



August 30, 2023

Standridge Inc.  
Attn: Ingrid Friedberg  
Cc: Pam Verdadero  
703 Broadway St, Ste 610  
Vancouver, WA 98660

Subject: Pre-Application Summary Notes for Fox Hollow Phase 5, 6 and 7 Modifications (PA2023-00501)

Dear Ingrid Friedberg,

Thank you for attending the Pre-Application Conference held on August 16, 2023. We are pleased to provide you with the following notes prepared in response to your proposal.

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

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

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

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

Sincerely,

Brett Cannon  
Associate Planner  
(503) 350-4038

# PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

## Prepared for Fox Hollow Phase 5, 6 and 7 Modifications PA2023-00501, August 30, 2023

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

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

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**PRE-APPLICATION CONFERENCE DATE** August 16, 2023

### PROJECT INFORMATION:

Project Name: **Fox Hollow Phase 5, 6 and 7 Modifications**

Project Description: Modification of phase boundary between Phases 2 and Phase 12 to accommodate a basin line for storm and sanitary lines.

Property/Deed Owner: Tri-County Investments, LLC  
Attn.: Darrell Smith  
17933 NW Evergreen Parkway, Suite 300  
Beaverton, OR 97006

Tax Map and Lot: Tax Map: 1S131 Tax Lot: 2400, 2500 and 2600  
Zoning: RMC (previously R2)  
Comp Plan Designation: LDN (previously Standard Density)  
Site Size: Approximately 10.96 acres

### APPLICANT INFORMATION:

Applicant's Name: TNHC Oregon, LLC  
Attn.: Pam Verdadero  
15455 NW Greenbrier Parkway, Ste 240  
Beaverton, OR 97006

Phone/Email: (503) 313-7795 / pverdadero@nwhm.com

**PREVIOUS LAND USE HISTORY:** Subject property is part of the South Cooper Mountain Community Plan (SCMCP) area and was annexed to the City of Beaverton in January 2013. The subject site was given the City of Beaverton Land Use Designations and Zoning with the Fox Hollow PUD (ZMA2018-0001/CU2018-

0001/LD2018-0005/LD2018-0006/TP2018-0001) approval. The approved large lot subdivision has been recorded.

**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 fee(s) (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	Fees	Tech Fee (5%)/Total
Preliminary Subdivision (Modification of a Decision)	\$15,128 plus per-lot fee: \$162 each, lots 1-10 \$135 each, lots 11-50 \$108 each, lots over 51	*Tech fee and total are calculated based on the total per lot fee plus the base fee.
Planned Unit Development- Conditional Use (Modification of a Decision)	\$12,967 + 540/acre over 2	Tech fee and total are calculated based on the total of per acre fee plus base fee.

**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.

For more information, please see the full fee schedule here: <https://content.civicplus.com/api/assets/e7c3660b-65cf-405f-9e32-d475a26d2b7a?cache=1800>

**SECTION 50.15. CLASSIFICATION OF APPLICATIONS:**

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.3 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses a separate set of code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type of the application which requires the broadest notice and opportunity to participate. For example, a Type 2 application will be consolidated with a Type 3 application for the same proposal on the same site, in which case, the Type 2 application will be reviewed by the decision making authority of the Type 3 application. The decision-making authority's action on the Type 2 application will be based on the approval criteria governing the Type 2 application. In this case, the application, Preliminary Subdivision – Modification of a Decision and Conditional Use (Planned Unit Development) – Modification of a Decision, is subject to a Type 3 procedure.

**SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):**

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required because for the necessary Type 3 application is a modification of previously approved decision (BDC 50.95). Neighborhood Advisory Committee: (NAC): **Neighbors Southwest** Contact: Dr. Alison Balbag, NAC Chair at drdralisonbalbag@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: [neighbor@mail@beavertonoregon.gov](mailto:neighbor@mail@beavertonoregon.gov)

**CHAPTER 20 (LAND USES):**

Note: The subject lots are part of an approved Planned Unit Development (PUD), Fox Hollo. Base zoning standards found in Chapter 20 (Section 20.05.15) for the R2 zone may be modified through the PUD, as outlined in Section 60.35.10 (Ordinance 4729; 4/27/2018). The modified approved site development standards per CU2018-0001 are provided below:

