum volumes

Garbage		Acceptable recyclable materials		Source-separated glass	
Unit count x 20 gallons	= gallons of service per week	Unit count x 20 gallons	= gallons of service per week	Unit count x 1 gallon	= gallons of service per week
Unit count x 20 ÷ 202 gallons per yard	= yards of service per week	Unit count x 20 ÷ 202 gallons per yard	= yards of service per week	N/A	

Table 4. Recommended weekly per unit volumes

Garbage		Acceptable recyclable materials		Source-separated glass	
Unit count x 40 gallons	= gallons of service per week	Unit count x 40 gallons	= gallons of service per week	Unit count x 3 gallon	= gallons of service per week
Unit count x 40 ÷ 202 gallons per yard	= yards of service per week	Unit count x 40 ÷ 202 gallons per yard	= yards of service per week	N/A	

Compactor volumes are calculated differently, this calculator does not apply to compactors.

Table 5. Gallons to cubic yards conversion table

Gallons	Cubic yards
202 gallons	1 yard
303 gallons	1.5 yards
404 gallons	2 yards
606 gallons	3 yards
808 gallons	4 yards
1,212 gallons	6 yards
2,020 gallons	10 yards
4,040 gallons	20 yards



Business food scraps separation requirements

Public benefits of a regional solid waste system

Through its management of the regional solid waste system, Metro seeks to:

- Protect people's health
- Protect the environment
- Get good value for the public's money
- Keep our commitment to the highest and best use of materials
- Be adaptable and responsive in managing materials
- Ensure services are available to all types of customers

In July 2018, the Metro Council adopted a policy that requires certain types of businesses to keep their food scraps out of the garbage starting in 2020.

What types of materials are included in the food scraps program?

The program is for food scraps only. Food scraps include excess, spoiled or unusable and inedible food such as waste from fruits, vegetables, meats, dairy products, fish, shellfish, nuts, seeds, grains, coffee grounds and similar material that results from the storage, preparation, cooking, handling, selling or serving of food for human consumption. Food scraps do not include large amounts of oils and meats that are collected for rendering or other beneficial uses or any food fit for human consumption that has been set aside, stored properly and is accepted for donation.

It is important to note that the program covers food scraps that are generated "back-of-house." Back-of-house is the area of business operation where food preparation areas and kitchens are located and that is not accessible to customers. The food scraps separation requirement *does not apply* to food that is generated front-of-house. Front-of-house is the area of a business accessible to customers where food is consumed and where some establishments' customers are asked to dispose of garbage and food scraps, such as at quick-serve restaurants. A business may choose to include front-of-house food scraps in its collection program, but the business must take full responsibility for ensuring that the food scraps are free of non-food items, such as cups, napkins, cutlery and other materials, before placing the food scraps in their collection bin.

What types of businesses are required to participate in the food scraps separation program?

Grocery Stores: Establishments that sell food and beverages including grocery stores, warehouse clubs, wholesalers, and specialty food stores.

Restaurants: Establishments that prepare meals, snacks and beverages, to customers' order, for immediate consumption on and off premises. This includes organizations and corporate campuses with full service and on-site cafeterias as well as catering companies.

Lodging and Hotels: Establishments primarily engaged in providing short-term lodging with full service restaurants or on-site food preparation.

Hospitals: Establishments, licensed as hospitals, with full-service restaurants or on-site food preparation.

Nursing and Residential Care Facilities: Establishments primarily engaged in providing residential care with full-service restaurants or on-site food preparation. This includes retirement and assisted living facilities.

Correctional Facilities: Jails, prisons, or other place of incarceration with on-site cafeterias or food preparation.

Business food scraps collection requirements

Colleges and Universities: Higher-education institutions with full-service restaurants or on-site food preparation including those that offer two- to four-year programs in the arts and sciences, technical and vocational schools, and junior and community colleges.

Elementary and Secondary Education: Schools with on-site cafeterias or food preparation including a centralized kitchen that prepares food for delivery to multiple school locations.

Food and Beverage Manufacturers: Establishments primarily engaged in producing food and beverage products such as fruit and vegetable canning, chocolate and confectionery manufacturing, meat, poultry and seafood processing, commercial bakeries, and breweries.

I own or manage a food service business described above. When does my business need to have a food scraps separation program in place to comply with the requirements?

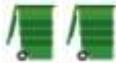
Business Group 1:

- **Implementation period begins March 31, 2020.**
- **Businesses that generate 1,000 pounds or more of food scraps per week.**
(Equivalent to about four 60-gallon roll carts per week)



Business Group 2:

- **Implementation period begins March 31, 2021.**
- **Businesses that generate 500 pounds or more of food scraps per week.**
(Equivalent to about two 60-gallon roll carts per week)



Business Group 3:

- **Implementation period begins September 30, 2022.**
- **Businesses that generate 250 pounds or more of food scraps per week.**
(Equivalent to about one 60-gallon roll cart per week)



(Conversion Factors: 800 pounds per yard and 4 pounds per gallon; 60-gallon roll cart = 240 pounds)

How do I know when my business needs to comply with the requirement?

The **Food Scraps Generation Estimation Guide** (see page 4) will help you estimate the quantity of food scraps your business generates and determine when your business needs to comply with the requirements.

If your business has practices in place to prevent food waste, you may generate less than indicated by industry averages. Individual estimates may also vary depending on the type of food service. For example, full-service, sit-down restaurants are more likely to generate higher quantities of food scraps compared to quick-serve or take-out restaurants. Technical assistance specialists from your city or county's garbage and recycling department can help you estimate your food scraps generation levels through free on-site assistance. They will also help with program set-up, training and problem-solving.

