

Received  
Planning Division  
08/04/2023

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# Exhibit B

## Pre-Application Conference Summary



December 22, 2021

Dariia Vernygora  
Salazar Architect  
2222 NE Oregon St., Suite 207  
Portland, OR 97232

Subject: Elmonica Affordable Housing (PA2021-0073)

Dear Dariia Vernygora,

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,

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

# PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

## Prepared for Elmonica Affordable Housing PA2021-0073, 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](http://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.

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**PRE-APPLICATION CONFERENCE DATE:** December 8, 2021

### PROJECT INFORMATION:

Project Name: Elmonica Affordable Housing

Project Description: New 81-unit multifamily affordable housing development

Property/Deed Owner: Metro  
600 SE Grand Avenue  
Portland, OR 97232

Site Address: 17030 SW Baseline Road

Tax Map and Lot: 1S106DB00100

Zoning: Station Community – Multiple Use

Comp Plan Designation: Station Community (SC)

Site Size: Approximately 1.07 acres

### APPLICANT INFORMATION:

Applicant's Name: Dariia Vernygora  
Salazar Architect  
2222 NE Oregon St., Suite 207  
Portland, OR 97232

Phone / E-mail: Phone: 503-702-2575 / [dariia@salazarch.com](mailto:dariia@salazarch.com)

### PREVIOUS LAND USE HISTORY:

The subject site is currently a vacant parcel. In 2019, a Design Review Compliance Letter approved demolition of a structure on the subject property. No other land use applications have been identified for this property.

### 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:

<b>Design Review Two or Three</b>	\$2,781.05 or \$6,115.82
<b>Major Adjustment - Affordable Housing (Parking)</b>	No Cost
<i>Possible Tree Plan Two</i>	\$1,593.90
<b>Replat One</b>	\$700.70
<i>Possible Sidewalk Design Modification</i>	\$173.88

**\*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](http://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 **Major Adjustment – Affordable Housing (Type 3) application and a possible Design Review Three** application are subject to a **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.  
Name of Neighborhood Advisory Committee: **Five Oaks/Triple Creek**  
Contact Person: David Kamin (NAC Chair), [davidk@johnlscott.com](mailto: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](mailto: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 #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. <b>Major Adjustment - Affordable Housing</b> (Threshold #3)	40.10.15.4	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
4. <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
5. <b>Replat One</b> (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
6. <i>Possible Sidewalk Design Modification</i> (Threshold #1)	40.58.15.	<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)
- Section 60.10 (Floodplain Regulations)
- Section 60.15 (Land Division Standards)**
- Section 60.20 (Mobile & Manufactured Home Regulations)
- Section 60.25 (Off-Street Loading)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <b>Section 60.30 (Off-Street Parking)</b>        | <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 type="checkbox"/> Section 60.50 (Special Use Regulations)   |
| <input checked="" type="checkbox"/> <b>Section 60.55 (Transportation Facilities)</b> | <input checked="" type="checkbox"/> <b>Section 60.60 (Trees and Vegetation)<br/>(tree protection standards / mitigation)</b> |
| <input checked="" type="checkbox"/> <b>Section 60.65 (Utility Undergrounding)</b>    | <input 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:

Recommended contact for further information if checked <input checked="" type="checkbox"/>	<p><b>Clean Water Services</b></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 Service Provider Letter (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: <a href="http://www.cleanwaterservices.org/permits-development/design-construction-standards">www.cleanwaterservices.org/permits-development/design-construction-standards</a></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 <a href="mailto:spreview@cleanwaterservices.org">spreview@cleanwaterservices.org</a> or contact <b>Laurie Bunce</b>, CWS Engineering Technician, at (503) 681-3639.</p>
<input checked="" type="checkbox"/>	<p><b>Jeremy Foster</b>, Tualatin Valley Fire &amp; Rescue, 503-259-1414 / <a href="mailto:Jerem/Foster@tvfr.com">Jerem/Foster@tvfr.com</a></p>

<input checked="" type="checkbox"/>	No comments provided. TVF&R requires a Service Provider Letter (SPL).
<input type="checkbox"/>	<b>Lawrence Arnbrister</b> , Building, City of Beaverton (503) 526-2408 / <a href="mailto:larnbrister@beavertonoregon.gov">larnbrister@beavertonoregon.gov</a> <input checked="" type="checkbox"/> No comments provided.
<input type="checkbox"/>	<b>Steve Brennen</b> , Operations, City of Beaverton (503) 526-2200 / <a href="mailto:sbrennen@beavertonoregon.gov">sbrennen@beavertonoregon.gov</a> <input checked="" type="checkbox"/> No comments provided.
<input checked="" type="checkbox"/>	<b>Connie Rodriguez</b> , Site Development (503) 350-4018 / <a href="mailto:crodriguez@beavertonoregon.gov">crodriguez@beavertonoregon.gov</a> <input checked="" type="checkbox"/> Comments attached.
<input checked="" type="checkbox"/>	<b>Elizabeth Cole</b> , Recycling & Waste Reduction Program Coordinator, City of Beaverton (503) 526-2460 / <a href="mailto:ecole@beavertonoregon.gov">ecole@beavertonoregon.gov</a> <input checked="" type="checkbox"/> Comments attached.
<input checked="" type="checkbox"/>	<b>Kate McQuillan</b> , Transportation Planner, City of Beaverton (503) 526-2427 / <a href="mailto:kmcquillan@beavertonoregon.gov">kmcquillan@beavertonoregon.gov</a> <input checked="" type="checkbox"/> Plan reviewed. Comments included.
<input checked="" type="checkbox"/>	<b>Naomi Vogel</b> , Washington County Land Use and Transportation (503) 846-7639 / <a href="mailto:Naomi.Vogel@co.washington.or.us">Naomi.Vogel@co.washington.or.us</a> <input checked="" type="checkbox"/> SW Baseline Road and SW 170 <sup>th</sup> 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"/>	<b>Carrie Martin</b> , Crossing Compliance Specialist, ODOT Rail (971) 719-0906 / <a href="mailto:Carrie.A.Martin@odot.oregon.gov">Carrie.A.Martin@odot.oregon.gov</a> <input checked="" type="checkbox"/> Comments attached.
<input checked="" type="checkbox"/>	<b>Guy Benn</b> , Program Manager Transit-Oriented Development, TriMet (971) 347-5649/ <a href="mailto:BennG@TriMet.org">BennG@TriMet.org</a> Other contacts: Sean Batty, <a href="mailto:BattyS@trimet.org">BattyS@trimet.org</a> ; Ben Baldwin, <a href="mailto:BaldwinB@trimet.org">BaldwinB@trimet.org</a> <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, Major Adjustment – Affordable Housing (Parking), Replat One, and Sidewalk Design Modification** 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 the primary building entrance and street frontage along SW 170<sup>th</sup> Avenue. 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. **Major Adjustment – Affordable Housing (Parking):** The applicant’s materials show that 58 parking spaces are proposed on site. However, off-street parking standards require 81 spaces, one space per dwelling unit (Section 60.30.). For eligible development of Affordable Housing, a Major Adjustment application may be submitted to request any change in the numerical off-street parking requirement.