Setback	Standard	Footnote	Approved
Front	10 feet		8 feet
Side	0 or 5 or 10 <sup>5</sup> feet	<sup>5</sup> If dwellings are attached 0 side yard. Side which is not attached 5 feet. If abutting lower density residential zone 10 feet.	0/4/8 feet
Rear	15 feet		12 feet
Garage	5 or 18.5 <sup>8</sup>	<sup>8</sup> Either no greater than 5 feet or a minimum of 18.5 feet.	18.5 feet
Rear Garage	24	<sup>9</sup> Measured from garage door elevation to opposite side of the alley right-of-way, common accessway, common driveway, or access easement line.	4 feet
Max. Height	40 feet		52 feet

**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:** Section 40.03 (Facilities Review) is applicable. Staff acknowledges that many of the essential and critical facilities have been reviewed through the initial PUD process, however, the applicant’s written response to Section 40.03 should address the proposed phase changes to unit types and the new street and explain how these facilities will be provided to all phases. For Section 40.03, Critical and Essential Facilities are defined (Chapter 90) in the following way:

*Facilities, Critical. [ORD 4224; September 2002] For the purposes of Facilities Review critical facilities and services shall include potable and non-potable public water, public sanitary sewer, storm water drainage,*

treatment, and detention, transportation, and fire protection. For the purposes of floodplain regulation and building construction hazard designations, critical facilities are defined as hospitals, significant medical care facilities, fire stations, police stations, storage of critical records, emergency community shelters, emergency operation centers, emergency management offices, and similar facilities.

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

**Applicable Application Type(s):**

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	<b>Modification of a Decision – Conditional Use (Planned Unit Development)</b>	50.95 and 40.15.15.6	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> <b>Type 3</b> <input type="checkbox"/> Type 4
2.	<b>Modification of a Decision – Preliminary Subdivision</b>	50.95 and 40.45.15.5	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> <b>Type 2</b> <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

**Comments:** In order for your applications to be deemed complete, a written statement necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narratives will need to explain how and why the proposed application meets the applicable approval criteria for the land use applications identified above. Approval criteria and development regulations in effect at the time an application is received will control. Approval criteria and development regulations are subject to change.

**CHAPTER 60 (SPECIAL REGULATIONS):**

The following special requirements when checked are applicable to your development. You should consult these special requirements in the preparation of written and plan information for a formal application. (Please note: Should the new zoning district approach be pursued, additional criteria may apply depending on the proposal):

- |  |  |
|--|--|
| <input 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 checked="" type="checkbox"/> <b>Section 60.15 (Land Division Standards)</b> |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations)            | <input type="checkbox"/> Section 60.25 (Off-Street Loading)                        |
| <input checked="" type="checkbox"/> <b>Section 60.30 (Off-Street Parking)</b>              | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities)            |
| <input checked="" type="checkbox"/> <b>Section 60.35 (Planned Unit Development)</b>        | <input type="checkbox"/> Section 60.40 (Sign Regulations)                          |
| <input type="checkbox"/> Section 60.45 (Solar Access Protection)                           | <input type="checkbox"/> Section 60.50 (Special Use Regulations)                   |
| <input checked="" type="checkbox"/> <b>Section 60.55 (Transportation Facilities)</b>       | <input checked="" type="checkbox"/> <b>Section 60.60 (Trees and Vegetation)</b>    |

Section 60.65 (Utility Undergrounding)

Section 60.67 (Significant Natural Resources)

Section 60.70 (Wireless Communication)

