



Received
Planning Division
7/13/2022

June 21, 2021

Habib Matin
Scholls Development
10475 SW Helenius Street
Tualatin, OR 97062

Subject: Scholls Ferry Apartments (PA2020-0031)

Dear Habib Matin,

Thank you for attending the Pre-Application Conference held on June 2, 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. A copy of your proposal was also sent to other members of staff who did not attend the Pre-App but have provided written comments hereto. Please feel free to contact anyone who provided comments. Contact names, telephone 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,

Jana Fox
Current Planning Manager
(503) 526-3710

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for Scholls Ferry Apartments PA2021-0031, June 2, 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: June 2, 2021

PROJECT INFORMATION:

Project Name: Scholls Ferry Apartments

Project Description: New 96 unit multifamily housing development and associated landscaping and parking.

Property/Deed Owner: Scholls Development
10475 SW Helenius Street
Tualatin, OR 97062

Site Address: 15584 SW Scholls Ferry Road

Tax Map and Lot: 2S105BA00200

Zoning: Town Center – Multiple Use

Comp Plan Designation: Town Center (TC)

Site Size: Approximately 2.67 acres

APPLICANT INFORMATION:

Applicant's Name: Habib Matin
Scholls Development
10475 SW Helenius Street
Tualatin, OR 97062

Applicant's Rep: Stacy Connery
Pacific Community Design Inc.
12564 SW Main St
Tigard, OR 97223

Phone / E-mail: Phone: (503) 781-8226

PREVIOUS LAND USE HISTORY:

The subject site is developed with one single family home. The applicant previously applied for a substantially similar development, however the application was withdrawn prior to a decision being issued.

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

Design Review Three	\$5,909
Minor or Major Adjustment (Height)	\$1,021 or \$3,141
Tree Plan Two or Three	\$1,540 or \$2,134
Replat One for Lot Consolidation	\$677

Please note that the City charges a 3.5% technology fee on all land use applications.

See additional notes under “Key Issues/Considerations” hereto.

***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 **Design Review 3**, a *potential Major Adjustment* application and *potential Tree Plan Three* and are subject to a **Type 3** procedure. Section 50.15.2 further provides for consolidated processing of all applications.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

A Neighborhood Review Meeting is required for **Type 3** applications. A Neighborhood Review Meeting packet was provided at Pre-App meeting.

Name of Neighborhood Advisory Committee: **Neighbors Southwest**

Contact Person.: Miles Glowacki (City Neighborhood Office) mglowacki@beavertonoregon.gov

CHAPTER 20 (LAND USES):

Please note that your property is located in the TC-HDR zoning district and subject to the provisions thereof.

Zoning: Section 20.20.15. for Development Standards in Town Center – High Density Residential zone (TC-HDR) and Section 20.20.20. for Land Uses.

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. Design Review Three (Threshold #8)	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. <i>possible</i> Minor Adjustment (Threshold #1)	40.10.15.1	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
3. <i>possible</i> Major Adjustment (Threshold #1)	40.20.15.2	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
4. <i>possible</i> Tree Plan Two (Threshold #2)	40.90.15.2	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
5. <i>possible</i> Tree Plan Three (Threshold #1)	40.90.15.3	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
6. Replat One (Threshold #2)	40.45.15.2	<input checked="" type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4

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

CHAPTER 60 (SPECIAL REGULATIONS):

The following special requirements when checked are applicable to your development. You should consult these special requirements in the preparation of written and plan information for a formal application:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) |
| <input type="checkbox"/> Section 60.10 (Floodplain Regulations) | <input checked="" type="checkbox"/> Section 60.15 (Land Division Standards) |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) | <input type="checkbox"/> Section 60.25 (Off-Street Loading) |
| <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities (If providing a park)) |
| <input 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 (tree protection standards / mitigation)) |
| <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input checked="" type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

Comments: In order for your applications to be deemed complete, written analysis is to address how the proposal meets all applicable provisions/requirements as checked above. All utilities serving the project site are to be underground (60.65). Existing overhead wires are to be placed underground. Under Section 60.60 (Trees and Vegetation), staff recommends review of subsection 60.60.20 (Tree Protection Standards) if/where trees on-site are to remain as well as for trees located on abutting properties near the subject site. See *Key Issues / Considerations* herein for additional notes.

