



December 22, 2021

Frank Angelo
Angelo Planning Group
921 SW Washington Street, Suite 468
Portland, OR 97205

Subject: Elmonica Mixed-Use (PA2021-0069)

Dear Frank Angelo,

Thank you for attending the Pre-Application Conference held on December 8, 2021. 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,

Elena Sasin, Associate Planner, esasin@beavertonoregon.gov, (503) 526-2494
Brittany Gada, Associate Planner, bgada@beavertonoregon.gov, (971) 724-0517

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for
Elmonica Mixed-Use
PA2021-0069, December 8, 2021

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: December 8, 2021

PROJECT INFORMATION:

Project Name: Elmonica Mixed-Use

Project Description: New 257-unit multifamily development with 3,000sf of commercial (retail)

Property/Deed Owners: The Estate of Robert E. Jensen
c/o Shelley West
16121 Ballantine Lane
Huntington Beach, CA 92647

Peter Marsh
Baseline LLC
3307 Evergreen Way
Washougal, WA 98671

Site Address: 17160 SW Baseline Road, 1065 SW 170th Avenue

Tax Map and Lot: 1S106DB02500, 1S106DB00400

Zoning: Station Community – Multiple Use

Comp Plan Designation: Station Community (SC)

Site Size: Approximately 5.42 acres

APPLICANT INFORMATION:

Applicant's Name: Rembold Companies
10350 SW Park Way
Portland, OR 97225

Phone / E-mail: (503) 222-7258 / kali@rembold.com

Representative's Name: Frank Angelo
Angelo Planning Group
921 SW Washington Street, Suite 468
Portland, OR 97205

Phone / E-mail: Phone: 503-702-2575 / fangelo@angeloplanning.com

PREVIOUS LAND USE HISTORY:

The subject site currently consists of several structures and land uses including a single-family home, vacant land, a private school and associated surface parking, and an industrial use. Two Pre-Application Conferences were held in 2016 and 2017 to discuss development on the property located at 1065 SW 170th Avenue. No other land use applications have been identified for these properties.

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 applicable [application checklists](#). 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:

Design Review Two or Three	\$2,781.05 or \$6,115.82
<i>Possible Minor Adjustment or Major Adjustment</i>	\$1,056.74 or \$3,250.94
<i>Possible Tree Plan Two</i>	\$1,593.90
Replat One	\$700.70

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

SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. In this case, a proposal that includes a **Design Review 2 or 3**, a *possible Minor Adjustment (Type 2) or Major Adjustment (Type 3)* application, a *possible Tree Plan Two*, and a **Replat One** are subject to a **Type 2 or Type 3** procedure. Section 50.15.2 further provides for consolidated processing of all applications.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

A Neighborhood Review Meeting is required for **Type 3** applications and encouraged for **Type 2** applications. Name of Neighborhood Advisory Committee: **Five Oaks/Triple Creek**
Contact Person: David Kamin (NAC Chair), davidk@johnlscott.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: neighbor@mail@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=>

CHAPTER 20 (LAND USES):

Please note that your property is located in the SC-MU zoning district and subject to the provisions thereof. Zoning: Section 20.20.15. for Development Standards in Station Community Multiple Use District (SC-MU) and Section 20.20.20. for Land Uses.

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. <i>Possible Design Review Three</i> (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
2. <i>Possible Design Review Two</i> (Threshold #1 and #3)	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. <i>Possible Minor Adjustment</i> (Threshold #4)	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
4. <i>Possible Major Adjustment</i> (Threshold #3)	40.10.15.2	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
5. <i>possible Tree Plan Two</i> (Threshold #1)	40.90.15.2	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
6. Replat One (Threshold #2)	40.45.15.2	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4

Comments: 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:

- Section 60.05 (Design Review Principles Standards and Guidelines)**
- Section 60.07 (Drive-Up Window Facilities)**

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|--|--|
| <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) |
| <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) | <input checked="" type="checkbox"/> Section 60.50 (Special Use Regulations) |
| <input checked="" type="checkbox"/> Section 60.55 (Transportation Facilities) | <input checked="" type="checkbox"/> Section 60.60 (Trees and Vegetation)
(tree protection standards / mitigation) |
| <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input checked="" type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

Comments: In order for your applications to be deemed complete, written analysis is to address how the proposal meets all applicable provisions/requirements as checked above. See *Key Issues / Considerations* herein for additional notes.

Development of the site is subject to the City’s Design Review Design Standards or Guidelines (Section 60.05). See attached worksheets. See also “Key Issues/Considerations” hereto.

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</p> <p><input checked="" type="checkbox"/> (CWS not sent copy of Pre-Application materials)</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 (SPL)</i></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 <i>Design and Construction Standards</i></u> at: www.cleanwaterservices.org/permits-development/design-construction-standards</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 pre-screening site assessment form. For more information</p>
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	about CWS environmental review, you may email spreview@cleanwaterservices.org or contact Laurie Bunce , CWS Engineering Technician, at (503) 681-3639.
<input checked="" type="checkbox"/>	Jeremy Foster , Tualatin Valley Fire & Rescue, 503-259-1414 / Jerem/Foster@tvfr.com <input checked="" type="checkbox"/> No comments provided. TVF&R requires a Service Provider Letter (SPL).
<input type="checkbox"/>	Lawrence Arnbrister , Building, City of Beaverton (503) 526-2408 / larnbrister@beavertonoregon.gov <input checked="" type="checkbox"/> No comments provided.
<input type="checkbox"/>	Steve Brennen , Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov <input checked="" type="checkbox"/> No comments provided.
<input checked="" type="checkbox"/>	Connie Rodriguez , Site Development (503) 350-4018 / crodriguez@beavertonoregon.gov <input checked="" type="checkbox"/> Comments attached.
<input checked="" type="checkbox"/>	Elizabeth Cole , Recycling & Waste Reduction Program Coordinator, City of Beaverton (503) 526-2460 / ecole@beavertonoregon.gov <input checked="" type="checkbox"/> Comments attached.
<input checked="" type="checkbox"/>	Kate McQuillan , Transportation Planner, City of Beaverton (503) 526-2427 / kmcquillan@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments included.
<input checked="" type="checkbox"/>	Naomi Vogel , Washington County Land Use and Transportation (503) 846-7639 / Naomi_Vogel@co.washington.or.us <input checked="" type="checkbox"/> SW Baseline Road and SW 170 th Avenue are maintained by Washington County. Therefore, frontage improvements (except sidewalks) and access points are regulated by Washington County standards. Please see Key Issues/Considerations section for more details.
<input checked="" type="checkbox"/>	Carrie Martin , Crossing Compliance Specialist, ODOT Rail (971) 719-0906 / Carrie.A.Martin@odot.oregon.gov <input checked="" type="checkbox"/> Comments attached. Diagnostic Meeting required with ODOT Rail.
<input checked="" type="checkbox"/>	Guy Benn , Program Manager Transit-Oriented Development, TriMet (971) 347-5649/ BennG@TriMet.org Other contacts: Sean Batty, BattyS@trimet.org ; Ben Baldwin, BaldwinB@trimet.org <input type="checkbox"/> TriMet was not sent a copy of the Pre-Application Conference materials but will be included on future meetings about this proposal.