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

**OTHER DEPARTMENT/AGENCY CONTACTS:**

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

<p>Recommended contact for further information if checked</p> <p><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a Service Provider Letter (SPL)</u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in Chapter 3 of the <i>Design and Construction Standards</i> at: <a href="http://www.cleanwaterservices.org/permits-development/design-construction-standards">www.cleanwaterservices.org/permits-development/design-construction-standards</a></p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the City will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain a SPL, complete the <u>pre-screening site assessment form</u>. Please visit this website for more information about CWS environmental review: <a href="http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/">http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/</a></p>
<p><input checked="" type="checkbox"/></p>	<p><b>Carl Werner</b>, Building, City of Beaverton (503) 526-2472 / <a href="mailto:cwerner@beavertonoregon.gov">cwerner@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Building and MEP permits required. Please contact Building Division for additional information.</p>
<p><input type="checkbox"/></p>	<p><b>Steve Brennen</b>, Operations, City of Beaverton (503) 526-2200 / <a href="mailto:sbrennen@beavertonoregon.gov">sbrennen@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Silas Shields</b>, Site Development, City of Beaverton (503) 350-4055 / <a href="mailto:sshields@beavertonoregon.gov">sshields@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Written comments provided herein.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Fabio de Freitas</b>, Transportation Planning, City of Beaverton (503) 526-2557/ <a href="mailto:fdefreitas@beavertonoregon.gov">fdefreitas@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Written comments provided herein.</p>
<p><input type="checkbox"/></p>	<p><b>Elizabeth Cole</b>, Recycling, City of Beaverton (503) 526-2460 / <a href="mailto:ecole@beavertonoregon.gov">ecole@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> No comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Peter Swinton</b>, Planning, Tualatin Hills Parks and Recreation District (971) 724-8439 / <a href="mailto:pswinton@thprd.org">pswinton@thprd.org</a></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** In review of the plans and materials submitted for consideration, staff has identified the following land use applications. Please note that the following is based upon the applicant's assertion at the meeting to address the code and policies in effect during the initial approval process in 2018.
  - a. **Modification of a Decision – Preliminary Subdivision** (LD) (Type 2). Modifications to the proposed phase boundaries (Phase 5 & 6 boundary) of the Fox Hollow PUD are addressed in the Preliminary Subdivision application approved for the Fox Hollow PUD. Section 50.95 Modification of a Decision states that the process type for an application to modify a decision shall be based upon the thresholds for the appropriate application listed in Chapter 40. The applicant's written narrative must respond to approval criteria in Sections 40.45.15.5.C and 50.95. Please note that if any condition of approval for the previously approved Fox Hollow PUD must be modified to accommodate the proposed phase change, that condition of approval can only be modified or removed by the same decision-making authority that issued the original decision and through the same procedure that was followed to establish the condition to be modified. In other words, removing or modifying a condition of approval will require a Type 3 process and approval from the Planning Commission. Based on review of the conditions of approval from CU2018-0001 et. al Attachment G, the following conditions appear to be modified by the proposal (the list isn't meant to be exhaustive of all conditions that could be modified by the proposal):
    - CU2018-0001 B.2.e. and e- Condition is related to open space.
    - LD2018-0006 B. 5- Condition is related to access to the multi-family portion of site.
    - LD2018-0006 B. 10- Condition is related to access to the multi-family portion of site.
    - LD2018-0006 C.69- Condition is related to street trees for the Single Detached Dwellings.
  - b. **Modification of a Decision – Conditional Use** (PUD) (Type 3). Modifications to the proposed housing units, open space and circulation network of the Fox Hollow PUD are addressed in the Conditional Use – Planned Unit Development application approved for the Fox Hollow PUD. The applicant's written narrative must respond to approval criteria in Sections 40.15.15.6.C and 50.95. While the modification is only proposed to a portion of the PUD, many of the findings shall consider the entire Fox Hollow PUD. Relevant Comprehensive. As it relates to findings for Section 40.15.15.6.C.4 (applicable Comprehensive Plan policies) the applicant should consider the following policies/goals:
    - Goal 3.8.1.i
    - Goal 4.2.1.d
    - Goal 4.2.1.f
2. **Facilities Review Approval Criteria.** Written response to the Facilities Review approval criteria is necessary (Section 40.03 of the Development Code). Applicant's narrative should respond to how critical facilities and services can be provided to the development at the subdivision phase.

