

CITY OF BEAVERTON

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



OFFICE USE ONLY

FILE #:
FILE NAME: _____
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SUBMITTED: _____ LWI DESIG: _____
LAND USE DESIG: _____ NAC: _____

LAND DIVISION APPLICATION

Revised 01/2016

PLEASE SELECT THE SPECIFIC TYPE OF CONDITIONAL USE FROM THE FOLLOWING LIST:

- TYPE 1 FINAL LAND DIVISION
- TYPE 2 PRELIMINARY FEE OWNERSHIP PARTITION
- TYPE 2 PRELIMINARY PARTITION
- TYPE 2 PRELIMINARY FEE OWNERSHIP SUBDIVISION
- TYPE 2 PRELIMINARY SUBDIVISION

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: Mike Biggi

ADDRESS: 11175 SW Ellson Lane

(CITY, STATE, ZIP) Tigard, OR 97223

PHONE: 503-720-3734 FAX: _____ E-MAIL: Mikebiggi@equitygroup.com

SIGNATURE: Mike Biggi (Original Signature Required) CONTACT: Please contact Applicant's representative

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: AKS Engineering & Forestry

ADDRESS: 12965 SW Herman Road, Suite 100

(CITY, STATE, ZIP) Tualatin, OR 97062

PHONE: (503) 563-6151 FAX: (503) 563-6152 E-MAIL: mimid@aks-eng.com

SIGNATURE: Mimi Doukas (Original Signature Required) CONTACT: Mimi Doukas, AICP, RLA

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: James McClurg and Kristie Rice McClurg

ADDRESS: 7470 SW Canyon Lane

(CITY, STATE, ZIP) Portland, OR 97225

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: James W. McClurg (Original Signature Required) CONTACT: Please contact Applicant's representative

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: 7470 and 7466 SW Canyon Lane

AREA TO BE DEVELOPED (s.f.): +/- 100,042

ASSESSOR'S MAP & TAX LOT #	LOT SIZE	ZONING DISTRICT
<u>1S1 12AB 4300</u>	<u>0.65 ac</u>	<u>R-7</u>
<u>1S1 12AB 4500</u>	<u>0.24 ac</u>	<u>R-7</u>
<u>1S1 12AB 4703</u>	<u>1.70 ac</u>	<u>R-7</u>

EXISTING USE OF SITE: Single-family residential

PROPOSED DEVELOPMENT ACTION: 9-lot Subdivision

PRE-APPLICATION DATE: May 4, 2016

LAND DIVISION SUBMITTAL CHECKLIST

Revised 01/2016

WRITTEN STATEMENT REQUIREMENTS- REQUIRED FOR ALL LAND DIVISION APPLICATIONS

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).
- B. CHECKLIST.** Provide **one (1) completed** copy of this four (4) page checklist.
- C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use. In the written statement, please:
 - Address all applicable provisions of Chapter 20 (Land Uses) including but not limited to provisions for minimum land area, minimum lot dimensions, and minimum residential density, if applicable.
 - Address all applicable provisions of Section 60.15 (Land Division Standards).
 - Provide individual findings specifically addressing how and why the proposal satisfies each of the criteria for the specific type of land division specified in either Section 40.45.15.2 (Preliminary Partition), Section 40.45.15.3 (Preliminary Subdivision), Section 40.45.15.4 (Preliminary Fee Ownership Partition), Section 40.45.15.5 (Preliminary Fee Ownership Partition), and Section 40.45.15.6 (Final Land Division), of the City's *Development Code* (ORD 2050), attached. Please note that an application for an expedited land division is subject to the provisions of Oregon Revised Statutes (ORS) 197.360 through 197.380.
 - Address all Facilities Review Technical Criteria from Section 40.03 of the City's *Development Code* (ORD 2050). **(REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY)**
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION.**
 - Existing site area: +/- 112,820.4 sq. ft.
 - Minimum required density: 8 lots
 - Proposed density: 9 lots
 - Environmentally constrained lands: 12,778 sq. ft.
 - Land set aside in separate tracts or dedicated to a public entity for schools, parks, or open space: 19,976 sq. ft.
 - Proposed street dedication or private streets or common driveways: 27,581.4 sq. ft.
- F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact the Environmental Plan Review Project Manager, at (503) 681-3653

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

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

PLANS & GRAPHIC REQUIREMENTS - REQUIRED FOR ALL LAND DIVISION APPLICATIONS

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

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

Include all of the following information:

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

- B. PROPOSED PRELIMINARY PLAT (Required for all land division applications except Final Land Division):**
1. North arrow, scale and date of plan.
 2. Total gross acreage of the plat.
 3. Total net acreage of the plat.
 4. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
 5. Location, widths, and names of all existing or proposed streets, public ways, or private streets within or adjacent to the plat.
 6. Dimension from centerline to edge of proposed right-of-way.

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

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

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

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

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

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

D. GRADING CROSS SECTIONS (*Required for all land division applications except Final Land Division*):

1. Typical cross-sections of all graded areas, existing and proposed widths and maximum cuts and fills at intervals not exceeding 500 feet.

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

1. North arrow, scale and date of plan.
2. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
3. Points of access, interior streets, driveways, and parking areas.
4. Proposed right-of-way, dedications and improvements.
5. Proposed topographical information, showing 2 ft. contours.
6. Location of 100 year flood plain.
7. Location of existing and proposed public and private utilities, easements, surface water drainage patterns, and storm water quality/detention facility.
8. Boundaries of development phases, if applicable.
9. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
10. Sensitive areas, as defined by the CWS standards.
11. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
12. Plans and profiles of proposed sanitary and storm sewers, showing that gravity service is feasible for all lots.
13. Cross-section of all street, common access drives and bike path improvements.

F. LOT INFORMATION (*Required for all land division applications except Final Land Division*):

1. North arrow, scale and date of plan.
2. Identification of all lots proposed to be created including lot dimensions, lot sizes (sq. ft.), and lot numbers.
3. Identification of each lot's dimensions, setbacks, and building envelope.
4. Label the front, rear and side yards of each proposed lot and each abutting lot.
5. Location of all existing buildings and structures proposed to remain on the subject site and on all abutting properties.

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

1. Submit proposed landscaping of water quality, water quantity, wetland mitigation, common space and other non-buildable tracts. Plantings of water quality or quantity facilities shall be designed in accord with Clean Water Services (CWS) standard plant list.

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

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

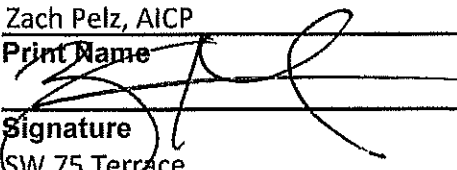
- 1. The date, scale, north point (generally point up), legend and controlling cadastral topography such as creeks, highways, railroads, and FEMA-designated flood zones (include base flood elevation and date of flood study).
- 2. Legal descriptions of the plat boundary.
- 3. Name and address of the owner,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

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

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

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

Zach Pelz, AICP

 Print Name


 Signature
 SW 75 Terrace

 Land Division Name

(503) 563-6151

 Telephone Number
 6/22/2016

 Date

 City File Number



LAND DIVISION AGREEMENT

WHEREAS, the undersigned _____ (herein called 'Subdivider'), heretofore filed with the Community Development Director of the City of Beaverton, Oregon, a final plat of a division of lands within the City of Beaverton, Washington County, Oregon, (hereinafter called 'City'), designated as _____, and located _____;

and
WHEREAS, detailed plans and specifications for the improvement of said Land Division by the construction of streets (including curbs and gutters), sidewalks, water mains and lines, sanitary sewers, storm sewers, drainage facilities and other public improvements have been approved by the City Engineer and are on file with the City's Development Services Division; and

WHEREAS, said plat of said Land Division has been given final approval by the City Community Development Director, subject to Subdivider complying with the conditions of the City's Development Code and such further conditions as may be specified herein;

NOW, THEREFORE, in consideration of the premises and in compliance with the City's Development Code and such other conditions of approval imposed by the Community Development Director, the Subdivider does hereby covenant with the City of Beaverton:

- A. Except as otherwise provided in Paragraph 1, Subdivider will, within 2 years from the date of execution of the agreement, or as the same may be extended with written approval from the City, construct or cause to be constructed, in and upon said Land Division improvements in accordance with the aforementioned plans and specifications on file in the City's Development Services Division.
- B. Subdivider will comply with all applicable ordinances of the City, including, but not limited to, the City's Development Code, The Beaverton Code (General Ordinances) and the City Engineer's Design Manual and Standard Drawings.
- C. Subdivider covenants to pay the City of Beaverton for a reasonable cost of inspection of said improvements by the Engineering Division a sum equal to that determined by City of Beaverton Resolution 3177.
- D. If the improvements herein provided for, or any part thereof, shall not be completed within the time specified, or as the same may be extended, the City may complete such work and Subdivider will pay the City its costs and expenses of completing the same.
- E. The time within which the above-mentioned improvements shall be completed shall be extended for such time as Subdivider or Subdivider's contract shall be prevented from prosecuting such work by reason of act of the City, strikes, unavailability of material, lack of labor, weather conditions, government prohibition or restriction, act of God, or other condition beyond the control of subdivider or contractor. Any other extension shall be given in the sole discretion of the City.