Major Adjustment applications for affordable housing related to parking must provide examples of parking ratios from at least two other comparable developments demonstrating that proposed parking will adequately serve the development. Additional examples may be required by the City Engineer. Please see the attached parking analysis memo for the South Cooper Main Street’s affordable housing project.

The Major Adjustment – Affordable Housing application shall be accompanied by verification of regulated affordable housing status (Section 40.10.15.4.D). Chapter 90 of the BDC defines Regulated Affordable housing as, “Housing developments where the combined average income of all households served is 60% of the area median income (AMI) or less, evidenced by agreement or statutory regulation that restricts or limits resident income levels and rents for a minimum of 60 years.”

- d. **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.
- e. **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 for development to establish the lot as a legal lot of record. With the Replat One application, please provide all information necessary to determine if this is a Legal Lot of Record. This may include deeds, a title commitment, or any other documentation needed to trace the history of the parcel’s creation.
- f. **Sidewalk Design Modification:** The Sidewalk Design Modification application applies to any modification of sidewalk standards identified in the City’s Engineering Design Manual. On the preliminary site plan, curb-tight sidewalks were shown as roughly five feet wide where ten feet are required to meet requirements (Section 60.05.20.7.A). If ten-foot-wide curb-tight sidewalks are not provided along SW Baseline Road and SW 170<sup>th</sup> Avenue, a Sidewalk Design Modification will be required.

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, Associate Planner, at [Naomi\\_Vogel@co.washington.or.us](mailto:Naomi_Vogel@co.washington.or.us).



2. **Access & Coordination.** The preliminary site plan showed proposed restricted access points off SW Baseline Road and SW 170<sup>th</sup> Road. Since SW Baseline Road and SW 170<sup>th</sup> 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 do not appear to meet Washington County's intersection spacing requirements with the adjacent intersection of SW Baseline & SW 170<sup>th</sup> or between access points anticipated with the adjacent mixed-use development. Furthermore, a right-turn lane is planned on SW Baseline at the intersection with SW 170<sup>th</sup>, and Washington County does not allow access points in the queuing area for the right-turn lane. Finally, the proposed right-out access off of SW 170<sup>th</sup> may not meet sight distance requirements from the adjacent intersection.

Due to the property's proximity to the SW Baseline Road and SW 170<sup>th</sup> Avenue intersection, the size of the lot, and required right-of-way dedication, conformance with access requirements may require coordination with the adjacent development and the establishment of cross access easements. Both developments are proposing new access points in close proximity to one another on SW Baseline and SW 170<sup>th</sup>. 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 building is in a Multiple Use zone district and abuts a Class 1 Major Pedestrian Route (SW 170<sup>th</sup> Avenue) and a Class 2 Major Pedestrian Route (SW Baseline Road). Therefore, the building is subject to street frontage requirements of Code section 60.05.15.6. Along SW Baseline Road, the building must occupy at least 35% of street frontage. It must occupy at least 50% of the street frontage along SW 170<sup>th</sup> Avenue. To meet street frontage requirements, the building must be located 20 feet or closer to the property line.

Adjacent to SW 170<sup>th</sup> Avenue, upper floors of the building are proposed to be cantilevered over the ground floor. The cantilevered area of the building is supported by columns. The edge of the cantilever and structural columns are closer than 20 feet to the property line. However, the ground floor (building foundation) is further than 20 feet to the property line. Street frontage standards are not met by a cantilevered design, and the ground floor of the building must be 20 feet or closer to the property line to count towards street frontage requirements. The intent of the street frontage requirement is to have buildings next to pedestrian routes. Areas of a building elevated above pedestrian facilities is not occupying the street frontage. Therefore, the cantilevered area does not meet street frontage requirements.

4. **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.
5. **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.
6. **Parking.** The minimum off-street parking requirement for attached dwellings (regardless of bedrooms) in Multiple Use zones is one space per dwelling unit. Parking stalls must be at least 18.5 feet long by 8.5 feet wide. Please note that bollards were shown in parking stall areas along Festival Street which reduce the parking space length and would not meet the dimension requirement. Additionally, parking spaces must be located at least 20 feet from the edge of right-of-way. Spaces adjacent to SW Baseline Road and SW 170<sup>th</sup> Avenue appear to be encroaching in that area. Please see Section 60.30.15 of the City's Development Code

for further information on the parking lot design. As previously mentioned, a reduction in the number of parking spaces may be requested through the Major Adjustment – Affordable Housing application.

7. **Bike Parking.** Both short-term and long-term bike parking is required. A minimum of four short-term bike parking spaces are required for an 81-unit building. 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.
8. **Traffic Impact Analysis.** Based on the size of the project a Traffic Impact Analysis 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 describing 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 Traffic Impact Analysis (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.
9. **Waste and Recycling.** On the preliminary site plan, a trash and recycling room is shown adjacent to the covered parking area. A ramp must be provided between the trash room and the parking lot, and parking stalls are not permitted in front of the ramp. Other considerations must be made if trash chutes are proposed in the building since recycling services would also be required in chute rooms. Please see full comments prepared by Elizabeth Cole, City of Beaverton's Recycling & Waste Reduction Program Coordinator, attached.
10. **Site Distance Analysis.** Based on the site plan, site distance requirements may not be met by the proposal. 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).
11. **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](mailto: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.
12. **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.

13. **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](http://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](mailto: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](mailto:cddmail@BeavertonOregon.gov).

# Pre-Application Conference Worksheet for Design Review Standards

for PA 2021 -0073 held on 12 /08 /21

Title: Elmonica Affordable Housing

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 Thresholds<sup>8</sup> 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**  \_\_\_\_\_
  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**  Primary entrance must front 170th
  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 60.05.25.3.A-J apply
  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  60.05-2 60.05-2
  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**  \_\_\_\_\_



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

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## PRE-APPLICATION CONFERENCE MEETING SUMMARY

### Site Development & Engineering

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**Project Name:** Elmonica Affordable Housing

**Pre-Application Conference Number:** PA2021-0073

**Date:** December 8, 2021

**Prepared by:** Connie Rodriguez-Site Development Division

**Ph:** (503) 350-4018 **Fx:** (503) 526-2550 **Email:** [crodriguez@BeavertonOregon.gov](mailto:crodriguez@BeavertonOregon.gov)

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#### 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.

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.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. There is a public 8-inch sanitary sewer main located in southwest corner of the site. There is a public 15-inch and 21-inch storm main in Baseline Road and 170<sup>th</sup> Avenue, respectively. Current topography of the site drains south and a stormwater management design will need to address how the system will connect to a public system.

