



Received
Planning Division

7.23.21

November 10, 2020

Otak, Inc.
Li Alligood
800 SW 3rd Ave, Suite 300
Portland, OR 97204

Subject: Pre-Application Summary Notes for Scholls Heights Partition Mods

Dear Ms. Alligood,

Thank you for attending the Pre-Application Conference held on October 28, 2020. 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, however, staff understands that these preliminary plans may change and therefore the applicable code requirements may also change. We look forward to collaborating with you and your team to achieve a mutually successful outcome which both meets the needs of the community and addresses the City's policies and goals. 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,

Jana Fox
Planning Manager
(503) 526-3710

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Scholls Heights Phasing Mods PA2020-0041, October 28, 2020

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: October 28, 2020

PROJECT INFORMATION:

Project Name: **Scholls Heights Phasing Mods**

Project Description: Allow Phase 2 to proceed prior to or concurrent with phase 1A/1B, grading/modification to housing types, modification of a condition(s) of approval, phasing limit changes.

Property/Deed Owner: Hubert & Jeannette Bierly 26690 Horsell Rd, Bend, OR
John Bierly, 12150 SW Kobbe Dr, Beaverton, OR
Lewis & John Bierly, Susan Thompson, Beaverton, OR
South Cooper Mountain Owner, LLC

Site Address: NE corner of SW Scholls Ferry Road and SW Tile Flat Road

Tax Map and Lot: Tax Map: 2S2010, Tax Lot: 3200, 3300, 3400, 3500, 3600, 3700, 3800, 3900, 4000, 4100, 4200, 4300, 4400,

Zoning: R1, R2, R4, R5, F7

Comp Plan Designation: NR-HD, NR-SD, NR-MD

Site Size: Approximately 132 acres

APPLICANT INFORMATION:

Applicant's Name: West Hills Land Development LLC
3330 NW Yeon Ave, Suite 200
Missoula, MT 59801
Portland, OR 97210

Phone: 503-641-7342 / Dan Grimberg

PREVIOUS LAND USE HISTORY: Subject property is part of the South Cooper Mountain Community Plan (SCMCP) area and was annexed to the City of Beaverton in January, 2013. The subject site was given the City of Beaverton Land Use Designations and Zoning with the Scholls Heights PUD approval. The approved large lot partition has been recorded. Subsequent partitions of two of the large lots and changes to phasing have been approved.

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 and materials provided, the identified application fees (land use only) are as follows.

Modification of a Decision-Subdivision	\$6,238 (+\$99/Lot if additional lots proposed)
<i>Possible</i> Modification of a Decision-PUD	\$4,262
<i>Possible</i> Design Review Two	\$2,687

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

No fee increase are scheduled at this time; however, the fees are subject to change. 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. In this case, the proposal 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 not required because the necessary type 3 applications are modifications of previously approved decisions. Staff always recommends community outreach through a neighborhood meeting. Neighborhood Advisory Committee: (NAC): **Neighbors Southwest** Contact: Elliot Otteson, Chair, eotteson@horizoncommunity.church/ 503-547-3013

For meetings held at the NAC staff recommend that a separate sign-in sheet be provided. Note that after the neighborhood meeting, summary of the meeting along with a copy of your sign-in sheet is to be mailed to the NAC contact above. The city also request that the summary of the meeting and sign-in sheet is also sent to: City of Beaverton, Neighborhood Program, P.O. Box 4755, Beaverton, OR 97076 or emailed to: neighbor@mail@beavertonoregon.gov

CHAPTER 20 (LAND USES):

See “Key Issues / Considerations” herein. Limited Land Use applications will need to address Chapter 20 compliance. See Development Standards of the applicable Residential zoning districts in table of 20.05.15.

