

Received
Planning Division
07/24/2020



Guggenheim Studio
Attn: Reid Leslie
915 NW 19th Avenue Suite C
Portland, OR 97209

Subject: PA2020-0012 Bakery Block-Robinson House

Dear Reid Leslie,

Thank you for attending the Pre-Application Conference (Pre-App) held on February 26, 2020. 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 numbers 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 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,

Brett Cannon
Assistant Planner
(503) 350-4028

PRE-APPLICATION CONFERENCE

MEETING SUMMARY NOTES

Prepared for

PA2020-0012 – Bakery Block-Robinson House

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 Planning Counter 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: February 26, 2020

PROJECT INFORMATION:

Project Name: PA2020-0012 Bakery Block-Robinson House

Project Description: Alteration of a Historic Landmark: façade changes include a new opening, removal of paneling on the porch, and a possible new loading area. Possible landscaping improvements to lawn area fronting Broadway Street.

Property/Deed Owner: KAD LLC re: Katharine Gerrish

Site Address: 12375 SW Broadway Street

Tax Map and Lot: Tax Map 1S115BB, Tax Lots 06001

Zoning: Regional Center Old Town (RC-OT)

Comp Plan Designation: Downtown Regional Center (DRC)

Site Size: Approximately .05 Acres

APPLICANT INFORMATION:

Applicant's Name: KAD LLC
Attn: Katharine Gerrish

Applicant's Rep: Guggenheim Studio
Attn: Reid Leslie

Phone / Fax: Phone (503) 272-1566

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. The application proposal is subject to a Type 3 procedure, subject to public hearing before the Planning Commission. Section 50.15.2 provides for consolidated processing of applications.

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 materials provided, the **potential** identified application fees (land use only) are as follows:

Historic Review: Alteration of a Landmark	\$1,014.00
Design Review Compliance Letter	\$168.00
<i>Replat One: Possible</i>	\$677.00
<i>Loading Determination: Possible</i>	\$439.00

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

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required if application is Type 3. Staff always recommends community outreach through a neighborhood meeting. Neighborhood Advisory Committee: (NAC): Central Beaverton Contact: Thom Drane, tmdrane@gmail.com

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

CHAPTER 20 (LAND USES):

Zoning: Section 20.20.10.2 Regional Center Old Town, “The RC-OT District encompasses the City of Beaverton’s original downtown, and is intended to maintain the mix of uses, scale of development, and appearance that are characteristic of this historically significant area while supporting existing and future businesses in moving toward and achieving the vision of the Regional Center.”

Comments: In order for your application to be deemed “complete”, the written narrative portion of the proposal is to address applicable Sections of Chapter 20, including section 20.20.15, section 20.20.20, and section 20.20.25 . See Approval Criteria #10 of the Historic Review Alteration of a Landmark application.

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

Applicable Application Type(s):

<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
Historic Review, Alteration of a Landmark	40.35.15.1	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
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
Possible: Replat One	40.45.15.2	<input checked="" type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
Possible: Loading Determination	40.50.15.1	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

“The purpose of Historic Review is to preserve, enhance, and perpetuate landmarks and districts which represent or reflect elements of the City’s cultural, social, economic, and architectural history and to promote the use of historic districts and landmarks for the education, pleasure, housing and public welfare of the City’s current and future citizens.” BDC Section 40.35.05

Threshold 1: Changes to any aspect of the exterior appearance, including but not limited to, exterior finish materials, architectural detailing, and changes to window and door locations or dimensions.

“The purpose of Design Review is to promote Beaverton’s commitment to the community’s appearance, quality pedestrian environment, and aesthetic quality. It is intended that monotonous, drab, unsightly, dreary and inharmonious development will be discouraged. Design Review is also intended to conserve the City’s natural amenities and visual character by ensuring that proposals are properly related to their sites and to their surroundings by encouraging compatible and complementary development.” BDC Section 40.20.05

Threshold 1: Minor Design Changes to existing building or site including, but not limited to:

- a. Façade Changes, except for changes in color.
- b. Addition, elimination, or change in location of windows.
- c. Addition, elimination, or change in location of person doors and loading doors.
- d. Addition of new and change to existing awnings, canopies, and other mounted structures to an existing façade.

