

Received
Planning Division
6/28/2022



October 26, 2021

Rooted Care Communities
Attn: Melissa Bruce
5830 SE Birdsong Way
Gladstone, OR 97027

Subject: Pre-Application Summary Notes for Rooted Care Communities (PA2021-0060)

Dear Melissa Bruce,

Thank you for attending the Pre-Application Conference held on October 13, 2021. We are pleased to provide you with the following notes prepared in response to your proposal.

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

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

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

On behalf of the staff who attended the Pre-App, we thank you for sharing your proposal with us. Please do not hesitate to contact us if you have any questions.

Sincerely,

Lina Smith
Associate Planner
Mobile: (971) 313-4244
E-mail: lsmith@beavertonoregon.gov

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Rooted Care Communities PA2021-0060

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

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

PRE-APPLICATION CONFERENCE DATE: October 13, 2021

PROJECT INFORMATION:

Project Name: Rooted Care Communities

Project Description: Convert an existing care facility (maximum capacity of 5 people) to a residential care facility for 15 people. Applicant proposes a shared parking agreement with church located across the street to meet minimum vehicle parking requirements. Applicant also proposes new fencing. No exterior building modifications or site improvements are proposed.

Property/Deed Owner: Cristian D. Morariu & Mirela Gina Blaj
3950 SW Laurelwood Ave.
Portland, OR 97225

Site Address: 3950 SW Laurelwood Ave.

Tax Map and Lot: 1S112CC03900
Zoning: Residential Urban Standard Density District (R7)
Comp Plan Designation: Neighborhood Residential (NR-SD)
Site Size: Approximately 0.46 acres

APPLICANT INFORMATION:

Applicant's Name: Rooted Care Communities
Attn: Melissa Bruce
5830 SE Birdsong Way
Gladstone, OR 97027

Phone / Email: 503-548-3283/ melissabrucern@gmail.com

PREVIOUS LAND USE HISTORY: No previous land use approvals were found for the subject 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 application checklists that were provided to the applicant at the time of the pre-application conference. In addition, the applicant should be aware that staff is not obligated to review any material submitted 14 days or later from the time the application has been deemed "complete" that is not accompanied with a continuance to provide staff the necessary time to review the new material.

APPLICATION FEES:

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

New Conditional Use (Type 3)	\$4,411.17
Design Review Compliance Letter (Type 1)	\$173.88
Shared Parking Determination (Type 2)	\$454.37
<i>Possible Design Review Two (Type 2)</i>	<i>\$2,781.05</i>
<i>Possible Design Review Three (Type 3)</i>	<i>\$6,115.82</i>
<i>Possible Sidewalk Design Modification (Type 1)</i>	<i>\$173.88</i>

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

SECTION 50.15 (CLASSIFICATION OF APPLICATIONS):

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.3 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. Of the application types listed above, the **Type 3 Procedure** requires the broadest notice and opportunity to participate; accordingly, the applications will be processed concurrently under a **Type 3 Procedure**.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required because the proposal is subject to a Type 3 Procedure. The subject site is located in the **West Slope Neighborhood Advisory Committee (NAC)**. Contact: Carl Tebbe, NAC Chair at twodogs55@centurylink.net

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

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

The Request for Neighborhood Meeting Labels Form can be found here:
<https://www.beavertonoregon.gov/DocumentCenter/View/6802/Request-for-Neighborhood-Meeting-Labels?bidId=>

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

CHAPTER 20 (LAND USES):

Zoning: R7 Residential Urban Standard Density District

Refer to Section 20.05.15 for full development standards in the R7 Zone. Select development standards are outlined below:

- Minimum Setbacks:
 - Front: 17'
 - Side: 5'
 - Rear: 25'
 - Garage: 20'
 - Garage Door to Rear: 24'
 - Minimum Between Buildings: 6'
- Maximum Building Height: 35'

20.05.20 – Land Uses

Residential Care Facilities – Conditional Use

CHAPTER 90 (DEFINITIONS):

Residential Care Facilities. [ORD 4036; April 1999] A living facility for more than five (5) non-related persons, which provides specialized care, supervision, treatment or training, or a combination of these for residents. This use classification includes, but is not limited to Assisted Living Facilities, Congregate Care Facilities, Nursing Homes, Convalescent Homes and Sanatoriums.

