



January 24, 2023

Westlake Consultants
Ken Sandblast
1515 SW Sequoia Parkway Suite 150
Tigard, OR 97224

Subject: Pre-Application Summary Notes for Sikh Center of Oregon

Dear Mr. Sandblast,

Thank you for attending the Pre-Application Conference held on January 11, 2023. We are pleased to provide you with the following notes prepared in response to your proposal.

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

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

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

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

Sincerely,

Steve Regner
Senior Planner
(503) 319-4427

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Sikh Center of Oregon PA2022-0061

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

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

PRE-APPLICATION CONFERENCE DATE: January 11, 2023

PROJECT INFORMATION:

Project Name: **Sikh Center of Oregon**

Project Description: Conversion of single family home and outbuildings to religious institution

Property/Deed Owner: HOMESTEAD DEVELOPMENT CORP
PO Box 12
Hillsboro, OR 97123

Site Address: 15660 SW Division
Tax Map and Lot: Tax Map: 1S117CA, Tax Lot: 2900
Zoning: Residential Mixed C (RMC)
Comp Plan Designation: Low Density (NR-LD)
Site Size: Approximately 93,060 square feet

APPLICANT INFORMATION:

Applicant's Name: Sukhjinder Singh Deo
Sikh Center of Oregon
Email: deo_ss@hotmail.com
Phone: 978-328-6035

Applicant's Rep: Ken Sandblast
Phone: (503) 679-2493
Email: ksandblast@westlakeconsultants.com

PREVIOUS LAND USE HISTORY: The site was annexed into the city on November 3, 2021. Any land use applications prior to this date can be obtained through Washington County.

Active Land Use Applications: Division Meadows - LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-0001. This proposal is currently being processed by the City of Beaverton.

SECTION 50.25 (APPLICATION COMPLETENESS):

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

APPLICATION FEES:

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

New Conditional Use	\$4,262.00 + 5% technology fee
Design Review Two	1.25% of project value Minimum: \$6,500 Maximum: \$25,000 + 5% technology fee
<i>Possible</i> Design Review Three	1.25% of project value Minimum: \$10,000 Maximum: \$27,000 + 5% technology fee
Tree Plan Two	\$5,000.00 + 5% technology fee

See Key Issues/Considerations herein for description of applications and associated process. No fee increase are scheduled at this time; however, the fees are subject to change. Fees in effect at the time of application submittal will control. Please contact Current Planning (503-526-2420) or visit our website www.beavertonoregon.gov/bib prior to submittal of your application to confirm the current application fee(s).

SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. Based on the project as proposed a **New Conditional Use** application is required and a **Type 3** procedure would be applicable.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required because the proposal is subject to a Type 3 procedure. Neighborhood Advisory Committee (NAC): **Central Beaverton** Contact: Sue Price, wb_nac@yahoo.com.

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

Instructions for conducting or attending Neighborhood Review Meetings can be found here: <https://www.beavertonoregon.gov/DocumentCenter/View/9172/Neighborhood-Meeting-Informational-Packet?bidId=>

In response to COVID-19, the applicant can fulfill the neighborhood meeting requirement by using alternative means of communication such as by phone, email, and online meeting platforms, provided by the applicant. The applicant may work with City staff to provide a physical place for members of the public without technology to participate in the meeting as needed on an appointment basis (social distancing requirement must be recognized). Contact the project planner or 503-526-2420 for details.

CHAPTER 20 (LAND USES AND DEVELOPMENT STANDARDS):

Zoning: Residential Mixed C (RMC)

Applicable Code Sections: 20.05.15 – Site Development Standards and 20.05.20 – Land Use Regulations.

Development Standard	Requirement	Note
Minimum Land Area	N/A	
Maximum Floor Area Ratio	N/A	
Lot Dimensions: Minimum Width	20 feet	
Front Setback	10 feet	
Side Setback	5 feet	
Rear Setback	15 feet	
Garage Setback	18.5 feet	Carports shall meet the same yard setbacks as the dwelling. Garage setbacks shall be measured from the elevation containing the garage door and vehicle entrance of carports to the property line. For all other garage elevations, the building setback applies.
Minimum Between Buildings	6 feet	Minimum spacing between buildings on the same parcel or in the same development.
Height	35 feet	Also subject to additional height limitations in Section 20.30

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 Types:

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	New Conditional Use (Threshold #1)	40.15.15.5	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
2.	Design Review Two (Threshold #7)	40.20.15.2	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
3.	Tree Plan Two (Threshold #2)	40.50.15.1	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
4.	possible Design Review Three (Threshold #9)	40.20.15.3	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

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

CHAPTER 60 and 70 (SPECIAL REGULATIONS):

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

- | | |
|--|---|
| <input checked="" type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Chapter 70 (Downtown Development Code for Design Review Principles Standards and Guidelines) |
| <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) | <input type="checkbox"/> Section 60.10 (Floodplain Regulations) |
| <input type="checkbox"/> Section 60.15 (Land Division Standards) | <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) |
| <input checked="" type="checkbox"/> Section 60.25 (Off-Street Loading) | <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) |
| <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities) | <input type="checkbox"/> Section 60.35 (Planned Unit Development) |
| <input type="checkbox"/> Section 60.40 (Sign Regulations) | <input type="checkbox"/> Section 60.45 (Solar Access Protection) |

Section 60.50 (Special Use Regulations)

Section 60.55 (Transportation Facilities)

Section 60.60 (Trees and Vegetation)

Section 60.65 (Utility Undergrounding)

Section 60.67 (Significant Natural Resources)

Section 60.70 (Wireless Communication)

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

OTHER DEPARTMENT/AGENCY CONTACTS:

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

<p>Recommended contact for further information if checked</p> <p><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a <i>Service Provider Letter</i> (SPL)</u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in <u>Chapter 3 of the Design and Construction Standards</u> at: <u>www.cleanwaterservices.org/permits-development/design-construction-standards</u></p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the city will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain an SPL, complete the <u>pre-screening site assessment form</u>. For more information about CWS environmental review, you may email <u>spreview@cleanwaterservices.org</u> or contact Laurie Bunce, CWS Engineering Technician, at (503) 681-3639.</p>
<p><input checked="" type="checkbox"/></p>	<p>Lawrence Arnbrister, Building, City of Beaverton (503) 526-2408 / larnbrister@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Comment: Plans reviewed. Building permit required. Based on current uses and proposed activities, considerable upgrades to the garage and shop may be required. Staff recommends working closely with the Building Division to determine cost and feasibility of these conversions.</p>
<p><input type="checkbox"/></p>	<p>Steve Brennen, Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov</p> <p><input type="checkbox"/> Comment: No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Hunter Jin, Site Development, City of Beaverton (503) 350-4055 / hjin@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p>Kate McQuillan, Transportation Planner, City of Beaverton</p>

	<p>kmcquillan@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p>Naomi Vogel, Washington County Naomi_vogel@co.washington.or.us</p> <p><input checked="" type="checkbox"/> W Division Street is a Collector under the jurisdiction of Washington County. Typical driveway spacing allowances are one for every 150 feet of frontage. Typically, a parcel of this size is only allotted one driveway. The current proposal shows two driveways. It is possible that two driveways could be permitted under a few circumstances, detailed below, but further coordination with Washington County is recommended before pursuing.</p> <ol style="list-style-type: none"> 1. A second driveway could possibly be permitted through coordination with property owner to the east to ensure shared access between the subject parcel and the parcel to the east, when the parcel to the east redevelops. 2. If each of the driveways were one-way, that would reduce the turning conflicts on W Division, and could possibly be allowed, dependent on the location of other existing driveways. <p>Before submitting land use applications for any design utilizing two driveways, further coordination with Washington County should occur.</p>

KEY ISSUES/CONSIDERATIONS:

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

1. **Land Use Applications.** A **New Conditional Use** application is required for applications that included uses that are conditionally permitted in the zone. A Religious Institution is conditionally permitted in the RMC zone.