- F. If, during the time of construction of any of said improvements, such improvements of any part thereof shall be constructed pursuant to a local improvement assessment district and such improvement shall be at least the equivalent of the improvements herein agreed to be constructed by Subdivider, then this agreement shall, as the such improvements so made, be deemed terminated upon the completion of the proceedings under said local improvement assessment district, including the spreading of final assessments.
- G. The Engineering Division will provide adequate and timely progress inspection of said work and upon completion of said improvements in accordance herewith will issue to the under signed a final certificate of inspection and acceptance thereof. The improvements shall not be deemed accepted by the City until issuance of this certificate indicating acceptance in writing.
- H. Subdivider will file with the City Recorder of the City of Beaverton a faithful performance bond or other acceptable security for performance in the sum of \$_____ ; and this agreement shall not be effective or binding until such bond or security has been furnished and approved by the City Attorney of the City of Beaverton. Said bond shall also guarantee that the improvements, as made, shall be free from any defects that are discovered and apparent within one (1) year after completion of the improvements due to and caused by faulty workmanship or faulty materials or failure to construct the same according to City specifications.
- I. Subdivider will comply with the following additional conditions imposed through the approval process. (Subdivider: Attach all Conditions of Approval of the Project; and mark them Exhibit A)
- J. All statements of things to be done by Subdivider contained in this agreement shall constitute a covenant on the part of Subdivider to perform the same, and shall be binding on Subdivider's successors in interest and assigns.
- K. The approval of this agreement by the Community Development Director of the City of Beaverton shall constitute an agreement between Subdivider and the City of Beaverton in accordance with the terms and provisions hereof. The undersigned represents that he/she is the duly authorized representative of Subdivider and has authority to enter into this agreement and to bind Subdivider to the terms hereof.

EXECUTED this _____ day of _____, 20____.

CITY OF BEAVERTON, OREGON
By its Planning Division

By: _____
(signature)

By: _____
(Planning Manager)

(print name)

Date: _____

Title: _____

State of OREGON
(County of Washington)

Signed and sworn/affirmed before me this _____ day of _____, 20____.

Notary Public for the State of Oregon

NOTARY STAMP

My Commission Expires: _____.

PRELIMINARY SUBDIVISION APPROVAL CRITERIA

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

An applicant for a Preliminary Subdivision shall address compliance with all of the following Approval Criteria as specified in 40.45.15.4.C.1-5 of the Development Code:

1. The application satisfies the threshold requirements for a Preliminary Subdivision application. If the parent parcel is subject to a pending Legal Lot Determination under Section 40.47, further division of the parent parcel shall not proceed until all the provisions of Section 40.47.C have been met.
2. All City application fees related to the application under consideration by the decision making authority have been submitted.
3. The proposed development does not conflict with any existing City approval, except the City may modify prior approvals through the subdivision process to comply with current Code standards and requirements.
4. Oversized lots resulting from the subdivision shall have a size and shape which will facilitate the future potential partitioning or subdividing of such oversized lots in accordance with the requirements of this Code. In addition, streets, driveways, and utilities shall be sufficient to serve the proposed subdivision and future potential on oversized lots
5. If phasing is requested by the applicant, the requested phasing plan meets all applicable City standards and provides for necessary public improvements for each phase as the project develops.
6. Applications that apply the lot area averaging standards of Section 20.05.50.1.B shall demonstrate that the resulting land division facilitates the following:
 - a) Preserve a designated Historic Resource or Significant Natural Resource (Tree, Grove, Riparian Area, Wetland, or similar resource); or,
 - b) Complies with minimum density requirements of the Development Code, provides appropriate lot size transitions adjacent to differently zoned properties, minimizes grading impacts on adjacent properties, and where a street is proposed, provides a standard street cross section with sidewalks.
7. Applications that apply the lot area averaging standards of Section 20.05.50.1.B do not require further Adjustment or Variance for the Land Division.
8. The proposal does not create a parcel which will have more than one (1) zoning designation.
9. Applications and documents related to the request requiring further City approval shall be submitted to the City in the proper sequence.

OWNERSHIP PARTITION / PRELIMINARY FEE APPROVAL CRITERIA

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

An applicant for a Preliminary Fee Ownership Partition shall address compliance with all of the following Approval Criteria as specified in 40.45.15.5.C.1-4 of the Development Code:

- 1. The application satisfies the threshold requirements for a Preliminary Fee Ownership Partition application. If the parent parcel is subject to a pending Legal Lot Determination under Section 40.47, further division of the parent parcel shall not proceed until all the provisions of Section 40.47.C. have been met.
- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.
- 3. The proposed development does not conflict with any existing City approval, except the City may modify prior approvals through the Preliminary Fee Ownership Partition process to comply with current Code standards and requirements.
- 4. The parent parcel shall meet the minimum setback requirements for the applicable zoning district unless the setback is subject to an Adjustment, Variance, or Zero Side Yard Setback for a proposed Non-Residential Land Division application which shall be considered concurrently with the subject proposal.
- 5. The proposal does not create a parcel which will have more than one (1) zoning designation.
- 6. Applications and documents related to the request requiring further City approval shall be submitted to the City in the proper sequence.

PRELIMINARY FEE OWNERSHIP SUBDIVISION APPROVAL CRITERIA

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

An applicant for a Preliminary Fee Ownership Subdivision shall address compliance with all of the following Approval Criteria as specified in 40.45.15.6.C.1-4 of the Development Code:

- 1. The application satisfies the threshold requirements for a Preliminary Fee Ownership Subdivision application. If the parent parcel is subject to a pending Legal Lot Determination under Section 40.47, further division of the parent parcel shall not proceed until all the provisions of Section 40.47.C. have been met.
- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.
- 3. The parent parcel shall meet the minimum setback requirements for the applicable zoning district unless the setback is subject to an Adjustment, Variance, Flexible Setback or Zero Side Yard Setback for a proposed Non-Residential Land Division application which shall be considered concurrently with the subject proposal.
- 4. The proposed development does not conflict with any existing City approval, except the City may modify prior approvals through the Preliminary Fee Ownership Subdivision process to comply with current Code standards and requirements.
- 5. If phasing is requested by the applicant, the requested phasing plan meets all applicable City standards and provide for necessary public improvements for each phase as the project develops.
- 6. The proposal does not create a parcel which will have more than one (1) zoning designation.
- 7. Applications and documents related to the request requiring further City approval shall be submitted to the City in the proper sequence.

FINAL LAND DIVISION APPROVAL CRITERIA

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

An applicant for a Final Land Division shall address compliance with all of the following Approval Criteria as specified in 40.45.15.6.C.1-5 of the Development Code:

- 1. The application satisfies the threshold requirements for a Final Land Division.
- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.
- 3. The application contains all applicable submittal materials as specified in Section 50.25.1 of the Development Code.
- 4. The Final Land Division substantially conforms to the previously approved and unexpired Preliminary Partition, Preliminary Subdivision, Preliminary Fee Ownership Partition, Preliminary Fee Ownership Subdivision, or Replat.
- 5. Applications and documents related to the Final Land Division requiring further City approval shall be submitted to the City in the proper sequence.