CHAPTER 30 (NONCONFORMING 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 separately. If response to criterion is "Not Applicable", please explain why the criterion is not applicable. For Section 40.03, Critical and Essential Facilities are defined (Chapter 90) in the following way:

Facilities, Critical. [ORD 4224; September 2002] For the purposes of Facilities Review critical facilities and services shall include potable and non-potable public water, public sanitary sewer, storm water drainage, treatment, and detention, transportation, and fire protection. For the purposes of floodplain regulation and building construction hazard designations, critical facilities are defined as hospitals, significant medical care facilities, fire stations, police stations, storage of critical records, emergency community shelters, emergency operation centers, emergency management offices, and similar facilities.

Facilities, Essential. [ORD 4224; September 2002] Essential facilities and services shall include schools, transit improvements, police protection, and on-site pedestrian and bicycle facilities in the public right-of-way.

The applicant's written responses to Section 40.03 should states how all critical and essential services will serve the site, proposed or existing.

Applicable Application Type(s):

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	New Conditional Use	40.15.15.5	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
2.	Design Review Compliance Letter	40.20.15.1	<input checked="" type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
3.	Shared Parking Determination	40.55.15.2	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
4.	<i>Possible Design Review Two</i>	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
5.	<i>Possible Design Review Three</i>	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
6.	<i>Possible Sidewalk Design Modification</i>	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(s) to be deemed complete, a written statement is necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narrative(s) will need to explain how and why the proposed application meets the applicable approval criteria for the land use applications identified above. Approval criteria and development regulations in effect at the time an application is received will control. Approval criteria and development regulations are subject to change.

CHAPTER 60 (SPECIAL REGULATIONS):

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

- | | |
|--|---|
| <input checked="" type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) |
| <input type="checkbox"/> Section 60.10 (Floodplain Regulations) | <input type="checkbox"/> Section 60.15 (Land Division Standards) |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) | <input type="checkbox"/> Section 60.25 (Off-Street Loading) |
| <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities) |
| <input type="checkbox"/> Section 60.35 (Planned Unit Development) | <input type="checkbox"/> Section 60.40 (Sign Regulations) |
| <input type="checkbox"/> Section 60.45 (Solar Access Protection) | <input checked="" type="checkbox"/> Section 60.50 (Special Use Regulations, specifically refer to Section 60.50.20 Fences) |
| <input checked="" type="checkbox"/> Section 60.55 (Transportation Facilities) | <input checked="" type="checkbox"/> Section 60.60 (Trees and Vegetation) |
| <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

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

OTHER DEPARTMENT/AGENCY CONTACTS:

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

<p>Recommended contact for further information if checked</p> <p><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a 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: www.cleanwaterservices.org/permits-development/design-construction-standards</p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the City will also accept as</p>
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	documentation under Section 50.25.1.F. To start the environmental review process and obtain a SPL, complete the <u>pre-screening site assessment form</u> . Please visit this website for more information about CWS environmental review: http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/
<input checked="" type="checkbox"/>	Lawrence Arnbrister , Building, City of Beaverton (503) 526-2408 / larnbrister@beavertonoregon.gov <input checked="" type="checkbox"/> This project is subject to the Oregon Structural Code. A NFPA 13D Fire Sprinkler System will not meet Code. Please contact Building for additional information.
<input type="checkbox"/>	Steve Brennen , Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov <input checked="" type="checkbox"/> No written comments provided to date / not expected.
<input checked="" type="checkbox"/>	Kyler Jacobo , Site Development, City of Beaverton (503) 707-6776 / kjacobco@beavertonoregon.gov <input checked="" type="checkbox"/> Written comments attached.
<input checked="" type="checkbox"/>	Kate McQuillan , Transportation, City of Beaverton (503) 526-2427 / kmcquillan@beavertonoregon.gov <input checked="" type="checkbox"/> Written comments attached.
<input type="checkbox"/>	Marah Danielson , ODOT Development Review (503) 731-8258 / marah.b.danielson@odot.state.or.us <input checked="" type="checkbox"/> No written comments provided to date / not expected.
<input checked="" type="checkbox"/>	Naomi Vogel , Washington County (503) 846-7639 / naomi_vogel@co.washington.or.us <input checked="" type="checkbox"/> SW Brentwood Ave. is maintained by Washington County. The County may have additional requirements or permits. Please contact for more information.
<input checked="" type="checkbox"/>	Elizabeth Cole , Recycling, City of Beaverton (503) 526-2460 / ecole@beavertonoregon.gov <input checked="" type="checkbox"/> Trash enclosure guidelines attached.