Development of the site is subject to the City's Design Review Design Standards or Guidelines (Section 60.05). See attached worksheets. See also "Key Issues/Considerations" hereto.

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 spreview@cleanwaterservices.org or contact **Laurie Bunce**, CWS Engineering Technician, at (503) 681-3639.



Jeremy Foster, Tualatin Valley Fire & Rescue,
503-259-1414 / Jerem/Foster@tvfr.com

No comments provided. TVF&R requires a Service Provider Letter (SPL).



Lawrence Arnbrister, Building, City of Beaverton
(503) 526-2408 / larnbrister@beavertonoregon.gov

No comments provided.



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

Plans reviewed. No comments provided.



Silas Shields, Site Development
(503) 350-4055 / sshields@beavertonoregon.gov

Comments included.



Elizabeth Cole, Recycling & Waste Reduction Program Coordinator, City of Beaverton
(503) 526-2460 / ecole@beavertonoregon.gov

Comments attached.



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

Plan reviewed. Comments included.



Naomi Vogel, Washington County Land Use and Transportation

SW Scholls Ferry Road is maintained by Washington County. Vehicle access from SW Scholls Ferry Road will not be permitted. Restricted access for fire service may be permitted.

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.** Herein staff has identified potential **Design Review Three, Tree Plan Two or Three, Minor or Major Adjustment (Height) and Replat One.**
 - a. **Design Review Three:** This application would be necessary if the proposal is unable to demonstrate compliance with all Design Review Standards, such as minimum landscape requirements, building materials and articulation, and pedestrian circulation. Staff identifies Standard 60.05.25.13 Landscape Buffering and Screening as a standard unlikely to be met, due to the geometry of the site.
 - b. **Minor or Major Adjustment:** The applicant's materials show that the maximum front yard setback of 10 feet is proposed to be exceeded. Depending on the ultimate scale of the increased setback a Minor or Major Adjustment will be needed. Up to a 10% adjustment can be requested under a Minor Adjustment. Deviations from Chapter 20 development standards of more than 10% and up to 50% are subject to the Major Adjustment application. Adjustment applications require hardship findings, demonstrating how special conditions or circumstance exist that make it difficult or impossible to meet the development standards.
 - c. **Tree Plan Two or Three:** Removal of significant grove trees requires a Tree Plan application. A tree inventory should be provided which identifies the size, location, species and health of the trees on the site and indicate which trees are proposed to be removed, as well as preservation methods for the remaining trees. A type 3 application will be required if greater than 85% of the grove (measured by diameter breast height) is removed.
 - d. **Replat One.** The subject site does not appear to have ever been part of a plat. A Replat One is required concurrently with the applications for development to establish the lot as a legal lot of record.
2. **Stormwater and Utilities.** Please see notes from Naomi Patibandla, Site Development. Preliminary Utility Plan is to show proposed connections to all critical facilities (water, sewer and storm drainage). All existing on-site overhead utilities must be placed underground per Section 60.65 of the Development Code. A Clean Water Services, Service Provider Letter and City of Beaverton Water SPL are required.
3. **Preliminary Grading Plan.** A preliminary grading plan is to be submitted for Design Review. If proposed, the preliminary grading plan is to identify areas where retaining walls may be constructed (or existing walls maintained) and the height of the wall.
4. **Parking.** Minimum parking standards listed below. However, the site has limited street frontage, and therefore little to no opportunity for on-street parking. The applicant should consider how the development will accommodate vehicle parking on-site.
Attached Dwellings: 1.00 spaces per unit
The parking stalls will need to be 18.5 feet in depth and provide a six foot setback at the perimeter of the parking area. See Section 60.30.15 of the City's Development Code for further information on the parking

lot design. A question was raised about tandem parking spaces for certain units. Tandem and parallel parking is allowed only for surplus parking stalls.