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



OFFICE USE ONLY

FILE #: _____
FILE NAME: _____
TYPE: _____ RECEIVED BY: _____
FEE PAID: _____ CHECK/CASH: _____
SUBMITTED: _____ LWI DESIG: _____
LAND USE DESIG: _____ NAC: _____

TREE PLAN APPLICATION

Revised 01/2016

PLEASE SELECT THE SPECIFIC TYPE OF TREE PLAN FROM THE FOLLOWING LIST:

- TYPE 1 TREE PLAN ONE
- TYPE 2 TREE PLAN TWO
- TYPE 3 TREE PLAN THREE
- TYPE 1 COMMERCIAL TIMBER HARVEST

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: Mike Biggi
ADDRESS: 11175 SW Ellson Lane
(CITY, STATE, ZIP) Tigard, OR 97223
PHONE: 503-720-3734 FAX: _____ E-MAIL: Mikebiggi@equitygroup.com
SIGNATURE: Mike Biggi CONTACT: Please contact Applicant's Representative
(Original Signature Required)

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: AKS Engineering & Forestry
ADDRESS: 12965 SW Herman Road, Suite 100
(CITY, STATE, ZIP) Tualatin, OR 97062
PHONE: (503) 563-6151 FAX: (503) 563-6152 E-MAIL: mimid@aks-eng.com
SIGNATURE: Mimi Doukas CONTACT: Mimi Doukas, AICP, RLA
(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: James McClurg and Kristie Rice McClurg
ADDRESS: 7470 SW Canyon Lane
(CITY, STATE, ZIP) Portland, OR 97225
PHONE: _____ FAX: _____ E-MAIL: _____
SIGNATURE: James W. McClurg CONTACT: Please contact Applicant's Representative
(Original Signature Required)

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS:	ASSESSOR'S MAP & TAX LOT #	LOT SIZE	ZONING DISTRICT
<u>7470 and 7466 SW Canyon Lane</u>	<u>1S1 12AB 4300</u>	<u>0.65 ac</u>	<u>R-7</u>
	<u>1S1 12AB 4500</u>	<u>0.24 ac</u>	<u>R-7</u>
	<u>1S1 12AB 4703</u>	<u>1.70 ac</u>	<u>R-7</u>

AREA TO BE DEVELOPED (s.f.): +/- 100,042 sf
EXISTING USE OF SITE: Single-family residential
PROPOSED DEVELOPMENT ACTION: 9-lot Subdivision
PRE-APPLICATION DATE: May 4, 2016

TREE PLAN APPLICATION

WRITTEN STATEMENT REQUIREMENTS - REQUIRED FOR ALL TREE PLAN APPLICATIONS

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).
- B. CHECKLIST.** Provide **one (1) completed** copy of this four (4) page checklist.
- C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use.
 - Provide individual findings specifically addressing how and why the proposal satisfies each of the approval criteria specified in Section 40.90 (Tree Plan) of the City's *Development Code* (ORD 2050) [attached] for the relevant type of tree plan application.
 - Address all applicable provisions of Section 60.60 (Trees & Vegetation) of the Development Code.
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION.**

<input checked="" type="checkbox"/> Proposed parking modification: <u>10,600</u> sq. ft. Proposed number of parking spaces: <u>53</u> Proposed use: <u>Single-family residential</u> Parking requirement: <u>9</u>	<input checked="" type="checkbox"/> Existing building height: <u>N/A</u> ft. Proposed building height: <u>N/A</u> ft. Existing building area: <u>N/A</u> sq. ft. Proposed building modification: <u>N/A</u> sq. ft.
<input checked="" type="checkbox"/> Existing parking area: <u>400</u> sq. ft. Existing number of parking spaces: <u>2</u>	<input checked="" type="checkbox"/> Existing landscaped area: <u>0</u> sq. ft. Percentage of site: <u>0</u> % Proposed landscape modification: <u>7,198</u> sq. ft. Percentage of site: <u>6</u> %
- F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact the Environmental Plan Review Project Manager.
- G. PRE-APPLICATION CONFERENCE NOTES. (REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY)**
Provide a copy of the pre-application conference summary as required by the City's *Development Code Section 50.25.1.E*. The Pre-Application Conference must be held within the one (1) year prior to the submission date of the proposed project application.

**H. NEIGHBORHOOD REVIEW MEETING. (REQUIRED FOR TYPE 3 APPLICATIONS ONLY)**

Provide the following information as required by the City's *Development Code Section 50.10.2*. The Neighborhood Review Meeting must be held within the six (6) months prior to the submission date of the proposed project application.

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



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

PLANS & GRAPHIC REQUIREMENTS - REQUIRED FOR ALL TREE PLAN APPLICATIONS

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

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

Include the following information as indicated:



A. EXISTING CONDITIONS PLAN (Required for Tree Plan Two and Tree Plan Three only):

- 1. North arrow, scale and date of plan.
- 2. Vicinity map.
- 3. The entire lot(s), including area and property lines dimensioned.
- 4. Points of existing access, interior streets, driveways, and parking areas.
- 5. Location of all existing buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, tot lots, and lighting.
- 6. Existing right-of-way and improvements.
- 7. Dimension from centerline to edge of existing right-of-way.
- 8. Existing topographical information, showing 2 ft. contours.
- 9. Surrounding development and conditions within 100 ft. of the property such as zoning, land uses, buildings, driveways, and trees.
- 10. Location of existing public and private utilities, easements, and 100-year floodplain.
- 11. Location, quantities, size (diameter breast height (dbh)), genus and species of all Protected Trees and Community Trees, as applicable, that are 10" dbh or greater shall be shown on the site plan. Protected Trees include Significant Individual Trees, Historic Trees, Trees within a Significant Natural Resource Area or Significant Grove, and Mitigation Trees that are not grown for the purpose of bearing edible fruits and nuts for human consumption.
- 12. Location of all western hemlock (*Tsuga heterophylla*), mountain hemlock (*Tsuga mertensiana*), Pacific madrone (*Arbutus andrachne*) and big-leaf maple (*Acer macrophyllum*) that are 6" dbh or greater and are within a Significant Natural Resource Area or Significant Grove.
- 13. Identification of trees proposed for retention or removal.

- 14. Existing drip line canopy of individual trees or grove trees.
- 15. Existing root zone of each tree. Root zone is defined as an area 5 feet beyond the drip line of the tree.
- 16. Sensitive areas, as defined by Clean Water Services (CWS) standards.
- 17. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- 18. Tree Mitigation Table demonstrating the DBH of the surveyed trees on site, separated into conifer and deciduous categories, the DBH proposed for removal, how the DBH meets or exceeds the removal threshold, identifying the Mitigation Threshold (50% of the surveyed tree DBH on the site), the DBH to be mitigated and whether the DBH is to be mitigated on site, off site, or fee in lieu. An example table is given following 60.60.25.7.

B. DIMENSIONED SITE PLAN. *The dimensioned site plan shall be required for Tree Plan 2 and 3 proposals and shall address the proposed development of a site pertaining to impacts to trees, and shall specify as applicable the following:*

- 1. North arrow, scale and date of plan.
- 2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," and "rear."
- 3. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, and Community Trees, and identification of whether they are proposed to be removed or proposed to remain, as applicable. Trees within Significant Natural Resource Areas and Significant Groves are trees greater than 6" DBH for western hemlock (*Tsuga heterophylla*), mountain hemlock (*Tsuga mertensiana*), Pacific madrone (*Arbutus andrachne*) and big-leaf maple (*Acer macrophyllum*). All other trees measuring at least 10" DBH shall be shown on the site plan. Community Trees measure at least 10" DBH and are not trees that are grown for the purpose of bearing edible fruits or nuts for human consumption. Preserved trees shall be set aside in a separate tract, if the project includes a subdivision. Preserved trees shall be set aside in a conservation easement, if the project does not include a subdivision.
- 4. Dimensioned footprints of all structures and dimensioned area of all on-site parking and landscaped areas, and their lineal distance from trees proposed to be removed, to remain, or trees to be planted for mitigation.
- 5. Dimensioned tree mitigation areas specifying the location, quantities, size (diameter breast height), genus and species of trees within the mitigation area(s) identified, if applicable. Mitigation areas are to be set aside in a separate tract, if the project includes a subdivision. If the project does not include a subdivision, the mitigation trees must be set aside in a conservation easement.
- 6. Drip line canopy of individual trees or grove of trees.
- 7. Root zone area of each tree to be protected. Root zone is defined as an area 5 feet beyond the drip line of the tree.
- 8. Construction disturbance areas and methods to minimize construction impact including but not limited to the identification and location of construction fencing, the identification and location of erosion control measures, and the location of construction access roads including access to the public right-of-way.
- 9. Sensitive areas, as defined by CWS standards.
- 10. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- 11. Location of storm water quality/detention facilities.
- 12. Boundaries of development phases, if applicable.
- 13. Site grading information, showing 2 ft. contours.
- 14. Proposed right-of-way, dedications and improvements.
- 15. Dimension from centerline to edge of proposed right-of-way.