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

<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
<input checked="" type="checkbox"/>	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or <a href="mailto:engineering@beavertonoregon.gov">engineering@beavertonoregon.gov</a>
<input checked="" type="checkbox"/>	Washington County For work within, access, or construction access for Baseline Road and 170 <sup>th</sup> 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 <a href="mailto:roadpermits@co.washington.or.us">roadpermits@co.washington.or.us</a> . <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/>Facilities and access permits</li> <li>• <input checked="" type="checkbox"/>Right of Way permits</li> </ul>
<input checked="" type="checkbox"/>	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or <a href="mailto:Jeremy.Foster@tvfr.com">Jeremy.Foster@tvfr.com</a>
<input checked="" type="checkbox"/>	Oregon DOT (Salem Office) Commerce and Compliance Division, Rail Safety Section <input checked="" type="checkbox"/> Contact: Chris Malm, Rail Safety Section Manager 503-476-6863 or <a href="mailto:Christopher.S.MALM@odot.state.or.us">Christopher.S.MALM@odot.state.or.us</a>
<input checked="" type="checkbox"/>	Clean Water Services District <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/>Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs</li> </ul> Contact: Lindsey Obermiller at (503) 681-3653 or email <a href="mailto:SPLReview@cleanwaterservices.org">SPLReview@cleanwaterservices.org</a>
<input checked="" type="checkbox"/>	Oregon Department of Environmental Quality <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> DEQ 1200-CN Erosion Control Permit (for disturbance of 1-4.99 Acres) – Submit to City of Beaverton Site Development for processing: 503-350-4021</li> <li>• <input checked="" type="checkbox"/> DEQ Letter of “No Further Action” NFA or other documentation per log number 34-93-0080 concerning soil and/or groundwater contamination on this property and clearance allowing new construction – Contact: Tiffany Johnson at (503) 229-6258 or email <a href="mailto:Johnson.tiffany@deq.state.or.us">Johnson.tiffany@deq.state.or.us</a></li> </ul>

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





## TRANSPORTATION NOTES FROM PRE-APPLICATION MEETING

### Community Development Department

Project Name: **Elmonica Affordable Housing**

Pre-Application Conference #: **PA2021-0073**

**Date:** December 17, 2021

**Applicant:** Dariia Vernygora, Salazar Architects

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

**Notes prepared by:** Kate McQuillan, AICP, Senior Planner

 (503) 526-2427  [kmcquillan@beavertonoregon.gov](mailto:kmcquillan@beavertonoregon.gov)

These comments are based on the information provided at the **12/8/21 Pre-Application Conference Meeting** for a proposal at **17030 SW Baseline Road**. 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 81-units of affordable housing located at the intersection of W Baseline Road and SW 170<sup>th</sup> Avenue, and in close proximity to light rail. Both W Baseline Road and SW 170<sup>th</sup> 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 south for shared access. Shared access would provide for much safer conditions surrounding the site, and may also provide greater flexibility for the site design.

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.

The City's Development Code offers multiple options for reducing the minimum required parking that may be applicable to this proposal, including: Major Adjustment – Affordable Housing application (BDC Section 40.10.15.4); Vehicle Parking Reduction for Transit Amenities (BDC 60.30.10.11. A), and Vehicle Parking Reduction for Substitution of Bicycle Parking (BDC 60.30.10.11.I).

### 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 170<sup>th</sup> 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 170<sup>th</sup> 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 will meet 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**

- Off-street loading requirements are not applicable at this time.

### **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 170<sup>th</sup> 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](http://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](mailto: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](mailto:cddmail@BeavertonOregon.gov).

## **OTHER REVIEWING TRANSPORTATION AGENCIES**

**WASHINGTON COUNTY** - The proposed development has frontage on W Baseline Road and SW 170<sup>th</sup> 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](mailto:Naomi.Vogel@co.washington.or.us).

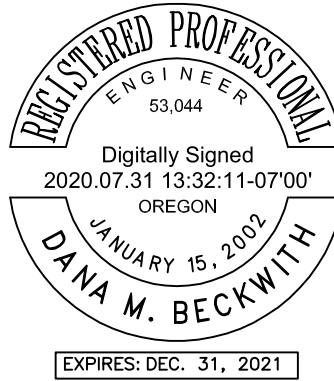
Applicant is required to contact the County before preparing a traffic impact analysis to review the proposed scope of work.

**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)

# MEMORANDUM



**DATE:** July 31, 2020  
**TO:** City of Beaverton  
 Washington County  
**FROM:** Dana Beckwith, PE, PTOE  
 Richard Martin, EIT

**SUBJECT:** South Cooper Mountain Main Street Parking Study

P20-010

This memorandum summarizes the parking study associated with the proposed South Cooper Mountain Main Street development at 17811 SW Scholls Ferry Road in Beaverton, Oregon.

Based on Beaverton Development Code (BDC) Section 60.30.10.5.A, the required number of parking spaces for the development based on the proposed uses is 327 as summarized in Table 1.

**Table 1: Parking Requirements and Proposed Spaces**

Land Use Category	Comments	Beaverton Code Requirements			Proposed Parking Spaces
		Spaces per Unit	Proposed Units	Total	
Residential Attached - One bedroom attached (per unit) (Senior Housing)	Senior Housing	1.25	80	100	88
Residential Attached - Two bedroom attached (per unit)	Affordable Housing	1.5	74	111	102
Three or more bedrooms (per unit)	Affordable Housing	1.75	10	18	18
Retail, including shopping centers (per 1,000 square feet)	Includes non-residential uses on Lot 1; all parking provided on Lot 3	3.3	29,802 gsf	98	98
<b>Total</b>				<b>327</b>	<b>306</b>

Parking generation estimates for the proposed development were developed using the Institute of Transportation Engineers, *Parking Generation Manual, 4<sup>th</sup> Edition* and are provided in Table 2.

**Table 2: Parking Generation Requirements**

ITE Parking Generation, 4 <sup>th</sup> Edition						
Land Use	Code	50 <sup>th</sup> Percentile Rate	85 <sup>th</sup> Percentile Rate	Size	50 <sup>th</sup> Percentile Total	85 <sup>th</sup> Percentile Total
Senior Adult Housing - Attached	252	0.59	0.66	80 units	48	53
Low/Mid-Rise Apartment	221	1.23	1.94	84 units	104	163
Retail/Shopping Center	820	2.65	2.90	29.8 ksf	79	87
<b>Total</b>					<b>231</b>	<b>302</b>

## AFFORDABLE HOUSING REDUCTION

BDC Section 40.10.15.4.C allows for reductions based on regulated affordable housing and requires analysis of at least two similar projects. Since count data currently cannot be obtained due to atypical traffic and parking patterns caused by the COVID-19 pandemic, previous studies and the ITE Parking Generation Manual were examined to determine parking demand for affordable housing facilities:

### ITE Parking Generation Manual Data

The ITE Parking Generation Manual, 4<sup>th</sup> Edition, draws from multiple similar sites for each land use in development of its rates. According to the Manual, four of the 68 urban sites for the Low/Mid-Rise Apartment code were identified as affordable housing. Table 2 shows projected parking generation for each land use based on the average (50<sup>th</sup> percentile) and the 85<sup>th</sup> percentile peak period parking demand. Parking generation shows average demand of 104 spaces and 85<sup>th</sup> percentile demand of 163 spaces for 84 units. This demand is considered conservative due to the low number of affordable housing units within the data set for the ITE rates.

