

**Received
Planning Division**

04/04/2024



April 2, 2024

Habib Matin
Scholls Development
10475 SW Helenius Street
Tualatin, OR 97062

Subject: Scholls Ferry Apartments (PA2024-00129)

Dear Habib Matin,

Thank you for attending the Pre-Application Conference held on March 6, 2024. 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,

Steve Regner
Interim Current Planning Manager
(503) 319-4427

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Scholls Ferry Apartments PA2024-00129, March 6, 2024

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: March 6, 2024

PROJECT INFORMATION:

Project Name: Scholls Ferry Apartments

Project Description: Modifications to a previously approved 96 unit multifamily housing development and associated landscaping and parking.

Property/Deed Owner: Placid Holdings
2317 NW Birkendene
Portland, OR 97229

Site Address: 15584 SW Scholls Ferry Road

Tax Map and Lot: 2S105BA00200

Zoning: Town Center – High Density Residential

Comp Plan Designation: Town Center (TC)

Site Size: Approximately 2.67 acres

APPLICANT INFORMATION:

Applicant's Name: Habib Matin
Placid Holdings
2317 NW Birkendene
Portland, OR 97229

Applicant's Rep: Maureen Jackson
Pacific Community Design Inc.
12564 SW Main St
Tigard, OR 97223

Phone / E-mail: Phone: (503) 941-9484

PREVIOUS LAND USE HISTORY:

The subject stie was approved for a 96 Unit apartment complex development, casefiles DR2022-0046 / TP2022-0007 / VAR2022-0001.

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 and materials provided, the identified application fees (land use only) are as follows. The City charges a 5% technology fee in addition to the base application fees. Projects that require multiple applications that are reviewed concurrently per BDC 50.15.3 shall be charged 100% of the highest application fee, and 75% of the remaining application fees. The fees below do not include the technology fee or the application bundling fee reduction but are the independent application fees. The Planning Division Fee Schedule can be found on our website: <https://www.beavertonoregon.gov/777/Applications-Fees-Brochures>

Application Type	Fee
Design Review Two	1.25% of project value Min. - \$7,295 Max. - \$28,058
<u>OR</u> Design Review Three	1.25% of project value Min. - \$11,223 Max. - \$30,302

* **See Key Issues/Considerations** for description of applications and associated process. Application fees may be subject to increase. The fees in effect at the time a complete application is received will control.

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 only a **Design Review 2** project would be subject to **Type 2** procedure. Section 50.15.2 further provides for consolidated processing of all applications.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

A Neighborhood Review Meeting is optional for a Type 2 application and required for a **Type 3** application. A Neighborhood Review Meeting packet can be provided on request.

Name of Neighborhood Advisory Committee: **Neighbors Southwest**

Contact Person.: Andrew Abei, NAC Chair Email Address: andrew.aebi@me.com

CHAPTER 20 (LAND USES):

Please note that your property is located in the TC-HDR zoning district and subject to the provisions thereof. Zoning: Section 20.20.15. for Development Standards in Town Center – High Density Residential zone (TC-HDR) 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):

Applicable Application Type(s)*:

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	Design Review Two	40.20.15.2.C	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
	<u>OR</u> Design Review Three	40.20.15.3.C	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

* See **Key Issues/Considerations** for description of applications and associated process.

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 60.10 (Floodplain Regulations)
- Section 60.20 (Mobile & Manufactured Home Regulations)
- Section 60.07 (Drive-Up Window Facilities)
- Section 60.15 (Land Division Standards)
- Section 60.25 (Off-Street Loading)

- Section 60.30 (Off-Street Parking)**
- Section 60.33 (Park and Recreation Facilities)
(If providing a park)
- Section 60.35 (Planned Unit Development)
- Section 60.40 (Sign Regulations)
- Section 60.45 (Solar Access Protection)
- Section 60.50 (Special Use Regulations)
- Section 60.55 (Transportation Facilities)**
- Section 60.60 (Trees and Vegetation)
(tree protection standards / mitigation)**
- Section 60.65 (Utility Undergrounding)**
- Section 60.67 (Significant Natural Resources)**
- Section 60.70 (Wireless Communication)

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.