Comments: Please note that 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:

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

Comments: In order for the application(s) to be deemed complete, the applicant is to provide written analysis addressing how the proposal meets all applicable provisions/requirements as checked above, in addition to responding to the application approval criteria. Signs are subject to a separate application for Sign Permit through the City.

Proposal will also be subject to the City's Design Review Design Principles, Standards and Guidelines (60.05). Proposal is subject to the Approval Criteria for Type 3 Historic Review Alteration of a Landmark. See "Key Issues/Considerations" herein for additional information.

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 <u>if checked</u>	Clean Water Services <input checked="" type="checkbox"/> CWS not sent copy of Pre-Application materials. 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 CWS staff as early as possible in order to obtain a Service Provider Letter (SPL). 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 Design and Construction Standards at: www.cleanwaterservices.org/permits-development/design-construction-standards

If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the city will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain an SPL, complete the pre-screening site assessment form. For more information about CWS environmental review, you may email splreview@cleanwaterservices.org or contact **Laurie Bunce**, CWS Engineering Technician, at (503) 681-3639.

For information pertaining to breweries please contact **Marney Jett**, CWS Source Control Investigator at jettm@cleanswaterservices.org.



Jeremy Foster, Tualatin Valley Fire & Rescue

(503) 259-1414 / Jeremy.Foster@tvfr.com

TVF&R requires as SPL to address fire code issues related to development. The SPL form is attached to these notes.



Tim Boatwright, Building, City of Beaverton

(503) 526-2409 / tboatwright@beavertonoregon.gov

Plans reviewed, comments included here.

The proposed project shall comply with the State of Oregon Building Code in effect as of date of application for the building permit. This currently includes the following: The 2012 edition of the International Building Code as published by the International Code Conference and amended by the State of Oregon (OSSC); 2012 International Mechanical Code as published by the International Code Council and amended by the State of Oregon (OMSC); the 2017 edition of the Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials and amended by the State of Oregon (OPSC); 2017 edition of the National Electrical Code as published by the National Fire Protection Association and amended by the State of Oregon (OESC); and the 2012 International Fire Code as published by the International Code Council and amended by Tualatin Valley Fire and Rescue (IFC).

Additional items which were discussed at the meeting:

1. Alternate methods to parapet provisions of firewalls, possible 1-hour wrap back and fires on each side.
2. The project as proposed will be considered a change of use and will require a design professional seal on the submitted plans.
3. The project as proposed may require structural loading for special equipment anchorage on floor systems, roof equipment, possible door openings, and roof screening (including snow drift loads).
4. Any exterior areas added (such as covered seating) would become part of the overall A-2 occupancy and would have the area and fire sprinkler systems extended into the new areas. Exception from NFPA 13 for non-combustible awnings may apply where no seating or storage is located beneath them.
5. Egress paths will be required to be dedicated and extend clearly to the public right-of-way and meet all requirements outlined in Chapter 10 of the OSSC.
6. Be mindful of the location of bicycle parking with regard to required egress paths.
7. Local sewer Service Development Charges are collected by the building division

- during review of the building permit submittal.
8. As the building is categorized as historical, follow-up discussions with the building division is advised to review applicable code provisions specifically tailored to historic buildings.
 9. Contact Garth Bentley at 503-350-4079 for requirements related to Grease interceptors.
 10. Electronic plan submittal will be required by the Building Division.

Please note our plan review turnaround times are typically: Interior Alterations for Commercial/Multi-family Buildings (Tenant Improvements) - three weeks from the date the complete application is received until the plan review begins. Plan reviews take one to five days, depending on the complexity of the project. After completion of the review, a plan review letter is provided with any items needing additional information/clarification or change. Once a response to the plan review is received, it takes one-five days for a review of the responses. If the responses are complete and the plan review items are correct, the plans and permit can be approved. If any exterior alterations are involved, Planning Division approval is typically required before the building permit can be issued.