KEY ISSUES/CONSIDERATIONS:

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

1. **PARKING:** The applicant proposes a change of use to a 15-bed residential care facility. As outlined in Chapter 60.30 Off-Street Parking, the minimum vehicle parking requirement for this 15-bed residential care facility is 8 spaces, and the minimum bicycle parking requirement is 1 short term space and 1 long term space.

As discussed in the pre-application conference with city staff on October 13, 2021, the applicant proposes a shared parking agreement with the church located across the street in order to meet the minimum vehicle parking requirement. Based on this information, staff has determined that the following land use applications will be required: a **Type 3 New Conditional Use** (because a residential care facility is a conditional use in the subject zone), a **Type 1 Design Review Compliance Letter** (the applicant stated that no exterior building modifications or site improvements are proposed, but that new fencing is proposed), and a **Type 2 Shared Parking Determination** (for the proposed shared parking agreement with the church).

Section 60.30.10.11.G also describes a possible parking reduction for Special Needs Residential uses: The Director may, upon request, allow a reduction in the number of required off-street vehicle and bicycle parking spaces in housing developments for elderly or handicapped persons if such reduction is deemed appropriate after analysis of the size and location of the development, resident auto ownership, number of employees, possible future conversion to other residential uses and other similar relevant factors. The applicant should contact city staff if they are interested in learning more about this reduction. Reliance on this reduction will require a study done by the applicant of similar residential care facilities and the amount of parking those facilities utilize.

A **Type 2 Design Review Two** may be required if the applicant's proposal meets any of the thresholds in Section 40.20.15.2 (for example, if the applicant proposes to provide additional parking that requires new paving on the subject site). Please review all the Design Review thresholds in Section 40.20.15 for more information.

2. **LANDSCAPE BUFFERING AND SCREENING:** A minimum 20-foot buffer developed to a B-3 standard is required for non-residential land uses and parks abutting a residential use in a residential zoning district. This standard shall apply only to side and rear property lines that abut residentially zoned properties. Refer to Section 60.05.25.13 and Table 60.05-2, Footnote 7 for more information. A scaled site plan was not provided in the pre-application conference submittal for the October 13, 2021 meeting; therefore, staff is unable to determine if the subject site contains adequate space to meet this design standard. If the applicant is unable to meet this design standard and proposes to apply a landscape buffering and screening design guideline (Section 60.05.45.11), a **Type 3 Design Review Three** application will be required. Please review all the Design Review Three thresholds in Section 40.20.15.3 for more information.
3. **SERVICE PROVIDER LETTERS (SPLs):** The City of Beaverton requires SPLs from special districts who provide services to the subject site. SPLs are required prior to your application being deemed complete in the land use process. City staff has identified the following SPLs as applicable to your proposal:
 - a. **Clean Water Services (CWS):** All development within the City requires a CWS SPL for environmental review. Please visit this website for more information: <http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
 - b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires a SPL to address fire code issues related to development. The SPL form can be found at the following link: <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-letter-for-city-of-Beav-62>
 - c. **Water Service:** All developments require a Water Service Provider Letter to address water service provision. The subject property is located in the West Slope Water District. Please contact Michael Grimm at (503) 292-2777 for more information.
4. **TRAFFIC IMPACT ANALYSIS:** The applicant must submit a trip generation statement in order to determine if a Traffic Impact Analysis (TIA) is required. Projects that create 300 new trips per day or greater will be required to submit a TIA as part of their land use submittal. Please refer to the attached notes from the Transportation Division for more information, and if you have additional questions, please contact Senior Planner Kate McQuillan at (503) 526-2427 or kmcquillan@beavertonoregon.gov.
5. **SIDEWALK DESIGN MODIFICATION:** The Transportation Division has stated that a Type 1 Sidewalk Design Modification application may be required. Please refer to the attached notes from the Transportation Division for more information, and if you have additional questions, please contact Senior Planner Kate McQuillan at (503) 526-2427 or kmcquillan@beavertonoregon.gov.
6. **SYSTEM DEVELOPMENT CHARGES (SDCs):** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other SDCs. The SDCs are not assessed or evaluated through the land use application 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 TDT, please use Washington County's Self-Calculation Form:

<https://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm>

For more information regarding the TDT, please contact City of Beaverton Transportation Engineer Jabra Khasho at (503) 526-2221 or jkhasho@beavertonoregon.gov.

Please review this document for information regarding other applicable system development fees, such as fees for sanitary sewer, storm sewer, water, and parks; the Metro Construction Excise Tax; and the School District Construction Excise Tax: <http://www.beavertonoregon.gov/DocumentCenter/Home/View/605>. For more information, please contact the Building Division at cddmail@beavertonoregon.gov.

7. **ELECTRONIC PLAN REVIEW:** The City of Beaverton offers electronic plan submission for Planning, Site Development, and Building permit review. Please visit the "Apply for Permits" webpage for more information: <https://www.beavertonoregon.gov/2047/Apply-for-Permits>

**Pre-Application Conference Worksheet for Design Review Standards
for PA2021-0060 held on October 13, 2021
Title: Rooted Care Communities**

*On October 13, 2021, the applicant met with city staff for a Pre-Application Conference (PA2021-0060) and presented the following proposal: change of use to a 15-bed residential care facility at 3950 SW Laurelwood Ave; minimum parking will be met through a shared parking agreement with church across the street; new fencing proposed; no exterior building modifications or site improvements proposed. This checklist has been prepared based on this proposal. **If the proposal scope has changed, please contact city staff to obtain an updated checklist.***

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 8 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: _____

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 _____
 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 B C _____
 7. Sidewalks along streets/primary building elevations in Multiple-Use and Commercial zones - A B _____
 8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Multiple-Use and Commercial Districts - A B _____
 9. Ground floor uses in parking structures - _____
- 60.05.25 (Landscape, Open Space and Natural Areas Design Standards)
 1. - 3. Minimum Landscape Requirements for Duplexes and Attached Dwellings in R-3.5, R-2 and R-1 zones – based number of units proposed _____
 4. Minimum Landscaping Requirements for Required Front Yards and Required Common Open Space in Multiple Family Residential Zones - A B C D E F _____
 5. Minimum Landscaping Requirements for Conditional Uses in Residential Districts, and for Developments in Multiple-Use, Commercial and Industrial Districts - A B C D _____
 6. - 7. Standards for “Common Greens” and “Shared Courts” in Multiple-Use Zones _____
 7. Standards for “Common Greens” and “Shared Courts” in Multiple-Use Zones _____
 8. Retaining Walls - _____
 9. Fences and Walls - A B C D E _____
 10. Minimize significant changes to existing surface contours at residential property lines - A B C _____

11. Integrate water quality, quantity, or both facilities- _____

12. Natural Areas _____

13. Landscape Buffer Requirements - A B(B-1) C(B-2) D(B-3) E F G _____

60.05.30 (Lighting Design Standards)

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 _____

PRE-APPLICATION CONFERENCE MEETING SUMMARY
Site Development & Engineering

Project Name: Rooted Care Communities

Pre-Application Conference Number: PA2021-0060

Date: October 13, 2021

Prepared by: Kyler Jacobo-Site Development Division

Ph: (503) 707-6776 **Fx:** (503) 526-2550 **Email:** Kjacob@BeavertonOregon.gov

General Notes:

City of Beaverton sanitary sewer is in the vicinity of this project and can serve this site. The property is served by an 8" City of Beaverton sanitary sewer line to the south of the property on SW Brentwood St.

