



Received
Planning Division

6.11.21

January 21, 2021

Wishcamper Development Partners
Attn: Justin Metcalf
131 South Higgins, Suite P-1
Missoula, MT 59802

Subject: Pre-Application Summary Notes for SCM Main Street (PA2020-0054)

Dear Mr. Metcalf,

Thank you for attending the Pre-Application Conference held on January 6, 2021. We are pleased to provide you with the following notes prepared in response to your proposal.

Comments prepared by staff are reflective of the proposal considered at the Pre-App, however, staff understands that these preliminary plans may change and therefore the applicable code requirements may also change. We look forward to collaborating with you and your team to achieve a mutually successful outcome which both meets the needs of the community and addresses the City's policies and goals. 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. If we can be of further assistance, please do not hesitate to call.

Sincerely,

Elena Sasin
Associate Planner
(503) 526-2494

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for SCM Main Street Mods PA2020-0054, January 6, 2021

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

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

PRE-APPLICATION CONFERENCE DATE: January 6, 2021

PROJECT INFORMATION:

Project Name: **SCM Main Street Mods**

Project Description: Modification of a Decision for a Design Review and Preliminary Partition previously approved is requested for SCM Main Street PUD to modify the conditions of approval of the SCM Main Street Design Review (DR2020-0067) and Land Division (LD2020-0007) to convert private Street A to a public street, revise the southern termination of Street A from an emergency access to a cul-de-sac, and replace the southern emergency access connection with a pedestrian connection and a public stormwater facility.

Property/Deed Owner: Ed Bartholemy
18485 SW Scholls Ferry Road
Beaverton, OR 97007

Site Address: 17811 SW Scholls Ferry

Tax Map and Lot: Tax Map: 2S106B, Tax Lot: 7000
Zoning: NS – Neighborhood Service
Comp Plan Designation: Main Street
Site Size: Approximately 9.75 acres

APPLICANT INFORMATION:

Applicant's Name: Wishcamper Development Partners
131 South Higgins, Suite P-1
Missoula, MT 59801

Contact: Justin Metcalf

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 Designation of Main Street. The SCM Main Street Planned Unit Development (ADJ2020-0002/CU2020-0002/CU2020-0003/DR2020-0067/LD2020-0007/PD2020-0002/SDM2020-0004/ZMA2020-0005) was approved on November 24, 2020 and is now zoned Neighborhood Service (NS).

SECTION 50.25 (APPLICATION COMPLETENESS):

The completeness process is governed by Section 50.25 of the Development Code. The applicant is encouraged to contact staff to ask any questions or request clarification of any items found on the application checklists that were provided to the applicant at the time of the pre-application conference. In addition, the applicant should be aware that staff is not obligated to review any material submitted 14 days or later from the time the application has been deemed “complete” that is not accompanied with a continuance to provide staff the necessary time to review the new material.

APPLICATION FEES:

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

Modification of a Design Review Three	\$5,909
Modification of a Preliminary Partition	\$5,018

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

No fee increase are scheduled at this time; however, the fees are subject to change. Fees in effect at the time of application submittal will control. Please contact Current Planning (503-526-2420) or visit our website www.beavertonoregon.gov/bib prior to submittal of your application to confirm the current application fee(s).

SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. In this case, a proposal that includes a Zoning Map Amendment, Design Review Three, Conditional Use and Planned Unit Development 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 not required because the necessary type 3 applications are modifications of previously approved decisions. Staff always recommends community outreach through a neighborhood meeting. Neighborhood Advisory Committee: (NAC): **Neighbors Southwest** Contact: Elliot Otteson, Chair, eotteson@horizoncommunity.church / 503-547-3013

CHAPTER 20 (LAND USES):

See “*Key Issues / Considerations*” herein. Limited Land Use applications will need to address Chapter 20 compliance. See Development Standards of the NS zone in table of 20.10.15.

CHAPTER 30 (NON-CONFORMING USES):

Proposal subject to compliance to this chapter? Yes No

CHAPTER 40 (PERMITS & APPLICATIONS):

Facilities Review Committee review required? Yes No

Please Note: Applicant’s written response to Section 40.03 (Facilities Review) should address each criterion. If response to criterion is “Not Applicable”, please explain why the criterion is not applicable.

Applicable Application Type(s):

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	Modification of a Decision - Design Review Three (Threshold #8)	50.95 and 40.20.15.3	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
2.	Modification of a Decision - Preliminary Partition (Threshold #1)	50.95 and 40.45.15.4	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <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:

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

Section 60.65 (Utility Undergrounding)

Section 60.67 (Significant Natural Resources)

Section 60.70 (Wireless Communication)

Please note that **compliance with the South Cooper Mountain Community Plan is required as part of showing compliance with the PUD Modification request**, these policies can be found in the South Cooper Mountain Community Plan.

OTHER DEPARTMENT/AGENCY CONTACTS:

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

Recommended
contact for
further
information
if checked



Clean Water Services

(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.



Carl Werner, Senior Structural Plans Examiner, City of Beaverton
(503) 526-2593 / cwerner@beavertonoregon.gov

Comment: Plans reviewed. No comments at this time. Typical building permits for new buildings will be required eventually.



Steve Brennen, Operations, City of Beaverton
(503) 526-2200 / sbrennen@beavertonoregon.gov

Comment: No written comments provided to date / not expected.



Naomi Patibandla, Site Development, City of Beaverton
(503) 256-2513 / npatibandla@beavertonoregon.gov

Plans reviewed. Written comments not provided.



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

Plan reviewed. Written comments not provided.



Naomi Vogel, Planner, County of Washington

Naomi_vogel@co.washington.or.us

Plan reviewed. Written comments not provided.

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 City of Beaverton allows concurrent review of land use applications.
 - a. **Modification of a Decision – Preliminary Partition (LD) (Type 2).** Modifications to conditions of approval and modifications to grading. The modification application should focus only on the portion of the partition that is proposed to be modified.
 - b. **Modification of a Decision - Design Review Three (DR) (Type 3).** The modification application for the previously approved Design Review Three should focus only on the design changes proposed.

Please note, in addition to responding to criteria and standards applicable to Preliminary Partitions and Design Review applications, Modification of a Decision applications must also address Section 50.95.

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 still be provided to the development. Response to Facilities Review approval criteria will also be required with design review and should address utility provisions, site access, etc.
3. **Owner Signatures.** All proposed modifications must contain the signatures of all property owners, including the owners affected by the proposed changes. Any proposed condition of approval changes should be consented to by all owners.
4. **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/TransportationPlannin

[g/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.

5. **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 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 *Only if additional lots/units are proposed.
 - d. **Water Service**: All developments require a Water Service Provider Letter to address water service provision. The SPL form can be found here: [\\COBNAS2\CITYWIDE\\$\PublicWorks\TVWD IGA\2018 Service Area IGA Operations and Maintenance Plan\New Development\Request for Statement of Service Availability \(Water\).pdf](\\COBNAS2\CITYWIDE$\PublicWorks\TVWD IGA\2018 Service Area IGA Operations and Maintenance Plan\New Development\Request for Statement of Service Availability (Water).pdf)
6. **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.
7. **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.