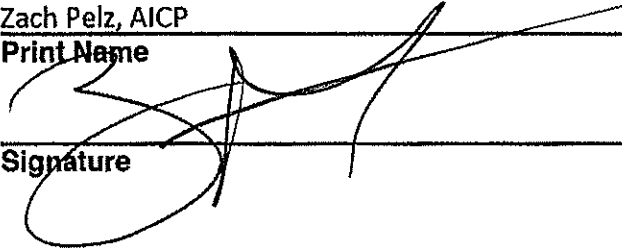
N/A C. **DIMENSIONED SITE PLAN FOR PRUNING ONLY ACTIVITIES. For Type 1 Major Pruning as specified in 40.90.15.1.A.1 of the Development Code:**

- 1. North arrow, scale and date of plan.
- 2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," & "rear."
- 3. Location, quantities, size (diameter breast height), genus and species of Significant Trees, Significant Groves, Trees within a Significant Natural Resource Area, or Historic Trees proposed for major pruning.
- 4. Identification of tree canopies to be affected, and the percentage loss of total canopy amount for each impacted tree.

N/A D. **DIMENSIONED SITE PLAN FOR TREE PLAN 1 APPLICATIONS, OTHER THAN PRUNING. The dimensioned site plan shall be required for all Tree Plan 1 proposals and shall address the proposed development of a site pertaining to impacts to trees, and shall specify as applicable the following:**

- 1. North arrow, scale and date of plan.
- 2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," and "rear."
- 3. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, and Community Trees, and identification of whether they are proposed to be removed or proposed to remain, as applicable. Trees within Significant Natural Resource Areas and Significant Groves are trees greater than 6" DBH for western hemlock (*Tsuga heterophylla*), mountain hemlock (*Tsuga mertensiana*), Pacific madrone (*Arbutus andrachne*) and big-leaf maple (*Acer macrophyllum*). All other trees measuring at least 10" DBH shall be shown on the site plan. Community Trees measure at least 10" DBH and are not trees that are grown for the purpose of bearing edible fruits or nuts for human consumption. Preserved trees shall be set aside in a separate tract, if the project includes a subdivision. Preserved trees shall be set aside in a conservation easement, if the project does not include a subdivision.
- 4. Dimensioned footprints of all trails, structures, and dimensioned area of all on-site parking and landscaped areas, and their lineal distance from trees identified in #3 above.
- 5. Drip line canopy of trees identified in #3 above.
- 6. Root zone area of each tree to be protected. Root zone is defined as an area 5 feet beyond the drip line of the tree.
- 7. Construction disturbance areas and methods to minimize construction impact including but not limited to the identification and location of construction fencing, the identification and location of erosion control measures, and the location of construction access roads including access to the public right-of-way.
- 8. Sensitive areas, as defined by CWS standards.
- 9. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- 10. Location of storm water quality/detention facilities.
- 11. Site grading information, showing 2 ft. contours.
- 12. Proposed right-of-way, dedications and improvements.
- 13. Dimension from centerline to edge of proposed right-of-way.
- 14. Description of finished trail surface.

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

Zach Pelz, AICP
Print Name

Signature

(503) 563-6151
Telephone Number
7/27/2016
Date

TREE PLAN TWO APPROVAL CRITERIA

Revised 07/2009

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

An applicant for Tree Plan Two shall address compliance with all of the following Approval Criteria as specified in 40.90.15.2.C.1-14 of the Development Code:

- ✓ 1. The proposal satisfies the threshold requirements for a Tree Plan Two application.
- ✓ 2. All City application fees related to the application under consideration by the decision making authority have been submitted.
- ✓ 3. If applicable, removal of any tree is necessary to observe good forestry practices according to recognized American National Standards Institute (ANSI) A300-1995 standards and International Society of Arborists (ISA) standards on the subject.
- ✓ 4. If applicable, removal of any tree is necessary to accommodate physical development where no reasonable alternative exists.
- ✓ 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.
- ✓ 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.
- ✓ 7. If applicable, removal of any tree is necessary to enhance the health of the tree, grove, SNRA, or adjacent trees to eliminate conflicts with structures or vehicles.
- ✓ 8. If applicable, removal of any tree(s) within a SNRA or Significant Grove will not result in a reversal of the original determination that the SNRA or Significant Grove is significant based on criteria used in making the original significance determination.
- ✓ 9. If applicable, removal of a tree(s) within a SNRA or Significant Grove will not result in the remaining trees posing a safety hazard due to the effects of windthrow.
- ✓ 10. The proposal is consistent with all applicable provisions of Section 60.60 Trees and Vegetation and Section 60.67 Significant Natural Resources.
- ✓ 11. Grading and contouring of the site is designed to accommodate the proposed use and to mitigate adverse effect(s) on neighboring properties, public right-of-way, surface drainage, water storage facilities, and the public storm drainage system.
- ✓ 12. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.
- ✓ 13. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.



CITY OF BEAVERTON

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BeavertonOregon.gov

OFFICE USE ONLY

FILE #: _____
FILE NAME: _____
TYPE: _____ RECEIVED BY: _____
FEE PAID: _____ CHECK/CASH: _____
SUBMITTED: _____ LWI DESIG: _____
LAND USE DESIG: _____ NAC: _____

SIDEWALK DESIGN MODIFICATION APPLICATION

Revised 01/2016

APPLICANT: Use mailing address for meeting notification.

Check box if Primary Contact

COMPANY: Mike Biggi

ADDRESS: 11175 SW Ellson Lane

(CITY, STATE, ZIP) Tigard, OR 97223

PHONE: 503-720-3734 FAX: _____ E-MAIL: Mike.Biggis@equinoxgroup.com

SIGNATURE: [Signature] CONTACT: Please contact Applicant's Representative

(Original Signature Required)

APPLICANT'S REPRESENTATIVE:

Check box if Primary Contact

COMPANY: AKS Engineering & Forestry

ADDRESS: 12965 SW Herman Road, Suite 100

(CITY, STATE, ZIP) Tualatin, OR 97062

PHONE: (503) 563-6152 FAX: (503) 563-6152 E-MAIL: mimid@aks-eng.com

SIGNATURE: [Signature] CONTACT: Mimi Doukas, AICP, RLA

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed.