The building code plans review can run concurrent with the Design Review (DR). Applications/plans for building permit/plan review can be submitted at any time during the entitlement process; however, permits cannot be issued until applicable approvals (Planning, Site Development, etc...) have been reviewed and approved.



Kate McQuillan, Senior Transportation Planner, City of Beaverton
(503) 526-2427 / kmcquillan@beavertonoregon.gov

Plans reviewed, comments include:

See attached comments from the Transportation Division.



Thu Mai, Site Development, City of Beaverton, Site Development
(503) 350-3627 / tmai@beavertonoregon.gov

For the scope of work as presented at the Pre-Application Conference, no permit from Site Development is required. If site plan changes and 1,000 square feet or greater of impervious area modifications are proposed, then the site will need to be in compliance with CWS Resolution and Order 2017-05, Section 4.05.5 in regard to storm water treatment (quality); and detention (quantity) per City Ordinance 4417 Section 330.



Naomi Vogel, Washington County Land Use and Transportation
naomi_vogel@co.washington.or.us (503) 846-7639

Washington County was not sent copies of the Pre-Application materials.

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. **Applications.** Herein staff has identified the application for **Historic Review, Alteration of a Landmark and Design Review One**. Additionally, staff discussed a possible **Replat One** application for a lot consolidation. In response to the Pre-Application plans submitted for consideration as the time. Project proposal must meet all applicable design standards in Chapter 60 of the Development Code. Staff has identified Design Standards of significance for this proposal:

Section 60.05.15.1 (Building articulation and variety)

Section 60.05.15.3 (Primary building entrances)

Section 60.05.15.5 (Roof Mounted Equipment)

Section 60.05.15.8 (Ground Floor Elevations on Commercial and Multiple Use Buildings)

Note: It does not appear that there will be changes to the parking area as part of the proposal; however if alterations in the parking area are needed, Section 60.05.20 may apply.

2. **Neighborhood Meeting.** Type 3 process requires a Neighborhood Meeting. The meeting is to occur before submitting the land use applications to the City. Please see Neighborhood contact information herein (for setting up a meeting only) and refer to the Neighborhood Meeting Packet for instructions.
3. **Exterior Modifications.** The following items were discussed during the meeting and will need to be addressed as part of the land use review.

Bicycle Parking- Identify the required bicycle parking per the table located in section 60.30.10.5 (Off-Street Parking). The bicycle parking shall be located within 50-100 feet of the primary entrance of the building.

Vehicle Circulation- Provide a narrative of the proposed circulation associated with loading activities. The site will be subject to section 60.25 (Off-Street Loading Requirements). If the standards for off-street loading can't be met, then a loading determination may be required.

Public Art- Public art isn't processed as a land use decision. Please contact the Arts Program at either 503-526-2471 or at artsmail@beavertonoregon.gov for further information about incorporating public art into an exterior design.

New Downtown Design Project- Planning staff is currently working on new code which will be applicable to the project site. The first draft available to the public can be found on the City's website, <https://www.beavertonoregon.gov/downtowndesign>.

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

a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>

b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires an SPL to address fire code issues related to development. The SPL form is attached to these notes.

5. **Electronic Plan Review.** The City of Beaverton offers electronic plan submission for Planning, Site Development, and Building permit review. For more information please visit our Apply for Permits page at <https://www.beavertonoregon.gov/2047/Apply-for-Permits> or contact staff.
6. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.

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

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

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

Planning, Engineering and Transportation comments are prepared in response to the plan proposal considered at Pre-Application Conference of February 26, 2020. Changes to the proposal should be re-submitted for a separate Pre-Application meeting and may warrant an additional fee depending on the degree of changes. Contact the project planner for more details.