5. **Access.** Vehicle access is expected to be provided from the north of the site, from SW Winterhawk Lane and a public access easement through the Trillium Woods Apartment complex. Access to and from SW Scholls Ferry Road will be limited to fire access. Confirm with Washington County if dedication is required. However sidewalk and planter improvements are required consistent with the design adjacent to the site. Please note that access must be contained to the existing access easement or a new easement will be required.
6. **Pedestrian Connection.** Safe pedestrian connections between the parking lot and amenities (i.e. trash facilities) to each building is needed. Pedestrian connections between the buildings and the public street (Scholls Ferry Road) is also required. Review your plans to ensure adequate walkways are provided. Walkways will need to be a minimum width of 5 feet and be ADA accessible. Easements may not be proposed on adjacent sites without an easement or approval from the other property owner(s).
7. **Bike Parking.** Both short-term and long-term bike parking is required. A minimum of two short-term bike parking spaces for each building, along with a long-term space for each unit will need to be provided with your proposal.
8. **Traffic Impact Analysis.** Based on the size of the project a Traffic Impact Analysis is required to meet the requirements in Section 60.55.20.
9. **Waste and Recycling.** City staff have questions and concerns about the proposed location and operation of the waste and recycling facilities. Please see notes prepared by Elizabeth Cole, City of Beaverton's Recycling & Waste Reduction Program Coordinator, attached.
10. **Tree & Access Easement Conflicts.** Prior to application revised easements and for access and tree preservation must be provided to address the removal of trees within the access easement areas.
11. **Permission to Remove Off-Site Trees.** If trees are proposed to be removed from adjacent properties written consent from the property owner(s) must be provided. These trees must be accounted for in the tree plan application.
12. **Tree Grove Inventory.** Please note that trees that are non-native as well as unhealthy (not dead) trees are to be included in the grove inventory and if proposed to be removed are to be included in the grove tree removal calculations. Please note Ponderosa Pines are specifically called out in the grove inventory.
13. **Sanitary Easement Width.** The standard sanitary sewer easement width is 15 feet, if 10 feet are proposed then an Engineering Design Manual Exception will need to be granted prior to land use approval. Please also clarify how maintenance access or the sanitary sewer easement is provided.
14. **Site Distance Analysis.** The site distance provided uses a stopping site distance, this may not be sufficient, please consult with the City transportation engineer to determine if stopping site distance is sufficient.
15. **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 is attached to these notes.
 - 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
 - d. **Water Service:** All developments require a Water Service Provider Letter to address water service provision. The SPL form is attached to these notes.
16. **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.
17. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.

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

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



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

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Development Engineering Issues

Project Name: Scholls 96 unit apartments at 15584 SW Scholls Ferry Rd

Pre-Application Conference Number: PA2019-0037

Date: June 5, 2019

Prepared by: Naomi Patibandla-Site Development Division

Ph: (503) 526-2513 **Fx:** (503) 526-2550 **Email:** npatibandla@BeavertonOregon.gov

General Notes:

The proposal shall be in compliance with the City of Beaverton 2019 Engineering Design Manual and the 2019 R&O 19-05 Clean Water Services Design & Construction Standards.

City of Beaverton is the water provider for this site. A SPL will be required for new connections to the water system.

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

A Clean Water Services Service Provider letter is required for a development, partition, or building permit application (see contact information on next page).

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

Proposed relocations of any public utilities and easements will need to be identified with the Land Use application. A professional surveyor will need to document where existing utility lines and any easement limits are in relation to property boundaries. 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.