### Cedar Grove Apartments Development Data

A recent study conducted for the Cedar Grove Apartments development provided data from three affordable housing developments in Beaverton:

- Barcelona Apartments at 4747 SW Lombard Avenue
- Spencer House Apartments at 13665 SW Larch Place
- Bridge Meadows Apartments at 5995 SW Menlo Drive

The data from these developments showed a maximum parking ratio of 0.68 vehicles per unit for affordable housing developments. This maximum parking ratio shows demand of 58 spaces for 84 units of affordable housing. Detailed information is available in the Appendix.

A reduction of 7 percent is sought to provide 120 parking spaces instead of the required 129 for affordable housing. This amounts to a parking ratio of 1.43 spaces per unit. Based on the data analyzed, the proposed reduction is reasonable.

## SENIOR HOUSING REDUCTION

BDC Section 60.30.10.11.D allows for reductions for housing developments for elderly or handicapped persons by special request and to be approved by the City Director. It is not specified how much of a reduction is possible, and it is dependent on resident auto ownership, number of employees, size of building and likelihood of changes in the residential use. With respect to residential auto ownership, the Parking Generation Manual states that there is typically 2/3 vehicle ownership by resident for senior housing facilities. The projected number of employees is six, all of which will be accommodated under the Shared Parking Agreement. The size of the building amounts to 80 one-bedroom senior housing units and 3,460 square feet of office space. It is not anticipated that the senior housing facilities will change use. Any proposed land use changes will be required to undergo a Type II land use approval process through the City of Beaverton.

The Parking Generation Manual shows that the 85<sup>th</sup> percentile peak parking demand for senior adult housing is 53 vehicles. A reduction of 12 percent is sought for senior housing. Based on this information, providing 88 parking spaces is projected to be more than adequate to serve the development, and the proposed 12 percent reduction is reasonable.

## SHARED PARKING AGREEMENT

A Shared Parking agreement is sought to accommodate the non-residential parking requirements of Lot 1 on Lot 3. The non-residential uses of Lot 1 amount to six staff utilizing 3,460 square feet of general office space. This was accounted for in the ITE Parking Generation calculations for Retail/Shopping Center in Table 1, as requested by the City of Beaverton for a conservative estimate. BDC Section 40.55.15.2.C outlines the approval criteria for a Shared Parking agreement. The relevant approval criteria and responses are as follows:

*7. The time of peak parking demand for the various uses located on the subject properties occur at different times of the day.*

Peak parking demand will occur at the same time for the shared uses, but adequate parking will be available at all times when the various uses are in operation, as detailed in the next item.

*8. Adequate parking will be available at all times when the various uses are in operation.*

The proposed parking facilities for Lot 3 provide the 98 off-street parking spaces required to serve the non-residential uses on Lots 1 and 3 with no reduction. The 85<sup>th</sup> percentile parking demand for these uses is 87 vehicles. The number of proposed parking spaces is more than adequate to meet the demand of the uses. As shown in Table 1, Lot 3 accommodates the commercial parking needs of both Lots 1 and 3 per BDC requirements. No reductions are requested and no conflict will occur.



## Appendix

<b>CEDAR GROVE APARTMENTS</b>				Project #18.43		
<b>PARKING SURVEY RESULTS</b>				<b>Charbonneau Engineering</b>		
Facility Name	Barcelona Apartments		Spencer House		Bridge Meadows	
Survey Date	12/13/2018		12/6/2018		12/6/2018	
Time	Cars Parked In Lots	Cars Parked In Street	Cars Parked In Lot	Cars Parked In Street	Cars Parked In Lot	Cars Parked In Street
5:00 PM	19		32		20	
5:15 PM	20	1	32		22	
5:30 PM	22		32	1	22	
5:45 PM	23		30		25	
6:00 PM	23	2	28		27	
6:15 PM	26		28		27	
6:30 PM	26		30		28	
6:45 PM	26	1	28		29	
7:00 PM	26		30		27	
7:15 PM	26		32		26	
7:30 PM	24		34		26	
7:45 PM	24		35		27	
8:00 PM	26		35		26	1
8:15 PM	26		34		27	
8:30 PM	26	1	36		27	
8:45 PM	27		36	1	28	
9:00 PM	27		37		29	
9:15 PM	26		37		29	
9:30 PM	26		36		29	
9:45 PM	27	2	36		28	
10:00 PM	27		35		29	
<b>Cars Parked</b>	<b>523</b>	<b>7</b>	<b>693</b>	<b>2</b>	<b>558</b>	<b>1</b>
<b>Max # Parked</b>	<b>27</b>		<b>37</b>		<b>29</b>	
<b>No. Apt Units</b>	<b>47</b>		<b>48</b>		<b>41</b>	
<b>MaxPark/Unit</b>	<b>0.57</b>		<b>0.77</b>		<b>0.71</b>	
<b>All Sites Max Parked/Unit</b>	<b>0.68</b>					

A trip generation analysis was prepared for comparing the number of trips associated with the former site uses and to the trips projected for 44 apartment units. The ITE Trip Generation manual (10<sup>th</sup> edition, year 2017) was used in making the calculations. The following tables present a summary of the results.

## Land Use: 221 Low/Mid-Rise Apartment

### Description

Low/mid-rise apartments are rental dwelling units located within the same building with at least three other dwelling units, for example, quadruplexes and all types of apartment buildings. The study sites in this land use have one, two, three, or four levels. High-rise apartment (Land Use 222) is a related use.

### Database Description

The database consisted of a mix of suburban and urban sites. Parking demand rates at the suburban sites differed from those at urban sites and, therefore, the data were analyzed separately.

- Average parking supply ratio: 1.4 parking spaces per dwelling unit (68 study sites). This ratio was the same at both the suburban and urban sites.
- Suburban site data: average size of the dwelling units at suburban study sites was 1.7 bedrooms, and the average parking supply ratio was 0.9 parking spaces per bedroom (three study sites).
- Urban site data: average size of the dwelling units was 1.9 bedrooms with an average parking supply ratio of 1.0 space per bedroom (11 study sites).