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>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a <i>Service Provider Letter (SPL)</i></u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in Chapter 3 of the <i>Design and Construction Standards</i> at: www.cleanwaterservices.org/permits-development/design-construction-standards</p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the City will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain a SPL, complete the pre-screening site assessment form. Please visit this website for more information about CWS environmental review: http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/</p>
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<input type="checkbox"/>	<p>Carl Werner, Building, City of Beaverton (503) 526-2472 / cwerner@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Building Permits will be required for permanent structures such as the shelter building and restrooms. Fencing 7 feet tall or taller also requires a Building Permit. Plumbing and electrical permits likely required for food cart connections. Please confirm this information with the Building Division directly.</p>
<input checked="" type="checkbox"/>	<p>Hunter Jin, Site Development, City of Beaverton (503) 526-2626 / hjin@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<input checked="" type="checkbox"/>	<p>Fabio de Freitas, Transportation, City of Beaverton (503) 526-2557 / fdefreitas@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Written comments attached.</p>
<input type="checkbox"/>	<p>Naomi Vogel, Washington County (503) 846-7639 / naomi_vogel@washingtoncountyor.gov</p> <p><input type="checkbox"/> Written comments attached.</p>
<input checked="" type="checkbox"/>	<p>Elizabeth Cole, Recycling, City of Beaverton (503) 526-2460 / ecole@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plans reviewed, and comments provided below.</p>

KEY ISSUES/CONSIDERATIONS:

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

1. **Land Use Applications.** Herein staff has identified **Design Two** or **Design Review Three**,
 - a. **Design Review Two:** This application is necessary for the proposed modifications to the previously approval as shown on the provided plans. Please note that all changes to the site and buildings would need to meet applicable Design Standards to remain a Type 2 application.
 - b. **Design Review Three:** This application would be necessary if the proposal is unable to demonstrate compliance with all Design Review Standards, and instead must respond to one or more Design Guidelines. Staff notes that multiple Design Guidelines were utilized in the original approval process. If the applicant proposes to modify the site in any way related to the utilized Design Guidelines, the Design Review Guidelines
2. **Stormwater and Utilities.** Please see notes from Naomi Patibandla, 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 per Section 60.65 of the Development Code. A Clean Water Services, Service Provider Letter and City of Beaverton Water SPL are required.
3. **Preliminary Grading Plan.** A preliminary grading plan is to be submitted for Design Review. Include grading for the entire site, even if grading is only changing on portions of the site.
4. **Parking.** Due to changes in state law, there are no longer minimum parking spaces required for motor vehicles. However, maximum parking spaces remain. For multi-dwelling developments, the maximum motor vehicle parking ration is 1.8 spaces per 1-bedroom unit, and 2.0 parking spaces 2-bedroom units and 3 or more bedroom units. The application will need to demonstrate compliance with the maximum ratio.

Minimum bicycle parking remains in effect, with a minimum 1 short term space per 20 dwelling units, and one long term space per dwelling unit. See BDC 60.30 for more information about all off-street parking regulations.

5. **Parking Lot Design.** Due to changes in state law, new parking lots larger than ½ acre have enhanced design rules. Please refer to the following Code Sections for new parking lot design provisions.
 - a. BDC 60.05.20.5.E Parking area landscaping – Design Standard (Design Review Two Only)
 - b. BDC 60.05.40.5.B Parking area landscaping – Design Guideline (Design Review Three)
 - c. BDC 60.30.15.10 Off-Street Parking Lot Design – Design Review Two OR Three

6. **Pedestrian Connection.** Safe pedestrian connections between the parking lot and amenities (i.e. trash facilities) to each building is needed. Review your plans to ensure adequate walkways are provided. Walkways will need to be a minimum width of 5 feet and be ADA accessible.

7. **Waste and Recycling.** Waste Management has expressed concerns about the proposed location and operation of the waste and recycling facilities. The location of the enclosure requires backing movements through the parking lot, and most notably across a pedestrian walkway. Waste Management prefers enclosure locations closer to the main drive aisle to minimize backing movements. Additionally, center posts in enclosures are not preferred, as they limit trash container movements. Please see notes prepared by Elizabeth Cole, City of Beaverton’s Recycling & Waste Reduction Program Coordinator, attached.

8. **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 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 SPL to address water service provision. The SPL form can be found at the following link: <https://apps2.beavertonoregon.gov/CO/PublicWorks/WaterServiceProviderLetter.aspx>

9. **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.washingtoncountyor.gov/lut/planning/tdt-transport-system-develop-charges>

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 website 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: <https://www.beavertonoregon.gov/798/Development-Charges>. For more information, please contact the Building Division at cddmail@beavertonoregon.gov.

10. **BEAVERTON ELECTRONIC PERMITTING SYSTEM (BEPS)**. Effective April 3, 2023, all new land use applications must be submitted through BEPS (<https://prod.buildinginbeaverton.org/>), which includes 24/7 access to an online portal with comprehensive project tracking and the ability to pay fees online. For more information, including instructions, visit: <https://www.beavertonoregon.gov/1543/Electronic-Permitting-System>



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

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Site Development & Engineering

Project Name: Scholls Ferry Apartments

Pre-Application Conference Number: PA2024-00129

Date: March 6, 2024

Prepared by: Hunter Jin -Site Development Division

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

General Notes:

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

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

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

The stormwater standards addressed with the original approved Land Use proposal will still need to be addressed with the revision. As coordinated previously, the site will be served by a private sanitary sewer lateral connection.