Applicable Sections, Policies cited herein from the City *Development Code, Comprehensive Plan and Engineering Design Manual and Standard Drawings* are available for review on the City's web site at: www.beavertonoregon.gov.



TRANSPORTATION NOTES FROM PRE-APPLICATION MEETING

Community Development Department

Project Name: **Bakery Block – Robinson House**

Pre-Application Conference #: **PA2020-0012**

Date: February 28, 2020

Applicant: Katharine Gerrish, KAD LLC, Applicant

Reid Leslie, Guggenheim Studio, Applicant's Representative

Project Planner: Brett Cannon, Assistant Planner

Sambo Kirkman, AICP, Senior 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 **2/26/20 Pre-Application Conference Meeting** for a proposal at **12375 SW Broadway Street**. 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 proposal discussed at the pre-application meeting includes converting the historic Beaverton Bakery building and the attached Queen Anne Victorian home into various tenant spaces including a brewery. The proposal does trigger the BDC's minimum threshold for required off-street loading areas; However staff will need information on loading activities and circulation at the site. For example, please provide the dimensions of the rear loading area in submitted site plans, and also include information about the largest vehicle anticipated to use the identified loading area in the back of the building. At a minimum, a standard size garbage truck should be able to access the loading area behind the building and have sufficient space to turn around and exit the site.

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

- Replace substandard sidewalk panels and/or ramps along the site's frontage of SW Broadway Street to be in compliance with the Americans with Disabilities Act and the EDM Section 210.23.

Off-Street Loading Requirements

- Provide information or site plan showing the turning movements for freight / delivery truck vehicles both within the internal site's circulation, as well as the ingress and egress to the site.

Off-Street Parking (Vehicles and Bicycles)

- The proposed development 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

- Bicycle and pedestrian circulation requirements do not apply.

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 land 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

No outside transportation agency review required.



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

Development Engineering Issues

Project Name & Address: Bakery Block – Robinson House, 12375 SW Broadway

Pre-Application Conference Number: PA2020-0012

Date: February 26, 2020

Prepared by: Thu D Mai -Site Development Division

Ph: (503) 350-3627 **Fax:** (503) 526-2550 **Email:** tmai@BeavertonOregon.gov

General Notes:

This development shall follow the City of Beaverton (CoB) and Clean Water Services (CWS) standards in place at the time of land use application. This preapplication was reviewed for compliance with CoB 2019 Engineering Design Manual (EDM) and the 2019 R&O 19-22 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. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4.

City of Beaverton is the water service provider for this site. A SPL will be required for new connections to the water system, see next page for contact information.

Tualatin Valley Fire and Rescue (TVFR) is the fire district, see next page for contact information. A service provider letter 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.

A professional surveyor will need to document where existing ROW, property lines, utility systems and any easements are. 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 public ROW and public easements.

If a septic system and/or water well are present onsite, documentation will need to be provided showing proper decommissioning of these facilities.

Any affected overhead utilities, as well as new connections into the site must be placed underground. See development Code Section 60.65, for Fee-in-lieu criteria see Section 60.65.25.

Remove the existing ramp located on SW Broadway Street in front of the former bakery building. Pour the proposed sidewalk and curb & gutter per City of Beaverton Details 216 and 205, respectively. Curb & gutter shall be removed and replaced to the nearest joint.

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/secure/publicworks/ABSubmit.aspx>

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

	<p>City of Beaverton permit- Engineering Site Development, Engineering Grading,</p> <p><input checked="" type="checkbox"/> FC-Right of Way</p> <p>Contact: Site Development Division at (503) 350-4021</p>
<input checked="" type="checkbox"/>	<p>City of Beaverton Street cut moratorium</p>
<input checked="" type="checkbox"/>	<p>City of Beaverton Building permit</p> <p>Contact: Building Division at (503) 526-2493</p>
<input checked="" type="checkbox"/>	<p>City of Beaverton utility system</p> <p>Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov</p>
<input checked="" type="checkbox"/>	<p>Tualatin Valley Fire and Rescue - Service Provider Letter</p> <p>Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com</p>
<input checked="" type="checkbox"/>	<p>Clean Water Services District</p> <ul style="list-style-type: none">• <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs <p>Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org</p> <ul style="list-style-type: none">• <input checked="" type="checkbox"/> Source Control Permit (all non-residential) - Contact: Source Control Division at (503) 681-5175