Saturday parking demand data were only provided at two suburban sites. One site with 1,298 dwelling units had a parking demand ratio of 1.33 vehicles per dwelling unit based on a single hourly count between 10:00 and 11:00 p.m. The other site with 55 dwelling units had a parking demand ratio of 0.92 vehicles per dwelling unit based on counts between the hours of 12:00 and 5:00 a.m.

Sunday parking demand data were only provided at two urban sites. One site with 15 dwelling units was counted during consecutive hours between 1:00 p.m. and 5:00 a.m. The peak parking demand ratio at this site was 1.00 vehicle per dwelling unit. The other site with 438 dwelling units had a parking demand ratio at a single hourly count between 11:00 p.m. and 12:00 a.m.

Four of the urban sites were identified as affordable housing.

Several of the suburban study sites provided data regarding the number of bedrooms in the apartment complex. Although these data represented only a subset of the complete database for this land use, they demonstrated a correlation between number of bedrooms and peak parking demand. Study sites with an average of less than 1.5 bedrooms per dwelling unit in the apartment complex reported peak parking demand at 92 percent of the average peak parking demand for all study sites with an average of less than 2.0 but greater than or equal to 1.5 bedrooms per dwelling unit. Study sites with an average of 2.0 or more bedrooms per dwelling unit reported peak parking demand at 92 percent of the average peak parking demand for all study sites with an average of 2.0 or more bedrooms per dwelling unit.

## Land Use: 221 Low/Mid-Rise Apartment

Based on Vehicles per Dwelling Unit (Suburban)	Weekday	
	Percent of Peak Period	Number of Data Points*
Hour Beginning		
12:00-4:00 a.m.	100	14
5:00 a.m.	96	14
6:00 a.m.	92	14
7:00 a.m.	74	14
8:00 a.m.	64	1
9:00 a.m.	-	0
10:00 a.m.	-	0
11:00 a.m.	-	0
12:00 p.m.	-	0
1:00 p.m.	-	0
2:00 p.m.	-	0
3:00 p.m.	-	0
4:00 p.m.	-	0
5:00 p.m.	44	1
6:00 p.m.	58	1
7:00 p.m.	59	1
8:00 p.m.	66	9
9:00 p.m.	75	9
10:00 p.m.	77	10
11:00 p.m.	92	14
	94	14

\* Subset of database

Parking studies of apartments should attempt to obtain information on occupancy rate and on the mix of apartment sizes (in other words, number of bedrooms per apartment and number of units in the complex). Future parking studies should also indicate the number of levels contained in the apartment building.

### Additional Data

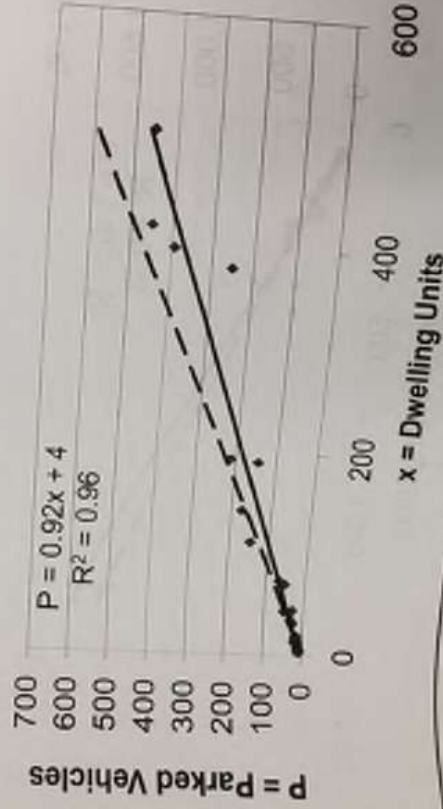
- Apartment occupancy can affect parking demand ratio. In the United States, successful apartment complexes commonly have a vacancy rate between 5 and 10 percent.<sup>1</sup>

## Land Use: 221 Low/Mid-Rise Apartment

Average Peak Period Parking Demand vs. Dwelling Units  
On a: Weekday  
Location: Urban

Statistic	Peak Period Demand
Peak Period	10:00 p.m. - 5:00 a.m.
Number of Study Sites	40
Average Size of Study Sites	70 dwelling units
Average Peak Period Parking Demand	1.20 vehicles per dwelling unit
Standard Deviation	0.42
Coefficient of Variation	35%
95% Confidence Interval	1.07 - 1.33 vehicles per dwelling unit
Range	0.66 - 2.50 vehicles per dwelling unit
85th Percentile	1.61 vehicles per dwelling unit
33rd Percentile	0.93 vehicles per dwelling unit

### Weekday Urban Peak Period Parking Demand

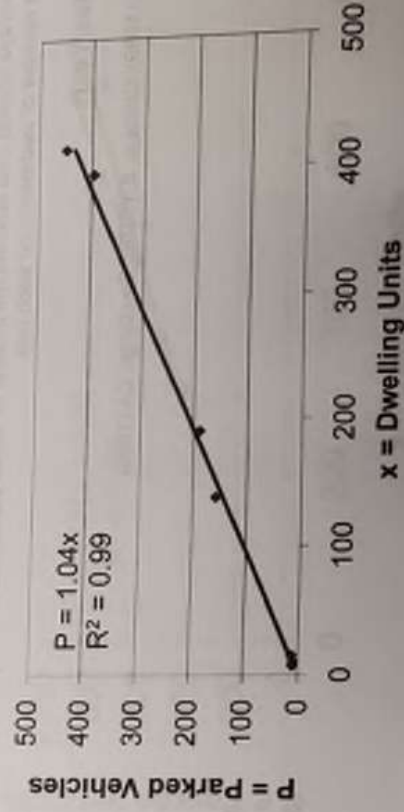


## Land Use: 221 Low/Mid-Rise Apartment

Average Peak Period Parking Demand vs. Dwelling Units  
On a: Saturday  
Location: Urban

Statistic	Peak Period Demand
Peak Period	No clear peak period emerged from the data, likely to fall between 10:00 p.m. and 6:00 a.m.
Number of Study Sites	8
Average Size of Study Sites	147 dwelling units
Average Peak Period Parking Demand	1.03 vehicles per dwelling unit
Standard Deviation	0.19
Coefficient of Variation	19%
Range	0.80 - 1.43 vehicles per dwelling unit
85th Percentile	1.14 vehicles per dwelling unit
33rd Percentile	0.93 vehicles per dwelling unit

### Saturday Urban Peak Period Parking Demand



## Land Use: 252 Senior Adult Housing—Attached

### Description

Senior adult housing consists of attached independent living developments, including retirement communities, age-restricted housing and active adult communities. These developments may include limited social or recreational services. However, they generally lack centralized dining and on-site medical facilities. Residents in these communities live independently, are typically active (requiring little to no medical supervision) and may or may not be retired. Congregate care facility (Land Use 253) and continuing care retirement community (Land Use 266) are related uses.