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>
1.	Possible Modification of a Decision – PUD	50.95 40.15.15.4	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
2.	Modification of a Decision – Preliminary Subdivision	50.95 40.45.15.5	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
3.	Possible Design Review (Modification or New)	50.95 40.20.15.2	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

Comments: In order for your applications to be deemed complete, a written statement necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narratives 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. (Please note: Should the new zoning district approach be pursued, additional criteria may apply depending on the proposal):

- Section 60.05 (Design Review Principles Standards and Guidelines)**
- Section 60.07 (Drive-Up Window Facilities)
- Section 60.10 (Floodplain Regulations)
- Section 60.15 (Land Division Standards)**

- | | |
|--|--|
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) | <input type="checkbox"/> Section 60.25 (Off-Street Loading) |
| <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities) |
| <input checked="" type="checkbox"/> Section 60.35 (Planned Unit Development) | <input type="checkbox"/> Section 60.40 (Sign Regulations) |
| <input type="checkbox"/> Section 60.45 (Solar Access Protection) | <input 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 checked="" type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

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

Please note that **compliance with the South Cooper Mountain Community Plan is required as part of showing compliance with the PUD Modification request**, these policies can be found in the South Cooper Mountain Community Plan.

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:

Recommended contact for further information if checked



Clean Water Services

(CWS not sent copy of Pre-Application materials)

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 CWS staff as early as possible in order to obtain a Service Provider Letter (SPL). 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 [Chapter 3 of the Design and Construction Standards](#) at: www.cleanwaterservices.org/permits-development/design-construction-standards

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 [pre-screening site assessment form](#). For more information about CWS environmental review, you may email splreview@cleanwaterservices.org or contact **Laurie Bunce**, CWS Engineering Technician, at (503) 681-3639.

- Carl Werner**, Senior Structural Plans Examiner, City of Beaverton
 (503) 526-2472 / cwerner@beavertonoregon.gov
 Comment: Plans reviewed. No comments at this time. Please contact the Building Division if you have further building questions.
- Steve Brennen**, Operations, City of Beaverton
 (503) 526-2200 / sbrennen@beavertonoregon.gov
 Comment: No written comments provided to date / not expected.
- Naomi Patibandla**, Site Development, City of Beaverton
 (503) 256-2513 / npatibandla@beavertonoregon.gov
 Plan reviewed. Comments incorporated.
- Kate McQuillan, AICP, Transportation, City of Beaverton**
 (503) 526-2427/ kmcquillan@beavertonoregon.gov
 Plan reviewed. No Comments
- Elizabeth Cole, Recycling Program, City of Beaverton**
 (503) 526-2460 / ecole@beavertonoregon.gov
 Plan reviewed.
- Naomi Vogel, Planner, County of Washington**
 Naomi_vogel@co.washington.or.us
 Plan reviewed. Written comments not provided.

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** In review of the plans and materials submitted for consideration, staff has identified the following land use applications. Please note that the City of Beaverton allows concurrent review of land use applications.
 - a. **Modification of a Decision – Preliminary Subdivision (LD) (Type 2).** Modifications to the proposed phasing of the PUD are addressed in the Preliminary Subdivision application approved for the Scholls Heights PUD. Modifications to conditions of approval. Modifications to grading. The modification application should focus only on portion of the subdivision that are proposed to be modified.
 - b. *Possible* **Modification of a Decision – PUD (CUP) (Type 3).** Modifications to conditions of approval for open space per phase may be necessary if the number of units per phase changes as part of the phasing modification request. The modification application should focus only on portion of the PUD that are proposed to be modified.

- c. *Possible Design Review Two or Modification of a Decision – Design Review* (LD) (Type 2). Modifications to the attached single-family residential product or single family residential lots will require modification to, or a new, Design Review Two application.
 - d. Should the proposal include changes to phase lines that require additional land divisions or modifications not already discussed additional applications may be identified as necessary.
2. **Improvements to Tile Flat & Scholls Ferry Roads.** Requests to modify conditions of approval related to the timing of construction of improvements to SW Tile Flat Road and SW Scholls Ferry Road must show how the proposed new condition of approval better accomplishes the purpose of the condition requiring the improvements be done with the first phase of development. This is a high bar. Any proposed new condition of approval should include a detailed analysis from a traffic engineer to support the request. In addition, the language of the condition shall be clear about what events trigger the required improvements to be constructed. Tracking the number of building permits is not a desirable outcome for a condition from a logistical standpoint.
3. **Facilities Review Approval Criteria.** Written response to the Facilities Review approval criteria is necessary (Section 40.03 of the Development Code). Applicant's narrative should respond to how critical facilities and services can be provided to the development at the partition phase. Response to Facilities Review approval criteria will also be required with each design review and should address utility provisions, site access, etc.
4. **South Cooper Mountain Community Plan Compliance.** Applications should address compliance with applicable policies of the SCMCP in the narrative portion of the application. Responses should focus on changes from the originally approved Scholls Heights PUD.
5. **Phasing Plan.** An updated phasing plan will need to be provided, showing how each phase can receive utilities, provide adequate open space, and be constructed in a logical manner.
6. **Open Space Plan.** A plan showing the required open space to be constructed to meet the active and passive open space requirements is needed with the proposed modifications.
7. **Owner Signatures.** All proposed modifications must contain the signatures of all property owners, including the owners of phase 1A/1B. Any proposed condition of approval changes should be consented to by all owners.
8. **Unit Type Analysis:** If the applicant proposes changes to unit types or additional units/lots an updated analysis addressing the unit split requirements in the SCMCP shall be provided showing the proposal continues to be in compliance with the standard.
9. **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.