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

Please review provisions of Beaverton Code 9.05.110 and 9.05.115 for grading standards. Specifically, no grading can occur within 10 feet of a property line or half the height of the vertical embankment created, whichever is greater, unless certain criteria are met. This applies to all exterior property boundaries of the proposed project.

A storm water report prepared by a professional civil engineer is required with this application and will need to document how the proposal will provide storm detention (quantity) and treatment (quality).

Street tree plantings and storm water facility plantings must be per jurisdictional approved planting lists.

Provide Option C lighting per the Engineering Design Manual, Chapter 4 along all frontage improvements. Where there are existing Option A and/or Option B street lights along the frontage improvements, these lights shall be removed and replaced with Option C light per Chapter 4. No existing Option A and/or Option B lights along the frontage improvements or the opposite side of the frontage improvement shall be included in the lighting analysis to meet the lighting requirements.

Any affected overhead power and communication services, as well as new power and communication service wires into the site must be placed underground.

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://apps.BeavertonOregon.gov/secure/PublicWorks/ABSubmit.aspx>
- Public utilities (water, sanitary sewer and storm drainage) must be brought to, through, and along public street frontages to serve this site upon development and to facilitate future adjacent development. [REFERENCE CITY OF BEAVERTON ENGINEERING DESIGN MANUAL AND STANDARD DRAWINGS AND CLEAN WATER SERVICES DESIGN AND CONSTRUCTION STANDARDS]

City of Beaverton approval required for work as proposed or likely to be needed:

<input checked="" type="checkbox"/>	Site Development, grading or right of way permit Contact: Site Development Division at (503) 350-4021
<input checked="" type="checkbox"/>	Building permit
<input checked="" type="checkbox"/>	Street lighting per option: <input type="checkbox"/> A, <input type="checkbox"/> B or <input checked="" type="checkbox"/> C
<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications) on site <input checked="" type="checkbox"/> Must underground utilities associated with any pole requiring relocation <input checked="" type="checkbox"/> May be eligible for fee in lieu of undergrounding – See Development Code Section 60.65.20-25

Water services jurisdiction:

<input checked="" type="checkbox"/>	City of Beaverton system
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	Contact: Brion Barnett at (503) 526-2592
	<input type="checkbox"/> 410 HGL <input checked="" type="checkbox"/> 550 HGL <input type="checkbox"/> Other/Split zone

Other permits and approval required for work as proposed or likely to be needed:

<input checked="" type="checkbox"/>	<p>Washington County for SW Scholls Ferry Road</p> <p>For work within, access, or construction access. Note: Storm and sanitary sewer in County roads inside City limits are City owned and maintained. Some street lights on County roads are City owned. Contact DLUT at (503) 846-7623 or email roadpermits@co.washington.or.us.</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Facilities and Access permit • <input checked="" type="checkbox"/> Right of Way permits • <input type="checkbox"/> Utilities permits
<input checked="" type="checkbox"/>	<p>Tualatin Valley Fire and Rescue Service Provider Letter</p> <p>Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com</p>
<input checked="" type="checkbox"/>	<p>Clean Water Services District</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Site Assessments/Service Provider Letters/Wetlands/Creeks/Springs or Connection Permit - Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org
<input checked="" type="checkbox"/>	<p>Oregon Department of Environmental Quality</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> DEQ 1200-CN Erosion Control Permit (Permit application to City for disturbance of 1-4.99 Acres) – Submit to City of Beaverton Site Development for processing: 503-350-4021

Site soil, surface and storm water issues:

<input checked="" type="checkbox"/>	A downstream storm water analysis may be required for this development
<input checked="" type="checkbox"/>	Geotechnical report may be required
<input checked="" type="checkbox"/>	Required impervious surface inventory
<input checked="" type="checkbox"/>	<p>Storm water facilities required</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Winter storm detention (quantity) • <input checked="" type="checkbox"/> Summer Storm treatment (quality)



Recycling & Garbage Enclosure Guidelines

This document is intended to serve as a resource in determining the minimum space that should be included for shared garbage and recycling collection areas in plans for commercial and multifamily developments. They should be used in conjunction with the relevant sections of the Beaverton Development Code and the Beaverton Code referenced below.