3. **South Cooper Mountain Community Plan Compliance.** Applications should address compliance with applicable policies of the SCMCP in the narrative portion of the application. Responses should focus on changes from the originally approved Fox Hollow PUD. There was discussion during the Pre-Application Conference about the following standards/guidelines which specifically pertain to the proposed modifications:
- A. **60.35.10-** Modification of Base Zoning Standards-
    - 60.35.10.2.B.4- The PUD shall not propose lower density than if a Preliminary Subdivision was proposed.
  - B. **60.35.15-** Open Space
    - The required open space for the development will be modified based on the reduction of proposed housing units. Pursuant to condition of approval B.2 open space requirements are approximately 37.26 square feet of active and 149 square feet of total open space per dwelling unit. **Open Space Plan.** A plan showing the required open space to be constructed to meet the active and passive open space requirements is required with the proposed modifications.
  - C. **60.35.20-** Building architecture
    - 60.35.20.2.A- Building Orientation towards open space or public space.
  - D. **60.35.25-** When considering Section 60.35.25 the applicant shall address relevant policies within the South Cooper Mountain Community Plan. Staff has identified the following policies as applicable to the proposal. This list isn't meant to be exhaustive of all applicable sections of 60.35.25 but rather a guide as the areas most applicable to the proposed modification. If sections of 60.35.25 aren't applicable to the proposal the applicant shall state, why it's not impacted by the modifications.
    - 60.35.25.1.A.3 Neighborhood and Housing Policies
      - Policy 2- Residential developments shall provide a variety of housing types consistent with the permitted uses of applicable zone(s).
      - Please note the maximum and minimum lot sizes for each lot proposed to be a Small Lot Single Family housing type. Based on the submitted plan set, lots identified as Small Lot Single Family which are located in the R5 zone shall have a maximum lot size of 3,500 square feet, see table in archived code for lot dimensions. It appears that some of these lots exceed this size and therefore would be considered a Standard Lot Single Family. For developments that propose more than one (1) housing type which, Fox Hollow PUD does, a minimum of 10% of the total dwelling units shall be of each housing type. Instructions for accessing the archived code are attached to the pre-app notes.
    - 60.35.25.1.B.3 Transportation/Street Policies
      - Street Policy 10- Impacts to natural resources shall be minimized to extent possible while maintaining key connections- With the addition of a new local/neighborhood street this policy should be addressed.
4. **Phasing Plan.** An updated phasing plan will need to be provided, showing how each phase can receive utilities, provide adequate open space, and be constructed in a logical manner.
5. **Old Code vs New Code-** Much of the information provided in these pre-application notes and during the meeting were based on the premise the applicant will be submitting the modifications using the code in effect during the original approval process (ORS 92.040 (2)). If the applicant decides to submit using code in effect at the time of submittal additional requirements shall be expected. For example, for all lots that are proposed for modification, the single detached dwellings would be subject to a Type 1 Single



Detached Middle Housing Design Review Compliance Letter. Additionally, the applicant may not “pick and choose” old code vs new code for the proposed modifications.

6. **Owner Signatures.** All proposed modifications must contain the signatures of all property owners within the entirety of the PUD as modifications may affect future phases or conditions of approval for the entire PUD. Any proposed condition of approval changes should be consented to by all owners/developers.
7. **Transportation.** Please see complete transportation comments prepared by Fabio de Freitas, Senior Planner, attached.
8. **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 SDCs. The SDCs are not assessed or evaluated through the land use application process.

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

To estimate the TDT, please use Washington County’s Self-Calculation Form:

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

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

9. **Service Provider Letters (SPL).** The City of Beaverton requires SPLs from special districts who provide services to the subject site. SPLs are required prior to your application being deemed complete in the land use process. City staff acknowledge that the Fox Hollow PUD has already received service provider letters or service provider permits from special districts. The applicant may submit alternative documentation, such as email or letter, from outside agencies if they do not require revised or new SPLs/SPPs. City staff has identified the following SPLs 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 <http://cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
  - b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires as SPL to address fire code issues related to development. The SPL form can be found at the following link <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-letter-for-city-of-Beav-62>
  - c. **Beaverton School District (BSD)\*:** All developments that create either lots for single family development (Land Divisions) or dwelling units (Design Review) require a SPL from BSD to address school capacity. Please contact Robert McCracken, Facilities Planning Coordinator, at (503) 356-4319 or [robert\\_mccracken@beaverton.k12.or.us](mailto:robert_mccracken@beaverton.k12.or.us) \*Only if additional lots are proposed.
  - d. **Water Service:** All developments require a Water SPL to address water service provision. The SPL form can be found attached to these pre-application conference notes and should be submitted to [mailboxengineering@beavertonoregon.gov](mailto:mailboxengineering@beavertonoregon.gov) once completed.

**10. 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/188/Apply-for-Permits> or contact staff.

**11. Continued Coordination.** We look forward to working with you and your team as the project evolves. Please do not hesitate to contact us with any questions.



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

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## PRE-APPLICATION CONFERENCE MEETING SUMMARY

### Site Development & Engineering

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**Project Name:** Fox Hollow Phases 5, 6, 7 Modifications

**Pre-Application Conference Number:** PA2023-00501

**Date:** August 16, 2023

**Prepared by:** Silas Shields-Site Development Division

**Ph:** (503)536-3766 **Email:** [sshields@BeavertonOregon.gov](mailto:sshields@BeavertonOregon.gov)

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### General Notes:

A revised storm water report or memo 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) and water quality (CWS DCS Section 4.04) as well as achieve compliance with SLOPES V requirements. The storm report or memo should show the change in impervious areas caused by the modifications and show that the proposed stormwater management facility is sufficiently sized for the proposed stormwater runoff.