Applicant Instructions – TVF&R Service Provider Letter

City of Beaverton

1. Complete the TVF&R Permit Application. The form is fillable at
<https://www.tvfr.com/Permit-Application>
2. Complete the Fire Department Access and Water Supply Permit Checklist.
3. Prepare one plan sheet (labeled FS-1) that clearly shows all access and water supply requirements of the Fire Department Access and Water Supply Permit Checklist.
4. Send electronically to jeremy.foster@tvfr.com, or mail/drop off (2) copies to:
TVF&R
C/O Jeremy Foster
11945 SW 70th Ave.
Tigard, OR 97223
5. Once approved, one paper copy or an electronically stamped and approved plan will be returned. The approved plan and permit application will need to be submitted with your land use application to the City of Beaverton Land Use Department.

If you have any questions, please contact Deputy Fire Marshal Jeremy Foster at 503-259-1400, or jeremy.foster@tvfr.com.

FIRE CODE / LAND USE / BUILDING REVIEW APPLICATION



North Operating Center
11945 SW 70th Avenue
Tigard, OR 97223
Phone: 503-649-8577
Fax: 503-642-4814

South Operating Center
8445 SW Elligsen Rd
Wilsonville, OR 97070
Phone: 503-259-1500
Fax: 503-259-1520

REV 10-23-2018

Project Information

Applicant Name: _____

Address: _____

Phone: _____

Email: _____

Site Address: _____

City: _____

Map & Tax Lot #: _____

Business Name: _____

Land Use/Building Jurisdiction: _____

Land Use/ Building Permit # _____

Choose from: Beaverton, Tigard, Newberg, Tualatin, North Plains, West Linn, Wilsonville, Sherwood, Rivergrove, Durham, King City, Washington County, Clackamas County, Multnomah County, Yamhill County

Project Description

Permit/Review Type (check one):

- Land Use Review
- Site/Civil Project
- Building Permit Review
- Emergency Radio Responder Coverage Install/Test
- LPG Tank (Greater than 2,000 gallons)
- Flammable or Combustible Liquid Tank Installation (Greater than 1,000 gallons)
- Explosives Blasting (Blasting plan is required)
- Other Hazardous Materials (Exterior)
- TVFR/Fire Code Review (other)
- Tents, Canopies, or Temporary Membrane Structures (in excess of 1,200 square feet)
- Temporary Haunted House or similar
- Ceremonial Fire or Bonfire (For gathering, ceremony or other assembly)

For Fire Marshal's Office Use Only

TVFR Permit # _____

Permit Type: _____

Submittal Date: _____

Assigned To: _____

Due Date: _____

Approval/Inspection Conditions (For Fire Marshal's Office Use Only)

This section is for application approval only

Fire Marshal or Designee _____ Date _____

Conditions: _____

See Attached Conditions: Yes No

Site Inspection Required: Yes No

Call 503-259-1414 for inspections

This section used when site inspection is required

Inspection Comments:

Final TVFR Approval Signature Emp ID Date



**Tualatin Valley
Fire & Rescue**
www.tvfr.com

**Command & Business Operations Center
and North Operating Center**
11945 SW 70th Avenue
Tigard, Oregon 97223-8566
503-649-8577

South Operating Center
8445 SW Elligsen Road
Wilsonville, Oregon
97070-9641
503-649-8577

Training Center
12400 SW Tonquin Road
Sherwood, Oregon
97140-9734
503-259-1600

FIRE DEPARTMENT ACCESS AND WATER SUPPLY PERMIT CHECKLIST

Project Name		Address and/or Legal Description	TVF&R Permit #
Description of Proposed Work:			Jurisdiction: City of Beav
Bldg. Square Footage:		Type of Construction: Choose type _____	Fire Sprinklers: Y <input type="checkbox"/> N <input type="checkbox"/>
Fire Alarms: Y <input type="checkbox"/> N <input type="checkbox"/>		Bldg. Height: (Measured to gutter line or top of parapet)	

Complete checklist below if the submittal involves constructing or altering a building.