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).

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

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

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

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

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

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

Resources:

- For more detailed information regarding existing utilities, topography, and geological information necessary for preparation of various applications submit as-built request online at:
<https://apps2.beavertonoregon.gov/CO/publicworks/asbuiltrequestform.aspx>
- City Utility Viewer can be accessed at:
<https://www.beavertonoregon.gov/632/Utility-Maps>

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

<input checked="" type="checkbox"/>	City of Beaverton permit- Engineering Site Development , Engineering Grading, 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 Sanitary lateral connection shall be covered by a Building Division Plumbing Permit
<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 engineering@beavertonoregon.gov
<input checked="" type="checkbox"/>	Washington County For work within, access, or construction access On Scholls Ferry. 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.
<input checked="" type="checkbox"/>	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com
<input checked="" type="checkbox"/>	Clean Water Services District <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org
<input checked="" type="checkbox"/>	Oregon Department of Environmental Quality

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

The City Utility Viewer along with As-Built resources can be accessed at the following link: <https://www.beavertonoregon.gov/632/Utility-Maps>



PRE-APPLICATION MEETING TRANSPORTATION RESPONSE

Community Development Department

Project Name: Scholls Ferry Apartments

Pre-Application Conference#: PA2024-00129

Date: March 7, 2024

Applicant: Habib Matin, Placid Holdings, Inc.

Applicant's Representative: Maureen Jackson, Pacific Company Design, Inc.

Project Planner: Steve Regner, Interim Current Planning Manager

Notes prepared by: Fabio de Freitas, Senior Planner

 (503) 526-2557  fdefreitas@beavertonoregon.gov

These comments are based on the information provided at the **March 6, 2024 Pre-Application Conference** for a proposal at **15584 SW Scholls Ferry Rd.** 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

Transportation-related items that were generally discussed during the meeting include those related to new electrical power provisions for the proposed parking lot, reference to parking stall dimensions and the proposed changes to the site's garbage/recycling enclosure location. See below for more detailed information regarding these matters.

REQUIREMENTS TO BE ADDRESSED

Traffic Impact Analysis

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

Frontage Improvements

In relation to the scope of the project presented at the Pre-application Conference, frontage improvements are not required at this time. Any previously required frontage improvements remain in effect.

Property Dedication

In relation to the scope of the project presented at the Pre-application Conference, property dedication is not required at this time. Any previously required property dedication remains in effect.

Off-Street Loading Requirements

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

Although loading is not required in association with the proposed project, the applicant has taken into consideration at this stage of project design the waste and recycling needs of the proposed project. As discussed with the City's Waste/Recycling Coordinator, Elizabeth Cole, the proposed relocation of the garbage/recycling bins and enclosure will be problematic for the expected hauler. Aside from inadequate maneuvering area concerns, there would be potential pedestrian (and vehicular) circulation conflicts associated with the hauling vehicle due to the proposed location of the bins/enclosure.

It was recommended that the bins/enclosure should be relocated such that the garbage/ recycling operations wouldn't require the same backing out maneuver westward along the drive aisle. There were a couple of alternative locations for the bins/enclosure discussed during the meeting that the applicant should explore. The applicant was also informed that any gates/doors associated with the garbage/recycling enclosure cannot swing into the parking lot drive aisle(s).

Off-Street Parking (Vehicles and Bicycles)

The BDC has no minimum required off-street vehicle parking requirements. The applicant is referred to BDC Table 60.30.10.5.A for maximum permitted off-street parking spaces allowed.

The proposed parking areas must meet parking design standards within BDC 60.30.15 and 60.30.20. Two-way drive aisles shall be a minimum of 24-feet.

As discussed during the meeting, the parking lot-related requirement from BDC Section 60.30.15.9 must be provided – sufficient electrical service capacity to accommodate no less than 40% of all parking spaces service the residential uses. **NOTE** that this requirement does not mean that electric vehicle charging units (stations) must be provided. The applicant is referred to the aforementioned code section for further information.

☒ The proposed parking area(s) must meet the parking lot design standards within the City's Engineering Design Manual Section 210.21, subsections I and N.

☒ 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.