A **Design Review Two** application is required for any new construction of paving for new vehicle maneuvering or parking.

A **Design Review Three** application is required for any development where any of the applicable Design Standards (BDC 60.05.10-30) cannot be met. In cases where the Design Standard cannot be met, the corresponding Design Guideline (BDC 60.05.35-50) must be met instead.

A **Tree Plan Two** application is required when a proposal includes the removal of more than 5 community trees on a site. Community Trees are defined as: *“A healthy tree of at least ten inches (10”) DBH located on developed, partially developed, or undeveloped land. Community Trees are not those trees identified as Significant, Historic, Landscape, or Mitigation Trees, trees within a Grove or a Significant Natural Resource Area, or trees that bear edible fruits or nuts grown for human consumption.”*

Staff can confirm that the trees on site are not identified as Significant, Historic, Landscape or Mitigation Trees. A trees survey must be provided including trees species and size (DBH) as part of this application.

2. **Off-street Parking.** All required parking shall be provided on-site and at least 80% of required parking space shall not be less than 8.5 feet by 18.5 feet. Up to 20% of spaces may be compact spaces, with shall not be less than 7.5 feet by 15.0 feet. For 90-degree parking there is an allowance for a three-foot overhang over a parking curb. The required back up distance for 90-degree parking is 24 feet.
The following are the required parking ratios for all uses on site.

- Places of Worship (per seat at maximum occupancy): 0.25 parking spaces

It is anticipated that that parking requirements will be eliminated on or around July 1, 2023 to comply with State mandated regulations, known as the Climate Friendly and Equitable Communities rules (CFEC).

3. **Bicycle Parking.** Short-term and long-term bicycle parking spaces are required for Residential Care Facilities.

Use	Short-Term Parking	Long-Term Parking
Places of Worship	1 space per 10,000 square feet of floor area	2 spaces

Short-term parking is for persons that can be expected to depart within two hours. Short-term bicycle parking is encouraged to be located on site within 50 feet of a primary entrance, or if there are site, setback, building design, or other constraints, bicycle parking shall be located no more than 100 feet from a primary entrance in the closest available area to the primary entrance as determined by the decision-making authority.

Long-term bicycle parking spaces accommodate persons that can be expected to leave their bicycle parked longer than two hours. Cover or shelter for long-term bicycle parking shall be provided.

4. **Landscape Buffer.** The landscape buffer Table 60.05-2 indicates that properties that zoned the same do not require a landscape buffer; however, non-residential uses in a residential zone requires a landscaping buffer. A minimum 20-foot buffer developed to a B3 standard is required for non-residential land uses and parks abutting a residential use in a residential zoning district. This standard shall apply only to side and rear property lines that abut residentially zoned properties.

The Director is authorized to approve exceptions as described under Section 60.05.25.13.A, *Applicability of Buffer Standards*, otherwise all proposals to modify the 20-foot buffer width or B-3 standard are subject to public hearing consideration in review of applicable guidelines (Section 60.05.45.11.).

5. **Internal Circulation.** All on-site pedestrian pathways must me a minimum of five feet wide. A pedestrian pathway extending into the parking lot will be expected in order to provide clear safe pedestrian access between the parking lot and the structures.
6. **Active Land Use Application.** The subject site is currently in for land use review for a 9 lot subdivision. A preliminary plat associated with the proposal are attached with these notes for reference. As this project is still in review, proposal materials may be revised prior to city decision. Public comment received associated with this proposal is also attached.
7. **Waste Services.** The applicant should ensure there’s adequate space on site for the necessary service levels. Garbage, mixed recycling and glass recycling will be required. Staff is operating under the assumption that this proposal won’t generate enough food waste to trigger the mandatory collection of food scraps. The submittal should show waste vehicle on site circulation and access to the enclosure
8. **Service Provider Letters (SPL) & Service Provider Permits.** The City of Beaverton requires service provider letters and permits from special districts who provide services to the subject site. Service provider letters and permits are required prior to your application being deemed complete in the la Service Provider Letters (SPL) & Service Provider Permits. The City of Beaverton requires service provider letters and permits from special districts who provide services to the subject site. Service provider letters and permits are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:

- a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
 - b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires as Service Provider Permits (SPP) to address fire code issues related to development. The SPP form can be found at the following link <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-permit-for-Washington-C-64>
 - c. **Water Service:** All developments require a Water Service Provider Letter to address water service provision. The SPL form can be found attached to these pre-application conference notes and should be submitted to mailboxengineering@beavertonoregon.gov once completed.
9. **Electronic Plan Review.** The City of Beaverton offers electronic plan submission for Planning, Site Development, and Building permit review. For more information please visit our Apply for Permits page at <https://www.beavertonoregon.gov/2047/Apply-for-Permits> or contact staff.
10. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.



TRANSPORTATION CHECKLIST

PRE-APPLICATION MEETING

Community Development Department

Project Name: **Sikh Center of Oregon**

Pre-Application Conference #: **PA2022-0061**

Pre-Application Date: **January 11, 2023**

The requirements checked below are based on the information provided at the **January 11, 2023 Pre-Application Conference Meeting** for a proposal at **15660 SW Division**.

Any proposed development and its associated transportation impacts shall be in compliance with the City of Beaverton's Transportation System Plan (TSP) and the Engineering Design Manual 2019 (EDM) in addition to all applicable sections of the Beaverton Development Code (BDC).

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication

Right of way dedication is not anticipated at this time.

You may be required to dedicate public street right of way (BDC 60.55.30, and EDM Standard Drawing 200). You will need a registered engineer to confirm the right-of-way width and note the width in submitted site plans.

Traffic Impact Analysis

Based on the size and impact of the proposal, a Traffic Impact Analysis is not required for land use application submittal.

It is unclear what the anticipated traffic impact will be from the proposal. Please provide a statement by a registered engineer (civil or traffic) with proposed trip generation from the proposal. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

A Traffic Impact Analysis is required for this proposal. Please refer to BDC 60.55.20 for required components of a TIA. Prior to commencement of work, the applicant should submit a memo from a traffic engineer that describes the scope and assumptions of the TIA. After receipt of the memo, staff will contact the applicant's traffic engineer to discuss any required modifications, request a revised scope and subsequently approve commencement of work. Please note - The TIA will not be accepted without prior approval of the written scope of work.

Frontage Improvements

- Frontage improvements are not identified at this time.*
- Construct full half street improvements to the minimum street standards (Standard Drawings 200).
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 60.05.20.7, and EDM Standard Drawing 216).
- Frontage improvements are expected along a public street frontage under the jurisdiction of another agency (Washington County's or Oregon Department of Transportation). (BDC 60.55.10). City staff defer to the jurisdictional agency for frontage improvement details.
- Reconstruct sidewalk and/or planter strip to be brought to current standards. (EDM Standard Drawings 200)
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 60.05.20.7, and EDM Standard Drawing 216).
- Replace substandard curb and sidewalk ramps along the site's frontage(s) including driveways to be in compliance with the Americans with Disabilities Act and the EDM Section 210.23.
- Provide photometric data demonstrating that illumination for any public transportation facilities meets the minimum lighting levels established in the Engineering and Design Manual (EDM) Section 450. Street lights may be required if lighting levels that do not meet the minimum required levels within the EDM.