ITEM #	PROVIDED		N/A	REQUIREMENT	CODE REF
1	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire service plans shall have all information on one plan sheet and labeled as FS-1.	OFC 105.4.2
2	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)	OFC 503.1.1
3	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams can be found in the corresponding guide located at: http://www.tvfr.com/DocumentCenter/View/1296 .	OFC 503.2.5 & D103.1
4	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings exceeding 30 feet in height or three stories in height shall have at least two separate means of fire apparatus access.	D104.1
5	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings or facilities having a gross building area of more than 62,000 square feet shall have at least two approved separate means of fire apparatus access. Exception: Projects having a gross building area of up to 124,000 square feet that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.	OFC D104.2
6	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Multifamily projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads. Exception: Projects having up to 200 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2. Projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus roads regardless of whether they are equipped with an approved automatic sprinkler system.	OFC D106
7	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings with a vertical distance between the grade plane and the highest roof surface that exceeds 30 feet in height shall be provided with a fire apparatus access road constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. For the purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of the parapet walls, whichever is greater. Any portion of	OFC D105.1, D105.2

ITEM #	PROVIDED	N/A	REQUIREMENT	CODE REF
			the building may be used for this measurement, provided that it is accessible to firefighters and is capable of supporting ground ladder placement.	
8	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Developments of one- or two-family dwellings, where the number of dwelling units exceeds 30, shall be provided with separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3. Exception: Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the International Fire Code, access from two directions shall not be required.	OFC D107
9	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> At least one of the required aerial access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial access road is positioned shall be approved by the Fire Marshal. Overhead utility and power lines shall not be located over the aerial access road or between the aerial access road and the building.	OFC D105.3, D105.4
10	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the area to be served (as identified by the Fire Marshal), measured in a straight line between accesses.	OFC D104.3
11	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants and an unobstructed vertical clearance of not less than 13 feet 6 inches).	OFC 503.2.1 & D103.1
12	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> The fire district will approve access roads of 12 feet for up to three dwelling units (Group R-3) and accessory (Group U) buildings.	OFC 503.1.1
13	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
14	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background.	OFC D103.6
15	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where required, fire apparatus access roadway curbs shall be painted red (or as approved) and marked "NO PARKING FIRE LANE" at 25 foot intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background	OFC 503.3
16	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant.	OFC D103.1
17	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
18	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested.	OFC 503.2.3
19	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point.	OFC 503.2.4 & D103.3
20	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Fire apparatus access roadway grades shall not exceed 15%. Alternate methods and materials may be available at the discretion of the Fire Marshal (for grade exceeding 15%).	OFC D103.2
21	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Turnarounds shall be as flat as possible and have a maximum of 5% grade with the exception of crowning for water run-off.	OFC 503.2.7 & D103.2