No public storm sewer serves the site currently. Any future tie-ins to storm sewer will require an extension of the public system. Options are City of Beaverton 12" storm sewer on SW Laurelwood Ave approximately 185 feet north of the site, or City of Beaverton 10" storm sewer on SW Laurelwood Ave 245 feet south of the site.

West Slope Water District is the water service provider for this site, see next page for contact information.

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

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

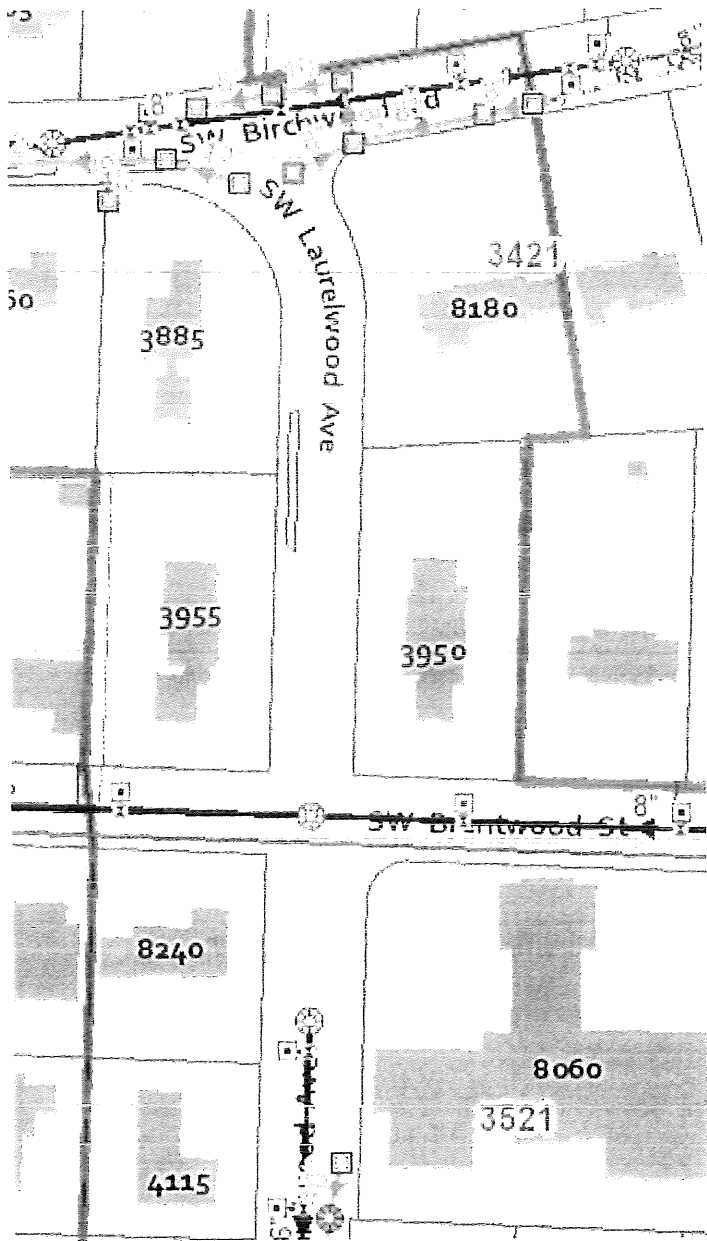
If frontage improvements are required along SW Laurelwood Ave then plans prepared by a licensed civil engineer will be needed.

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:

- ☒ City of Beaverton Building permit
Contact: Building Division at (503) 526-2493
- ☒ West Slope Water District
Contact: Michael Grimm at (503) 292-2777
Washington County
For work within, access, or construction access on SW Brentwood St.
Note: Storm and sanitary sewer in County roads inside City limits are City owned and maintained.
Some street lights on County roads are City owned.
Contact DLUT at (503) 846-7623 or email roadpermits@co.washington.or.us.
 - ☒ Right of Way permits
- ☒ Tualatin Valley Fire and Rescue - Permit
Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com
Clean Water Services District
 - ☒ Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs
Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org
 - ☒ Source Control Permit (all non-residential) - Contact: Source Control Division at (503) 681-5175
- Oregon Department of Environmental Quality
 - ☒ • ☒ Standard erosion control for sites less than 1 acre per CWS standard drawing no. 945