### Database Description

The database consisted of all suburban study sites.

- Average parking supply ratio: 1.0 space per dwelling unit (three study sites)

### Study Sites/Years

Downingtown, PA (2008); Parkersburg, PA (2006); Spring City, PA (2006)

### 4<sup>th</sup> Edition Source Number

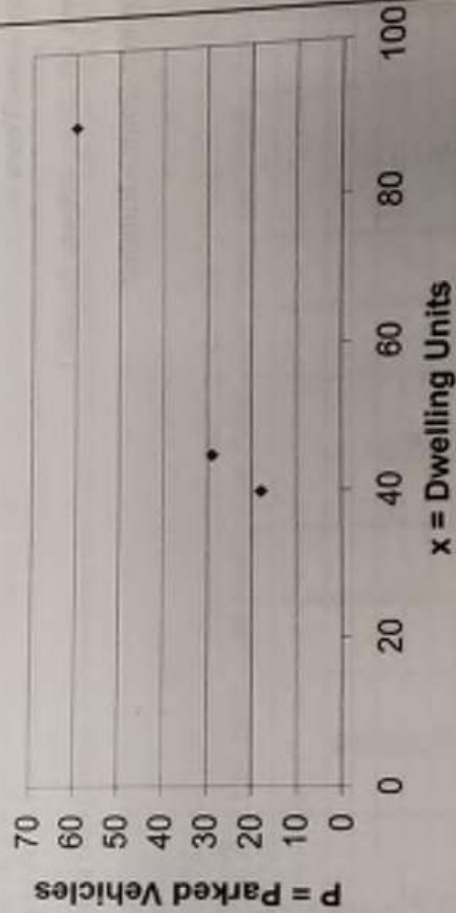
1131

## Land Use: 252 Senior Adult Housing—Attached

### Average Peak Period Parking Demand vs. Dwelling Units On a: Weekday

Statistic	Peak Period Demand
Peak Period	11:00 p.m. - 5:00 a.m.
Number of Study Sites	3
Average Size of Study Sites	58 dwelling units
Average Peak Period Parking Demand	0.59 vehicles per dwelling unit
Standard Deviation	0.12
Coefficient of Variation	20%
Range	0.45-0.67 vehicles per dwelling unit
85th Percentile	0.66 vehicles per dwelling unit
33rd Percentile	0.58 vehicles per dwelling unit

### Weekday Peak Period Parking Demand



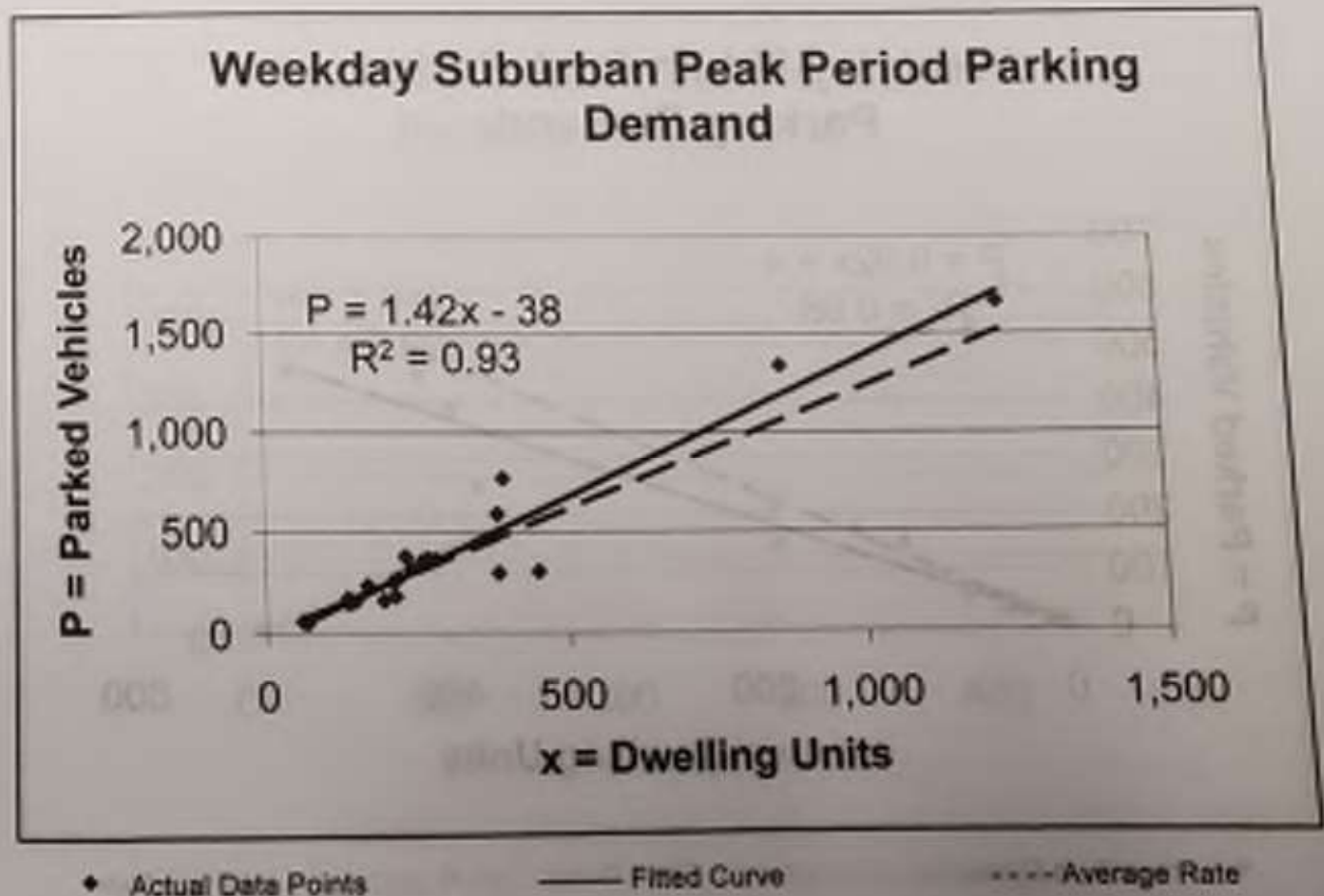
◆ Actual Data Points



## Land Use: 221 Low/Mid-Rise Apartment

Average Peak Period Parking Demand vs. Dwelling Units  
On a: Weekday  
Location: Suburban

Statistic	Peak Period Demand
Peak Period	12:00–5:00 a.m.
Number of Study Sites	21
Average Size of Study Sites	311 dwelling units
Average Peak Period Parking Demand	1.23 vehicles per dwelling unit
Standard Deviation	0.32
Coefficient of Variation	21%
95% Confidence Interval	1.10–1.37 vehicles per dwelling unit
Range	0.59–1.94 vehicles per dwelling unit
85th Percentile	1.94 vehicles per dwelling unit
33rd Percentile	0.68 vehicles per dwelling unit



## Brittany Gada

---

**From:** Elizabeth Cole  
**Sent:** Wednesday, December 8, 2021 9:25 AM  
**To:** Brittany Gada  
**Subject:** Re: Elmonica Affordable housing  
**Attachments:** Beaverton\_EnclosureGuidelines\_Oct2021\_Updated.pdf; Multifamily minimum volume requirement estimation guide.PDF

Hi Brittany,

Thank you for the time to provide my comments in person. I've attached the documents I referenced and a bulleted list of my comments. I'm always happy to review more detailed plans for waste management and coordinate with the hauler for feedback. All of our haulers like to be part of design review, but they'd want to see a plan that shows how they'd service the containers and onsite truck circulation.

