

Received
Planning Division
04/11/2024



CITY OF BEAVERTON
Community Development
Department
Planning Division
12725 SW Millikan Way
PO Box 4755
Beaverton, OR. 97076
Tel: (503) 526-2420
Fax: (503) 526-2550
BeavertonOregon.gov

OFFICE USE ONLY

FILE #: _____
FILE NAME: _____
TYPE: _____ RECEIVED BY: _____
FEE PAID: _____ CHECK/CASH: _____
SUBMITTED: _____ LWI DESIG: _____
LAND USE DESIG: _____ NAC: _____

VARIANCE APPLICATION

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: _____
ADDRESS: _____
(CITY, STATE, ZIP) _____
PHONE: _____ FAX: _____ E-MAIL: _____
SIGNATURE: Hien Nguyen CONTACT: _____

(Original Signature Required)

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: _____
ADDRESS: _____
(CITY, STATE, ZIP) _____
PHONE: _____ FAX: _____ E-MAIL: _____
SIGNATURE: Danella Isenhardt CONTACT: _____

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: _____
ADDRESS: 15 Duberstein Drive
(CITY, STATE, ZIP) San Ramon, CA 94583
PHONE: _____ FAX: _____ E-MAIL: _____
SIGNATURE: Hien Nguyen CONTACT: _____

Note: A land use application must be signed by the property owner(s) or by someone authorized by the property owner(s) to act as an agent on their behalf. If someone is signing as the agent of the property owner(s), that person must submit a written statement signed by the property owner(s), authorizing the person to sign the application.

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: _____			AREA TO BE DEVELOPED (s.f.): _____
ASSESSOR'S MAP & TAX LOT #	LOT SIZE	ZONING DISTRICT	EXISTING USE OF SITE: _____
_____	_____	_____	_____
_____	_____	_____	PROPOSED DEVELOPMENT ACTION: _____
_____	_____	_____	_____
_____	_____	_____	PRE-APPLICATION DATE: _____



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LAND USE DESIG: _____ **NAC:** _____

VARIANCE APPLICATION

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: Kim-Hien Nguyen
ADDRESS: 15 Duberstein Drive
 (CITY, STATE, ZIP) San Ramon, CA 94583
PHONE: 408-893-6906 **FAX:** -- **E-MAIL:** kimhiensr@gmail.com
SIGNATURE: *Hiên Nguyen* **CONTACT:** Kim-Hien Nguyen

(Original Signature Required)

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: Isenhardt Consulting, LLC
ADDRESS: P.O. Box 2364
 (CITY, STATE, ZIP) Beaverton, OR 97075
PHONE: 503-880-4979 **FAX:** -- **E-MAIL:** danelle@isenhardtconsulting.com
SIGNATURE: *Danelle Isenhardt* **CONTACT:** Danelle Isenhardt

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: Minh-Thy Ha
ADDRESS: 15 Duberstein Drive
 (CITY, STATE, ZIP) San Ramon, CA 94583
PHONE: 925-640-5430 **FAX:** -- **E-MAIL:** _____
SIGNATURE: *Minh-Thy Ha* **CONTACT:** Minh-Thy Ha

Note: A land use application must be signed by the property owner(s) or by someone authorized by the property owner(s) to act as an agent on their behalf. If someone is signing as the agent of the property owner(s), that person must submit a written statement signed by the property owner(s), authorizing the person to sign the application.

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: 4975 SW 139th Avenue
ASSESSOR'S MAP & TAX LOT # 1S1 16CA 03000 **LOT SIZE** 0.35 acres **ZONING DISTRICT** RMC

AREA TO BE DEVELOPED (s.f.): 0.35 acres
EXISTING USE OF SITE: Single-family dwelling
PROPOSED DEVELOPMENT ACTION: 2-parcel partition, variance to setback to proposed shared accesway
PRE-APPLICATION DATE: 8/17/2022



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FEE PAID:	CHECK/CASH: _____
SUBMITTED:	LWI DESIG: _____
LAND USE DESIG:	NAC: _____

VARIANCE APPLICATION

APPLICANT: Use mailing address for meeting notification. Check box if Primary Contact

COMPANY: Kim-Hien Nguyen
 ADDRESS: 15 Duberstein Drive
 (CITY, STATE, ZIP) San Ramon, CA 94583
 PHONE: 408-893-6906 FAX: -- E-MAIL: kimhiensr@gmail.com
 SIGNATURE: *Hiên Nguyen* CONTACT: Kim-Hien Nguyen

(Original Signature Required)

APPLICANT'S REPRESENTATIVE: Check box if Primary Contact

COMPANY: Isenhardt Consulting, LLC
 ADDRESS: P.O. Box 2364
 (CITY, STATE, ZIP) Beaverton, OR 97075
 PHONE: 503-880-4979 FAX: -- E-MAIL: danelle@isenhardtconsulting.com
 SIGNATURE: *Danelle Isenhardt* CONTACT: Danelle Isenhardt

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed. Check box if Primary Contact

COMPANY: Long Ha
 ADDRESS: 15 Duberstein Drive
 (CITY, STATE, ZIP) San Ramon, CA 94583
 PHONE: 408-219-1912 FAX: -- E-MAIL: _____
 SIGNATURE: *Long Ha* CONTACT: Long Ha

Note: A land use application must be signed by the property owner(s) or by someone authorized by the property owner(s) to act as an agent on their behalf. If someone is signing as the agent of the property owner(s), that person must submit a written statement signed by the property owner(s), authorizing the person to sign the application.