KEY ISSUES/CONSIDERATIONS:

Staff has identified the following key development issues, design considerations, 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.** Herein staff has identified potential **Design Review Two or Three, Tree Plan Two, Minor Adjustment or Major Adjustment, and Replat One** applications.
 - a. **Design Review Two:** This application would be necessary if the proposal is able to meet all applicable Design Review Standards, such as minimum landscape requirements, building location and orientation, building materials and articulation, and pedestrian circulation.
 - b. **Design Review Three:** This application would be necessary if the proposal is unable to demonstrate compliance with all Design Review Standards. Staff identifies Standard 60.05.15.6. Building Location and Orientation along Streets in Commercial and Multiple Use Zones as currently unmet due to the orientation of primary building entrances and street frontage along SW Baseline Road. Parking area landscaping standards of Section 60.05.20. also appear to be unmet. If these standards or others are unmet by the proposal, a Design Review Three application is required, and the corresponding Design Guidelines must be addressed in the project narrative.
 - c. **Minor Adjustment:** A Minor Adjustment application would be required if the number of proposed parking spaces represents an adjustment of 10% or less of the numerical off-street parking requirements contained in Section 60.30. Please note that the approval criteria for a Minor Adjustment require that the applicant establish a hardship, a special condition or circumstance related to the site that makes it physically difficult or impossible to meet an applicable development standard, to justify the request. See all approval criteria in Section 40.10.15.1.C. for full requirements.
 - d. **Major Adjustment:** A Major Adjustment application would be required if the number of proposed parking spaces represents an adjustment of more than 10% of the numerical off-street parking requirements contained in Section 60.30. Please note that the approval criteria for a Major Adjustment require that the applicant establish a hardship, a special condition or circumstance related to the site that makes it physically difficult or impossible to meet an applicable development standard, to justify the request. See all approval criteria in Section 40.10.15.2.C. for full requirements.
 - e. **Tree Plan Two:** The removal of five or more Community Trees or more than 10% of the number of Community Trees on the site, whichever is greater, within a one calendar year period would require a Tree Plan Two application. A Community Tree is a healthy tree of at least ten inches (10") DBH located on developed, partially developed, or undeveloped land.
 - f. **Replat One:** The subject site does not appear to have ever been a part of a previously recorded plat. Because of this, a Replat One is required concurrently with other required land use applications to establish the lots as legal lots of record. With the Replat One application, please provide all information necessary to determine if the subject properties are Legal Lots of Record. This may include deeds, a title commitment, or any other documentation needed to trace the history of the parcels' creation.

Please note that this list does not address permits or other applications that will be required through Washington County for construction in the right-of-way or other approvals related to this development. Please work with Washington County directly to identify required applications. For questions, please contact Naomi Vogel at Naomi.Vogel@co.washington.or.us.

2. **Access & Coordination.** The preliminary site plan showed proposed access points off SW Baseline Road and SW 170th Road. Since SW Baseline Road and SW 170th Avenue are under Washington County's jurisdiction, access regulations such as intersection spacing will follow Washington County regulations. Washington County will require an Access Management Plan for this proposal which must be approved by the County prior to land use approvals through the City of Beaverton.

Based on the site plan, proposed access points may not meet Washington County's intersection spacing requirements with the adjacent intersection of SW Baseline & SW 170th or between access points anticipated with the adjacent affordable housing development. Furthermore, a right-turn lane is planned on SW Baseline at the intersection with SW 170th, and Washington County does not allow access points in the standing queue area for the right-turn lane which may impact the proposed access on SW Baseline.

Due to the simultaneous development of the subject parcels and the affordable housing property, staff encourages coordination between the two projects to ensure safe and efficient pedestrian and vehicular connectivity. Specifically, the establishment of cross access easements is strongly encouraged to reduce the number of proposed access points for the two sites. Both developments are proposing new access points in close proximity to one another on SW Baseline and SW 170th. To the greatest extent possible, these access points should be consolidated to serve both properties. Based on staff's review of both development proposals, it appears that both developments and their future users would benefit from coordination not only to meet development requirements but also to promote better pedestrian and vehicular connectivity and a more cohesive site design.

- 3. Building Location and Orientation.** The proposed mixed-use development abuts a Class 1 Major Pedestrian Route (MPR), SW 170th Avenue, and a Class 2 Major Pedestrian Route, SW Baseline Road. For buildings in Multiple Use zone districts abutting a Class 1 MPR, the building must occupy a minimum of 50% of the street frontage. Buildings abutting a Class 2 MPR must occupy a minimum of 35% of the street frontage. To meet this requirement, buildings must be located 20 feet or closer to the applicable property line. Based on the site plan, street frontage along SW Baseline Road may not be met as a portion of the building may be further than 20 feet from the property line. Additionally, the street frontage requirement along SW 170th Avenue may not be met. It appears that 288 linear feet of buildings is 20 feet or closer to the property line where 297.5 feet are required.

The proposed locations of primary building entrances also do not meet requirements of the Code. Buildings subject to the street frontage standard must have at least one primary building entrance oriented toward an abutting public street or public pedestrian way. A minimum of one primary building entrance shall not be set back more than 20 feet from the abutting public street or public pedestrian way. Primary entrances to proposed multifamily uses are oriented towards the interior of the site and are not within 20 feet of public pedestrian facilities along SW Baseline and SW 170th. One of the two retail entrances also does not meet the primary entrance location and orientation requirement. Please be aware that the Planning Commission has recently demonstrated that they are particularly interested in projects complying with design review standards addressing primary entrances facing the street. Please see Section 60.05.15.6. for building location and orientation requirements for development along streets in Multiple Use zone districts.

- 4. Landscaping.** According to the Beaverton Development Code, a minimum of 10% of the gross lot area must be landscaped for mixed-use developments. Please see Section 60.05.25.5. for planting requirements in landscaped areas. Twenty-five percent of the required landscaped area must be active open space and must include amenities specified in Section 60.05.25.3.1.

Specific landscaping requirements apply to parking areas, and some standards appear to be unmet. First, surface parking stalls require a six-foot buffer along the property line which may not be met adjacent to the southwest property line. Second, landscape islands are required for every ten surface parking spaces. Please see Section 60.05.20. for details regarding parking area landscaping requirements.

- 5. Development Intensity for Mixed-Use Development.** This development is subject to the Development Intensity requirements for Mixed-Use Development of Section 20.25.10.C as it is a multiple use development with a single-use residential building. Based on the preliminary site plan, the residential-only building and supporting spaces (parking, open space, etc.) is roughly 31% of the site. By applying the calculation method of Figure 20.25.10.A., the minimum number of dwelling units in the residential-only building is 38 units. The project narrative indicates that Building 1 will have 83 dwellings which meets this requirement. The calculation for the minimum non-residential square footage is roughly 61,900 square feet for this development based on the site plan which also appears to be met.

6. **Stormwater and Utilities.** Please see notes from Connie Rodriguez, Site Development. 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, except high voltage lines operating at 50,000 volts or higher, per Section 60.65 of the Development Code. A Clean Water Services Service Provider Letter and City of Beaverton Water SPL are required.
7. **Preliminary Grading Plan.** A preliminary grading plan is to be submitted for Design Review. If proposed, the preliminary grading plan is to identify areas where retaining walls may be constructed (or existing walls maintained) and the height of the wall.
8. **Parking.** The minimum off-street parking requirement for attached dwellings (regardless of bedrooms) in Multiple Use zones is one space per dwelling unit. For a 257-unit multifamily development, 257 parking spaces are required. Parking requirements for commercial retail is three spaces per 1,000sf of gross floor area. For a 3,000sf retail space, nine spaces are required. Total required parking based on the preliminary site plan is 266 spaces. Parking stalls must be at least 18.5 feet long by 8.5 feet wide. Please see Section 60.30.15 of the City's Development Code for more information on the parking lot design.

