



Received
Planning Division

11.5.21

April 30, 2021

Angelo Planning Group
Attn: Matt Hastie
921 SW Washington St Ste 468
Portland, Oregon 97205

Subject: Pre-Application Summary Notes for PA2021-0022 Sexton Mt. Pump Station-**Updated**

Dear Matt Hastie,

Thank you for attending the Pre-Application Conference held on April 14, 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. 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,

Sambo Kirkman
Senior Planner
(503) 214-0843

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Sexton Mt. Pump Station PA2021-0022, April 14, 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 April 14, 2021

PROJECT INFORMATION:

Project Name: **PA2021-0022 Sexton Mt. Pump Station**

Project Description: Construction of a new pump station, hydro-power building, potential electrical equipment building, and associated improvements.

Property/Deed Owner: City of Beaverton
 PO Box 4755
 Beaverton, OR 97076

Site Address: 14600 SW Sexton Mountain Drive

Tax Map and Lot: Tax Map: 1S129AA, Tax Lot: 9701

Zoning: R5 Residential Urban Standard Density

Comp Plan Designation: Standard Density Neighborhoods

Site Size: Approximately 4 acres

APPLICANT INFORMATION:

Applicant's Name: City of Beaverton
 PO Box 4755
 Beaverton, OR 97076

Phone / Email: (971) 288-8960 / ssahu@beavertonoregon.gov

Applicant's
Representative: Angelo Planning Group
 921 SW Washington St Ste 468
 Portland, OR 97205

Phone / Email: 503-542-3403 / mhastie@angeloplanning.com

PREVIOUS LAND USE HISTORY:

- DR2020-0097 Sexton Mountain Pump Station Upgrade
- WF2019-0011 AT&T Sexton Mountain Antenna
- WF2019-0002 Crown Castle WCF Antenna
- WF2016-0004 AT&T WF Modification
- WF2015-0006 AT&T Collocate
- DR2014-0147 Sexton Mountain Solar Array
- WF2005-0007 Sexton Mountain Cell Tower
- CU92-001 15-Millon Gallon Reservoir
- BR92-0001 15-Million Gallon Reservoir

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:

Major Modification of a Conditional Use	\$4,262.00
Design Review Two	\$2,687.00
<i>Possible Design Review Three</i>	\$5,909.00

***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.

As of January 1, 2021, the City is implementing a technology fee of 3.5% for development permits, including land use applications. Applications submitted on or after January 1, 2021 will be subject to the technology fee at the time of fee payment. No other 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)

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SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types,

all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. For example, a proposal that includes a **Major Modification of a Conditional Use** application is subject to a **Type 3** procedure.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required for a New Conditional Use application, which is a Type 3 procedure. Staff always recommends community outreach through a neighborhood meeting. Neighborhood Advisory Committee: (NAC): **Sexton Mountain** Contact: **Sharon Dunham** dunhamsw@frontier.com

Please note to comply with Governor Brown’s order restricting gatherings and to adhere to social distancing in addressing the COVID-19 crisis, the meeting should be held virtually, until such time as the orders are lifted. Mailing notices should provide a link to the virtual meeting and directions to provide the project team with comments and questions after viewing the virtual meeting. A copy of a sample letter describing a virtual meeting can be provided to you. The city request that the summary of the meeting and sign-in sheet be submitted with the application packet and also sent to: City of Beaverton, Neighborhood Program, P.O. Box 4755, Beaverton, OR 97076 or emailed to: neighbormail@beavertonoregon.gov

CHAPTER 20 (LAND USES):

Zoning: **R5 Urban Standard Density Residential**

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

Minimum parcel area: 5,000 square feet

Side setback: 5’

Minimum between buildings: 6’

Front setback: 15’

Rear setback: 20’

Max Bldg. Height: 35’

Utility Substations and Related Facilities other than Transmission Lines: Conditional Use

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 40.03.1 (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.	New Conditional Use (Threshold #1)	<u>40.15.15.4</u>	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
2.	Design Review Two (Thresholds #9)	<u>40.20.15.2</u>	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4

3.	Possible Design Review Three (Threshold #9)	<u>40.20.15.3</u>	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
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Comments: In order for your application(s) to be deemed complete, a written statement necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narrative(s) will need to explain how and why the proposed application meets the applicable approval criteria for the land use applications identified above. Approval criteria and development regulations in effect at the time an application is received will control. Approval criteria and development regulations are subject to change.

CHAPTER 60 (SPECIAL REGULATIONS):

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) |
| <input type="checkbox"/> Section 60.10 (Floodplain Regulations) | <input type="checkbox"/> Section 60.15 (Land Division Standards) |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) | <input type="checkbox"/> Section 60.25 (Off-Street Loading) |
| <input 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 type="checkbox"/> Section 60.55 (Transportation Facilities) | <input type="checkbox"/> Section 60.60 (Trees and Vegetation) |
| <input type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

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

OTHER DEPARTMENT/AGENCY CONTACTS:

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

<p>Recommended contact for further information if checked</p> <p><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 type="checkbox"/></p>	<p>Kimberlee McArthur, Building, City of Beaverton (503) 526-2524 / kimberleemcarthur@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. No written comments provided to date / not expected</p>
<p><input type="checkbox"/></p>	<p>Steve Brennen, Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Connie Rodriguez, Site Development, City of Beaverton (503) 350-4018/ crodriguez@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p>Kate McQuillan, Transportation, City of Beaverton (503) 526-2427/ kmcquillan@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. No Comments.</p>
<p><input type="checkbox"/></p>	<p>Marah Danielson, ODOT Development Review (503) 731-8258/ marah.b.danielson@odot.state.or.us</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input type="checkbox"/></p>	<p>Naomi Vogel, Washington County (503) 846-7623/ naomi_vogel@co.washington.or.us</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input type="checkbox"/></p>	<p>Elizabeth Cole, Recycling, City of Beaverton (503) 526-2460/ ecole@beavertonoregon.gov</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</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 **Major Modification of a Conditional Use** application. As part of the land use narrative, you will need to demonstrate compliance with applicable Comprehensive Plan policies. Staff has reviewed the Comprehensive Plan and has identified goals containing policies that are applicable to the proposal:

- Goal 3.3.1 Promote sustainable development, resilience, and resource protection
- Goal 3.8.2: Low and Standard Density Neighborhoods: Provide residential neighborhoods that emphasize detached housing and integrate parks, schools, and other community institutions.
- Goal 5.3.1: Ensure long-term provision of adequate urban services within existing City limits and areas to be annexed in the future.
- Goal 8.4.1: Noise: Create and protect a healthy acoustical environment within the City.
 - Policy 8.4.1.a) Noise impacts shall be considered during development review processes.

A **Design Review Two** application will be required for new construction of non-habitable buildings or construction of a permanent structure, not considered a building in commercial, industrial, multiple use zones, or for approved Conditional Uses in residential zones, which has a footprint greater than 1,000 square feet and up to 10,000 square feet in size and is a use permitted within the underlying zoning district. Please refer to the attached design standards checklist as a guide to which standards appear to be applicable based on the pre-application submittal.

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

2. **Service Provider Letters (SPL).** The City of Beaverton requires service provider letters from special districts who provide services to the subject site. Service Provider Letters are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:

- a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
- b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires as SPL to address fire code issues related to development. The SPL form can be found at the following link <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-letter-for-city-of-Beav-62>
- c. **Water Service:** All developments require a Water SPL to address water service provision. The SPL form is attached.

3. **System Development Charges.** 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.

4. **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.