Check box if Primary Contact

COMPANY: James McClurg and Kristie Rice McClurg

ADDRESS: 7470 SW Canyon Lane

(CITY, STATE, ZIP) Portland, OR 97225

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: [Signature] CONTACT: Please contact Applicant's Representative

(Original Signature Required)

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: 7470 and 7466 SW Canyon Lane

AREA TO BE DEVELOPED (s.f.): +/- 100,042

ASSESSOR'S MAP & TAX LOT # LOT SIZE ZONING DISTRICT
1S1 12AB 4300 0.65 ac R-7

EXISTING USE OF SITE: Single-family residential

1S1 12AB 4500 0.24 ac R-7

PROPOSED DEVELOPMENT ACTION: _____

1S1 12AB 4703 1.70 ac R-7

9-lot Subdivision

PRE-APPLICATION DATE: May 4, 2016

SIDEWALK DESIGN MODIFICATION SUBMITTAL CHECKLIST

WRITTEN STATEMENT REQUIREMENTS- *REQUIRED FOR ALL SIDEWALK DESIGN MODIFICATION APPLICATIONS*

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).
- B. CHECKLIST.** Provide **one (1) completed** copy of this three (3) page checklist.
- C. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the determination request. In the written statement, please:
 - Address all applicable provisions of Chapter 60 (Special Requirements) relating to the sidewalk modification requested.
 - Provide individual findings specifically addressing how and why the proposal satisfies each of the approval criteria specified in Section 40.55.15.1.C.1-6 (Sidewalk Design Modification), of the City's *Development Code* (ORD 2050), attached.
 - Provide information related to how the proposed Sidewalk Design Modification will continue to meet the technical standards of the Engineer Design Manual.
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION:**
 - Proposed lineal distance of Sidewalk Design Modification.
- F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact Amber Wierck, Environmental Plan Review Project Manager, at (503) 681-3653 or WierckA@CleanWaterServices.org

PLANS & GRAPHIC REQUIREMENTS –

REQUIRED FOR ALL PARKING DETERMINATION APPLICATIONS

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

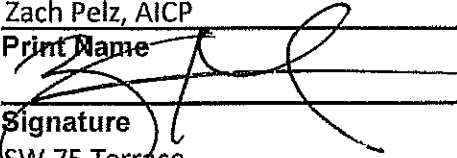
Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

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

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

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

Zach Pelz, AICP

 Print Name


 Signature
 SW 75 Terrace

 Land Division Name

(503) 563-6151

 Telephone Number
 6/22/2016

 Date

 City File Number

SIDEWALK DESIGN MODIFICATION APPROVAL CRITERIA

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

An applicant for a Sidewalk Design Modification shall address compliance with all of the following Approval Criteria as specified in 40.58.15.C.1-6 of the Development Code:

<input checked="" type="checkbox"/>	1. The proposal satisfies the threshold requirements for a Sidewalk Design Modification application.
<input checked="" type="checkbox"/>	2. All City application fees related to the application under consideration by the decision making authority have been submitted.
<input checked="" type="checkbox"/>	3. One or more of the following criteria are satisfied: <ul style="list-style-type: none"> a. That there exist local topographic conditions, which would result in any of the following: <ul style="list-style-type: none"> i. A sidewalk that is located above or below the top surface of a finished curb. ii. A situation in which construction of the Engineering Design Manual standard street cross-section would require a steep slope or retaining wall that would prevent vehicular access to the adjoining property.
<input type="checkbox"/>	<ul style="list-style-type: none"> b. That there exist local physical conditions such as: <ul style="list-style-type: none"> i. An existing structure prevents the construction of a standard sidewalk. ii. An existing utility device prevents the construction of a standard sidewalk. iii. Rock outcroppings prevent the construction of a standard sidewalk without blasting.
<input checked="" type="checkbox"/>	c. That there exist environmental conditions such as a Significant Natural Resource Area, Jurisdictional Wetland, Clean Water Services Water Quality Sensitive Area, Clean Water Services required Vegetative Corridor, or Significant Tree Grove.
<input type="checkbox"/>	d. That additional right of way is required to construct the Engineering Design Manual standard and the adjoining property is not controlled by the applicant.
<input checked="" type="checkbox"/>	4. The proposal complies with provisions of Section 60.55.25 Street and Bicycle and Pedestrian Connection Requirements and 60.55.30 Minimum Street Widths.
<input checked="" type="checkbox"/>	5. Applications and documents related to the request, which will require further City approval, have been submitted to the City in the proper sequence.
<input checked="" type="checkbox"/>	6. The proposed Sidewalk Design Modification provides safe and efficient pedestrian circulation in the site vicinity.



May 13, 2016

Mimi Doukas
AKS Engineering and Forestry
12965 SW Herman Road, Suite 100
Tualatin, OR 97062

Mike Biggi
11175 SW Ellson Lane
Tigard, OR 97223

Subject: Pre-Application Summary Notes for Canyon Lane / 75th Terrace Nine-Lot Subdivision

Dear Ms. Doukas and Mr. Biggi,

Thank you for attending the Pre-Application Conference held on May 4, 2016. 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 but have provided written comments hereto. 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,


Scott Whyte, AICP
Senior Planner,
City of Beaverton
(503) 526-2652

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for

Canyon Lane 9-Lot Subdivision – 7470 & 7466 SW Canyon Lane
PA 2016-0015, May 4, 2016

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: May 4, 2016

PROJECT INFORMATION:

Project Name: Canyon Lane 9 Lot Subdivision – 7470 & 7466 SW Canyon Lane

Project Description: Develop site for nine lots intended for single-family detached. All lots to be accessed from continuation of SW 75th Terrance further north.

Property/Deed Owner: James and Kristy McClurg, 7470 SW Canyon Ln.

Site Address: 7470 & 7466 SW Canyon Lane

Tax Map and Lot: 1S1-12AB, Tax Lots 4300, 4500, 4703

Zoning: City R-7 Urban Standard Density

Comp Plan Designation: Standard Density

Site Size: Approx. 2.59 acres (gross)

APPLICANT INFORMATION:

Applicant's Name: Michael Biggi

Applicant's Rep: AKS Engineering and Forestry

Address: 12965 SW Herman Road, Suite 100 Tualatin, OR 97062

Phone / Fax: Phone: 503-563-6151 / e-mail: mimid@aks-eng.com

PREVIOUS LAND USE HISTORY:

Site area contains existing single-family dwellings. Also site contains portion of Significant Grove NX-17 as identified on the City Significant Tree Inventory.

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 materials provided, the identified application fees (**land use only**) are as follows:

Preliminary Subdivision (Single-Family Lots)	\$4,302.00 + \$99.00 per lot
Tree Plan 2 or 3	\$1,062.00 (TP2) or 1,472.00 (TP-3)
Minor Adjustment (Lot Size for Lot 6)	\$704.00
Minor Adjustment (Lot Width of Lot 6)	\$704.00
Sidewalk Design Modification	\$116.00

Final Subdivision (Type 1 Admin. process, follows Preliminary Subdivision approval) \$1,096.00

See Key Issues/Considerations herein for description of applications and associated process. Application fees (above) will be subject change on July 1, 2016. The fees in effect at the time a complete application is received will control.

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. A proposal that includes the **Tree Plan 3** application, identified herein, is subject to a **Type 3** process. **Preliminary Subdivision, Minor Adjustment, Tree Plan 2, and Sidewalk Design Modification** (together) is subject to a **Type 2** process. Section 50.15.2 further provides for consolidated processing of all applications. **Conditional Use – PUD** application option (identified herein under Key Issues / Considerations) is subject to a **Type 3** process.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

A Neighborhood Review Meeting is required for Type 3 process. A Neighborhood Review Meeting packet was provided at Pre-App meeting. Name of Neighborhood Advisory Committee **West Slope**.
Contact Person & Phone No.: Chairs: Carl Tebbe (503) 969-8020, Joe Whittington (503) 706-2195

CHAPTER 20 (LAND USES):

Zoning: **Urban Standard Density R-7**
Applicable Code Sections: **Section 20.05.20 (R-7) and Section 20.05.15 (Site Development Requirements)**

Comments: In order for your applications to be deemed complete, a written narrative is to address how the proposal meets all of the applicable regulations listed above.