Off-Street Loading Requirements

- Off-street loading requirements are not applicable.*
- The proposed development will increase or alter up to 25% of an existing building or structure's the gross floor area, and thus must comply with the minimum number of loading spaces, and loading berth dimensions, as described in BDC 60.25.
- Provide a site plan showing the turning movements for freight / delivery truck vehicles both within the internal site's circulation, as well as the ingress and egress to the site. (BDC 40.03.1)

Off-Street Parking (Vehicles and Bicycles)

- Off-street parking requirements are not applicable at this time.*
- The proposed development requires the minimum and maximum number of vehicle parking spaces as detailed in BDC 60.30.10.
- The proposed parking areas must meet parking circulation and design standards in BDC 60.30.15 and in Engineering Design Manual Section 210.21 I and N (as well as parking lot design standards within BDC 60.05.20 if Design Review is applicable).

The proposed development is required to provide the minimum number of both short term and long term bicycle parking as detailed on BDC 60.30.10. The location of bicycle parking and design features for long term bicycle parking will also be required.

Bicycle and Pedestrian Circulation

Bicycle and pedestrian circulation requirements do not apply.

Pedestrian and bicycle connectivity (i.e., accessways) may need to be provided in between full street connections, or between a street and a destination, as required in BDC 60.55.25.9.

Provide pedestrian circulation plan along with submitted site plans that is consistent with BDC 40.03.1 and 60.55.25.10. (or BDC 60.05.20.3, 4, and 7 if Design Review is applicable).

Access / Driveways

Access requirements are not applicable at this time.

Driveway(s) is required to meet the minimum standards shown in EDM Standard Drawings 210 & 211. (BDC 60.55.35.3)

Driveway(s) meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)

Driveway(s) is required to meet minimum sight distance standards in EDM Section 210.21. Verification may be required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)

The shared or common driveway(s) must record a cross-over and maintenance easement during either final plat review, or through the Site Development permitting process.

SYSTEM DEVELOPMENT CHARGES

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

OTHER REVIEWING TRANSPORTATION AGENCIES

No outside transportation agency review required.

WASHINGTON COUNTY - The proposed development has frontage on a street that is maintained by Washington County. The County may have additional requirements or permits. Please contact Naomi Vogel at (503) 846-7639, or Naomi.Vogel@co.washington.or.us.

Applicant is required to contact the County before preparing a traffic impact analysis to review the proposed scope of work.

OREGON DEPARTMENT OF TRANSPORTATION – The proposed development has frontage on a street that is maintained by the Oregon Department of Transportation (ODOT). ODOT may have additional

requirements or permits. Please contact Marah Danielson at (503) 731-8258, or marah.b.danielson@odot.state.or.us.

Applicant is required to contact ODOT before preparing a traffic impact analysis to review the proposed scope of work.

OREGON DEPARTMENT OF TRANSPORTATION- RAIL AND PUBLIC TRANSIT DIVISION – The proposed development is located within close proximity to a rail crossing which is under the regulatory jurisdiction of the Oregon Department of Transportation Rail and Public Transit Division. A Crossing Order approved by ODOT Rail may be required. Please contact Carrie Martin at (503) 986-6801, or Carrie.A.Martin@odot.state.or.us. (BDC 60.55.10.1)

TRIMET - The proposed development is in close proximity to bus and/or light rail service provided by TriMet. Note that City staff may route future land use applications to TriMet staff for review. (BDC 60.55.10.1, and BDC 60.55.40)

TUALATIN HILLS PARKS AND RECREATION DISTRICT - The proposed development is in close proximity to an existing or future park / trail as identified in the THPRD Functional Plan. Note that City staff may route future land use applications to THPRD staff for review. (BDC 60.55.10.1, and BDC 60.55.40)



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

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Site Development & Engineering

Project Name: Sikh Center

Pre-Application Conference Number: PA2022-0061

Date: January 23, 2023

Prepared by: Hunter Jin -Site Development Division

Ph: (503) 526-2626 **Fx:** (503) 526-2550 **Email:** hjin@BeavertonOregon.gov

General Notes:

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

Developments and other activities which create or modify 1,000 square feet or greater of impervious surface are required to provide stormwater management. A storm water report prepared by a professional civil engineer is required with this application and will need to document how the proposal will provide water quantity control for conveyance capacity (CWS DCS Section 4.02), hydromodification (CWS DCS 4.03) and water quality (CWS DCS Section 4.04) Additional standards are outlined in City EDM Section 530 for surface water management design standards and CWS DCS Section 4.08. Please refer to Table 530.1 of EDM for facility order of preference. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4.

Per Beaverton City Code, Section 9.05.046 for Extension of Facilities, public utilities (water, sanitary sewer and storm drainage) must be brought to serve this site upon development and to facilitate future adjacent development.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. There is an existing sanitary sewer service to the property from an existing 8" City owned line in SW Division St. The City's storm system can serve the property, but no existing storm infrastructure exists in the immediate vicinity of the project as SW Division St is unimproved with no curb and gutter. Stormwater flows from the site must be conveyed into the City's storm system, the most immediate potential inlet/connection is a catch basin slightly to the east of the site, on the north side of SW Division St. The engineer will need to propose a way to convey flows into this inlet or other appropriate connection point.

Tualatin Valley Water District (TVWD) is the water service provider for this site, see next page for contact information.

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

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

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

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

A sanitary sewer flow determination report prepared by a professional civil engineer may be required with this application. Please refer to CWS DCS Section 5.04.1 for sanitary conveyance flow determination standards.

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

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

With any frontage improvements, design feasibility for driveway and sidewalk ramp design to meet ADA standards will need to be shown with the land use application. For proposed frontage improvements, site plan designed by a licensed professional and based on survey will be required. Additionally, street lighting per section 450 in the EDM will be required.

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

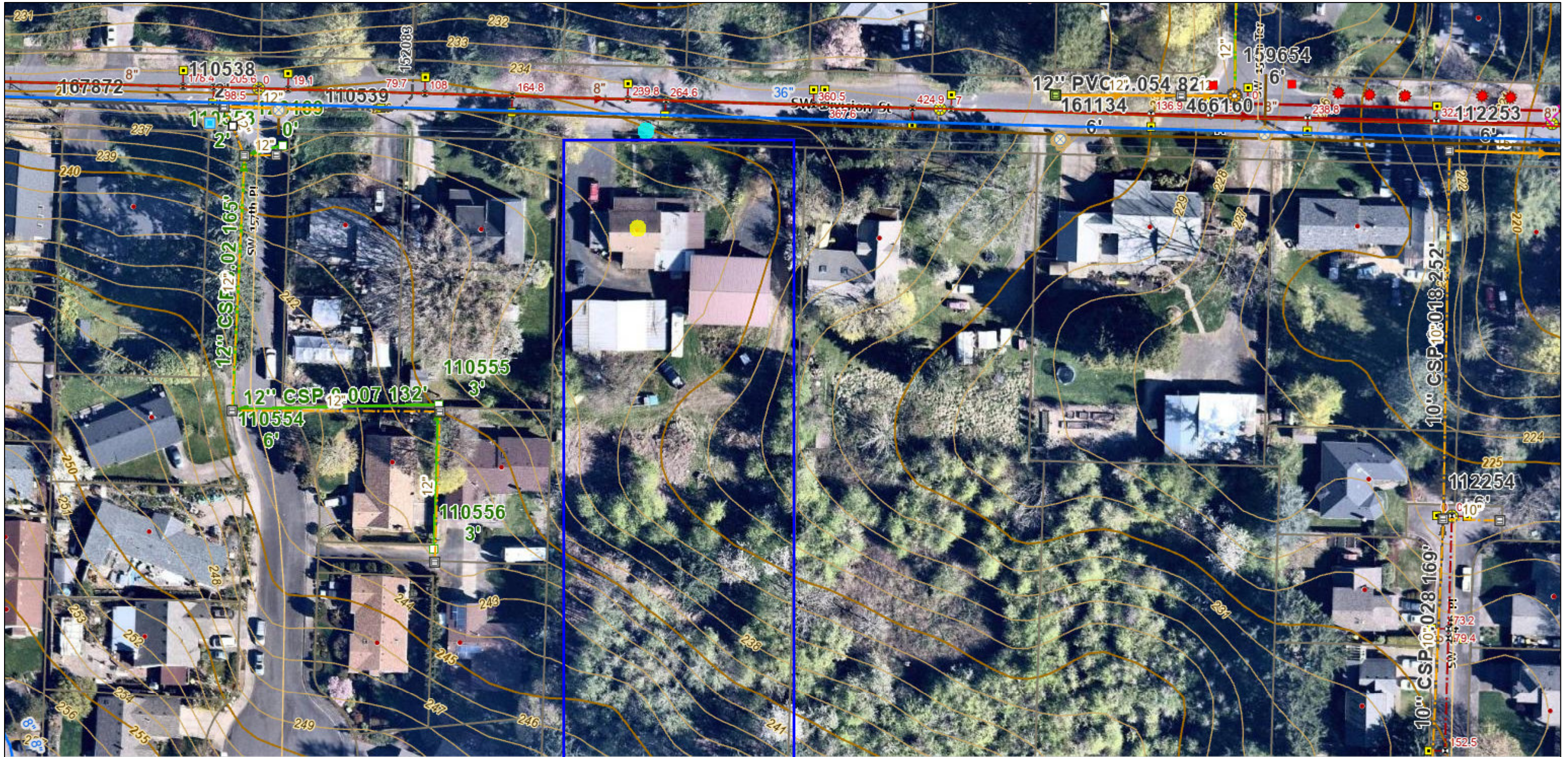
Resources:

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

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

<input checked="" type="checkbox"/>	<p>City of Beaverton permit- Engineering Site Development, Engineering Grading, FC-Right of Way</p> <p>Contact: Site Development Division at (503) 350-4021 or sitedevelopment@beavertonoregon.gov</p>
<input checked="" type="checkbox"/>	<p>City of Beaverton Building permit</p> <p>Contact: Building Division at (503) 526-2493</p>
<input checked="" type="checkbox"/>	<p>Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.</p>
<input checked="" type="checkbox"/>	<p>City of Beaverton utility system & SPL's</p> <p>Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov</p>
<input checked="" type="checkbox"/>	<p>Tualatin Valley Water District</p> <p>Contact: Ryan Smith at (503) 848-3057</p>
<input checked="" type="checkbox"/>	<p>Tualatin Valley Fire and Rescue - Permit</p> <p>Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com</p>
<input checked="" type="checkbox"/>	<p>Clean Water Services District</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs <p>Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org</p>
<input checked="" type="checkbox"/>	<p>Oregon Department of Environmental Quality</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Standard erosion control for sites less than 1 acre per CWS standard drawing no. 945 • <input checked="" type="checkbox"/> DEQ 1200-CN Erosion Control Permit (for disturbance of 1-4.99 Acres) – Submit to City of Beaverton Site Development for processing: 503-350-4021 <p>Erosion Control Permit required depends on area of disturbance</p>

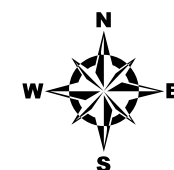
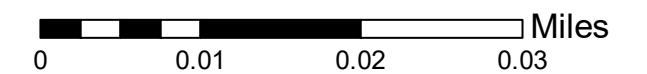
<input checked="" type="checkbox"/>	<p>A downstream storm water analysis is required for this development per CWS 2.04.2.m.3. For development constructing new impervious surface of greater than 5,280 square feet, or collecting and discharging greater than 5,280 square feet of impervious area, perform a capacity and condition analysis of existing downstream storm facilities and conveyance elements receiving flow from the proposed development.</p>
<input checked="" type="checkbox"/>	<p>Submit City of Beaverton Stormwater Management Worksheet</p>
<input checked="" type="checkbox"/>	<p>Storm water facilities required</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity • <input checked="" type="checkbox"/> Hydromodification • <input checked="" type="checkbox"/> Quality Treatment <p>The engineer of record can request fee in lieu for hydromodification and quality treatment if development meets criteria set forth in CWS DCS Section 4.03.7.a and 4.04.2.a and City EDM Section 530.1.A.4.</p> <p>Payment of credit against SWM SDC for detention facilities is covered in CWS DCS Section 4.02.1.c.</p> <p>Full mitigation for all three components to be provided on site. The flow is to Johnston Creek with the discharge point being in the vicinity of Farmington/153rd</p>



Red - City of Beaverton Sanitary Sewer Line
Orange - City of Beaverton Storm Line
Brown - TVWD Water Line
Blue - City of Beaverton Water Line (does not serve the site)

Create Date: January 24, 2023

1:758.03



Recycling & Garbage Enclosure Guidelines

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

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

Regulations

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

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

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

Cost and collection efficiency and environmental sustainability

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

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

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

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

What to avoid

Inadequate size

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

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

Inadequate gates

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

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

Location

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

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

Enclosure designs

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

Table A: Service level recommendations

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

Table 1

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

Table B: Receptacles sizes

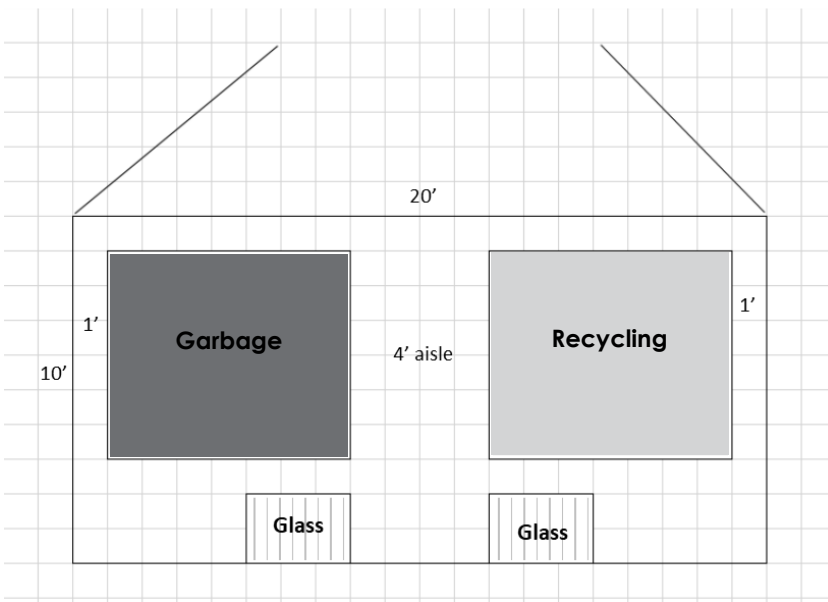
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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