Red = City Sanitary Line

Orange = City Storm Line



TRANSPORTATION NOTES FROM PRE-APPLICATION MEETING

Community Development Department

Project Name: **Rooted Care Communities**

Pre-Application Conference #: **PA2021-0060**

Date: October 13, 2021

Applicant: Melissa Bruce, owner of Rooted Care Communities

Project Planner: Lina Smith, Associate Planner

Notes prepared by: Kate McQuillan, AICP, Senior Planner

 (503) 526-2427  kmcquillan@beavertonoregon.gov

These comments are based on the information provided at the **10/13/21 Pre-Application Conference Meeting** for a proposal at **3950 SW Laurelwood Avenue**. The summary notes below are to highlight key transportation issues that need to be addressed in any future land use applications for the discussed proposal. Any proposed development and its associated transportation impacts shall be in compliance with the City of Beaverton's Transportation System Plan (TSP) and the Engineering Design Manual 2019 (EDM) in addition to all applicable sections of the Beaverton Development Code (BDC).

GENERAL NOTES

The pre-application meeting discussed converting an existing single-family dwelling currently used as an adult foster care facility into a residential care facility with up to 15 future residents. This proposal is considered a change in use, and thus impacts such as traffic must be assessed. The comments below do not address any requirements that would be needed if the existing driveway and/or parking spaces are modified; rather the comments assume that the applicant will formalize a shared parking agreement with the church to the south as discussed during the meeting. Lastly, please note that any new fencing installed on the property must remain out of the vision clearance triangle to ensure that sightlines for all modes of traffic remain unobstructed.

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication

Right of way dedication is not anticipated at this time.

Traffic Impact Analysis

It is unclear whether or not the proposal triggers the requirement to complete a Traffic Impact Analysis. Please provide verification from a registered traffic engineer with additional details on the uses proposed for the site as well as the square footage of the various uses. The

applicant may subtract estimated trip generation of any existing land uses on the site. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

Frontage Improvements

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

Potentially replace substandard sidewalks and/or sidewalk ramps along the site's frontage(s) including driveways to be in compliance with the Americans with Disabilities Act and the EDM Section 210.23.

- *As discussed during the pre-application meeting, if a shared parking arrangement is to be formalized with neighboring church across of SW Brentwood Ave, the applicant must demonstrate that there is paved walkway connecting the site to the shared parking area. Walkways and curb ramps on the site's frontage or on-site connecting to the primary entrance(s) will need to meet ADA accessibility standards.*

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 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

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.

Access / Driveways

There are no access requirements identified at this time.

ADDITIONAL APPLICATIONS

Sidewalk Design Modification

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

Design Exception Request

Applicants may submit a one-time request for a Design Exception to the Engineering Design Manual are made to the City's Public Works Engineer Department (EDM Section 160). The application form and instructions can be found on the Public Works website at: <https://www.beavertonoregon.gov/234/Design-Exceptions-Revisions-Appeals>

SYSTEM DEVELOPMENT CHARGES

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

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

This proposal may be eligible for the "Change-In-Use Discount" for TDT. If eligible, this discount could provide up to a 75% discount on TDT for certain redevelopment or reuse of existing buildings for the first 5,000 square feet converted to a more intensive use. Please consult Washington County's website on TDT for program details.

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

OTHER REVIEWING TRANSPORTATION AGENCIES

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

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)