Please note that parallel parking spaces do not count towards the off-street parking requirement. If parking requirements are unmet, a Minor Adjustment or Major Adjustment would be required to request a reduction in the number of off-street spaces. Please note that a hardship must be demonstrated in order to obtain Minor Adjustment or Major Adjustment approval. Please see the description above under Land Use Applications to determine which application would be needed based on the number of spaces provided.

9. **Pedestrian Connection.** The Beaverton Development Code requires pedestrian connectivity between on-site buildings and primary entrances, parking areas, and other facilities. The preliminary site plan did not demonstrate adequate pedestrian connectivity between parking rows along the western and southwestern property lines and nearby buildings. Pedestrian connectivity should also be considered for pedestrians who will cross through the subject site to access the Elmonica/SW 170th Ave MAX Station.

This development will also be required to provide an enhanced pedestrian crossing at SW 170th Avenue given the high level of pedestrian traffic expected with this transit-oriented development. The appropriate type of pedestrian crossing will need be assessed by a registered traffic engineer and through coordination with ODOT Rail. Please note that additional ODOT Rail applications and requirements may apply. Based on ODOT Rail's review of the Pre-Application, a rail order, rail order application, and a diagnostic meeting on site are required for the interconnected pedestrian signal. Please see ODOT Rail comments for more details.

10. **Bike Parking.** Both short-term and long-term bike parking is required. A minimum of 13 total short-term bike parking spaces are required for 257 dwelling units (1 space per 20 units, distributed between buildings accordingly). Two short-term bike parking spaces and two long-term spaces are also required for each of the proposed retail spaces. Additionally, one long-term bike parking space per dwelling unit must be provided with your proposal. Bicycle parking must be designed, covered, located, and lighted according to the standards of the Engineering Design Manual and Standard Drawings.
11. **Traffic Impact Analysis.** Based on the size of the project a Traffic Impact Analysis (TIA) is required to meet the requirements in Section 60.55.20. Prior to preparing the TIA, the applicant must submit a memo from a traffic engineer that describes the scope and assumptions of the TIA. Given the proximity to rail, both the Oregon Department of Transportation (ODOT) Rail Division and TriMet will need to be engaged in the TIA scoping for the future land use applications. Please note that the TIA will not be accepted without prior approval of the written scope of work. In addition to the City's Development Code requirements for the Traffic Impact Analysis, Washington County will require the inclusion of an Access Management Plan for review. This Access Management Plan must be approved by Washington County prior to land use approval by the City of Beaverton.

12. **Waste and Recycling.** Information about trash and recycling facilities were not provided on the preliminary site plan or in the project narrative. If trash rooms are provided on the ground floor of buildings, ramps must be provided between the trash room and the parking lot, and parking stalls are not permitted in front of ramps. Sizes of the trash rooms should be clearly indicated on site plans or floor plans to verify that adequate service can be met by the proposed facilities. A site plan must also demonstrate waste truck circulation on site. Other considerations must be made if trash chutes are proposed in the building since recycling services would also be required in chute rooms. Any containers in these rooms must be staged outside or in the ground-level trash room on the service day since these rooms are not serviced by the hauler. Please see full comments prepared by Elizabeth Cole, City of Beaverton's Recycling & Waste Reduction Program Coordinator, attached.
13. **Site Distance Analysis.** Plans must demonstrate that any access(es) to public rights of way meet the minimum required and submit verification that the minimum sight distance standards in EDM Section 210.21 can be met. Verification may be required from a registered engineer in the state of Oregon (BDC 60.55.35.3).
14. **Service Provider Letters (SPL).** The City of Beaverton requires service provider letters from special districts who provide services to the subject site. Service Provider Letters are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:
 - a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
 - b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires as SPL to address fire code issues related to development. The SPL form is attached to these notes.
 - c. **Beaverton School District (BSD):** All developments that create either lots for single family development (Land Divisions) or dwelling units (Design Review) require a SPL from BSD to address school capacity. Please contact Robert McCracken, Facilities Planning Coordinator, at (503)356-4319 or robert_mccracken@beaverton.k12.or.us
 - d. **Water Service:** All developments require a Water Service Provider Letter to address water service provision. The SPL form is attached to these notes.
15. **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.
16. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.

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

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

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

Pre-Application Conference Worksheet for Design Review Standards

for PA 2021-0069 held on 12 / 08 / 21

Title: Elmonica Mixed Use

In review of the plans and material submitted for Pre-Application consideration, staff have determined your project is subject to Design Review **Compliance Letter** **Type 2** provided that the plans and graphic exhibits submitted for consideration illustrate compliance with "applicable" Design Review Standards identified under Sections 60.05.15 through 60.05.30 of the City Development Code. If your proposal does not meet applicable design standards, your proposal is subject to Design Review Type 3 (per application Thresholds⁸ or 9 of Section 40.20.15.3.A). In review of the plans and materials submitted for Pre-Application Conference consideration, staff has identified certain Design Standards (below) that appear "applicable". Generally speaking, applicable Design Standards include those pertaining to:

A: **Permitted** **Conditional use**

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

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

That **does** **does not** abut a "Major Pedestrian Route" **Class:** 1/2

SW Baseline is a Class 2 MPR. SW 170th is a Class 1 MPR.

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

- 60.05.15 (Building Design and Orientation Standards)
1. Building Articulation and Variety - **A** **B** **C** **D** D. applies to MF only bldg _____
 2. Roof Forms - **A** **B** **C** **D** **E** _____
 3. Primary Building Entrances _____
 4. Exterior Building Materials - **A** **B** **C** _____
 5. Roof-mounted equipment - **A** **B** **C** _____
 6. Building location/orientation along street in Multiple Use and Commercial zoning districts - **A** **B**
C **D** **E** **F** _____
 7. Building Scale along Major Pedestrian Routes - **A** **B** **C** _____
 8. Ground floor elevations on commercial and multiple use buildings - **A** **B** _____
 9. Residential units fronting common greens & shared courts in multiple use zones **A** through **G** _____
- 60.05.20 (Circulation and Parking Design Standards)
1. Connections to the public street system - _____
 2. Loading areas, solid waste facilities and similar improvements - **A** **B** **C** **D** **E** _____
 3. Pedestrian circulation - **A** **B** **C** **D** **E** **F** _____
 4. Street frontages and parking areas - **A** _____
 5. Parking area landscaping - **A** **B** **C** **D** _____
 6. Off-Street parking frontages in Multiple-Use Districts - **A** _____
 7. Sidewalks along streets/primary building elevations in Multiple-Use and Commercial zones - **A** **B** **C** _____
 8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Multiple-Use and Commercial Districts - **A** **B** _____
 9. Ground floor uses in parking structures - _____
- 60.05.25 (Landscape, Open Space and Natural Areas Design Standards)
1. - 3. Minimum Landscape Requirements for Duplexes and Attached Dwellings in R-3.5, R-2 and R-1 zones - based number of units proposed _____
 4. Minimum Landscaping Requirements for Required Front Yards and Required Common Open Space in Multiple Family Residential Zones - **A** **B** **C** **D** **E** **F** _____
 5. Minimum Landscaping Requirements for Conditional Uses in Residential Districts, and for Developments in Multiple-Use, Commercial and Industrial Districts - **A** **B** **C** **D** _____
 6. - 7. Standards for "Common Greens" and "Shared Courts" in Multiple-Use Zones _____
 7. Standards for "Common Greens" and "Shared Courts" in Multiple-Use Zones _____
 8. Retaining Walls - If proposed. _____
 9. Fences and Walls - **A** **B** **C** **D** **E** If proposed. _____
 10. Minimize significant changes to existing surface contours at residential property lines - **A** **B** _____
 11. Integrate water quality, quantity, or both facilities - _____
 12. Natural Areas _____
 13. Landscape Buffer Requirements - **A** **B**(B-1) **C**(B-2) **D**(B-3) **E** **F** **G** See Table
- 60.05.30 (Lighting Design Standards) 60.05-2
1. Adequate on-site lighting and minimize glare on adjoining properties - **A** **B** **C** **D** **E**
 2. Pedestrian-scale on-site lighting - **A** **B** **C** _____