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: 4975 SW 139th Avenue

ASSESSOR'S MAP & TAX LOT # <u>1S1 16CA 03000</u>	LOT SIZE <u>0.35 acres</u>	ZONING DISTRICT <u>RMC</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

AREA TO BE DEVELOPED (s.f.): 0.35 acres
 EXISTING USE OF SITE: Single-family dwelling
 PROPOSED DEVELOPMENT ACTION: 2-parcel partition, variance to setback to proposed shared accesway
 PRE-APPLICATION DATE: 8/17/2022

VARIANCE SUBMITTAL CHECKLIST

WRITTEN STATEMENT REQUIREMENTS- *REQUIRED FOR ALL VARIANCE APPLICATIONS*

- A. APPLICATION FORM.** Provide one (1) **completed** application form with original signature(s).
- B. CHECKLIST.** Provide one (1) **completed** copy of this four (4) page checklist.
- C. WRITTEN STATEMENT.** Provide a detailed description of the proposed project including, but not limited to, the changes to the site, structure, landscaping, parking, and land use.
- Address all applicable provisions of Chapter 20 (Land Uses).
 - Specify the purpose of the Variance request, why it is being proposed and address conformity to the threshold standards of Section 40.95.15.1.A.1-5 indicating which threshold (s) is applicable.
 - Provide individual findings specifically addressing how and why the proposal satisfies each of the criteria identified in Section 40.95.15.1.C.1-12 of the City's *Development Code* (ORD 2050), attached.
- D. FEES,** as established by the City Council. Make checks payable to the City of Beaverton.
- E. SITE ANALYSIS INFORMATION.**
- N/A
- | | |
|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Proposed parking modification: _____ sq. ft.
Proposed number of parking spaces: _____
Proposed use: _____
Parking requirement: _____ <input type="checkbox"/> Existing parking area: _____ sq. ft.
Existing number of parking spaces: _____ <input type="checkbox"/> Existing building height: _____ ft.
Proposed building height: _____ ft | <ul style="list-style-type: none"> <input type="checkbox"/> Existing building area: _____ sq. ft.
Proposed building modification: _____ sq. ft. <input type="checkbox"/> Existing landscaped area: _____ sq. ft.
Percentage of site: _____ %
Proposed landscape modification: _____ sq. ft.
Percentage of site: _____ |
|--|---|
- F. CLEAN WATER SERVICES (CWS) DOCUMENTATION.** Pursuant to Section 50.25.1.F of the City's *Development Code* requires that all development proposals provide written documentation from Clean Water Services (formerly Unified Sewerage Agency) stating that water quality will not be adversely affected by the subject proposal. Therefore, the City recommends that you contact CWS in order to obtain the required documentation. For more information, please contact Amber Wierck, Environmental Plan Review Project Manager, at (503) 681-3653 or WierckA@CleanWaterServices.org
- G. PRE-APPLICATION CONFERENCE NOTES. (REQUIRED FOR TYPE 2, 3, & 4 APPLICATIONS ONLY)**
Provide a copy of the pre-application conference summary as required by the City's *Development Code Section 50.25.1.E*. The Pre-Application Conference must be held within the one (1) year prior to the submission date of the proposed project application.

H. NEIGHBORHOOD REVIEW MEETING. (REQUIRED FOR TYPE 3 APPLICATIONS ONLY)

Provide the following information as required by the City's *Development Code Section, 50.10.2*. The Neighborhood Review Meeting must be held within the six (6) months prior to the submission date of the proposed project application.

- 1. A copy of the meeting notice mailed to surrounding property owners and the NAC Representative
- 2. A copy of the mailing list used to mail out the meeting notice.
- 3. A written statement representative of the on-site posting notice.
- 4. Affidavits of mailing and posting
- 5. Representative copies of written materials and plans presented at the Neighborhood Review Meeting.
- 6. Meeting minutes that include date, time and location, as well as, oral and written comments Received.
- 7. Meeting sign-in sheet that includes names and address of attendees.
- 8. Documentation verifying that the meeting minutes and sign-in sheets have been provided to the NAC representative.