Recycling & Garbage Enclosure Guidelines

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

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

Regulations

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

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

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

Cost and collection efficiency and environmental sustainability

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

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

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

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

What to avoid

Inadequate size

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

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

Inadequate gates

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

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

Location

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

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

Enclosure designs

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

Table A: Service level recommendations

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

Table 1

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

Table B: Receptacles sizes

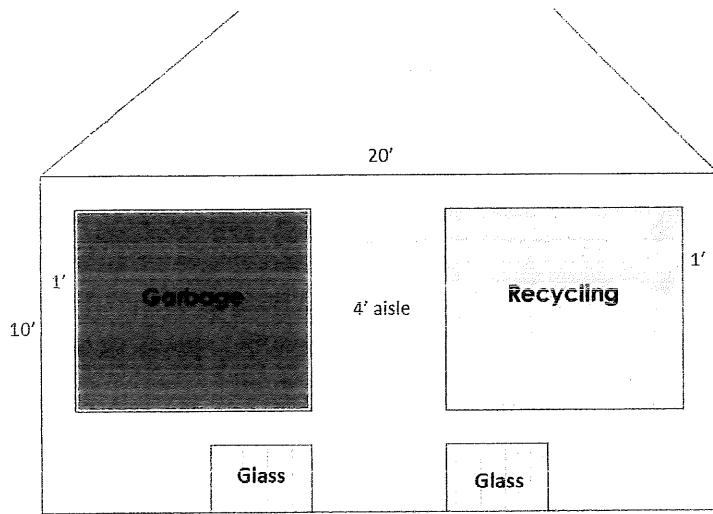
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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

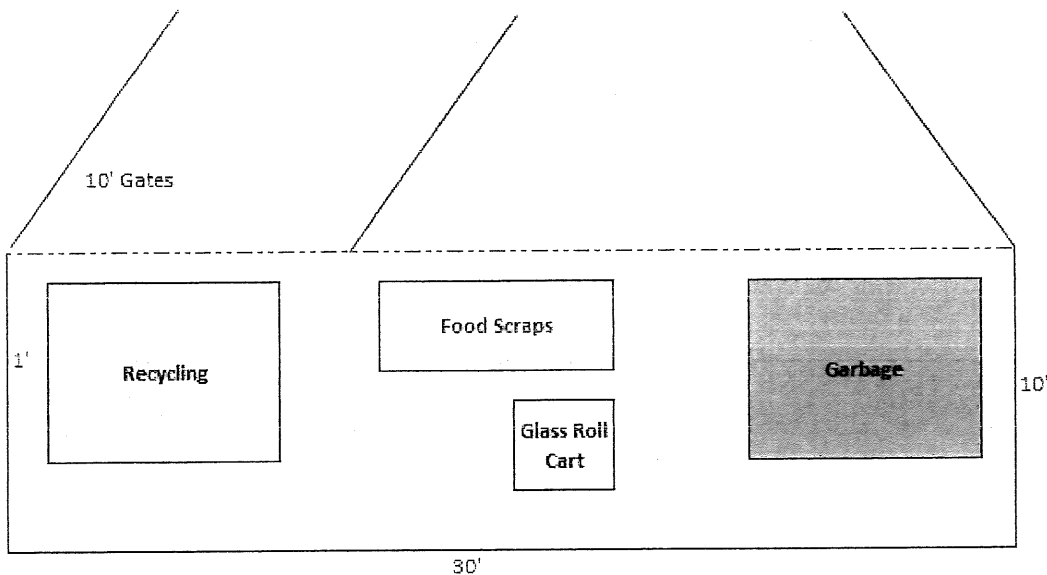
Examples of receptacle layouts

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

A. 10 x 20 (residential – 200 sf)



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



Multifamily minimum volume requirement estimation guide

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

Why this guide?

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

Table 1. Required weekly per unit minimum volumes

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

Table 2. Recommended weekly per unit volumes

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

Use the volume estimation guide

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

_____ Unit count

Table 3. Required weekly per unit minimum volumes

Garbage		Acceptable recyclable materials		Source-separated glass	
Unit count x 20 gallons	= 0 gallons of service per week	Unit count x 20 gallons	= 0 gallons of service per week	Unit count x 1 gallon	= 0 gallons of service per week
Unit count x 20 ÷ 202 gallons per yard	= 0.00 yards of service per week	Unit count x 20 ÷ 202 gallons per yard	= 0.00 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	= 0 gallons of service per week	Unit count x 40 gallons	= 0 gallons of service per week	Unit count x 3 gallon	= 0 gallons of service per week
Unit count x 40 ÷ 202 gallons per yard	= 0.00 yards of service per week	Unit count x 40 ÷ 202 gallons per yard	= 0.00 yards of service per week	N/A	

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

Table 5. Gallons to cubic yards conversion table

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