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.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site.

City of Beaverton is the water provider for this site. An amended 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. An amended permit will be required.

An amended Clean Water Services (CWS) 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.

**Resources:**

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

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

<input checked="" type="checkbox"/>	City of Beaverton permit- Engineering Site Development Contact: Site Development Division at (503) 350-4021 or sitedevelopment@beavertonoregon.gov
<input checked="" type="checkbox"/>	City of Beaverton Building permit Contact: Building Division at (503) 526-2493
<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
<input checked="" type="checkbox"/>	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov
<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"> <li><input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email <a href="mailto:SPLReview@cleanwaterservices.org">SPLReview@cleanwaterservices.org</a></li> </ul>
<input checked="" type="checkbox"/>	<p>Oregon Department of Environmental Quality</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> DEQ 1200-C Erosion Control Permit (for disturbance of 5 or more acres) - Submit to City of Beaverton Site Development for processing: 503-350-4021</li> </ul>
<input checked="" type="checkbox"/>	<p>US Army Corps of Engineers</p> <p>Contact: Michael LaDoucer at (503) 808-4337 or email Michael.a.ladouceur@usace.army.mil</p>
<input checked="" type="checkbox"/>	<p>Oregon Department of State Lands</p> <p>Contact: Russ Klassen at (503) 986-5244</p>
<input checked="" type="checkbox"/>	<p>A downstream storm water analysis is required for this development per CWS 2.04.2.m.3. For development constructing new impervious surface of greater than 5,280 square feet, or collecting and discharging greater than 5,280 square feet of impervious area, perform a capacity and condition analysis of existing downstream storm facilities and conveyance elements receiving flow from the proposed development.</p>
<input checked="" type="checkbox"/>	<p>Geotechnical report may be required</p>
<input checked="" type="checkbox"/>	<p>Submit City of Beaverton Stormwater Management Worksheet</p>
<input checked="" type="checkbox"/>	<p>Storm water facilities required</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity</li> <li><input checked="" type="checkbox"/> Quality Treatment</li> </ul>



## TRANSPORTATION RESPONSE FROM PRE-APPLICATION MEETING

### Community Development Department

Project Name: Fox Hollow Phase 5, 6 & 7 Modifications

Pre-Application Conference#: PA2023-00501

**Date: September 1, 2023**

**Applicant: Ingrid Friedberg, Standridge Inc.**

**Project Planner: Brett Cannon, Associate Planner**

**Notes prepared by: Fabio de Freitas, Senior Planner**

 (503) 526-2557  [fdefreitas@beavertonoregon.gov](mailto:fdefreitas@beavertonoregon.gov)

These comments are based on the information provided at the **August 16, 2023 Pre-Application Conference** for a proposal at the Fox Hollow PUD. 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 staff shared four general areas for the applicant to be aware of.

1. Street sections: Transportation staff expressed that given the change in residential products that are proposed, with all lots being rear alley-loaded, that the east-west public streets should be designed to accommodate on-street parking on both sides of the street. In subsequent correspondence sent by the applicant, prior approved street sections were provided for SW Yamsay St and SW Alvord Ln which did include roadway widths that would accommodate on-street parking on both sides of each street. The applicant is informed that the new east-west street (south of SW Alvord Ln) should also be designed (and constructed) to include on-street parking on both sides of the street.
2. Terminating streets appropriately: If the applicant was not previously aware, the terminations of SW Yamsay St, SW Alvord Ln and the new east-west public street shall be terminated with appropriately designed (and signed) barricades. The applicant is referred to EDM Standard Drawings 435 and 221, respectively for details.
3. Street and alley connections to SW 185<sup>th</sup> Ave: The applicant is made aware of EDM requirements related to minimum driveway spacing, minimum corner clearance, and minimum sight distance requirements that will need to be satisfied in relation to all of

the proposed alley connections to SW 185<sup>th</sup> Ave as well as the connection between the new east-west public street (south of SW Alvord) and SW 185<sup>th</sup> Ave. Documentation of these requirements and demonstration of how they will be satisfied will be a requirement of the expected land use submittal.