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. Preliminary Subdivision (Thresh#1)	40.45.15.3	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
2. Minor Adjustment (Threshold #1)	40.10.15.1	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
3. Sidewalk Deign Modification (Threshold #1 and/or 2)	40.58.15.	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
4. Tree Plan 2 (Threshold #3) OR Tree Plan 3 (Thresh. #2 is probable (see notes herein).	40.90.15.2 or 3	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
a. Final Subdivision (Admin. Review)	40.45.15.6	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4

Comments: Please note that in order for your application to be deemed complete you will need to provide a written statement, supported by substantial evidence for all applicable approval criteria. Your application narrative will need to explain how and why the proposed application will meet the 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 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 checked="" type="checkbox"/> 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) |

- Section 60.35 (Planned Unit Development)
- Section 60.45 (Solar Access Protection)**
- Section 60.55 (Transportation Facilities)**
(Standards for Access apply)
- Section 60.65 (Utility Undergrounding)**
- Section 60.70 (Wireless Communication)
- Section 60.40 (Sign Regulations)
- Section 60.50 (Special Use Regulations)
- Section 60.60 (Trees and Vegetation)**
- Section 60.67 (Significant Natural Resources)

Comments: In order for your applications to be deemed complete, written analysis is address how the proposal meets all applicable provisions/requirements as checked above. Land Division standards of 60.15 apply to the creation of new lots via the subdivision (see grade minimum differential standards to abutting properties). All utilities serving the subdivision are to be underground (60.65). Under Section 60.60 (Trees and Vegetation), staff recommend review of several subsections related to Significant Groves. Mitigation standards could apply in this case. See notes herein regarding Arborist Report. Traffic Impact Study is not required. However, standards for street improvements and access should be addressed also threshold of study to be addressed by traffic engineer. See comments provide by Ken Rencher, Transportation (attached). Under Solar, applicant should explain whether proposal seeks exemption and answer to conditions that may exist on-site (see 60.45.10.4).

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)

The Clean Water Services (CWS) is the agency that regulates sanitary sewer, storm and surface water management within Washington County and the City of Beaverton. CWS Design and Construction Standards, adopted by Resolution & Order (R&O) 04-09, effective March 1, 2004, establish new technical requirements for the design and construction of sanitary and surface water management systems built as part of residential or commercial development. Pursuant to City Development Code Section 50.25.1.F, in order for the application to be deemed complete the applicant is required to submit documentation from CWS stating that water quality will not be adversely affected by the proposal. For most development proposals, CWS typically issues a "Service Provider Letter". Alternatively, CWS may issue a statement indicating no water quality sensitive areas exist on or within 200 feet of the subject site. Development activity subject to CWS review is defined in Section 1.02.14 of the CWS Design & Construction Standards. For more information contact: For more information contact: **Laurie Harris at (503) 681-3639**
Environmental Review – Assessment Coordinator for CWS.



Jeremy Foster, Tualatin Valley Fire & Rescue,
503-259-1414 / Jeremy.foster@tvfr.com

No written comments provided to date.



Brad Roast, Building, City of Beaverton
(503) 526-2524 / broast@beavertonoregon.gov

No written comments provided to date.

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- Steve Brennen**, Operations, City of Beaverton
(503) 526-2200 / sbrennen@beavertonoregon.gov
 Plans reviewed. No comments.
- Jim Duggan**, Site Development, City of Beaverton / **Jessica Hild** (503) 350-4059
(503)526-2442 / jduggan@beavertonoregon.gov
 Written Comments, attached
- Ken Rencher**, Transportation, City of Beaverton
(503)526-2427 / krencher@beavertonoregon.gov
 Written Comments, attached
- Naomi Vogel**, Washington County Land Use and Transportation
(503) 846-7639 Naomi_Vogel@co.washington.or.us
 Comments: 75th Terr - not a county maintained road section

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. **Applications.** Herein staff has identified the **Preliminary Subdivision** application, together with applications for **Tree Plan 2 or 3**, and **Sidewalk Design Modification** applications. Also, staff identified two separate applications for **Minor Adjustment** in review of the site plan and the lot size / dimensions shown for proposed Lot 6.

The Preliminary Subdivision application is required for the creation of four or more individual lots of record.

The Tree Plan 2 application is applicable if removing up to and including 75% of the total DBH (Diameter at Breast Height) of the non-exempt surveyed trees within the Grove area found within the project site. Tree Plan 3 (Type 3 process) is applicable if removing more than 75% of the total DBH of non-exempt tree surveyed trees within the Grove. See Section 60.60.25 of the Development Code for information on calculating the total DBH and required mitigation for removal. In the subject case, Significant Grove NX-17 occupies most of the site. See additional notes below.

The Minor Adjustment application (two) are required if proposing to adjust the numerical Site Development standards identified in Chapter 20 (lot size, width, depth). In this case, Lot No. 6 as shown to the Pre-App plan is less the R-7 zone lot size (7,000 sq. ft.) and lot width (65-ft).

Sidewalk Design Modification application would be necessary if modifying the sidewalk width, planter strip or both, less the standards as described in the Engineering Design Manual.

Final Land Division is the administrative application that follow Preliminary Subdivision approval, following site development.

2. **PUD Option.** Staff recommends exploring the Planned Unit Development (PUD) application. See Section 40.15.16.6 of the Development Code for application description - *Conditional Use - Planned Unit Development*. See also Section 60.35 (PUD's) of the Development Code as it describes modification of

base zoning standards (with exceptions). Lot sizes and dimensional standards of the exiting R-7 zone can be modified through PUD approval. Required setbacks can also be modified through PUD approval. Site plan submittal for the CUP-PUD application will need to identify the location of 20% common open space. A portion of this open space would need be active and no smaller than the minimum lot size requirement of the underlying zone (7,000 square feet). Other standards apply and PUD application is a Type 3 process.

As discussed at the Pre-App, a PUD application could be necessary if the project requires (collectively) more than 3 of the following land use application or combination thereof: 1) Minor Adjustment; 2) Major Adjustment; 3) Flexible Setback or 4) Variance. Without the PUD application, the subdivision proposal will require two separate Minor Adjustment applications (based solely on review of the plan submitted for Pre-App). Discretionary hardship approval criteria apply to the Minor Adjustment and the applicant's response to these criteria will need to justify modifications shown to base standards of the R-7 zone. Staff recommend careful consideration of Criteria 3, 4, 7, 8, 9 and 13 of the Minor Adjustment application. Criterion No. 13 refers to lot size averaging and this could be problematic if justifying a lot size shown to be less the minimum land standard of the R-7 zone.

3. **Modification of Public Street Standards subject to City Engineer approval.** If proposed street improvements are not shown consistent with the public street standard, the applicant is to respond to modification criteria in Chapter 2 of the *Engineering Design Manual and Standard Drawings* (administrative review). See notes from Ken Rencher for additional information. Also, the Sidewalk Design Modification application (a land use application in 40.58.15) usually accompanies request for modifying street standards identified in Chapter 2 of the *Engineering Design Manual*.
4. **Neighborhood Meeting** With the application for Tree Plan 3 (or CUP-PUD if sought) a Neighborhood Meeting is required (Type 3 process). See Neighborhood Meeting contact information herein.
5. **Preliminary Grading Plan.** A preliminary grading plan is to be submitted for Preliminary Subdivision. Plan is to identify proposed building pads and existing grades of abutting properties. Also, grading plan is to identify areas where retaining walls will be constructed and the height of the wall (if proposed). Trees on abutting properties, where close to the site, are to be identified on the grading plan. See note below on Arborist evaluation. In part, the purpose of the Preliminary Grading Plan is to demonstrate compliance with maximum grade differential standards under 60.15 of the Development Code (Land Division standards).
6. **Preliminary Utility Plan.** Preliminary Utility Plan is to show proposed connections to all critical facilities (water, sewer and storm drainage). All existing on-site overhead utilities must be placed underground per Section 60.65 of the Development Code. See attached notes provided by Jessica Hild.
7. **Arborist Evaluation.** (required) Significant Tree Grove identified (on subject property). Portions of City Tree Inventory description are attached hereto. Grove on property is identified by the City inventory as Grove NX-17. Key question is how much grading and/or utility placement will necessitate tree removal. Certified arborist is to evaluate the condition of the trees and determine the extent of the impact with the proposal to grade or dig for utility placement in close proximity. Arborist evaluation should include review of the applicant's preliminary grading and utility plan as submitted to the City. Protection methods should be identified as part of the preliminary grading plan. **Arborist report is to identify location of off-site trees in the immediate vicinity on the abutting properties (best method as legally possible) and to evaluate impact to the root system and tree canopy.**

See Section 60.60.25.2 of the Development Code (Chapter 60) for mitigation standards. Project arborist will need to prepare a table(s) that identifies each tree found via tree survey of the property. The table should identify the tree type (common name), indicate whether deciduous or conifer, the general health and structural condition and whether or not the tree is to be removed or intended to remain. The same table should provide a DBH calculation (see Chapter 90 for definition of *Diameter at Breast Height*) for each tree (non-exempt) and total DHB at the bottom of the table. Staff recommends same survey to

include exempt trees (see Section 40.90.10 for trees exempt for various reasons) but not to include as part of total DBH calculation for purpose of determining the Tree Plan type (2 or 3) or for mitigation purposes. See threshold #3 of Tree Plan 2 (Chapter 40) for description of 75% of total DBH. If greater than 75%, the application for Tree Plan 3 is required.