TRANSPORTATION NOTES FROM PRE-APPLICATION MEETING

Community Development Department

Project Name: **Elmonica Mixed Use**

Pre-Application Conference #: **PA2021-0069**

Date: December 17, 2021

Applicant: Kali Bader, Rembold Companies

Frank Angelo, Angelo Planning Group, Applicant's Representative

Project Planners: Brittany Gada, Associate Planner and Elena Sasin, Associate Planner

Notes prepared by: Kate McQuillan, AICP, Senior Planner

 (503) 526-2427  kmcquillan@beavertonoregon.gov

These comments are based on the information provided at the **12/8/21 Pre-Application Conference Meeting** for a proposal at **1065 SW 170th Avenue**. The summary notes below are to highlight key transportation issues that need to be addressed in any future land use applications for the discussed proposal. Any proposed development and its associated transportation impacts shall be in compliance with the City of Beaverton's Transportation System Plan (TSP) and the Engineering Design Manual 2019 (EDM) in addition to all applicable sections of the Beaverton Development Code (BDC).

GENERAL NOTES

The pre-application meeting discussed a proposal for a mixed-use development with approximately 256 residential units and 3,000 square feet of retail located at the intersection of W Baseline Road and SW 170th Avenue, and in close proximity to light rail. Both W Baseline Road and SW 170th Avenue are arterials under the jurisdiction of Washington County. The City will defer to the County's standards on the minimum spacing required between driveways and intersections. City staff strongly recommend exploring options with the property to the north for shared access. Shared access would provide for much safer conditions surrounding both sites, and may also provide greater flexibility for the design of both sites.

As discussed during the pre-application conference, this development will be required to provide an enhanced pedestrian crossing at SW 170th Avenue given the high level of pedestrian traffic expected with this transit-oriented development. The appropriate type of pedestrian crossing will need to be assessed by a registered traffic engineer.

Given the proximity to rail, both the Oregon Department of Transportation (ODOT) Rail Division and TriMet will need to be engaged in the Traffic Impact Analysis (TIA) scoping for the future land use applications.

Lastly, this particular site has parcels owned by TriMet located along the site's frontages to both W Baseline Road and SW 170th Avenue where access may be proposed. TriMet will need to be an authorizing party to any submitted land use applications that show improvements constructed on these parcels.

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication

You will be required to dedicate public street right of way on W Baseline Road, a street maintained by Washington County. The City will defer to the respective agency to provide the amount of frontage required for the right of way dedication. (BDC 60.55.10. 1 and 5)

You will be required to dedicate public street right of way on SW 170th Avenue, a street maintained by Washington County. The City will defer to the respective agency to provide the amount of frontage required for the right of way dedication. (BDC 60.55.10. 1 and 5)

Traffic Impact Analysis

A Traffic Impact Analysis is required for this proposal and will need to address all the requirements laid out in Section 60.55.20 of the Development Code. 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

The following frontage improvements will be required and will need to be reflected in the submitted land use application:

Construct full half street improvements along the site's frontage of W Baseline Road to the Washington County's street standard. (BDC 60.55.10)

*Note that Washington County defer to the City's street standards for sidewalks

Construct full half street improvements along the site's frontage of SW 170th Avenue to the Washington County's street standard. (BDC 60.55.10)

*Note that Washington County defer to the City's street standards for sidewalks

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, or the applicable lighting standards adopted by Washington County.

Off-Street Loading Requirements

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.

Off-Street Parking (Vehicles and Bicycles)

- The proposed development requires the minimum and maximum number of parking spaces as detailed in BDC 60.30.10.
- The proposed parking areas must meet parking circulation and dimensions that meet BDC 60.30.15 and 60.30.20. Two-way drive aisles shall be a minimum of 24-feet.
- The proposal is subject to additional parking lot and circulation standards as part of Design Review including but not limited to landscape buffer between parking lots and public streets; landscaped islands in parking areas; limitations to siting parking areas in relation to public streets; etc. Please see BDC 60.05.20 for all applicable standards.
- The proposed development is required to provide the minimum number of both short term and long term bicycle parking as detailed 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

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

Access / Driveways

The applicant must provide site plans that show the following:

- Driveway meets the minimum width shown in EDM Standard Drawings 210 & 211. (BDC 60.55.35.3)
- Driveway meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)

**The proposed driveways take access off of W Baseline Road and SW 170th Avenue which are under the jurisdiction of Washington County. The City defers to the County's access spacing requirements and any necessary exceptions.*

- Demonstrate that any access(es) to public rights of way meet the minimum is required to submit verification that the minimum sight distance standards in EDM Section 210.21 can be

met. Verification may be required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)

Shared or common driveways will be required to write and record a cross-over and maintenance easement during either final plat review, or through the Site Development permitting process.

ADDITIONAL APPLICATIONS

Sidewalk Design Modification

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

Design Exception Request

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

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

SYSTEM DEVELOPMENT CHARGES

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

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

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

OTHER REVIEWING TRANSPORTATION AGENCIES

WASHINGTON COUNTY - The proposed development has frontage on W Baseline Road and SW 170th Avenue which are 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- 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)



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: Elmonica Mixed Use

Pre-Application Conference Number: PA2021-0069

Date: December 8, 2021

Prepared by: Connie Rodriguez-Site Development Division

Ph: (503) 350-4018 **Fx:** (503) 526-2550 **Email:** crodriguez@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 for each tax lot. Refer to CWS 4.07.7 for maintenance responsibilities. 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.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. There is an on-site public 8-inch sanitary sewer main present on the site. There is also another 8-inch sanitary sewer main in 170th Ave. There is a storm main varying in size from 21-inch to 18-inches located in 170th Ave.

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. 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. The proposed development will have to address existing site utilities and any proposed utility systems will have to meet current code requirements.

City of Beaverton is the water provider for this site. A Service Provider Letter (SPL) will be required for new connections to the water system and/or changes in water meter size, see next page for contact information.

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

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

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.

Site plans will need to address how utilities along the frontage can be accommodated within Washington County right-of-way. Please refer to EDM Figure 130.1 for loadbearing distribution area.