4. Emergency turn-around: The applicant will need to work with Tualatin Valley Fire and Rescue to determine the agency's requirements for emergency service vehicle turnaround. Adequate plans will need to be prepared showing the required turnarounds and a service provider letter from TVF&R will need to be submitted with the agency's preliminary approval of turnarounds, in relation to the expected land use submittal.

## **REQUIREMENTS TO BE ADDRESSED**

### ***Traffic Impact Analysis***

It is unclear whether or not the proposal triggers the requirement to complete a Traffic Impact Analysis. Please provide verification in the form of a trip generation memo from a registered traffic engineer with details demonstrating that expected trip generation from the proposed modification(s) will not result in a greater number of vehicle trips than previously reviewed by the City in the course of approving the previous land use application(s). BDC Section 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

### ***Frontage Improvements***

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

Construct full half-street improvements to the minimum street standards for Neighborhood Routes along NW 185<sup>th</sup> Ave SW and along Alvord Ln (EDM Standard Drawings 200-3). Construct full half-street improvements to the minimum street standards for Local Streets along SW Yamsay St and the new unnamed public east-west street. (EDM Standard Drawings 200-4).

Provide photometric data demonstrating that illumination for any public transportation facilities meets the minimum lighting levels established in the Engineering and Design Manual (EDM) Section 450.

Provide on-street lighting consistent with EDM Section 450 and as recommended in a required lighting analysis for the site's frontages on SW 185<sup>th</sup> Ave, SW Yamsay St, SW Alvord Ln and the new east-west public street (south of SW Alvord Ln).

### ***Property Dedication***

You may be required to dedicate property for public right-of-way (ROW) purposes along SW 185<sup>th</sup> Ave (Neighborhood Route), SW Alvord Ln (Neighborhood Route), SW Yamsay St (Local street) and the new east-west public street (Local street) (BDC 60.55.30, and EDM Standard Drawing 200 (series)). You will need a registered engineer to confirm the right-of-way width and note the width in submitted site plans.

### **Off-Street Loading Requirements**

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

### **Off-Street Parking (Vehicles and Bicycles)**

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

### **Bicycle and Pedestrian Circulation**

Pedestrian and bicycle accessways shall be provided in between full street connections, or between a street and a destination, as required in BDC 60.55.25.9.

Provide site plans that show the proposed development provides reasonably direct, paved walkways with a minimum five feet of unobstructed width as outlined in BDC 60.55.25.10. Walkways are required through parking areas, connected to building entrances, and must utilize different paving materials.

### **Access / Driveways**

The applicant must provide site plans that show the following:

Driveway meets the minimum width shown in EDM Standard Drawings 210 & 211. (BDC 60.55.35.3)

Driveway meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)

Demonstrate that any access(es) to public rights-of-way meet the minimum sight distance standards in EDM Section 210.21 can be met. Verification may be required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)

### **ADDITIONAL APPLICATIONS**

#### ***Sidewalk Design Modification***

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

#### ***Design Exception Request***

Applicants may submit a one-time request for a Design Exception to the Engineering Design Manual are made to the City's Public Works Engineer Department (EDM Section 160). The application form and instructions can be found on the Public Works website at:

<https://www.beavertonoregon.gov/234/Design-Exceptions-Revisions-Appeals>

### **SYSTEM DEVELOPMENT CHARGES**

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



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

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

**OTHER REVIEWING TRANSPORTATION AGENCIES**

No outside transportation agency review required.

**From:** PETER SWINTON <p.swinton@thprd.org>  
**Sent:** Friday, September 1, 2023 11:54 AM  
**To:** Brett Cannon  
**Subject:** [EXTERNAL] RE: PA22023-00501 Fox Hollow PUD Phase 5,6,7 Mods

**CAUTION:** This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

Hi Brett,

I reviewed this proposal with staff and we don't have any formal comments other than 1) THPRD would just like to ensure that the integrity of the multi-use path is intact through these changes and 2) to minimize any potential conflicts caused by additional curb cuts bisecting the community trail that may result from the requested changes. To that end, I have few questions for the applicant:

- Aside from the proposed changes to project phasing, the applicant's narrative does not explicitly indicate changes to the planned community trail network within Fox Hollow. Will the requested changes to active and total open space area within Conditions of Approval B.2.d.-e. affect any segments of the community trail system as they travel through phases 6-7? If so, how?
- Will the requested phasing boundary modifications to phases 5-7 affect the planned community trail system? If so, how?
- Would the addition of single-family homes with tuck-under garages create additional curb cuts within the trail corridor, increasing the potential of conflicts between trail users and cars? How many additional curb cuts through the community trail ROW would be added due to this proposal?
- Is the private path within Tract K affected by the proposed changes?