The City of Beaverton is committed to helping build a more sustainable community, one that minimizes its use of natural resources, protects the environment, and creates a healthy, positive and safe setting for all of its community members. By providing garbage and recycling service that meets the needs of the user (customer/tenant) and service provider while also minimizing service frequency, and therefore greenhouse gas emissions, we are able to contribute to this vision.

Regulations

City of Beaverton [Solid Waste & Recycling Administrative Rules](#) section E.3.a et seq. requires that multifamily and commercial property owners subscribe to weekly garbage and recycling service. Recycling must be in both quantity and location reasonably similar to garbage and must be convenient for tenants to use.

Solid Waste & Recycling Administrative Rules state that garbage and recycling receptacles must be accessible. See [administrative rules](#) section E.3.d et seq. for more details.

All garbage and recycling facilities are required to be screened from public view by the [Beaverton Development Code](#) (Section 60.05.20.2) and will require land use approval to modify or construct. Please contact the Planning Division at 503-526-2420 for more information on screening requirements.

Beaverton Code [4.08.530](#) requires all businesses to recycle. Beaverton currently has a voluntary food scraps collection program for food-generating businesses like grocery stores and restaurants. Beaverton is considering making this a mandatory policy and food scrap collection should be considered when planning waste enclosures and spaces.

Cost efficiency and environmental sustainability

The least expensive garbage collection service for the rate payer (owner or tenant) is one that minimizes the number of service stops per week. Service of a larger container collected less frequently provides the customer with the opportunity to save a considerable amount of money compared to service with a smaller container serviced more frequently. Enclosures, and the truck access to them, should be designed to enable the most cost-effective and efficient service possible.

Designing for the most cost-effective option possible also reduces local truck traffic, saving money on road maintenance and repair and reducing the city's green-house gas emissions and environmental impact.

What to avoid

Inadequate size

If the enclosure is too small, receptacles may get placed outside of the enclosure which conflicts with Beaverton Development Code. Small enclosures can make it difficult to impossible for the user and service provider to access the receptacles. A larger enclosure allows for flexible service levels and is more easily adapted to the changing needs of businesses, e.g. a restaurant may require room for a food scrap collection receptacle and oil collection in addition to garbage and recycling, whereas an office building will generally not require these additional services.

If a roof is added to the enclosure, a minimum of 12 feet vertical clearance is necessary to allow lids to be opened and closed.

Inadequate gates

Gates should be large enough for the service truck to directly access the receptacles without the driver needing to manually move them.

Gates must lock in the open and closed position and not have a center post. Gates should lock in the open position at a minimum of a 120 degree angle.

Location

Trucks should be able to safely re-enter traffic without needing to back out onto public roadways. An enclosure at the end of an alley or in a place without adequate room for service vehicles to maneuver creates a dangerous situation for collection staff, as well as for vehicles and pedestrians.

The largest and most common truck used is about 37 feet in length. Driveways/lots should be designed to accommodate trucks with a turn radius of 55 feet, overhead clearance of 14 feet and weight of 55,000 lbs.

Lack of bumpers

Bumpers or curbing should be on the ground or mounted on the walls in the interior of the enclosure to protect from wear and tear.

Enclosure designs

Plans submitted to the City should detail the location(s) and size of the enclosure(s). The plan should also show container footprints. Applicants are encouraged to contact Beaverton's Solid Waste & Recycling program with any questions, 503-526-2460 or email RecyclingMail@BeavertonOregon.gov.

Table A: Service level recommendations

All recommendations below assume once a week service as it is the preferred level of service and most cost-effective (food may be an exception to this rule due to its weight). Once a week service, also reduces truck traffic and green-house gas emissions. Please note, these are starting points, exact service levels will vary based on several factors (layout, type of business, number of employees etc.).