### Trash comments

- Trash room access
  - Must have a ramp to the parking lot
  - No parking immediately in front of said ramp and trash room
  - 4 yard is the largest on wheels for non-compacted garbage
  - 2 yard is the largest for compacted (most compactors use a conversion factor of x3 so a 2 yard = 6 yards of garbage)
- Chutes?
  - Chute rooms must have space for mixed and glass recycling
  - Any carts/collection bins must be staged outside for waste service, chute rooms are not serviced by the hauler.

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](http://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.

---

**From:** Brittany Gada <bgada@beavertonoregon.gov>

**Sent:** Wednesday, December 8, 2021 8:00 AM

**To:** Elizabeth Cole <ecole@beavertonoregon.gov>

**Subject:** RE: Elmonica Affordable housing

Hi Elizabeth,

No problem! We will see you around 9am. Thank you for the heads up.

Best,

**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](http://www.BeavertonOregon.gov)

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

---

**From:** Elizabeth Cole <[ecole@beavertonoregon.gov](mailto:ecole@beavertonoregon.gov)>  
**Sent:** Wednesday, December 8, 2021 7:26 AM  
**To:** Brittany Gada <[bgada@beavertonoregon.gov](mailto:bgada@beavertonoregon.gov)>  
**Subject:** Elmonica Affordable housing

Good morning,  
I have a meeting conflict, but am going to try to join this pre-app by 9 a.m. I hope that'll be okay.

Thank you,  
**Elizabeth Cole**  
*(gender pronouns: she/her/hers)*  
Recycling & Waste Reduction Program Coordinator  
City Services & Engagement Department  
City of Beaverton | PO Box 4755 | Beaverton, OR 97076  
p: 503.526.2460 | [www.BeavertonOregon.gov](http://www.BeavertonOregon.gov)

**COVID-19 Update:** Please note: **I am working remotely at this time.** The fastest way to get in touch with me is via email. Thank you.



# 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**

<b>Gallons</b>	<b>Cubic yards</b>
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:** Tuesday, November 30, 2021 4:14 PM  
**To:** Brittany Gada; Naomi\_Vogel@co.washington.or.us; baldwinb@trimet.org  
**Cc:** Elena Sasin  
**Subject:** RE: PA2021-0073 Elmonica Affordable Housing 17030 SW Baseline Rd  
**Attachments:** BSD\_SPL Request\_Form.pdf

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

Hello Brittany –

Thank you for sending this pre-app over. Our comments will be very similar to the comments offered for PA 2021-0069.

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 number of bedrooms for each dwelling unit.
3. The internal vehicular circulation of this site and that for the development being considered under PA 2021-0069 should include a cross over easement along the shared property line. It may be possible for buses to enter the site if there are two access points to a public right-of-way. However, the turning radius for the internal street intersection identified in the site plan for PA 2021-0069 is not adequate for our school buses.

Because of this, 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 170<sup>th</sup> can use the pull out on 170<sup>th</sup> to accommodate passengers. However, buses traveling north on 170<sup>th</sup> will obstruct the lanes in both directions on 170<sup>th</sup> 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:** Brittany Gada <bgada@beavertonoregon.gov>  
**Sent:** Tuesday, November 30, 2021 3:36 PM  
**To:** Naomi\_Vogel@co.washington.or.us; Steven Sparks - Exec Admin <Steven\_Sparks@beaverton.k12.or.us>; baldwinb@trimet.org  
**Cc:** Elena Sasin <esasin@beavertonoregon.gov>  
**Subject:** PA2021-0073 Elmonica Affordable Housing 17030 SW Baseline Rd

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

# 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 submittal

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 170<sup>th</sup> 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](mailto: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

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

Hi Christopher,

My colleague, Elena Sasin, and I are reviewing two proposed developments at the southwest corner of the SW Baseline Road & SW 170<sup>th</sup> 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

## 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

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

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 170<sup>th</sup> adjacent to the tracks similar to 231<sup>st</sup>/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](mailto: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](mailto:Carrie.A.Martin@odot.state.or.us)  
(Cell) 971-719-0906

---

**From:** MARTIN Carrie A <[Carrie.A.MARTIN@odot.state.or.us](mailto:Carrie.A.MARTIN@odot.state.or.us)>  
**Sent:** Tuesday, August 31, 2021 6:57 AM  
**To:** Erik Pattison <[EPattison@reachcdc.org](mailto: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](mailto:Carrie.A.Martin@odot.state.or.us)

(Cell) 971-719-0906

---

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

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

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](mailto:Carrie.A.MARTIN@odot.state.or.us)>  
**Sent:** Thursday, August 26, 2021 1:42 PM  
**To:** Erik Pattison <[EPattison@reachcdc.org](mailto:EPattison@reachcdc.org)>  
**Cc:** Alex Aleman <[AAleman@reachcdc.org](mailto:AAleman@reachcdc.org)>; Johnson, Nicholas ([JohnsoNi@TriMet.org](mailto:JohnsoNi@TriMet.org)) <[JohnsoNi@TriMet.org](mailto:JohnsoNi@TriMet.org)>; 'battys@trimet.org' <[battys@trimet.org](mailto: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](mailto:Carrie.A.Martin@odot.state.or.us)  
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**From:** Erik Pattison <[EPattison@reachcdc.org](mailto:EPattison@reachcdc.org)>  
**Sent:** Thursday, August 26, 2021 9:02 AM  
**To:** MARTIN Carrie A <[Carrie.A.MARTIN@odot.state.or.us](mailto:Carrie.A.MARTIN@odot.state.or.us)>  
**Cc:** Alex Aleman <[AAleman@reachcdc.org](mailto:AAleman@reachcdc.org)>  
**Subject:** El Monica Station Development - ODOT Requirements