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

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

There is a future capital improvement project (CIP 4143) planned for this area which will impact Baseline Road and 170th Ave. For any inquiries about the project, please contact the project manager, Brion Barnett, at 503-526-2592 or mailboxengineering@beavertonoregon.gov

Resources:

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

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

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

☒	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
☒	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov
☒	Washington County For work within, access, or construction access for Baseline Road and 170 th Avenue. Note: Storm and sanitary sewer in County roads inside City limits are City owned and maintained. Some street lights on County roads are City owned. Contact DLUT at (503) 846-7623 or email roadpermits@co.washington.or.us. <ul style="list-style-type: none"> • ☒ Facilities and access permits • ☒ Right of Way permits
☒	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com
☒	Oregon DOT (Salem Office) Commerce and Compliance Division, Rail Safety Section ☒ Contact: Chris Malm, Rail Safety Section Manager 503-476-6863 or Christopher.S.MALM@odot.state.or.us
☒	Clean Water Services District <ul style="list-style-type: none"> • ☒ Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org • ☒ Source Control Permit (all non-residential) - Contact: Source Control Division at (503) 681-5175
☒	Oregon Department of Environmental Quality <ul style="list-style-type: none"> • ☒ DEQ 1200-C Erosion Control Permit (for disturbance of 5 or more acres) - Submit to City of Beaverton Site Development for processing: 503-350-4021
☒	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.
<input checked="" type="checkbox"/>	Geotechnical report may be required
<input checked="" type="checkbox"/>	Environmental report may be required
<input checked="" type="checkbox"/>	Submit City of Beaverton Stormwater Management Worksheet
	Storm water facilities required <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity • <input checked="" type="checkbox"/> Hydromodification • <input checked="" type="checkbox"/> Quality Treatment
<input checked="" type="checkbox"/>	The engineer of record can request fee in lieu for hydromodification and quality treatment if development meets criteria set forth in CWS DCS Section 4.03.7.a and 4.04.2.a and City EDM Section 530.1.A.4. Payment of credit against SWM SDC for detention facilities is covered in CWS DCS Section 4.02.1.c.

Brittany Gada

From: Elena Sasin
Sent: Wednesday, December 15, 2021 10:06 AM
To: Brittany Gada
Subject: FW: Elmonica mixed use
Attachments: Multifamily minimum volume requirement estimation guide.PDF;
Beaverton_EnclosureGuidelines_Oct2021_Updated.pdf

Upcoming OOO: 12/17-12/24

Elena Sasin

Associate Planner | Community Development
City of Beaverton | PO Box 4755 | Beaverton, OR 97076
e: esasin@beavertonoregon.gov | cell: 503.278.1482
www.BeavertonOregon.gov



COVID-19 Update: Please Note, **I am working remotely at this time**, M-F 8:00am-5:00pm. You can reach me at (503)278-1482

From: Elizabeth Cole <ecole@beavertonoregon.gov>
Sent: Wednesday, December 8, 2021 10:27 AM
To: Elena Sasin <esasin@beavertonoregon.gov>
Subject: Elmonica mixed use

Hi Elena,

Thanks for the time to make some comments. It'd be great to see a set of plans with trash rooms or enclosures labeled so that I can review with the hauler. Below are some bulleted points that we'd want to see.

- Waste truck circulation on site
- If using trash rooms in the building, there must be ramps to the parking lot and no parking in a space near the ramp for waste container servicing.
- I would like to know the sizes of the trash rooms to verify that adequate service can be met.
- Chute rooms should include recycling (mixed and glass). Any containers in these rooms must be staged outside (or in the ground level trash room if there's space) on the service day, these rooms are not serviced by the hauler.
- Space for food scraps collection will need to be planned for the retail space. Food businesses are required to separate food waste from their garbage.

Please let me know if there are any questions or we get more detailed plans to review.

Thank you,

Elizabeth Cole
(gender pronouns: she/her/hers)
Recycling & Waste Reduction Program Coordinator
City of Beaverton | Community Services and Engagement
PO Box 4755 | Beaverton, OR 97076
p: 503.526.2460 | www.BeavertonOregon.gov

COVID-19 Update: Please note: **I am working remotely at this time.** Response times may be longer than normal as we adapt to remote work. The fastest way to reach me is via email.

Recycling & Garbage Enclosure Guidelines

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

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

Regulations

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

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

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

Cost and collection efficiency and environmental sustainability

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

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

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

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

What to avoid

Inadequate size

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

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

Inadequate gates

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

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

Location

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

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

Enclosure designs

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

Table A: Service level recommendations

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

Table 1

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

Table B: Receptacles sizes

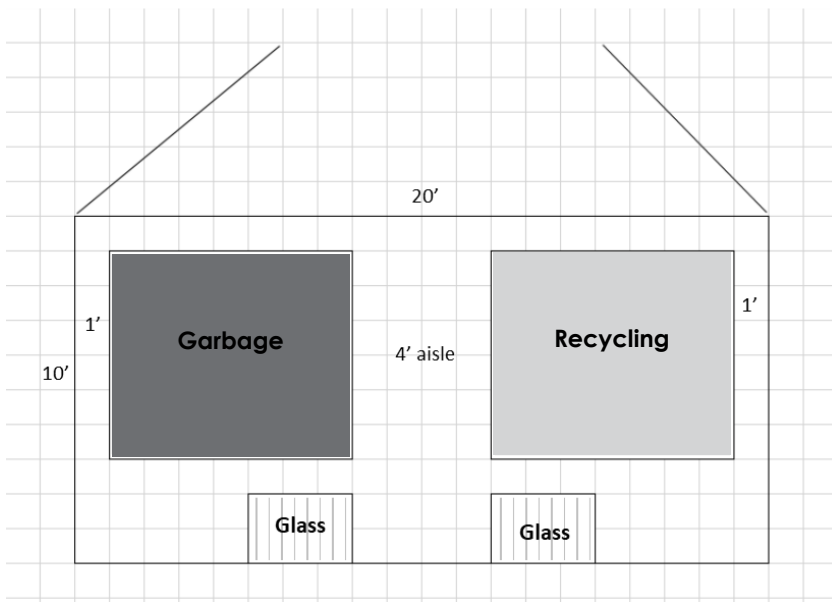
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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

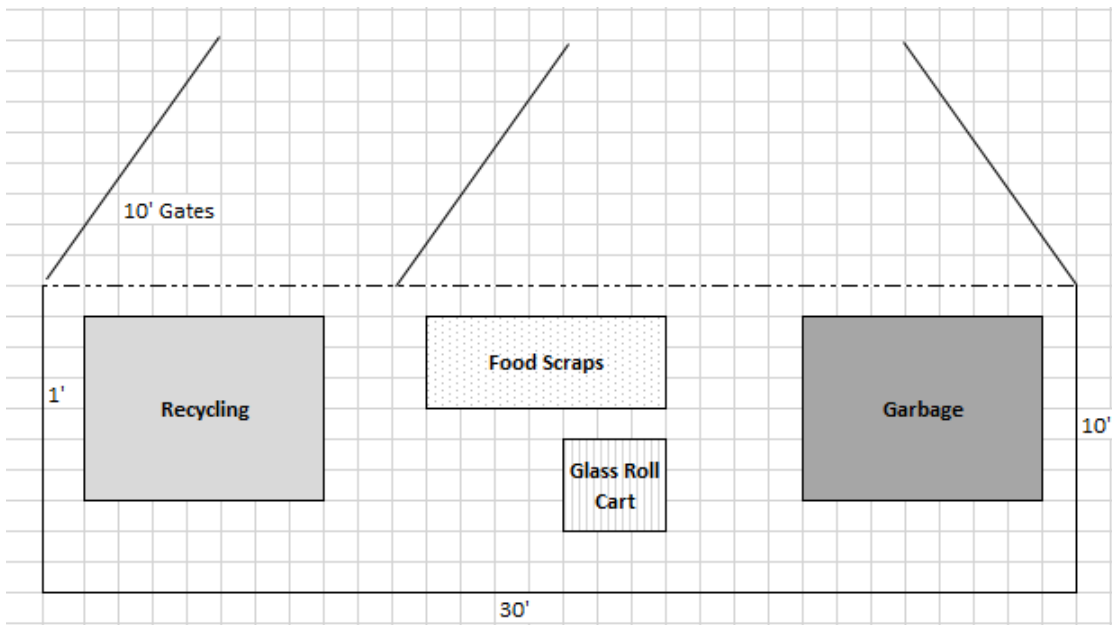
Examples of receptacle layouts

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

A. 10 x 20 (residential – 200 sf)



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



Multifamily minimum volume requirement estimation guide

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

Why this guide?