I. OTHER REQUIREMENTS. Provide documentation showing that the project proposed is permitted by, or satisfies the requirements of, other agencies and/or jurisdictions OR submit a schedule that details the forecasted submission and approval timelines for permits/applications to the respective agencies and/or jurisdictions.

PLANS & GRAPHIC REQUIREMENTS - REQUIRED FOR ALL VARIANCE APPLICATIONS

All plans, except architectural elevations, shall be presented at a minimum of 1" = 20' engineering scale and on a maximum sheet size of 24" x 36". Architectural elevations may be presented at an architectural scale. **A total of three (3) copies of each plan shall be submitted, unless otherwise noted. All plans shall be folded to fit a legal size file jacket.**

Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information, as indicated:

- A. EXISTING CONDITIONS PLAN:**
- 1. North arrow, scale and date of plan.
 - 2. Vicinity map.
 - 3. The entire lot(s), including area and property lines dimensioned.
 - 4. Special conditions peculiar to the land, structure or building involved that are not applicable to other lands, buildings, or structures in the same zoning district.
 - 5. Special circumstances involving size, shape, topography, location or surroundings for the subject property that do not apply generally to other properties in the same zoning district (**for proposals for a variance from sign regulations only**).
 - 6. Points of existing access, interior streets, driveways, and parking areas.
 - 7. Location of all existing buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, tot lots, and lighting.
 - 8. The location and design of landscaped areas, indicating all plant materials, including genus, species, quantity, plant sizes, and spacing.
 - 9. List of plant materials, including genus, species, common name, size, quantity, spacing and method of planting.
 - 10. Existing right-of-way and improvements.
 - 11. Dimension from centerline to edge of existing right-of-way.
 - 12. Existing topographical information, showing 2 ft. contours.
 - 13. Surrounding development and conditions within 100 ft. of the property such as zoning, land uses, buildings, driveways, and trees.
 - 14. Location of existing public and private utilities, easements, and 100-year floodplain.
 - 15. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
 - 16. Sensitive areas, as defined by Clean Water Services (CWS) standards.
 - 17. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- B. DIMENSIONED SITE PLAN:**
- 1. North arrow, scale and date of plan.
 - 2. The entire lot(s), including area, property lines dimensioned and labeled "front," "side," and "rear."
 - 3. Points of access, interior streets, driveways, and parking areas.
 - 4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
 - 5. Proposed right-of-way, dedications and improvements.
 - 6. Dimension from centerline to edge of proposed right-of-way.
 - 7. Dimensions of all improvements, including setbacks, parking spaces, driveways, and distance between buildings.
 - 8. Location of storm water quality/detention facilities.
 - 9. Boundaries of development phases, if applicable.

- B. DIMENSIONED SITE PLAN (CONTINUED):**
- 10. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
 - 11. Sensitive areas, as defined by CWS standards.
 - 12. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
- C. ARCHITECTURAL ELEVATIONS (Required if a variance to a numerical standard for a building or structure, or for wall-mounted or freestanding signage is proposed):**
- 1. For buildings or structures, the entire building or structure dimensions, the location and dimensions of the area proposed for variance, and the type of standard proposed for variance including identification of the required numerical standard and the amount of variance proposed (square footage or lineal footage, and percentage amount of change), and the resultant numerical amount.
 - 2. For variances pertaining to signage, the structural dimensions of the freestanding sign, wall-mounted sign, or both proposed for variance, the type of numerical requirement proposed for variance including identification of the numerical requirement, and the amount of variance proposed (square footage or lineal footage, and percentage amount of change), and the resultant numerical amount.
- D. LANDSCAPE PLAN:**
- 1. North arrow, scale and date of plan.
 - 2. The entire lot(s).
 - 3. Points of access, interior streets, driveways, and parking areas.
 - 4. Location of buildings and structures, including refuse storage locations, pedestrian/bike paths, swimming pools, tennis courts, and tot lots.
 - 5. Proposed right-of-way, dedications and improvements.
 - 6. Boundaries of development phases, if applicable.
 - 7. Natural Resource Areas, Significant trees, and Historic trees, as established by the City of Beaverton's inventories.
 - 8. Sensitive areas, as defined by the CWS standards.
 - 9. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. *Wetlands must be professionally delineated.*
 - 11. The location and design of landscaped areas for variance, indicating all plant materials, including genus, species, quantity, plant sizes, and spacing.
 - 12. List of plant materials, including genus, species, common name, size, quantity, spacing and method of planting.
 - 13. Other pertinent landscape features, including walls, retaining walls, berms, fences, and fountains.
 - 14. Proposed location of light poles, bollards and other exterior illumination.
 - 15. A note on the plan indicating that an irrigation system will be installed to maintain the landscape materials.

I have provided all the items required by this four (4) page submittal checklist. I understand that any missing information, omissions or both may result in the application being deemed incomplete, which may lengthen the time required to process the application.

Print Name

Telephone Number

Danelle Isenhart

Signature

Date