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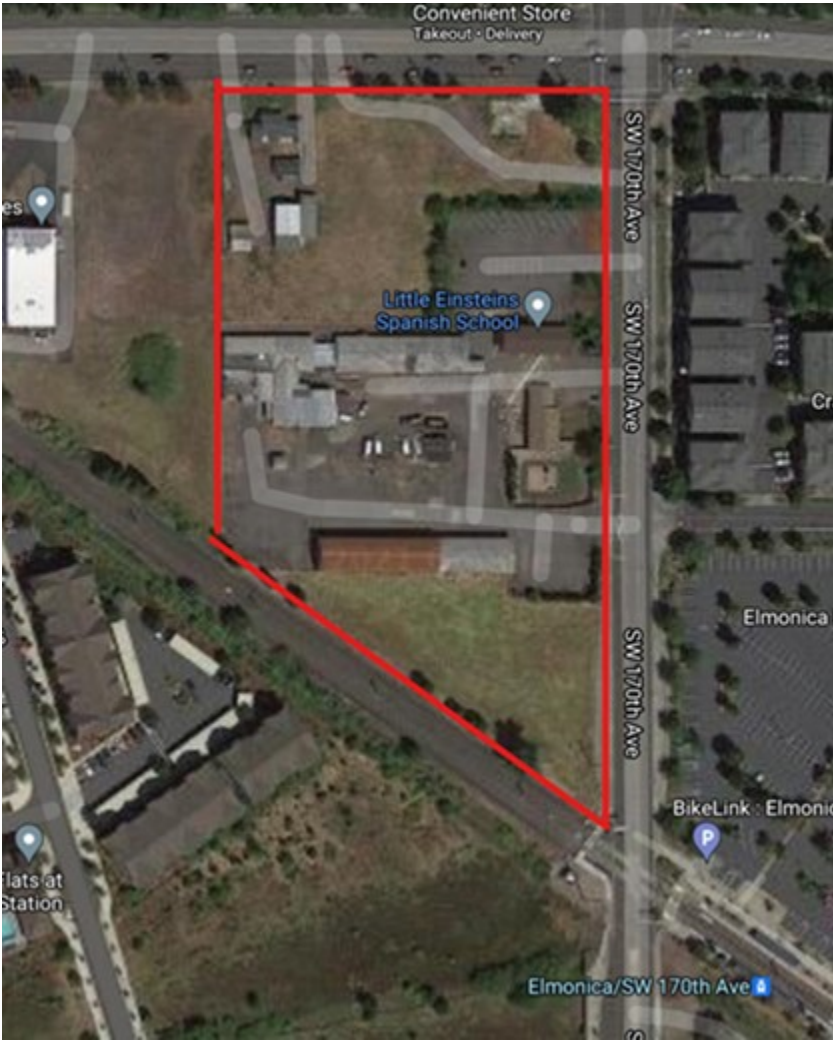
Carrie,

We have had our pre-pre-app with the city of Beaverton and some Washington County folks for a site at 170<sup>th</sup> 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).

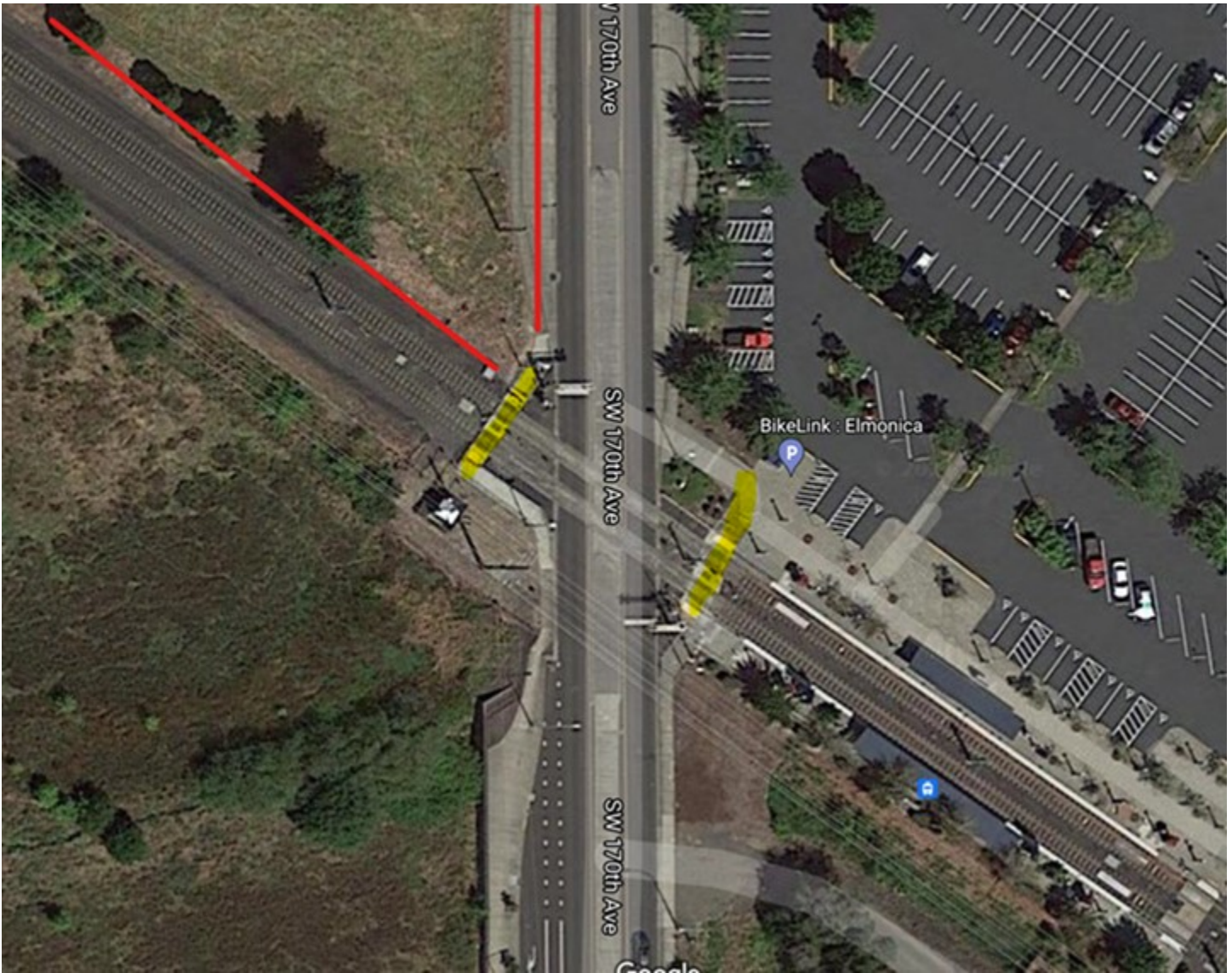
I'm writing to see if you can help us anticipate ODOT requirements for offsite improvements (if any). The lot is adjacent to the max line with the El Monica station just to the east. There is a railroad crossing just outside of our site. Guy Ben from Tri-Met will be asking his engineers if there are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

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