Sincerely,

**Peter Swinton** (he, his)  
**Urban Planner II | Planning Department**  
Tualatin Hills Park & Recreation District  
6220 SW 112th Ave  
Beaverton, OR 97008  
Cell: 971-724-8439

9/80 Schedule Notice: Please note that I work a 9/80 schedule and am out-of-office the second Friday of each two-week schedule period. If I am out-of-office, I will respond the following Monday at my earliest availability.

DISCLAIMER: This email is a public record of the Tualatin Hills Park & Recreation District and is subject to public disclosure unless exempt from disclosure under Oregon Public Records Law. This email is subject to the State Retention Schedule.

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**From:** Brett Cannon <[bcannon@beavertonoregon.gov](mailto:bcannon@beavertonoregon.gov)>  
**Sent:** Monday, August 21, 2023 2:43 PM

**To:** PETER SWINTON <[p.swinton@thprd.org](mailto:p.swinton@thprd.org)>  
**Subject:** RE: PA22023-00501 Fox Hollow PUD Phase 5,6,7 Mods

**CAUTION - EXTERNAL SENDER**

Hi Peter,

Yes, September 1<sup>st</sup> is great.

Thank you,

**Brett Cannon, AICP**

Associate Planner | Current Planning | Community Development  
City of Beaverton | PO Box 4755 | Beaverton, OR 97076-4755  
desk: 503.350.4038 | cell: 503.278.6738 | [www.beavertonoregon.gov](http://www.beavertonoregon.gov)

**NEW Electronic Permitting System is now live!**

Effective April 3, 2023, all **new Land Use Applications must be submitted through** <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: [Electronic Permitting System | Beaverton, OR - Official Website \(beavertonoregon.gov\)](#)

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**From:** PETER SWINTON <[p.swinton@thprd.org](mailto:p.swinton@thprd.org)>  
**Sent:** Monday, August 21, 2023 10:37 AM  
**To:** Brett Cannon <[bcannon@beavertonoregon.gov](mailto:bcannon@beavertonoregon.gov)>  
**Subject:** [EXTERNAL] RE: PA22023-00501 Fox Hollow PUD Phase 5,6,7 Mods

**CAUTION:** This email originated from outside the City of Beaverton. Exercise caution when opening attachments or clicking links from unknown senders.

Hi Brett,

Thank you for reaching out; I'd be happy to pull together any THPRD comments on this. Would having comments by EOD Friday, September 1<sup>st</sup> be acceptable?

I would like to touch base with some of my colleagues in planning and design & development prior to responding.

Sincerely,

**Peter Swinton** (he, his)

**Urban Planner II | Planning Department**

Tualatin Hills Park & Recreation District  
6220 SW 112th Ave  
Beaverton, OR 97008  
Cell: 971-724-8439

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**From:** Brett Cannon <[bcannon@beavertonoregon.gov](mailto:bcannon@beavertonoregon.gov)>  
**Sent:** Tuesday, August 15, 2023 1:05 PM  
**To:** PETER SWINTON <[p.swinton@thprd.org](mailto:p.swinton@thprd.org)>  
**Subject:** PA22023-00501 Fox Hollow PUD Phase 5,6,7 Mods

**CAUTION - EXTERNAL SENDER**

Hi Peter,

I've attached some plans for a modification of the Fox Hollow PUD in South Cooper Mountain. It's primarily a change in the proposed unit types (multi-family to single detached). I should have routed these to you when they came in but I missed it. Would you be able to provide comments (if any) within a couple of weeks? It's my understanding that Phase 4 (Taxlot 1S1310002300) will eventually be a park even though it is currently owner by the Beaverton School District. The attached proposal doesn't include any changes to Phase 4.

Please let me know if you have any questions.

Thank you,

**Brett Cannon, AICP**

Associate Planner | Current Planning | Community Development  
City of Beaverton | PO Box 4755 | Beaverton, OR 97076-4755  
desk: 503.350.4038 | cell: 503.278.6738 | [www.beavertonoregon.gov](http://www.beavertonoregon.gov)  
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