Business food scraps collection requirements

The Estimation Guide was developed based on industry data from published reports and studies including work done by the California Department of Resources Recycling and Recovery (CalRecycle). CalRecycle conducts periodic in-depth studies of waste generated by businesses to better understand the types and amounts of materials generated. The per-employee generation rates for each business type used in the Food Scraps Generation Estimation Guide were developed based on these in-depth studies. These rates represent industry averages that can be used to help estimate the quantity for food scraps your business generates. This source data is also used by the U.S. Environmental Protection Agency and other agencies for similar purposes. Metro will continue to refine the Food Scraps Generation Estimation Guide as updated or improved data become available.

How does the food scraps separation requirement apply to:

Businesses that are part of a chain with multiple locations? The requirement is based on the amount of food waste generated per location, rather than the entire chain. For example, if one location generates 1,000 pounds of food scraps per week or more, that location is part of Group 1. If another location produces less than 1,000 pounds of food scraps per week, that location is subject to the requirement at a later date.

Facilities with multiple buildings with common ownership such as a college or corporate campus? The requirement is based on the total amount generated by all food-related operations such as cafeterias and catering for the entire campus. If the campus as a whole generates 1,000 pounds of food scraps per week or more, then the campus is included in Group 1, even if no single building on the campus disposes of more than 1,000 pounds of food scraps per week.

Businesses in a shopping mall or multi-tenant building with shared garbage collection service? The requirement is based on the amount of food scraps generated at each individual business located in the mall or building, rather than the total amount generated by all the food-related businesses located in the mall or building. For example, if one business generates 1,000 pounds of food scraps per week, that business is subject to the requirement in Group 1.

I read this document and it didn't answer all of my questions. Who can I call for more information?

Call Metro at 503-234-3000 to speak with someone who may be able to answer any questions about this policy that are not addressed here.

Business food scraps collection requirements

Food Scraps Generation Estimation Guide

To estimate the quantity of food scraps your business generates and determine when you likely need to have a food scraps separation system in place, select your business category and enter the number of full-time employees that work at your business.

Grocery stores	# of full-time employees	× 4000 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Restaurants¹	# of full-time employees	× 2760 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Lodging and hotels	# of full-time employees	× 1200 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Hospitals	# of full-time employees	× 300 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Nursing and residential care facilities	# of full-time employees	× 300 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Correctional facilities	# of full-time employees	× 1700 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Colleges and universities	# of full-time employees	× 300 pounds of food scraps per employee per year	÷ 52 weeks per year	= pounds of food scraps per week
Elementary and secondary schools	Elementary and secondary schools will be included in Group 3, starting in September 2022, regardless of the amounts of food scraps they generate.			
Food and beverage manufacturers	Food scraps generation and handling vary widely by food product manufacturer. City and county technical assistance staff will help these businesses determine if and when they will need to have a program in place.			

Source for Business Generation Estimates: Cascadia Consulting Group. *2014 Generator-Based Characterization of Commercial Sector Disposal and Diversion in California*. Publication # DRRR 2015-1543. California Department of Resources and Recycling and Recovery, September 2015.
<http://www.calrecycle.ca.gov/publications/Documents/1543/20151543.pdf>

¹ For organizations and corporate campuses with full service and on-site cafeterias that are not included as another business category such as hospitals, colleges and universities or correctional facilities, enter the number of full-time employees involved with food preparation and service.

Request for Service Provider Statement



Please, complete and submit this form, via mail or electronically, to the Beaverton School District. The District will review and issue a service provider statement to you directly. The District will not send the service provider statement to the city or county.

Service Provider Statement Requests
Facilities Department
16550 SW Merlo Road • Beaverton, Oregon 97006
ph: (503) 356-4449 • fax: (503) 356-4484

Applicant Information

Owner Name

Applicant Name

Address

Phone

Email

Where the District will return the service provider statement.

Project Information

Project Name

Project Address (or approx. location)

Jursidiction Unincorp. Washington County City of Hillsboro
 City of Beaverton City of Tigard

Project name should match land use submittal

Taxlot ID(s)

Please, attach a taxlot map w/ location marked.

Project Description

Please, attach a site plan.









































Does this project require a comprehensive plan amendment or zoning change? Yes No

Residential Units Proposed

	Unit Count	Notes on approximate phasing
Single-Family Detached	<input type="text"/>	<input type="text"/>
Single-Family Attached	<input type="text"/>	
Multi-Family	<input type="text"/>	

Questions? Please contact Robert McCracken, Facilities Planning Coordinator
503.356.4319
robert_mccracken@beaverton.k12.or.us

This information is requested to inform future enrollment planning.

- | | | |
|---|--|--|
| LR | Lauren Russell, City of Beaverton (Host, me) |   |
| MS | Matt Sprague (Guest) |    |
| SB | Saiid Behboodi, PBS (Guest) |   |
| NOVA ARC | Terry Novak (Guest) |   |
| HM | Habib Matin (Guest) |   |
| CW | Carl Werner - City of Beaverton (Guest) |   |
| DS | Daniel Stumpf (Lancaster Mobley) (Guest) |   |
| D& | Dean & Ramiz MacBale (Guest) |   |
| EM | Ed Miranda (Guest) |   |
|  | Elizabeth Cole (she/her) Beaverton (Guest) |   |
| FD | Fabio de Freitas (Guest) |   |
| G | Geoff (Guest) |   |
| JK | Jabra Khasho, City of Beaverton (Guest) |   |
| JR | John Russell, PE (ODOT R1) (Guest) |   |
| KL | Khoi Le (Site Dev Division Manager) (Guest) |   |
| MO | Marah ODOT (Guest) |   |
| SS | Silas Shields (Guest) |   |
| TR | Tony Rikli (ODOT) (Guest) |   |
| WH | Wayne Hayson (Guest) |   |