Land Use	Garbage	Mixed recycling	Glass recycling	Food waste
Multi-family residential	0.20 cubic yards per living unit	0.10 cubic yards per living unit	1 gallon per living unit	---
Grocery	Compactor	Compactor for cardboard plus 6 cubic yards	64 gallons	16 cubic yards
Hotel w/restaurant	18 cubic yards	12 cubic yards	64 gallons	3 cubic yards
Hotel without restaurant	12 cubic yards	6 cubic yards	35 gallons	---
Office	3 yards per 20,000 sf	3 yards per 20,000 sf	35 gallons per 20,000 sf	---
Restaurant	3 cubic yards per 1500 sf	6 cubic yards per 1500 sf	35 gallons per 1500 sf	3 cubic yards per 1500 sf
Retail	3 yards per 8,000 sf	3 yards per 8,000 sf	35 gallon per 8,000 sf	---

Table B: Receptacles sizes

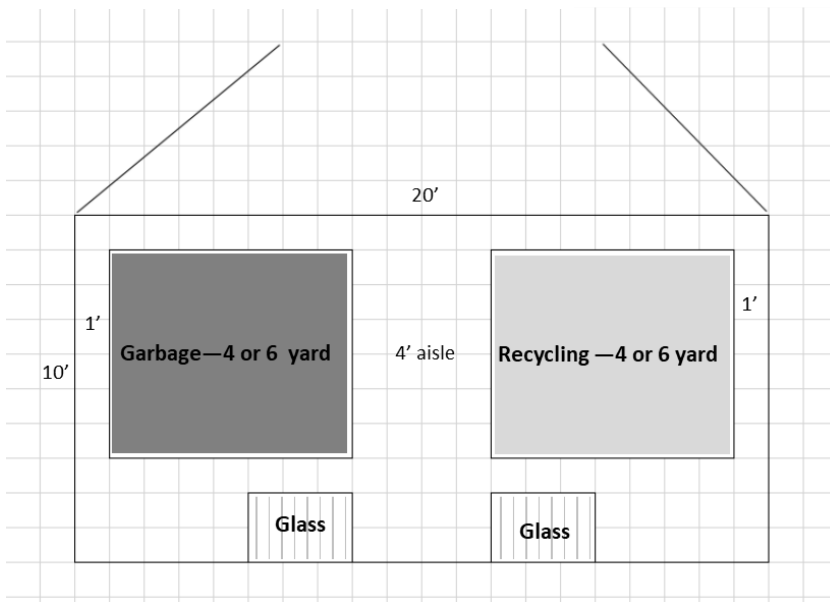
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

Volume	Foot Print	Height
35-gallon cart (.20 cubic yard)	21" W x 24" D	39 inches
65-gallon cart (.34 cubic yard)	27" W x 29" D	41 inches
95-gallon cart (.52 cubic yard)	30" W x 34.0" D	46 inches
1 cubic yard	84" W x 24" D	37.5 inches (with casters)
1.5 cubic yards	84" W x 36" D	43.5 inches (with casters)
2 cubic yards	84" W x 36" D	49.5 inches (with casters)
3 cubic yards	84" W x 45" D	55.5 inches (with casters)
4 cubic yards	84" W x 54" D	61.5 inches (with casters)
6 cubic yards	84" W x 68" D	60 inches (no casters)

Examples of receptacle layouts

- Layout dimensions are approximate.
- Receptacle layouts show interior dimensions, no curb, footings or other obstructions.
- Provide a minimum of one foot interior clearance between receptacles (excluding carts) and other obstructions (walls, curbs, equipment, trees).
- Provide a minimum of twelve foot vertical clearance to open lids (from ground to top of lid).
- Provide a gate wide enough to easily remove receptacles for collection (one foot clearance).
No center post.

A. 10 x 20 (residential – 200 sf)



B. 18 x 24 (commercial w/food scraps – 432 sf)