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

Table 1. Required weekly per unit minimum volumes

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

Table 2. Recommended weekly per unit volumes

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

Use the volume estimation guide

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

_____ Unit count

Table 3. Required weekly per unit minimum volumes

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

Table 4. Recommended weekly per unit volumes

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

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

Table 5. Gallons to cubic yards conversion table

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

Brittany Gada

From: Steven Sparks - Exec Admin <Steven_Sparks@beaverton.k12.or.us>
Sent: Monday, November 29, 2021 9:34 AM
To: Elena Sasin; Naomi Vogel
Cc: Brittany Gada; robert mccracken
Subject: RE: PA2021-0069 Elmonica Mixed Use
Attachments: BSD_SPL Request_Form.pdf

You don't often get email from steven_sparks@beaverton.k12.or.us. [Learn why this is important](#)

Hi Elena –

Thank you for sending this pre-app over. This looks like an interesting project. We have a couple of items for the pre-app.

1. Please forward the attached service provider letter (SPL) form to the applicant team. The SPL will need to be submitted with the land use application as a part of the completeness review. As noted on the SPL form, questions should be directed to Robert McCracken, copied hereto.
2. As a part of the SPL submittal, the applicant will be requested to provide a summary on the following:
 - A breakdown of the number of bedrooms per unit.
 - The number of any affordable rent units. Also, the bedroom per unit mix of those affordable units.
3. From the submitted site plan, it appears that there will be only one (1) vehicular access point to the site. Beaverton School District buses will not be able to access the site due to absence of any ability to turn buses around within the site. Any transportation services required by future residents of the site will be provided in the public right-of-way. This may have a periodic adverse impact on traffic flow within the rights-of-way during the morning rush hours. Buses traveling south on SW 170th can use the pull out on 170th to accommodate passengers. However, buses traveling north on 170th will obstruct the lanes in both directions on 170th loading and off-loading passengers.

Thank you for this opportunity to comment on the potential land use application. If your or the project applicant team have any questions, please feel free to contact me or Robert.

Steven A. Sparks, AICP

Executive Administrator for Long Range Planning

Beaverton School District | Long Range Planning
16550 SW Merlo Road, Beaverton, OR 97003
Office: 503-356-4449

From: Elena Sasin <esasin@beavertonoregon.gov>
Sent: Wednesday, November 24, 2021 4:00 PM
To: Steven Sparks - Exec Admin <Steven_Sparks@beaverton.k12.or.us>; Naomi Vogel <Naomi_Vogel@co.washington.or.us>; 'baldwinb@trimet.org' <baldwinb@trimet.org>
Cc: Brittany Gada <bgada@beavertonoregon.gov>
Subject: PA2021-0069 Elmonica Mixed Use

 **This is from a Non-BSD Email address:** Please only click links and attachments if you are sure they are safe

Hello –

The Elmonica Mixed Use pre-application conference has been scheduled for 12/08 at 9:30am. Please let me know if you have any questions or comments to relay to the applicant or if you'd like a zoom invite. Applicant's materials attached.

Thank you,

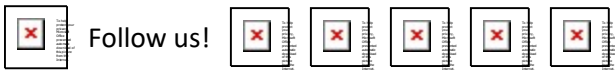
Upcoming OOO: 11/25 – 11/26 & 12/10-12/27

Elena Sasin

Associate Planner | Community Development
City of Beaverton | PO Box 4755 | Beaverton, OR 97076
e: esasin@beavertonoregon.gov | cell: 503.278.1482
www.BeavertonOregon.gov



COVID-19 Update: Please Note, **I am working remotely at this time**, M-F 8:00am-5:00pm. You can reach me at (503)278-1482



The District prohibits discrimination and harassment based on any basis protected by law, including but not limited to, an individual's actual or perceived race, color, religion, sex, sexual orientation, gender identity, gender expression, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veteran status or because of a perceived or actual association with any other persons within these protected classes.

The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you've received this communication in error, please immediately notify us by phone at 503-356-4500 and destroy the original message. Thank you.

Request for Service Provider Statement



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

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

Applicant Information

Owner Name

Applicant Name

Address

Phone

Email

Where the District will return the service provider statement.

Project Information

Project Name

Project Address (or approx. location)

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

Project name should match land use submital

Taxlot ID(s)

Please, attach a taxlot map w/ location marked.

Project Description

Please, attach a site plan.

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

Residential Units Proposed

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

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

This information is requested to inform future enrollment planning.

Brittany Gada

From: MARTIN Carrie A <Carrie.A.MARTIN@odot.oregon.gov>
Sent: Wednesday, December 8, 2021 2:07 PM
To: Brittany Gada
Cc: MALM Christopher S; 'battys@trimet.org'; Jabra Khasho; Benn, Guy; BROWN John *
ODOT
Subject: RE: Proposed Development at SW Baseline & SW 170th
Attachments: Elmonica Mixed Use - 1065 SW 170 Ave - Pre App Request.pdf; Elmonica - 17030 SW Baseline rd - Narrative and site plan.pdf; RE: El Monica Station Development - ODOT Requirements-TM input

You don't often get email from carrie.a.martin@odot.oregon.gov. [Learn why this is important](#)

Hello,

This project has already been discussed before with one of the developers. See attached email. In these discussions in email and on the phone fencing was discussed, sidewalk improvements across the rail crossing, low-lying vegetation instead of tall plants and trees which will block the lights and signs for the rail crossing, signage, crosswalks, driveways, etc. But without a diagnostic meeting on site we won't know as a group what requirements there will be exactly. The developer has already discussed wanting to put a pedestrian crossing on 170th and a signalized interconnected pedestrian crossing was discussed instead of a RRFB by TriMet. A location for the pedestrian crossing was being discussed further away from the rail crossing as possible from the development to the rail station. As well, alignment of the driveways was discussed across from the TriMet station. Option B is shown and discussed for the full build in this proposed development paperwork and it is within the safe stopping distance of the railroad crossing therefore this is why our response is the same as previous. A [diagnostic meeting is still required](#) for this development and depending on the outcome a rail Order to build on the large lot adjacent to the rail crossing. A new rail Order, rail order application, and diagnostic meeting on site is required for an interconnected pedestrian signal too to channelize the pedestrians and bicyclists to one bike/pedestrian crossing from the development. If the developer is only building the reach facility now for their portion, the driveways will still need to align with TriMet's driveway for the rail station. Where the driveway needs to be located is within the safe stopping distance of the rail crossing and a diagnostic meeting is still [required](#) due to left turns and possible queuing to the rail crossing on 170th. A new rail Order is still on the table for development. Queues need to be looked into with this development and the full build since it was turned in as an Option B in the paperwork in the development documents.

See TriMet's comments attached from the previous development discussions. TriMet will probably want to comment on the new documents so I have cc'd them in this email.

