

**Received
Planning Division
4/13/2022**

Appendix I

Preapplication Conference Summary dated September 1, 2021





September 15, 2021

Holland Acquisition Co., LLC c/o Holland Partner Group
Attn: Brian Cho
1111 Main Street, Suite 700
Vancouver, WA 98660

Subject: Pre-Application Summary Notes for Holland Scholls Heights (PA2021-0050)

Dear Brian Cho,

Thank you for attending the Pre-Application Conference held on September 1, 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. 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
Holland Scholls Heights
PA2021-0050, September 1, 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: September 1, 2021

PROJECT INFORMATION:

Project Name: **Holland Scholls Heights**

Project Description: New construction of 216-unit apartment development, part of the Scholls Heights PUD.

Property/Deed Owner: John Bierly
12150 SW Kobbe Drive
Beaverton, OR 97007

Site Address: 18865 SW Scholls Ferry Road

Tax Map and Lot: Tax Map: 2S201 Tax Lot: 4200 and 4201

Zoning: R1

Comp Plan Designation: NR-HD

Site Size: TL 4200 – 10.74 acres; TL 4201 – 0.75 acres

APPLICANT INFORMATION:

Applicant's Name: Brian Cho
Holland Acquisition Co., LLC c/o Holland Partner Group
1111 Main Street, Suite 700
Vancouver, WA 98660

Phone / Email: 360.907.4602 / bcho@hollandpartnergroup.com

PREVIOUS LAND USE HISTORY: Subject property is part of the South Cooper Mountain Community Plan (SCMCP) area and was annexed to the City of Beaverton in January, 2013. The subject site was given the City of Beaverton Land Use Designations and Zoning with the Scholls Heights PUD approval. The approved large lot partition has been recorded. Case file numbers include: Scholls Heights South Cooper Mountain PUD CPA2017-0006 / CU2017-0010 / DR2017-0052 / LD2017-0009 / LD2017-0017 / SDM2017-0007 / TP20 Scholls Heights PUD Phasing Mods CU2019-0012/LD2019-003217-0008 / ZMA2017-0005, and Scholls Heights PUD Northeast Phase Modifications CU2021-0006/LD2021-0004, and Scholls Heights Large Lots 4 & 5 Partitions LD2019-0030/LD2019-0031.

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	\$6,115.82
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See **Key Issues/Considerations** herein for description of applications and associated process.

*Please note that beginning on January 1, 2021, a 3.5% technology fee will be assessed on all applications. The fees shown above include this fee.

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. For example, a proposal that includes a **Design Review Three** application is subject to a **Type 3** procedure.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting is required because the proposal is subject to a Type 3 procedure. Neighborhood Advisory Committee (NAC): **Neighbors Southwest** Contact: **Dr. Alison Balbag / DrDrAlisonBalbag@gmail.com**

For meetings held at the NAC staff recommend that a separate sign-in sheet be provided. Note that after the neighborhood meeting, summary of the meeting along with a copy of your sign-in sheet is to be mailed to the NAC contact above. The city also request that the summary of the meeting and sign-in sheet is also sent to:

City of Beaverton, Neighborhood Program, P.O. Box 4755, Beaverton, OR 97076 or emailed to: neighbormail@beavertonoregon.gov

Instructions for conducting or attending Neighborhood Review Meetings can be found here: <https://www.beavertonoregon.gov/DocumentCenter/View/9172/Neighborhood-Meeting-Informational-Packet?bidId=>

In response to COVID-19, the applicant can fulfill the neighborhood meeting requirement by using alternative means of communication such as by phone, email, and online meeting platforms, provided by the applicant. The applicant may work with City staff to provide a physical place for members of the public without technology to participate in the meeting as needed on an appointment basis (social distancing requirement must be recognized). Contact the project planner or 503-526-2420 for details.

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 applicable Residential zoning districts in table of 20.05.15.

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 separately. If response to criterion is “Not Applicable”, please explain why the criterion is not applicable. For Section 40.03, Critical and Essential Facilities are defined (Chapter 90) in the following way:

Facilities, Critical. [ORD 4224; September 2002] For the purposes of Facilities Review critical facilities and services shall include potable and non-potable public water, public sanitary sewer, storm water drainage, treatment, and detention, transportation, and fire protection. For the purposes of floodplain regulation and building construction hazard designations, critical facilities are defined as hospitals, significant medical care facilities, fire stations, police stations, storage of critical records, emergency community shelters, emergency operation centers, emergency management offices, and similar facilities.

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

The applicant’s written responses to Section 40.03 should states how all critical and essential services will serve the site, proposed or existing.

