



Received
Planning Division
09/29/2021

EXHIBIT 2.7

February 26, 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 Mods (PA2021-0005)

Dear Mr. Metcalf,

Thank you for attending the Pre-Application Conference held on February 10, 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) 278-1482

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for SCM Main Street Mods PA2021-0005, February 10, 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: February 10, 2021

PROJECT INFORMATION:

Project Name: **SCM Main Street Mods**

Project Description: Modification of a Decision for a Design Review and Parking Determination – Shared Parking previously approved is requested for SCM Main Street PUD. The modifications include changes to Building 1's elevations, removal of one condition of approval regarding bicycle parking spaces required as part of the Design Review Three (DR2020-0067) application and to remove a condition of approval for the Parking Determination Shared Parking (PD2020-0002) application. The modifications also include reprogramming the ground floor space in Building 1 from commercial to more residential services oriented.

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 of 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 + 3.5% Technology Fee
Modification of a Parking Determination – Shared Parking	\$349 + 3.5% Technology Fee

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

No fee increases 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 Modification of a Decision Design Review Three, and a Modification of a Decision Parking Determination – Shared Parking 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, otteson@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 – Parking Determination – Shared Parking (Threshold #2)	50.95 and 40.55.15.2	<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:

- Section 60.05 (Design Review Principles Standards and Guidelines)**
- Section 60.07 (Drive-Up Window Facilities)
- Section 60.10 (Floodplain Regulations)
- Section 60.15 (Land Division Standards)
- Section 60.20 (Mobile & Manufactured Home Regulations)
- Section 60.25 (Off-Street Loading)
- Section 60.30 (Off-Street Parking)**
- Section 60.33 (Park and Recreation Facilities)
- Section 60.35 (Planned Unit Development)
- Section 60.40 (Sign Regulations)

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| <input type="checkbox"/> Section 60.45 (Solar Access Protection) | <input type="checkbox"/> Section 60.50 (Special Use Regulations) |
| <input 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) | |

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.

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



Plans reviewed. Written comments not provided.



Naomi Vogel, Planner, County of Washington
Naomi_vogel@co.washington.or.us



Plans reviewed.

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 – Parking Determination – Shared Parking (PD) (Type 2).** Modifications to conditions of approval and modifications to parking requirements. The modification application should explain why the condition of approval is no longer needed. Applicable criteria are found in Facilities Review (Section 40.03.1) and Parking Determination – Shared Parking application (Section 40.55.15.2).
 - 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/guidelines applicable to Parking Determination – Shared Parking and Design Review applications, Modification of a Decision applications must also address Section 50.95.

2. **Design Review Standards and Design Review Guidelines.** Staff have identified the following standards and their corresponding guidelines (summarized -- please see Development Code for full text) as applicable to the proposed changes. However, staff recommend reviewing the standards and guidelines to ensure all applicable provisions are met.

Design Review Standard		Design Review Guideline	Comments
60.05.15.1.A	Buildings that are residential only shall be limited in length to 200 ft.	60.05.35.1.A	The approved plans show Building 1's length is approximately 250 feet in length.
60.05.15.1.B	A minimum of 30% of street facing elevations and elevations with primary entrances shall be devoted to permanent architectural features.	60.05.35.1.B-E	The applicant's initial approved application addressed the Design Review Standards and stated Building 1 met this standard. If one or more elevation does not meet the standard as a result of the proposed changes, please address all guidelines (B through

			E). If stating standard is met, please include calculations demonstrating compliance, identifying architectural features being applied to the 30% minimum.
60.05.15.1.C	Maximum spacing between architectural features is 40 ft.	60.05.35.E	Guideline addressed in previously approved design.
60.05.15.1.D	Attached and detached residential buildings facing a street shall not consist of undifferentiated blank walls greater than 150 sq.ft.	60.05.35.E	Guideline addressed in previously approved design.
60.05.15.4.B	A maximum of 30% of elevations visible from and within 200 ft of a public street shall be plain smooth unfinished concrete, concrete block, plywood, sheet pressboard.	60.05.35.4.A and B	Standard addressed in previously approved design. Please demonstrate compliance with the standard if affected by the proposed changes or address corresponding guidelines.
60.05.15.4.C	A maximum of 3 ft. above finished grade may be exposed concrete.	60.05.35.4.B	Standard addressed in previously approved design. Please demonstrate compliance with the standard if affected by the proposed changes or address corresponding guideline.
60.05.15.6.E.	Buildings subject to the street frontage standard shall have at least one primary building entrance oriented toward an abutting street or public pedestrian way.	60.05.35.6.D	Standard addressed in previously approved design. Staff is unsure if building entrances are proposed to be modified but have identified this standard out of caution.
60.05.15.7.A	Minimum height of 20 ft. and maximum height of 60 ft. above finished grade along MPRs.	60.05.35.7.A and B	Standard addressed in previously approved design.
60.05.15.8.A and B	Except those used exclusively for residential use, certain ground floor elevations shall include a minimum of 50% glazing and weather protection.	60.05.35.8.A and B	If Building 1 becomes exclusively residential, these standards (and corresponding guidelines) would not apply.

3. Facilities Review Approval Criteria. Written responses to the Facilities Review approval criteria is necessary (Section 40.03 of the Development Code), including responses to all applicable Chapter 20 standards to address the change in height, Residential Use Restriction of 50% in the zone and parking calculations.

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; however, the applicant's plans do not indicate site changes or changes to density therefore new SPLs are not required. Please confirm with Tualatin Valley Fire and Rescue that a revised/new Service Provider Permit (SPP) is not required. Please note, should the plans change from what was submitted for the Pre-Application materials, revised/new SPLs/SPPs may be required.
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. **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.