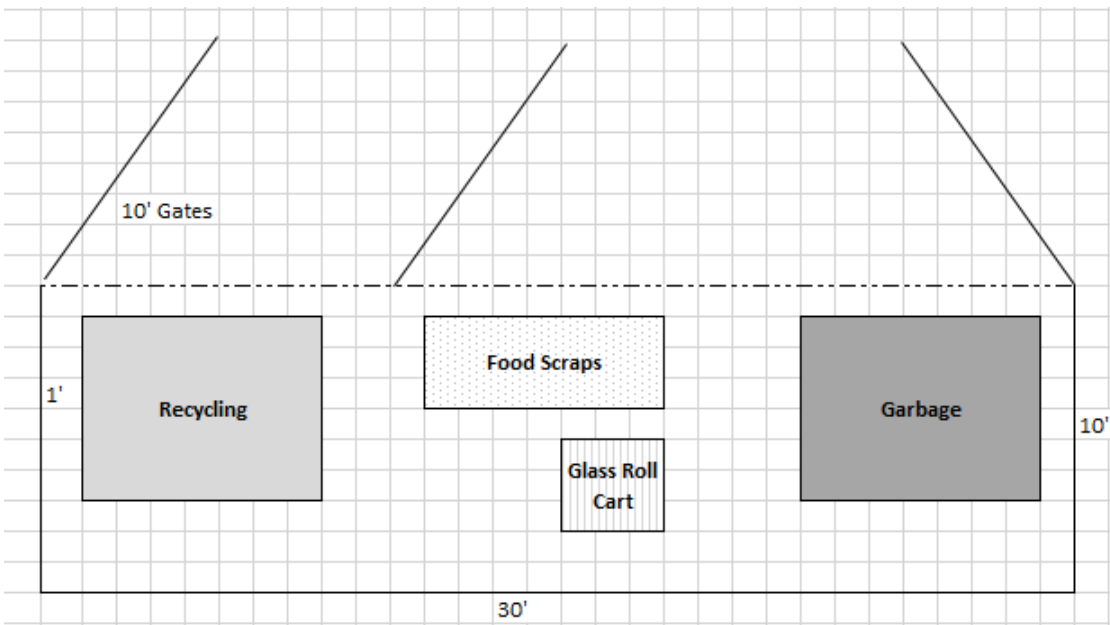
Examples of receptacle layouts

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

A. 10 x 20 (residential – 200 sf)



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





Business food scraps separation requirements

Public benefits of a regional solid waste system

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

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

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

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

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

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

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

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

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

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

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

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

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

Business food scraps collection requirements

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

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

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

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

Business Group 1:

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



Business Group 2:

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



Business Group 3:

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



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

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

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

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

Business food scraps collection requirements

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

How does the food scraps separation requirement apply to:

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

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

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

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

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

Business food scraps collection requirements

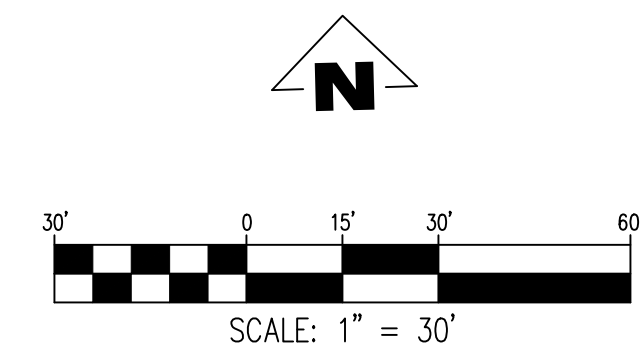
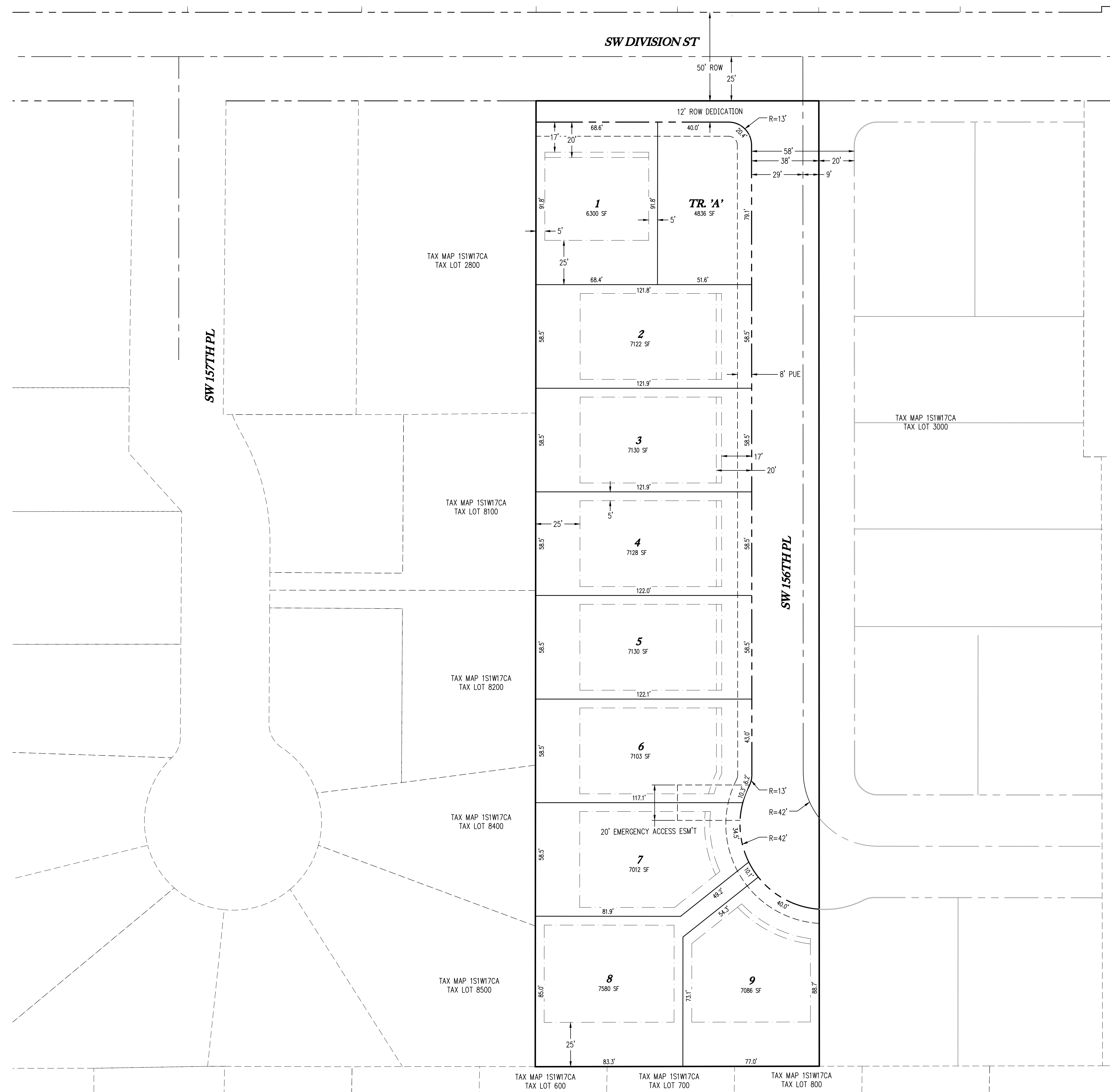
Food Scraps Generation Estimation Guide

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

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

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

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



NOTES

- ALL EXISTING UTILITY LINES WITHIN THE SITE WILL BE PLACED UNDERGROUND AS PART OF THIS PROJECT.
- NOTHING WILL OBSTRUCT THE VISION CLEARANCE AREAS.