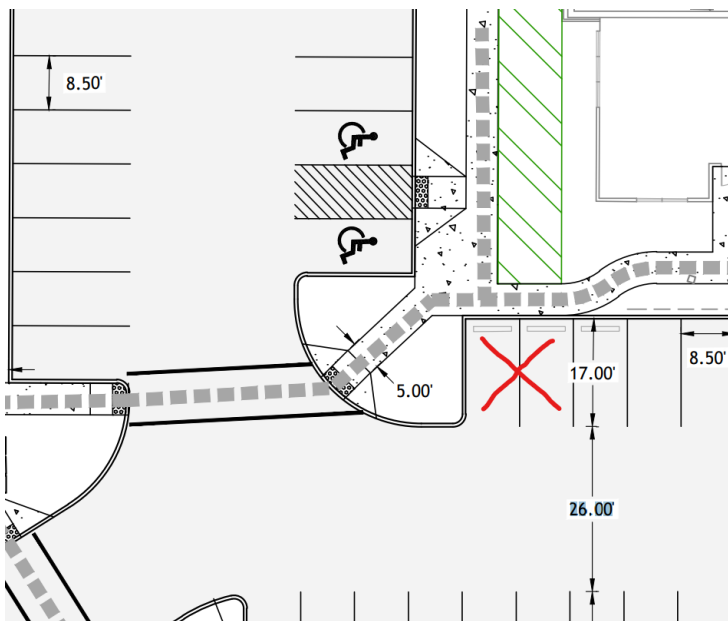
☒ The proposed development is required to provide the minimum number of both short-term and long-term bicycle parking as detailed in BDC Table 60.30.10.5.B. Given staff's understanding that the number of units is not changing, the same number of bike parking spaces will be required as previously identified (the applicant should refer to the applicable rate in the aforementioned table for "residential uses/multi-dwelling structure"). The location of bicycle parking and design features for long-term bicycle parking will also be required, pursuant to the standards found in BDC Chapter 60.30 and EDM Section 340.

Bicycle and Pedestrian Circulation

☒ Provide site plans that show the proposed development provides reasonably direct, paved walkways with a minimum 5-ft 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-ft 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).

This requirement was discussed during the meeting in relation to a couple of different areas of the parking lot. Staff highlights the following that wasn't raised during the meeting:



In the diagram shown above, (at least) the two parking stalls shown crossed out will be reduced in depth to 17-ft. This is allowed pursuant to BDC Section 60.30.15 (Note 6). However, BDC Section 60.55.25.10.B.5 states that:

“Walkways shall be paved and shall maintain at least 5-ft of unobstructed width. Walkways bordering parking spaces shall be at least 7-ft wide unless concrete wheel stops, bollards, curbing, landscaping, or other similar improvements are provided which prevent parked vehicles from obstructing the walkway.”

The resulting stall length will therefore result in a portion of the parked vehicles in the noted spaces to extend into the drive aisle, resulting in potential vehicle circulation conflicts. In this case, the applicant is advised that the walkway abutting at least the two stalls noted above will need to be widened to the 7-ft width mentioned above, wherein, the concrete wheel stops can be eliminated and allow for vehicles to be parked without extending into the drive aisle.

Access / Driveways

There are no access requirements identified at this time.

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/Transportation Planning/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.

Additional System Development Charges 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.

Recycling & Garbage Enclosure Guidelines

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

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

Regulations

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

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

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

Cost and collection efficiency and environmental sustainability

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

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

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

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

What to avoid

Inadequate size

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

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

Inadequate gates

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

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

Location

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

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

Enclosure designs

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

Table A: Service level recommendations

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

Table 1

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

Table B: Receptacles sizes

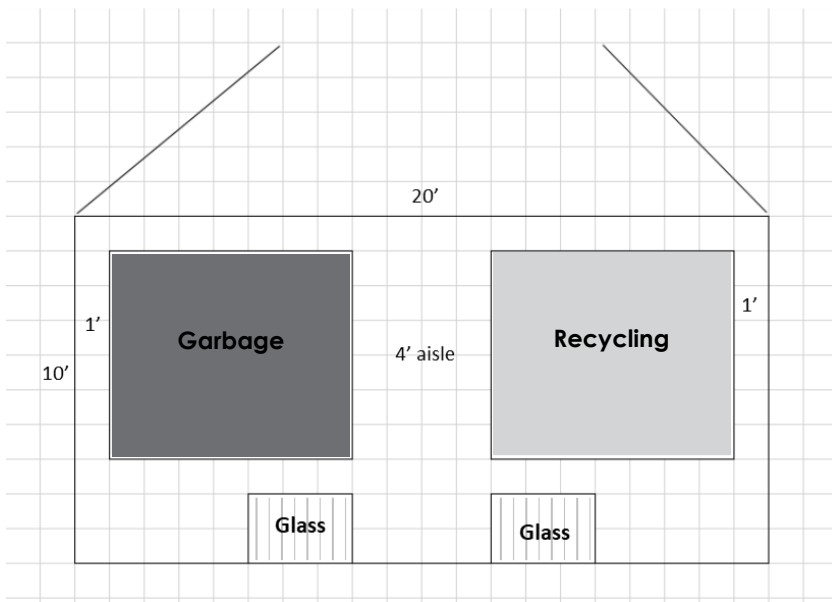
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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

Examples of receptacle layouts

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

A. 10 x 20 (residential – 200 sf)



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