At the Pre-App, staff recommended creating **three separate tables** to minimize confusion: Table 1) for On-site trees that are part of NX-17, Table 2) for On-site but not part of NX-17 (e.g. might be outside the grove but could be called a "Community Tree" defined by the Development Code) and Table 3) for Off-site trees located in close proximity to the project site.

With Tree Plan 2 or Tree Plan 3, mitigation is required if the total DBH of trees to be removed (as part of NX-17) is greater than 50% of the total DBH of surveyed trees on site. See Section 60.60.25.3.B for planting requirements, including the mitigation ratio. See also fee in-lieu option.

8. **Minimum / Maximum Density.** Plans submitted to the City are to include a calculation for minimum and maximum density (per 20.20.05.A. of the Development Code). See Development Code definition of "Net Acreage" for determining minimum density.
9. **Private sewer line cannot cross property lines.** See comments provided by Jessica Hild, Site Development Engineering, attached.
10. **Stormwater Management approach.** See comments provided by Jessica Hild, Site Development Engineering, attached. Preliminary Utility plan is also to show location.

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Development Engineering Issues

CITY OF BEAVERTON
Public Works Department
Site Development Division
12725 SW Millikan Way, 4th Floor
PO Box 4755
Beaverton, OR 97076
Tel: (503) 526-2552
Fax: (503) 526-2550
www.BeavertonOregon.gov



PROJECT SITE OR NAME: 75th Terrace Subdivision (7470 & 7466 SW Canyon Ln.)

PRE-APPLICATION CONFERENCE NUMBER: PA 2016-0015 **DATE:** 4 May, 2016

<p>Prepared by: Jessica Hild – Site Development Division ph: 503.350.4059 jhild@BeavertonOregon.gov fx:503.526.2550</p> <p><input checked="" type="checkbox"/> For more detailed information regarding existing utilities, topography, and geographical information, necessary for preparation of various applications call 503.526.2342 or submit a request on line at: http://apps.beavertonoregon.gov/forms/ABSubmit.aspx</p> <p><input checked="" type="checkbox"/> REFERENCE CITY OF BEAVERTON ENGINEERING DESIGN MANUAL AND STANDARD DRAWINGS (Ordinance 4417) AND CLEAN WATER SERVICES STANDARDS (CWS R&O 2007-020).</p>
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GENERAL NOTES: City utilities (sanitary sewer, storm drainage) are in the vicinity of the site and water is provided by the West Slope Water District. Local utility provision issues must be addressed with a land division application to demonstrate service feasibility for the proposed development including a storm water report prepared by a professional civil engineer. The storm water report will need to specifically document how the proposal will achieve compliance with CWS Resolution and Order 2007-020 in regard to storm water treatment (quality) and detention (quantity) per City Ordinance 4417 Section 330. LIDA (low impact development approaches) for storm water management are encouraged. LIDA is covered in Section 4.07 of the CWS standards and within the CWS LIDA Handbook. If the existing stormwater pond to the south is proposed to be modified, the Oregon Department of Transportation (ODOT) must approve any changes prior to City approvals. Please note that any private sewer (sanitary and storm) plumbing cannot cross property lines nor can a new development be approved where private sewer lines would be located on any lot other than the lot being served. A professional surveyor or engineer will need to document where all existing utility lines, wells, or septic systems in the vicinity are in relation to the existing homes and proposed property boundaries. All power and communication service wires into the site must be placed underground. A Clean Water Services Service Provider letter is required for a land division application (see contact on next page). The wet utilities and new access construction to all proposed lots required must be substantially complete before the final plat can be recorded and the new lots can be sold.

<p>CITY PERMITS required for work as proposed or likely to be needed:</p>	<p><input checked="" type="checkbox"/> CITY SITE DEVELOPMENT PERMIT Contact: Sheila at 503.526.3724</p> <p><input type="checkbox"/> Floodplain, floodway, or wetland modification</p>	<p><input type="checkbox"/> CITY RIGHT OF WAY PERMIT Contact: Bonnie at 503.526.2552</p> <p><input type="checkbox"/> STREET CUT MORATORIUM</p>
	<p><input type="checkbox"/> CITY SITE EROSION CONTROL PERMIT Contact: Sheila at 503.526.3724</p> <p>503.526.2401</p>	<p><input checked="" type="checkbox"/> BUILDING PERMIT w/Erosion Control</p> <p><input checked="" type="checkbox"/> Site Plumbing Permit for private utilities Contact: Bldg. Counter at</p>
<p>WATER</p>	<p><input type="checkbox"/> CITY OF BEAVERTON SYSTEM Contact: David Winship at 503.526.2434</p> <p><input type="checkbox"/> 410 HGL <input type="checkbox"/> 525 HGL <input type="checkbox"/> Other zone/split zone</p>	<p><input checked="" type="checkbox"/> WEST SLOPE WATER DISTRICT Contact: Mike Grimm at 503.292.2777</p>

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SERVICE AREA AND ISSUES	
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SITE ENGINEERING ISSUES

OTHER PERMITS and approvals required for work as proposed or likely to be needed:	<input type="checkbox"/> WASHINGTON COUNTY For work within, access, or construction access to _____. NOTE: Storm and sanitary sewers in County roads inside City limits are City-owned and maintained. Some street lights on County roads are City-owned.	<input type="checkbox"/> Facilities and Access Permits Contact DLUT Staff: 503.846.8761 <input type="checkbox"/> Right of Way Permits Contact Operations Staff: 503.846.7620 <input type="checkbox"/> Utilities Permits Contact Operations Staff: 503.846.7623
	<input checked="" type="checkbox"/> OREGON D.O.T. (Dist.2B Sylvan Office) For work within, access, or construction access to the existing storm pond to the south. Contact: Steve Schalk at (971) 673-1343 Drainage Contact: Jim Nelson at (971) 673-2942	<input type="checkbox"/> OREGON D.O.T. (Salem Office) Rail / Street Crossings Contact: Dave Lanning at 503.986.4267
	<input type="checkbox"/> OREGON DEPARTMENT OF STATE LANDS Contact: Russ Klassen at 503.986.5244	<input type="checkbox"/> U.S. ARMY CORPS OF ENGINEERS Contact: Michael LaDouceur at 503.808.4337
	<input checked="" type="checkbox"/> CLEAN WATER SERVICES DISTRICT <input checked="" type="checkbox"/> Site Assessments/Service Provider Letters Wetlands/Creeks/Springs/Connection Permits Contact: Laurie Harris at 503.681.3639 SPLReview@cleanwaterservices.org	<input type="checkbox"/> Connection to CWS Trunk Sewer (>21"dia.) Contact: Permit Staff 503-681-5100 <input type="checkbox"/> Source Control Permit (all non-residential) Contact: Clayton Brown at 503.681.5129
	<input checked="" type="checkbox"/> DEQ 1200-CN EROSION CONTROL PERMIT Contact: Bonnie Collins at 503.526.2552 (Permit application to City for CWS & DEQ) FOR DISTURBANCE OF 1 to 4.99 Acres Contact Oregon DEQ staff regarding Case File _____.	<input 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.
	<input checked="" type="checkbox"/> MUST UNDERGROUND EXISTING OVERHEAD UTILITIES ON-SITE AND NEW SERVICES. <input checked="" type="checkbox"/> May be eligible for fee-in-lieu of undergrounding – see Dev. Code, Section 60.65.20-25	