10. **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 as SPL to address fire code issues related to development. The SPL form can be found at the following link <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-letter-for-city-of-Beav-62>
 - c. * **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. Please contact Robert McCracken, Facilities Planning Coordinator, at (503) 356-4319 or robert_mccracken@beaverton.k12.or.us **Only if additional lots are proposed.*
 - d. **Water Service**: All developments require a Water Service Provider Letter to address water service provision. The SPL form can be found here: [\\COBNAS2\CITYWIDE\\$\PublicWorks\TVWD_IGA\2018_Service_Area_IGA_Operations_and_Maintenance_Plan\New_Development\Request_for_Statement_of_Service_Availability_\(Water\).pdf](\\COBNAS2\CITYWIDE$\PublicWorks\TVWD_IGA\2018_Service_Area_IGA_Operations_and_Maintenance_Plan\New_Development\Request_for_Statement_of_Service_Availability_(Water).pdf)
11. **Electronic Plan Review**. The City of Beaverton offers electronic plan submission for Planning, Site Development, and Building permit review. For more information please visit our Apply for Permits page at <https://www.beavertonoregon.gov/2047/Apply-for-Permits> or contact staff.
12. **Continued Coordination**. We look forward to working with you and your team as the project evolves. Please do not hesitate to contact us with any questions.



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: Scholls Heights at South Cooper Mountain (SCM) Mods

Pre-Application Conference Number: PA2020-0041

Date: October 28, 2020

Prepared by: Naomi Patibandla-Site Development Division

Ph: (503) 526 2513 **Fx:** (503) 526-2550 **Email:** npatibandla@BeavertonOregon.gov

General Notes:

This development shall be in compliance with the City of Beaverton and Clean Water Services standards outlined per Scholls Heights PUD land use decision. Please refer to City Engineering Design Manual (EDM) for [site plan submittal requirements](#). Site plans will need to be on 22x34-inch sheets.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. City of Beaverton is the potable and non-potable water provider for this site. Per Beaverton City Code, Section 9.05.046 for Extension of Facilities, public utilities (potable and non-potable water, sanitary sewer and storm drainage) must be brought to serve this site upon development and to facilitate future adjacent development.

Utility provision issues must be addressed with the modification application to demonstrate City service feasibility for each phase including a storm water management plan prepared by a professional civil engineer. 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.

For waterline connection feasibility- Phase 3 is served off the 550 HGL but the pipes connecting it to Road 8B are 470 HGL.

Alternatives for connecting Phase 3 to 550 are:

- A) Connect to the 550 line in Road 8B. This requires that 550 piping is built west out Road 8B
- B) Connect to the 550 line north of the 470 PRV. This requires that 550 piping is built north 150' and then west.

C) Depending on status of the 550 line in 6B, connect via the north.

Once the area develops further (either the 550 north line reaches Phase 3, or another connection), then the connection to 550 in the south needs to be closed and the pipes reconnected to 470 HGL piping to serve development.

External agency applications and permits like- Clean Water Services- 1200C, Washington County, Army Corp of Engineer and Department of State Land Permits for any other phases of this PUD will

need to be reviewed for applicability to future phases and prior to issuance of a site development permit.

Tualatin Valley Fire and Rescue (TVFR) is the fire district, see next page for contact information. An amended permit will be required with the land use application.

An amended Clean Water Services (CWS) Pre-screen or Service Provider Letter (SPL) will be required with the land use application.