If the City of Beaverton is scheduling an online meeting for development, please let me know some available times so that I can be scheduled in as well. I'm typically available in the morning hours each day until 11:30'ish for an online meeting and depending on the day I'm available in the afternoon before 3pm.

If there are any questions please let me know and I'll be happy to discuss further.

Thank you,

Carrie Martin

ODOT Rail

Crossing Compliance Specialist

Carrie.A.Martin@odot.oregon.gov

(Cell) 971-719-0906

From: MALM Christopher S <Christopher.S.MALM@odot.oregon.gov>
Sent: Wednesday, December 8, 2021 6:12 AM
To: MARTIN Carrie A <Carrie.A.MARTIN@odot.oregon.gov>
Subject: FW: Proposed Development at SW Baseline & SW 170th

Please review the attachments and respond to Brittany. Please copy me on correspondence.

Thanks.

Chris Malm
Rail Safety Section Manager
Commerce and Compliance Division
3930 Fairview Industrial Dr. SE
Salem, OR 97302-2530
Cell: (503) 476-6863
christopher.s.malm@odot.oregon.gov

Asking me to overlook a simple safety violation is asking me to compromise the value that I place on your life.

From: Brittany Gada <bgada@beavertonoregon.gov>
Sent: Tuesday, December 7, 2021 4:38 PM
To: MALM Christopher S <Christopher.S.MALM@odot.oregon.gov>
Cc: Elena Sasin <esasin@beavertonoregon.gov>; Kate McQuillan <kmcquillan@beavertonoregon.gov>
Subject: Proposed Development at SW Baseline & SW 170th

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Hi Christopher,

My colleague, Elena Sasin, and I are reviewing two proposed developments at the southwest corner of the SW Baseline Road & SW 170th Avenue intersection near the Elmonica/SW 170th Ave MAX Station. Because of their proximity to the station and rail tracks, we would appreciate ODOT Rail's input on these proposals. The projects are currently going through the Pre-Application Conference stage of the development process, so application materials show preliminary plans.

The Elmonica Mixed Use project, case number PA2021-0069, proposes 257 multifamily dwelling units and 3,000sf of commercial space. The Elmonica Affordable Housing project, case number PA2021-0073, proposes 81 multifamily affordable housing units. The application materials provided by the applicants are attached for both projects. Please let me know if ODOT Rail has comments on these proposals or if you have questions. If you prefer to provide comments through Bluebeam, please let me know and I would be happy to send you a link to join the Bluebeam sessions.

Thank you,

Brittany Gada, AICP

Associate Planner | Community Development Department
City of Beaverton | 12725 SW Millikan Way, 4th Floor

PO Box 4755 | Beaverton OR 97076-4755
(971) 724-0517 | www.BeavertonOregon.gov

I am working remotely at this time. My work hours are 8am-5pm.

Brittany Gada

From: Batty, Sean <BattyS@trimet.org>
Sent: Tuesday, August 31, 2021 8:22 AM
To: MARTIN Carrie A
Cc: Benn, Guy
Subject: RE: El Monica Station Development - ODOT Requirements-TM input

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8/31/21

Hi Carrie-

Thanks for keeping us in the loop.

Note that TriMet isn't likely to support a midblock crossing with an RRFB within 200' of the at-grade crossing.

This is because those devices cannot be integrated into the crossing gate controls so cannot be pre-empted.

This creates an auto cue spillback issue that could block the at-grade crossing.

We'd likely support a traffic signalized pedestrian crossing of 170th adjacent to the tracks similar to 231st/Century drive in Hillsboro or one further away per our prior input.

Thxs!
Sean

From: MARTIN Carrie A <Carrie.A.MARTIN@odot.state.or.us>
Sent: Tuesday, August 31, 2021 6:58 AM
To: Batty, Sean <BattyS@trimet.org>; Johnson, Nick <JohnsoNi@TriMet.org>
Subject: FW: El Monica Station Development - ODOT Requirements

Caution: This email originated outside of TriMet. Please use caution when opening attachments, clicking links, or responding to requests. Please report any suspicious emails to reportphishing@trimet.org. Thank you for helping TriMet stay safe.

FYI

Carrie Martin

ODOT Rail
Crossing Compliance Specialist
Carrie.A.Martin@odot.state.or.us
(Cell) 971-719-0906

From: MARTIN Carrie A <Carrie.A.MARTIN@odot.state.or.us>
Sent: Tuesday, August 31, 2021 6:57 AM
To: Erik Pattison <EPattison@reachcdc.org>
Subject: RE: El Monica Station Development - ODOT Requirements

Hello,

Depending on what is being altered can depend if a rail Order is required. An Order would say which devices are to be used like the width of sidewalk, fencing/channelization, signs, etc. If you were able to call me we could discuss the development in more detail. I'm also going to assume a crosswalk with Rapid Flashing Beacon will be needed for people wanting to use the TriMet station which will need to most likely be in a rail Order also. A location will need to be chosen that doesn't queue vehicles and block the rail crossing. When are you available to talk?

Thank you,

Carrie Martin

ODOT Rail//

Crossing Compliance Specialist

Carrie.A.Martin@odot.state.or.us

(Cell) 971-719-0906

From: Erik Pattison <EPattison@reachcdc.org>
Sent: Friday, August 27, 2021 10:52 AM
To: MARTIN Carrie A <Carrie.A.MARTIN@odot.state.or.us>
Subject: RE: El Monica Station Development - ODOT Requirements

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Thanks Carrie, out of curiosity what is a "rail order"? Is it the decision of how the crossing will be built?

Is there any chance that we would be required to improve or change anything with the current rail crossing?

From: MARTIN Carrie A <Carrie.A.MARTIN@odot.state.or.us>
Sent: Thursday, August 26, 2021 1:42 PM
To: Erik Pattison <EPattison@reachcdc.org>
Cc: Alex Aleman <AAleman@reachcdc.org>; Johnson, Nicholas (JohnsoNi@TriMet.org) <JohnsoNi@TriMet.org>; 'battys@trimet.org' <battys@trimet.org>
Subject: RE: El Monica Station Development - ODOT Requirements

Hello,

I'm probably going to need some more information from you to determine if a new rail Order is needed. Looks like vegetation may be blocked with the trees and need to channelize (i.e. have 4 foot fencing within the sight triangle for pedestrians). Use low vegetation within the sight triangle at the truncated domes. TriMet is probably going to want fencing along the right of way and the railroad line to keep the public off the tracks. If the sidewalks are widened a new rail Order will be required but if they just connect into the current sidewalk at the SSD it should be fine. But if that driveway is within a 100 ft of the rail crossing stop bar it'll need a new Order no matter what.

If you'd like to give me a call we can talk more about the specifics. If we need to after we talk, I can always set up a rail crossing diagnostic meeting to go over the details of the development and the rail crossing with all parties on site. I'm available until 3pm today if you have some time.