PARCEL DATA

ZONING: R-7
 TAX MAP: 1S117CA02900
 TAX LOT: 02900

GROSS PARCEL AREA: 87,242.1 SF (2.00 AC)
 ROW DEDICATED: 1,916.0 SF (0.04 AC)
 PUBLIC STREET: 16,869.9 SF (0.39 AC)
 WQ AREA: 4,835.7 (0.11 AC)
 NET PARCEL AREA: 63,620.5 SF (1.46 AC)

SETBACKS:

FRONT: 17'
 SIDE: 5'
 REAR: 25'
 GARAGE: 20'

MIN. LOT SIZE: 7,000 SF (6,300 SF AVG)
 MAX BLDG. HEIGHT: 35'

MIN. LOT DEPTH:
 INTERIOR = 90'
 CORNER = 80'

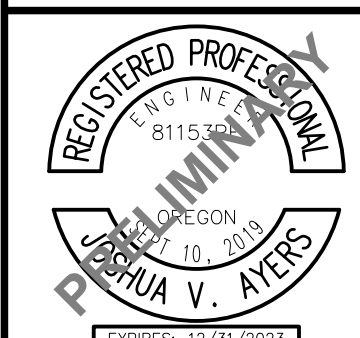
MIN. LOT WIDTH:
 INTERIOR = 65' (58.5' W/ 10% ADJUSTMENT)
 CORNER = 70' (63' W/ 10% ADJUSTMENT)

DIVISION MEADOWS
 FOR HOMESTEAD DEVELOPMENT
 SUBDIVISION & MINOR ADJUSTMENT
 TAX MAP 1S1W 17CA, TL 02900
 CITY OF BEAVERTON, OREGON

PRELIMINARY PLAT

REVISIONS	
NO.	DESCRIPTION

EMERIO
 ENGINEERING • SURVEYING • DESIGN
 6446 SW FALLBROOK PLACE, SUITE 100
 BEAVERTON, OREGON 97008
 TEL: (503) 746-8812
 FAX: (503) 639-9592
 www.emeriodesign.com



SHEET
06
 OF
 16

DATE: September 8, 2022

TO: Brett Cannon
Associate Planner, City of Beaverton

FROM: Community Residents
SW Division St/SW 157th Pl

RE: Type 2 Notice of Development Area

Division Meadows

Case File No: LD2022-001; LLD2022-004; ASJ2022-002
TP2022-0001

Based on conversation with Brett Cannon we, the concerned residents listed below, have the following understanding of this proposed development:

- Applicant Homestead Development Corp is applying, under R-7 zoning requirements, to develop the property at 15660 SW Division St into eight 7,000 SF lots, one 6,300 SF lot, and one tract for storm water drainage.
- R-7 zoning requires minimum setbacks of 17' front; 25' rear; and 5' side.
- While other uses are allowed under R-7 zoning, it is highly unlikely that other than single-family homes would be accommodated on the proposed lots.
- Maximum building heights are 35' at front of lots and 25' at rear of lots.
- Applicant will construct three-quarters of a full street with an eye to the remaining quarter being constructed when the adjacent parcel at 15XXX SW Division is developed.
- Street requirements include a 5' sidewalk; 6.5' planting strip; 7' parking lane; and 10' paved travel lane.
- 43 of 55 Community Trees will be removed. A Tree Plan has been submitted showing a cluster of remaining trees to be located primarily on Lots 5 and 6.

We understand that once the subdivision is approved and minor amendments granted the applicant will clear the property and construct the street and utilities. We further understand that the applicant may chose to sell the developed subdivision to a home builder who may then choose to develop under the R-7 or new RMC zoning.

It is also our understanding that unless a new developer proposes a whole new subdivision plan, single family homes are still the most likely development scenario.

We are appreciative of the applicant's desire to provide the community with single family homes that include useable yard space in keeping with market demands and the existing neighborhoods.

UNADDRESSED CONCERN:

Our remaining concerns are in regard to the ability of SW Division St to handle increased traffic. SW Division St does not have pedestrian or parking facilities. This street is heavily used by pedestrians and bikers who must use the travel lanes, especially accessing the popular Powerline Trail nearby. In addition, insufficient parking results in cars parking on neighboring residential streets for days/weeks or on the edge of properties along SW Division (aka: people's front yards).

We would appreciate more information in this regard.

Thank you for your time and work in keeping the neighborhood informed. It is appreciated. I am sending letter signed by the residents by postal mail.

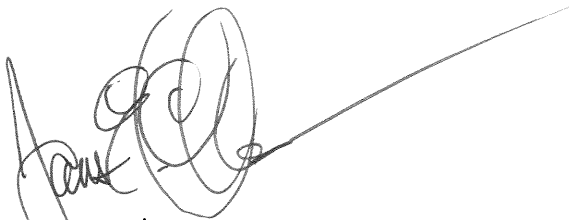
Sincerely,



Cheryl Clementson
5575 SW 157th Place



Manuel Rodrigues
15700 SW Division St

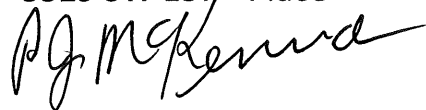


James Clementson
5575 SW 157th Place



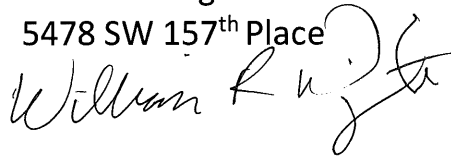
Lori Rodrigues
15700 SW Division St

Patricia McKenna
5529 SW 157th Place

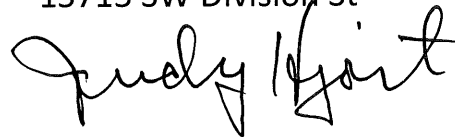


Thomas Hjort
15715 SW Division St

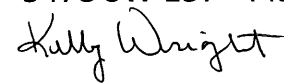
William Wright
5478 SW 157th Place



Judy Hjort
15715 SW Division St



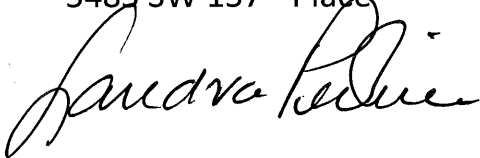
Kelly Wright
5478 SW 157th Place



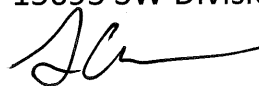
Chris Chase
15695 SW Division St



Sandy Perkin
5485 SW 157th Place



Samantha Chase
15695 SW Division St



Vernon Groves
5496 SW 157th Place



Sharon Walker
5550 SW 157th Place



Betty Groves
5496 SW 157th Place



Irene Bennett
5514 SW 157th Place



Kathleen Trask.
15400 S.W. Division St.
Kathleen Trask

Jayne Fennessy
5532 S.W. 157th Pl.
JAYNE FENNESSY

Planning Commission
PO Box 4755
Beaverton, Oregon 97076

September 10, 2022

Case File No.: LD2022-0001 LLD2022-0004
ADJ2022-0001 ADJ2022-0002 TP2022-0001


Dear Planning Commissioners,

We live in a home in the Four Seasons Neighborhood that abuts the south boundary of Homestead Development Corporation's proposed subdivision, "Division Meadows." We share the majority of our backyard property line with Homestead's property. The development of this property directly affects our quality of living and that of our neighbors.

We have read the developer's request for a reduction in the standard lot size. We understand from our telephone conversation with Brett Cannon that the two lots abutting our property and our neighbors would be 7,000 square feet but the remaining seven lots would be reduced in size to accommodate drainage, sidewalk, and street. Accepting that this property will be developed, we are supportive of single family homes, as opposed to mixed housing. However, we'd like to know the plan specifications for these proposed houses which are to be built on reduced sized lots. We are concerned that the homes being built reflect comparable values in size, quality, and sale price to the existing neighborhood homes.

We read that about 78% of the existing community trees are to be removed, which is sad. As Oregonians we pride ourselves in being environmentalists and many of the mature trees on this property are an irreplaceable asset. Science has shown that global warming is a fact and that the more trees we remove the greater the negative impact there is on our environment. We hope the Commission is considering the importance of a balance between density and livability. We would like more of the mature trees saved. Help us to understand why the City would allow 43 of the 55 community trees to be chopped down with global warming and rising temperatures? If the Commission approves Tree Plan Two, subsequently chopping down 43 community trees, it will no doubt require Homestead to plant a small number of starter trees in their stead. The starter trees will not be an "in kind" replacement for the towering conifers gracing this property.

Thank you for hearing our concerns.