ITEM #	PROVIDED	N/A	REQUIREMENT	CODE REF
22	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Intersections shall be level (maximum 5%) with the exception of crowning for water runoff.	OFC 503.2.7 & D103.2
23	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Portions of aerial apparatus roads that will be used for aerial operations shall be as flat as possible. Front to rear and side to side maximum slope shall not exceed 10%.	OFC D103.2
24	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Gates securing fire apparatus roads shall comply with all of the following: <ol style="list-style-type: none"> 1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width). 2. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved. 3. Electric gates shall be equipped with a means for operation by fire department personnel. 4. Electric automatic gates shall comply with ASTM F 2200 and UL 325. 	OFC D103.5, & 503.6
25	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Private bridges shall be designed and constructed in accordance with the State of Oregon Department of Transportation and American Association of State Highway and Transportation Officials Standards <i>Standard Specification for Highway Bridges</i> . Vehicle load limits shall be posted at both entrances to bridges when required by the Fire Marshal.	OFC 503.2.6
26	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Applicants shall provide documentation of a fire hydrant flow test or flow test modeling of water availability from the local water purveyor if the project includes a new structure or increase in the floor area of an existing structure. Tests shall be conducted from a fire hydrant within 400 feet for commercial projects, or 600 feet for residential development. Flow tests will be accepted if they were performed within 5 years as long as no adverse modifications have been made to the supply system. Water availability information may not be required to be submitted for every project.	OFC Appendix B
27	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where a portion of a commercial building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided.	OFC 507.5.1
28	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where the most remote portion of a residential structure is more than 600 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the structure(s), on-site fire hydrants and mains shall be provided.	OFC 507.5.1
29	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Fire hydrants shall be located not more than 15 feet from an approved fire apparatus access roadway unless approved by the Fire Marshal.	OFC C102.1
30	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> Where fire hydrants are subject to impact by a motor vehicle, guard posts, bollards or other approved means of protection shall be provided.	OFC 507.5.6 & OFC 312
31	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> FDCs shall be located within 100 feet of a fire hydrant (or as approved). Hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle, fully visible, and recognizable from the street or nearest point of the fire department vehicle access or as otherwise approved.	OFC 912.2.1 & NFPA 13
32	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> In new buildings where the design reduces the level of radio coverage for public safety communications systems below minimum performance levels, a distributed antenna system, signal booster, or other method approved by TVF&R and Washington County Consolidated Communications Agency shall be provided. http://www.tvfr.com/DocumentCenter/View/1296 . <ul style="list-style-type: none"> • Emergency responder radio system testing and/or system installation is required for this building. Please contact me (using my contact info below) for further information including an alternate means of compliance that is available. If the alternate method is preferred, it must be requested from TVF&R prior to issuance of building permit. • Testing shall take place after the installation of all roofing systems; exterior walls, glazing and siding/cladding; and all permanent interior walls, partitions, ceilings, and glazing. 	OFC 510, Appendix F, & OSSC 915
33	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/> A Knox box for building access may be required for structures and gates. See Appendix B for further information and detail on required installations. Order via	OFC 506.1

ITEM #	PROVIDED	N/A	REQUIREMENT	CODE REF
			www.knoxbox.com or contact TVF&R for assistance and instructions regarding installation and placement.	



PRE APPLICATION CONFERENCE ATTENDANCE

PRE APP NO: PA2020-00012

DATE: 02/26/2020

PRE APP NAME: BAKERY BLOCK – ROBINSON HOUSE

<u>NAME</u>	<u>EMAIL</u>	<u>PHONE</u>
<u>Sambo Kirkman</u>	<u>skirkman@beavertonoregon.gov</u> <u>skirkman@binarybrewing.co</u>	<u>503 526-2557</u>

Kate McQuillan kmcquillan@beavertonoregon.gov (503) 526-2427

Tim Boatwright tboatwright@beavertonoregon.gov 503-526-2409

Reid Leslie reid@guggenheimstudio.com 503 272-1566

COLIN STACEY colin@GUGGENHEIMSTUDIO.COM "

Kat Magnier katemiradesign.com (650)520.6778

JOSHUA JOHNSON josh@BINARYBREWING.CO 503.930.4846

Rachel Thieme rthieme@beavertonoregon.gov 503 - 526 - 2631

MILES GLOWACKI M.GLOWACKI@BEAVERTONOREGON.GOV 503 - 526 - 3706

Thu D. Mai tmaie " " 727
971-~~00~~-5809

Roger Wood roger@binarybrewing.co 503.806.5284