SITE SOIL, SURFACE & STORM WATER ISSUES	<input type="checkbox"/> MAPPED FEMA FLOODPLAIN <input type="checkbox"/> Map Number 4102400_---_D (Feb. 18, 2005) <input type="checkbox"/> Level of 100 Year Flood in vicinity of the site: Base Flood Elevation (NGVD-29) <input type="checkbox"/> Cut and fill grading balance required.	<input type="checkbox"/> UNMAPPED FLOOD HAZARD AREA A flood study is a required part of any development application.
	<input type="checkbox"/> Certified minimum finish floor required: <input type="checkbox"/> 1 foot <input type="checkbox"/> 2 feet above base flood elevation. <input type="checkbox"/> SEPARATE FLOODPLAIN MODIFICATION PUBLIC NOTICE REQUIRED PRIOR TO SITE DEVELOPMENT PERMIT and BUILDING PERMIT ISSUANCE with a 10-DAY APPEAL PERIOD. *ASCE/SEI 24-05, 2011 OSSC (2009 IBC) Appendix G (Flood-resistant Construction)	<input type="checkbox"/> GEOTECHNICAL REPORT REQUIRED
	<input checked="" type="checkbox"/> STORM WATER FACILITIES REQUIRED <input checked="" type="checkbox"/> Winter Storm Detention (quantity) <input checked="" type="checkbox"/> Summer Storm Treatment (quality)	<input type="checkbox"/> POSSIBLE FEE-IN-LIEU OF: <input type="checkbox"/> Detention (quantity) <input type="checkbox"/> Treatment (quality) - must justify using CWS criteria in DR/Land Div. application submittals.
	<input checked="" type="checkbox"/> REQUIRES IMPERVIOUS SURFACE INVENTORY	

10.15

MEMORANDUM

Community Development

To: Scott Whyte, Senior Planner
From: Ken Rencher, Associate Transportation Planner
Date: May 12, 2016
Subject: PA2016-0015 75th Terrace Subdivision, Pre-Application Review

This memo includes important transportation-related items that should be addressed in the materials submitted for the proposal noted above. All comments provided here are based solely on the pre-application materials provided. Other issues, applications, or analysis may be identified and or required upon review of the application(s).

General note: The application should address all applicable transportation related criteria found in *Beaverton Development Code* (BDC) Sections 40.03 Facilities Review, 60.15 Land Division Standards, and 60.55 Transportation Facilities; and standards included in *Beaverton Engineering Design Manual* (EDM) Chapter 2 Streets, Chapter 7 Bicycle and Pedestrian Facilities, and the Standard Drawings. System Development Charges, including the Transportation Development Tax, may apply.

Summary of existing transportation infrastructure

The site is bordered by SW Canyon Ln., a Neighborhood Route with parking on both sides and SW 75th Ter., a Local Street. Both streets are under the operational and maintenance jurisdiction of the City of Beaverton. SW Canyon Ln. appears to under-improved, lacking sidewalks and planter strips. SW 75th Ter. Also appears to not meet the City's current standards for width, sidewalks, and planter strips, south of the subject property.

There is no transit service directly to the site, but SW Canyon Rd. has transit service and is approximately 500-600 feet to the south. to the east have TriMet bus service available within walking distance.

SW Canyon Ln. does not have bike lanes and is shown as a Moderate Traffic Route on the Beaverton Bike Map.

PLEASE NOTE THE FOLLOWING:

In regard to BDC 40.03 Facilities Review Committee:

40.03.1: This section requires transportation facilities related to the proposed development to be installed and available at the time of the development's completion, meaning prior to the approval or signature of the final plat. Transportation facilities are defined as critical facilities. Pedestrian and bicycle facilities, as well as transit facilities are defined as essential facilities. Essential facilities are expected to be provided prior to occupancy of the new units.

In regard to BDC 60.15 Land Division Standards:

60.15.15.6: Street trees: This subsection requires street trees to be planted along the public street frontages of all land divisions. For this development, the developer will need to pay a fee to the City of \$200 per tree, with trees required every 30 feet on each side of the street. The street tree fee is set by City Council and can be changed or increased by them.

Where existing on-site trees provide shade and storm water flow attenuation benefits for the public right-of-way, they may be counted as street trees. The applicant will receive credit for any existing street trees that can be retained through construction. The City Engineer will determine the number and location of required street trees, if any, that will be required along SW Canyon Ln. and along the extension of SW 75th Ter. This determination will happen as part of the review of the Preliminary Partition Land Division application.

In regard to BDC 60.55 Transportation Facilities:

60.55.25 Street and Bicycle and Pedestrian Circulation: Each of the new houses will be expected to have a walkway that connects it to the surrounding public sidewalk system. At a minimum, internal walkways will need 4 feet of unobstructed width. The extension of SW 75th Ter. will need to be built to current City standards, which includes planter strips and sidewalks, as shown on Standard Drawing #103 of the EDM.

60.55.30 Minimum Street Widths: Along the property's frontage, SW Canyon Ln. will need to be widened to meet the City's NR3 standard, which will require a total right-of-way (ROW) width of 25 feet from the centerline of the road. The required half street improvements are a 12-foot travel lane, and a 13-foot area containing a 6-inch standard curb, a 7.5-foot planter strip (measured from the face of the curb) and a 5-foot sidewalk and 6-inch maintenance and monumentation gap.

For the extension of SW 75th Ter. from the property's south property line to SW Canyon Ln. the new street is to be 34 feet from curb to curb within a total ROW that is 58 feet wide to meet the City's L1 standard. If the applicant chooses to design to the L2 standard (28 feet curb-to-curb within a 52-foot ROW), the applicant will need to hire a traffic engineer or certified traffic counting firm to conduct a traffic count and demonstrate that the existing and proposed volumes along SW 75th Ter. do not exceed 500 trips (ADT) per day. The analysis of projected volumes will also need to account for any potential cut-through traffic.

In order to save trees within the Significant Grove, the applicant may seek to modify the location or width of sidewalks and/or planter strips through a Sidewalk Design Modification application. Sidewalks are to be a minimum of 5 feet wide if separated by a planter strip and 6 feet wide if curb-tight. The minimum pavement width is 20 feet for areas of the street without parking. However, the travel lanes need to be generally parallel with the centerline of the street.

60.55.35 Access Standards: At the intersection of any driveways with a public street, the applicant's plans will need to show that the buildings and landscaping are designed to keep the Vision Clearance triangle—15 feet along the sidewalk and 15 feet along the driveway—clear of obstacles. The minimum width for a single driveway is 12 feet, with 3-foot wings. The new intersection of SW 75th Ter. and SW Canyon Ln. will need to meet the applicable intersection sight distance and spacing requirements, as detailed in Section 210 of the EDM.

SUPPLEMENTAL INFORMATION & RESOURCES

System Development Charges, including the Transportation Tax, may apply:

The Washington County Transportation Development Tax (TDT) may be due for this development 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 tax is based on Measure No. 34-164, which was approved by the citizens of Washington County in 2008. The TDT is based on the estimated traffic generated by each type of development. All revenue is dedicated to transportation capital improvements designed to accommodate growth. 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. Options exist, however, for payment of the tax over time, or in certain cases, deferral of payment until occupancy.

To estimate the tax please use the TDT Self Calculation Form (see web address below). 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 see the Building Division web address below or contact Brad Roast, City of Beaverton Building Official, at (503) 526-2493 or cddmail@BeavertonOregon.gov.

Online resources:

- A. Beaverton Development Code: www.BeavertonOregon.gov/dc
- B. Beaverton Engineering Design Manual: www.BeavertonOregon.gov/edm
- C. SDC Fee Schedule: www.BeavertonOregon.gov/Building
<http://www.beavertonoregon.gov/DocumentCenter/Home/View/605>
- D. Washington County TDT:
www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm
- E. Traffic Impact Analysis Requirements:
<http://www.beavertonoregon.gov/documentcenter/view/1570>

Pre-Application Attendance - 75th Terrace Subdivision

<u>Name</u>	<u>Representing</u>	<u>Phone</u>
Paul Sellke	AKS Eng.	503-563-6151
Mimi Douglas	AKS	503-563-6151
JIM DUGGAN	COB PUBLIC WORKS	503 526 2442
TOM BERSER	OWNER	503-209-9666
KEN BENCHER	City - Transportation	503. 526. 2427
Jessica Hild	COB Public Works	503 350-4059
John Gerritz	App/owner	503-320-7280
Vince Bings	App/owner	503-816-3243
Scott Whyte	City of Beaverton	(503) 526-2652