Yours, 
Cynthia Taft and William Baum
15721 SW Village Circle, Beaverton, Oregon 97007

Steven Regner

From: sharon chappel <chappel430@hotmail.com>
Sent: Thursday, September 8, 2022 8:04 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows development proposal.

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My name is Sharon Chappel I am the owner of the home at 15730 SW. Division St., Beaverton. I received a copy of a letter that some of the community residence here on division Street and 1/57 wrote to you and I completely agree with everything that is in the letter. In addition I would like to know if they are going to have to provide sidewalks down division Street to the nearest stop sign both ways. We have a increased amount of traffic on division Street and there is no doubt that these homes will bring a lot more vehicles and a lot more traffic . It's unsafe now for children or adults to walk or bike along the street as there are no sidewalks. I know when I wanted to divide my property I was told I had to put sidewalks in front of my property on division Street. Also my concern is there's two empty lots across from this development and they are owned by Tualatin Valley rec department and they were supposed to put a park in there over five years ago in the meantime they said empty. With lots of brush growth and weeds which creates a fire hazard. I believe the developer should work with Tualatin Valley rec department to plan and install a park for the neighborhood. Thank you for giving me the opportunity to voice my concerns and thanks for your work on this project. You can reach me at the above mailing address or at 503-805-3340. I have on my home for 25 years on division Street.
Sent from my iPhone

Steven Regner

From: Marie McLean <mdmclean14@yahoo.com>
Sent: Wednesday, September 14, 2022 3:47 PM
To: Brett Cannon
Subject: [EXTERNAL] DIVISION MEADOWS

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PROJECT NAME-Division Meadows

CASE FILE NO-LD2022-0001 LLD2022-004 ADJ2022-001 ADJ2022-0002 TP2022-0001

As a homeowner at 15697 SW VILLAGE CIRCLE, BEAVERTON- I object to the minor adjustments to reduce lot size and removal of trees.

Please notify me of the final decision-Marie Mclean, 15697 SW VILLAGE CIRCLE, BEAVERTON, OR 97007,,TELEPHONE 818 439 5314 .

Steven Regner

From: Mary Ulmer <meulmer3@gmail.com>
Sent: Wednesday, September 14, 2022 7:45 AM
To: Brett Cannon
Subject: [EXTERNAL] Development on Division

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Dear Mr Cannon,

I am writing to urge you to not allow the variances sought for increased density, narrower roads and excessive tree removal at the proposed development on Division Street. The most concerning to me is the large number of trees slated for removal. During a summer of record high heat, it seems counterproductive to remove the very organisms proven to lower surface temperatures in a city landscape. These trees provide habitat for many animals and birds. Surely humans can coexist with them and leave more trees as they build these new homes. We live in Four Seasons specifically to have large, established trees on our property and in our neighborhood. Please spare more trees as this needed housing is built.

Thank you for your attention to this matter,

Mary Ellen Ulmer
5755 SW 152nd Ave
Beaverton, Or 97007

Steven Regner

From: Yvonne Sattler's <ybsattler@yahoo.com>
Sent: Tuesday, September 13, 2022 1:59 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows

CAUTION: This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

I'm writing about the proposed development at Division Meadows, Case File #LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-0001.

My property borders the subject property, from within the Four Seasons neighborhood. I've been in my house since early 2015, and one of the things that really sold us on the house was the big, beautiful trees on the property behind us. We knew it wasn't an official green space and could eventually be developed, but we didn't think it would happen this quickly.

We're not against all development. We understand the region is growing dramatically and needs more housing. That's fine. However, we don't agree with the plan for this property. Nine houses and a street seems like an awful lot to squeeze in this small space. We're are strongly opposed to the developer receiving 'minor adjustments' to allow them to put more houses in the space. Streets and lot sizes should be full size, as of the time of the application submission.

We're also extremely concerned about the plan to remove 43 of the 55 community trees on the site. Some of these trees are very large and magnificent. The area is a wildlife haven. We've seen several species of owl, countless other birds, raccoons, and even deer on the property! Losing these trees would be a devastating blow for the entire area, not just my property and neighborhood. When we're facing a climate emergency, we cannot afford to be cutting down large trees such as these. Finally, Beaverton, a city that touts its status as a "Tree City USA" and a "Tree City of the World" needs to step up and protect its trees. Cutting down 43 of the 55 community trees on this site is simply unacceptable.

As stated, we're not against all development. We just don't think developers should be given special treatment. It would also be nice if developers worked with their surrounding community when making plans such as this. We've never heard a word from the developer on what they plan to do with the property, and none of the other neighbors have either, to my knowledge. I hope you take these concerns into serious consideration

Regards, Yvonne Sattler

| [Permalink](#)

Steven Regner

From: A. Woolston-Smith <awoolstonsmith@gmail.com>
Sent: Wednesday, September 14, 2022 2:16 PM
To: Brett Cannon
Subject: [EXTERNAL] Comments re: Division Meadows, Case File #2022-0001

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As a home owner of the Four Seasons neighborhood, I have become aware that there has been a purchaser of land who is planning on developing land that runs up against several homes in our HOA. I am writing to comment my wishes about this.

My hope is that in developing:

- 1) Street and lot sizes remain normal size and not made smaller than normal.
- 2) Only remove a normal amount of trees on the land rather than almost all of them so the two neighborhoods mesh together and keep the current wildlife intact.
- 3) Is that single family homes be built instead of high rises of apartments and/or Condos.

That is all. Thank you for listening.

Ann Woolston-Smith
15821 SW Village Circle
Beaverton, Or 97007

Sent from my iPhone

Steven Regner

From: 5034592821@vzwpix.com
Sent: Wednesday, September 7, 2022 10:20 AM
To: Brett Cannon
Subject: [EXTERNAL]

CAUTION: This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

This is in regards to Case file #LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-000 Project Name: Division Meadows

9/7/2022
Mr. Brett Cannon,

I am writing to find out what Residential Mixed C (RMC) means, and how many houses, duplexes etc are going to be built in this subdivision? How is it determined who gets notified of developments like this and how do they get notified? Thank you for your help. It's appreciated.

Cathy White
Rjclwhite@hotmail.com
503-459-2821

Steven Regner

From: Colby Anderson <colby.anderson88@gmail.com>
Sent: Monday, September 12, 2022 10:01 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows - Public Comment (LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-0001)

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Hi Brett,

I'm writing to contribute public comment towards this application - Division Meadows. I live in the adjacent neighborhood a short walk away.

While I am in favor of development and agree that we need more housing inventory in this area, the concerns I have are related to the adjustments being requested as a part of this application.

Specifically, I have concerns about the two adjustments for reduction in the minimum lot sizes & dimensions, as well as the tree plan for increased tree removal.

Firstly, I am requesting that the City make an effort to uphold the existing city code standards for lot dimensions. If the overall width of the site necessitates a subdivided lot width reduction to allow for the proposed roadway, it may still be possible to require the applicant to maintain the minimum lot area requirement (meaning the sites would grow in the opposing direction to compensate for the reduced width). I believe this would help make this development more consistent with the surrounding neighborhoods, and more palatable to the community.

Secondly, I would encourage the City to push back against the removal any more trees than absolutely necessary for this development. A significant factor in the desirability of these neighborhoods is their old-growth tree population, so a significant reduction to this would be quite unfortunate. Additionally, while I'm not an arborist, my understanding is that removal of a large grouping of trees can cause vulnerabilities to the adjacent trees that previously didn't have open exposure. To that end, I would ask that the tree removal requests are closely scrutinized and evaluated by professionals to verify the proposal doesn't compromise trees on adjacent lots.

Thank you for your time.