Thank you,

Carrie Martin

ODOT Rail

Crossing Compliance Specialist
Carrie.A.Martin@odot.state.or.us
(Cell) 971-719-0906

From: Erik Pattison <EPattison@reachcdc.org>
Sent: Thursday, August 26, 2021 9:02 AM
To: MARTIN Carrie A <Carrie.A.MARTIN@odot.state.or.us>
Cc: Alex Aleman <AAleman@reachcdc.org>
Subject: El Monica Station Development - ODOT Requirements

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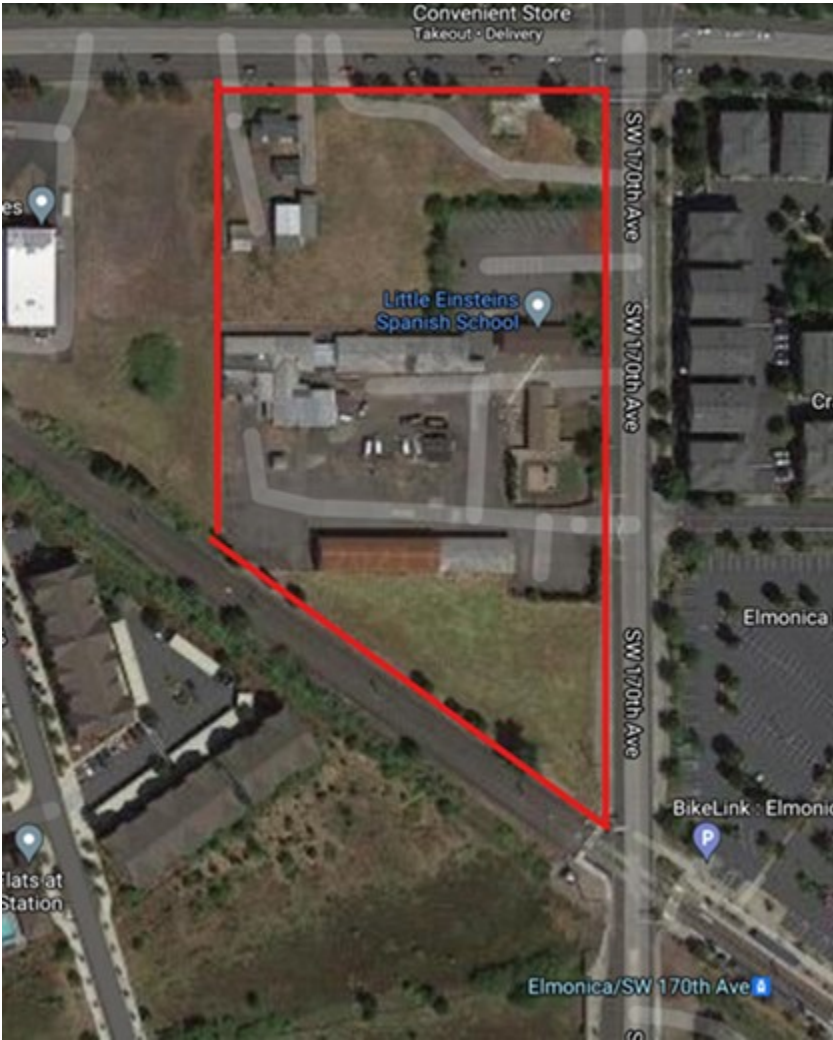
Carrie,

We have had our pre-pre-app with the city of Beaverton and some Washington County folks for a site at 170th and Baseline in Beaverton. We are currently working through a potential acquisition to expand an affordable housing project into two larger projects, one market and one affordable. The attached plans show the general layout and the number of units (293 total).

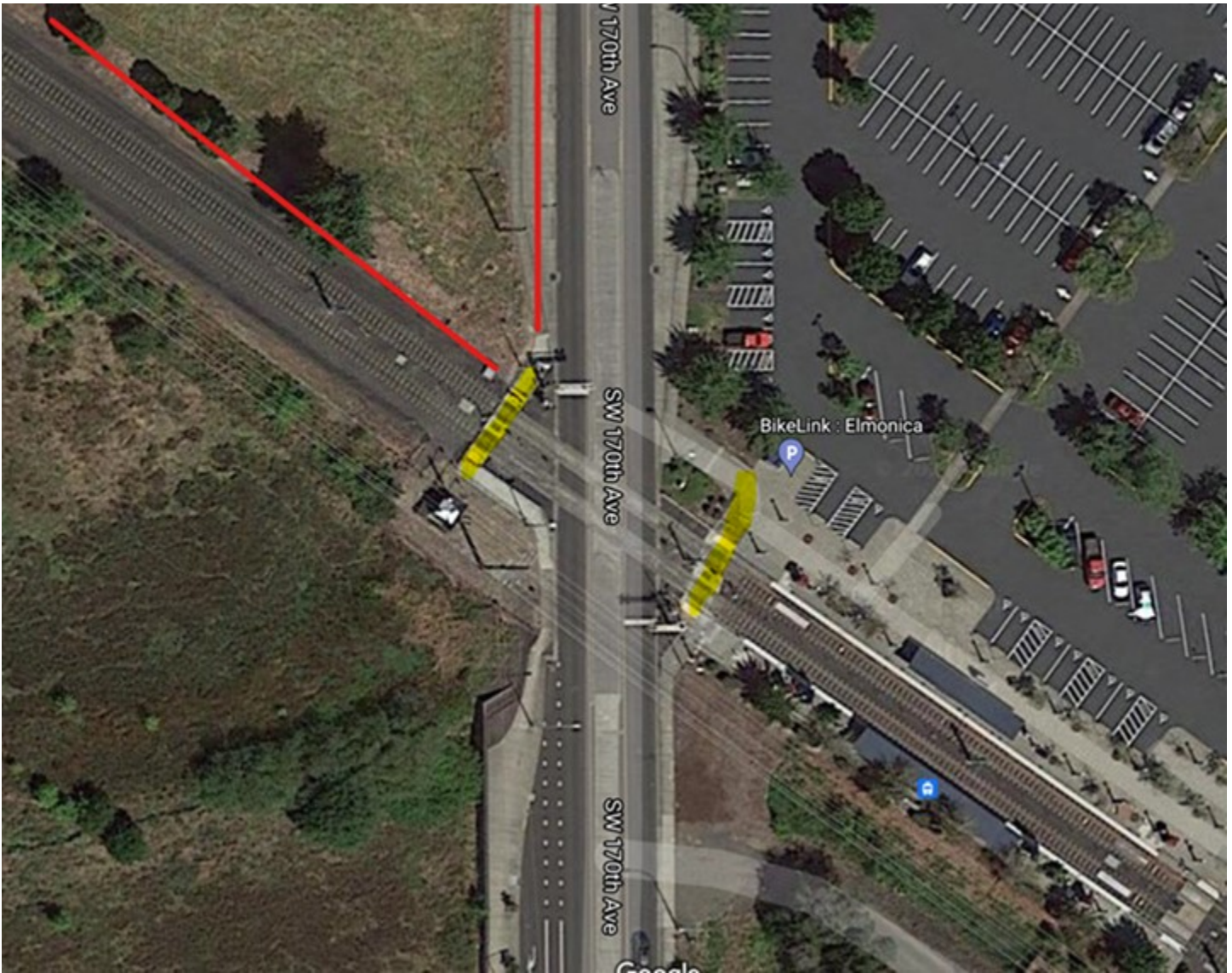
I'm writing to see if you can help us anticipate ODOT requirements for offsite improvements (if any). The lot is adjacent to the max line with the El Monica station just to the east. There is a railroad crossing just outside of our site. Guy Ben from Tri-Met will be asking his engineers if there are any specific requirements for the portion of the site abutting the max tracks.

I appreciate any thoughts or guidance you can offer.

Site:



Station Close Up (Yellow for track crossing):



Erik Pattison

Senior Housing Development Project Manager | he / him / his
Email: EPattison@reachcdc.org | Direct: 503-957-1517 | Fax: 503-236-3429
Main Office: 4150 S Moody Ave. | Portland, OR 97239



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