Colby Anderson

Steven Regner

From: MARGO RUSSELL <mlrgo@comcast.net>
Sent: Wednesday, September 14, 2022 6:58 AM
To: Brett Cannon
Cc: MARGO RUSSELL
Subject: [EXTERNAL] case file #LD2022-0001

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Re: feedback on Division Meadows Project

I am a Four Seasons homeowner.
I am writing to you to express my concern about the proposed development indicated above.

Division street is used by residents to walk and has very little sidewalks.
Thus walking in the street is the only option.

I do not object to housing development plans.

I am concerned about the number of houses requested for this lot as well as parking for these residents available only on the street not to mention the number of trees needing to be removed.

Thank you.

Margo Russell

Steven Regner

From: Mike Kalkofen <mkalkofen@gmail.com>
Sent: Monday, September 12, 2022 9:15 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows

CAUTION: This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

Mr. Cannon,

I'm writing about the proposed development at Division Meadows, Case File #LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-0001.

My property borders the subject property, from within the Four Seasons neighborhood. I've only been in my house since early 2020, but one of the things that really sold us on the house was the big, beautiful trees on the property behind us. We knew it wasn't an official green space and could eventually be developed, but we didn't think it would happen this quickly.

We're not against all development. We understand the region is growing dramatically and needs more housing. That's fine. However, we don't agree with the plan for this property. Nine houses and a street seems like an awful lot to squeeze in this small space. We're strongly opposed to the developer receiving 'minor adjustments' to allow them to put more houses in the space. Streets and lot sizes should be full size, as of the time of the application submission. Also, any road into the development will be perpendicular to the back of our house, so vehicles driving into the development at night will be shining their lights directly into our house, including our bedroom, which is on the backside of the house.

We're also extremely concerned about the plan to remove 43 of the 55 community trees on the site. Some of these trees are very large and magnificent. The area is a wildlife haven. We've seen several species of owl, countless other birds, raccoons, and even deer on the property! Losing these trees would be a devastating blow for the entire area, not just my property and neighborhood. When we're facing a climate emergency, we cannot afford to be cutting down large trees such as these. Finally, Beaverton, a city that touts its status as a "Tree City USA" and a "Tree City of the World" needs to step up and protect its trees. Cutting down 43 of the 55 community trees on this site is simply unacceptable.

As stated, we're not against all development. We just don't think developers should be given special treatment. It would also be nice if developers worked with their surrounding community when making plans such as this. We've never heard a word from the developer on what they plan to do with the property, and none of the other neighbors have either, to my knowledge. I hope you take these concerns into serious consideration.

Sincerely,

Michael and Kelly Kalkofen
15705 SW Village Circle
Beaverton, OR 97007

Steven Regner

From: Tamibeth <tamibeth@comcast.net>
Sent: Tuesday, September 13, 2022 7:36 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows 2022-0001

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Hello

I would like to comment on the proposed application. While not adjacent to the property, I do live nearby and frequently walk on Division Street.

I would not, at this point, support the proposed reduction in lot size or the tree removal.

I find the the information provided is inadequate for a positive response. I would have expected to see a proposed/preliminary site plan and a tree survey/ removal plan.

With that said, some general comments:

The adjacent Four Seasons neighborhood has an increasingly unique character because of the large number of mature trees. It seems that the City should be encouraging maintaining this canopy in adjacent areas.

As to the reduction in lot size, there is no clear reason I can tell for this request, particularly since the site has already been recently rezoned for higher density.

Sincerely,
Tami Katz
5978 SW Shallowbrook Lane
Beaverton, 97007

Steven Regner

From: Vicki <lucius.va@comcast.net>
Sent: Tuesday, August 23, 2022 12:54 PM
To: Emily Antonelli; James Henshaw; Joe Turco; Josh Fritz; Lee Gray; Lisa Helfrich; Luisa Sofaer; Maria Cristina Del Greco; Mike Allen; Nancy McNary; Nancy Vaughn; Rice Family; Sarah Mati; Suzanne Mulcahy; Tricia Opgenorth; Vicki Lucius
Cc: Bill Henderson; "bcannon@beavertonoregon.gov"@cobpp03.beavertonoregon.gov
Subject: [EXTERNAL] Infill building on SW Division Street

CAUTION: This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

I talked with Brett Cannon at the City of Beaverton planning division about this land use change for 15660 SW Division Street, some of you may have noticed a sign posted in front of the property. It turns out that the entire parcel, which is quite large and goes all the way south to the back side of Four Seasons properties on Rockwood Court, has been annexed into the City of Beaverton. The owners of the property have applied for permission to develop this property into nine separate lots, with a dead end/sort of a cul-de-sac, coming off Division Street. None of this will connect directly with any lots within Four Seasons, naturally, but eventually there will be construction etc. and some amount of noise etc. The good news is that since the land is now in the city, there are a lot more controls, etc., as opposed to those parcels that are in Washington County. This pretty much covers what I know for now, no specific plans have been filed yet for the actual dwellings, so it is a work in progress.

Vicki Lucius

Steven Regner

From: wbaum8354383 <wbaum8354383@yahoo.com>
Sent: Monday, September 12, 2022 6:47 PM
To: Brett Cannon
Subject: [EXTERNAL] FW: Blank 22
Attachments: Blank 22.pdf

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Brett,

Here is the letter we sent of to the Review Committee. I hope I got the information correct that you shared with me. Thanks for taking the time to talk. We look forward to hearing the progress being made on this project.

Bill Baum and Cindy Taft.

Sent from my Verizon, Samsung Galaxy Tablet

----- Original message -----

From: Cynthia Taft <cindytaft@icloud.com>
Date: 9/9/22 9:27 PM (GMT-08:00)
To: Bill Baum <wbaum8354383@yahoo.com>
Subject: Blank 22

Steven Regner

From: Stephen Gingell <stephen.gingell@gmail.com>
Sent: Tuesday, September 13, 2022 1:40 PM
To: Brett Cannon
Subject: [EXTERNAL] Division Meadows Public Comment

CAUTION: This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

Mr. Cannon,

I live in the Four Seasons Home Owners Association and have received an email from a member of the HOA asking me to object to construction of new homes on Division Street.

My understanding is the project is called "Division Meadows" and involves case files numbered LD2022-0001, LD2022-0004, ADJ2022-0001, ADJ2022-0002, and TP2022-0001.

I would like to make it plain that I do not object. Approve permits for whatever buildings you like and as your best understanding of the law allows. Build lots of little houses on little lots, build big houses on big lots, build apartments, go nuts. The value of my home has almost doubled in the last ten years, and while I am not an expert, that does not seem like it can be consistent with sufficient new housing being built. If we want homes to be affordable, if we want people to have houses to live in, we will have to build them.

With kind regards,

Stephen Gingell

Steven Regner

From: Anthony Blume <arblume@comcast.net>
Sent: Tuesday, September 13, 2022 4:18 PM
To: Brett Cannon
Subject: [EXTERNAL] Comments on Project: Division Meadows

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Brett Cannon,

Project Name: Division Meadows

Case File No.: LD2022-0001 LLD2022-0004 ADJ2022-0001 ADJ2022-0002 TP2022-0001

I am in favor of approval of the application made by Homestead Development Corporation. In particular, I support the removal of most of the large fir trees. I think the tree removal is necessary for any practical development of the property and that the trees are a safety hazard to nearby properties such as mine. During the long dry summers they are a fire hazard and in the wet winters they have the potential to topple over onto nearby homes. The soil drainage in this area is very poor and I have had four of my own trees topple over during wet and windy weather. In addition, five deciduous trees on the lot in question have fallen on the fence and onto my property. While these relatively small trees are not a big safety hazard. Their toppling does lend credence to the possibility of the larger trees falling onto a house.

Sincerely,
Anthony Blume

15713 SW Village Cir.
Beaverton, OR 97007