Applicable Application Type(s):

	<u>Application Description</u>	<u>Code Reference</u>	<u>Application Type</u>
1.	Possible Design Review Three (Threshold #9)	<u>40.20.15.3</u>	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

Comments: In order for your application(s) to be deemed complete, a written statement necessary, supported by substantial evidence in response to all applicable approval criteria. Specifically, your application narrative(s) 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 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) |
| <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 type="checkbox"/> Section 60.60 (Trees and Vegetation) |
| <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input type="checkbox"/> Section 60.67 (Significant Natural Resources) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | |

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

OTHER DEPARTMENT/AGENCY CONTACTS:

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

<p>Recommended contact for further information if checked</p> <p><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a <i>Service Provider Letter</i> (SPL)</u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in <u>Chapter 3 of the Design and Construction Standards</u> at: <u>www.cleanwaterservices.org/permits-development/design-construction-standards</u></p> <p>If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the city will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain an SPL, complete the <u>pre-screening site assessment form</u>. For more information about CWS environmental review, you may email <u>spreview@cleanwaterservices.org</u> or contact Laurie Bunce, CWS Engineering Technician, at (503) 681-3639.</p>
<p><input checked="" type="checkbox"/></p>	<p>Carl Werner, Building, City of Beaverton (503) 526-2472 / cwerner@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Multi-family building permits required.</p>
<p><input type="checkbox"/></p>	<p>Steve Brennen, Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Silas Shields, Site Development, City of Beaverton (503) 536-3766 / sshields@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p>Kate McQuillan, Transportation, City of Beaverton (503) 526-2427/ kmcquillan@beavertonoregon.gov</p> <p><input type="checkbox"/> No written comments provided herein. Additional transportation related discussions may be required.</p>
<p><input type="checkbox"/></p>	<p>Marah Danielson, ODOT Development Review (503) 731-8258/ marah.b.danielson@odot.state.or.us</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Naomi Vogel, Washington County (503) 846-7623/ naomi_vogel@co.washington.or.us</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Elizabeth Cole, Recycling, City of Beaverton (503) 526-2460/ ecole@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> See attached information about trash enclosures.</p>

KEY ISSUES/CONSIDERATIONS:

Staff has identified the following key development issues, or design consideration or procedural issues that you should be aware of as you prepare your formal application for submittal. The identification of these issues or considerations here does not preclude the future identification of other key issues or considerations:

1. **Land Use Applications.** The construction of new attached residential dwellings meets the threshold for a Type 2 Design Review application. However, the Type 2 Design Review process requires that all Design Review Standards be met. If an applicant is either unable or chooses not to meet an applicable design standard, a **Design Review Three** application is required instead. The applicant's plans indicate that at least two design standards are not met; 1. "Attached residential buildings in Residential zones shall be limited in length to two hundred (200) feet" (60.05.15.1.A) and 2. "...attached residential building elevations facing a street, common green or shared court shall not consist of undifferentiated blank walls greater than 150 square feet in area." (60.05.15.1.D). As part of the written narrative, please address the applicable sections of Chapter 60 as noted above. Please refer to the attached design standards checklist as a guide to which standards and guidelines appear to be applicable based on the pre-application submittal.
2. **Planned Unit Development.** The subject site is part of the Scholls Heights PUD and is subject to conditions of approval issued for the PUD. Staff recommend the applicant review all previous land use decisions associated with the PUD, including conditions of approval and staff reports for additional context. Please note, modifying previously issued conditions of approval will require an additional land use application(s) and can only be modified by the same decision-making authority that issued the original condition(s). Site's located within the South Cooper Mountain Community Plan (SCMCP) area are also subject to the goals and policies outlined in the SCMCP. This site is located along SW Tile Flat Road which abuts land outside of the Urban Growth Boundary. Developments within the SCMCP area that abut SW Tile Flat Road are required to provide a landscape buffer with trees and shrubs that provide a visual screen for adjacent rural uses.
3. **Utilities and Access.** Development of the subject site is dependent upon the provision of access and public utilities through phase 1A (East) which is currently under construction. The fact that the utilities and streets are permitted and bonded is sufficient to show feasibility of utility and vehicular access, however the construction of and connection to those utilities and roads must be completed prior to any occupancy of the multifamily project. The timing of construction of those improvements should be coordinated with the developer of the 1A/East phase Taylor Morrison. Please let staff know if you would like contact information for Taylor Morrison.
4. **Open Space.** Sites located within South Cooper Mountain Community Plan (SCMCP) area PUDs are subject to the SCMCP open space requirements instead of the minimum landscape requirements outlined in Section 60.05. Conditions of approval in Land Use Order no.2747 for CU2019-0012 Scholls Heights PUD Phasing Modifications, require a minimum of 0.85 acres of active open space and 3.42 of total open space within the South phase. Please see section 60.35.15 for more open space requirements.
5. **Parking Requirements.** In the R1 zone, the vehicle parking requirement is dependent on the number of bedrooms each dwelling has. 1.25 parking spaces are required per one-bedroom unit and 1.50 parking spaces are required per two-bedroom unit and 1.75 parking spaces are required per three or more-bedroom units. In calculating the required number of vehicle parking spaces, fractions equal or more than 0.5 shall be rounded up to the nearest whole number. Fractions less than 0.5 shall be rounded down to the nearest whole number. Most of the parking lot dimensional requirements can be found in Section 60.30. of the Beaverton Development Code. Drive aisles must have minimum width of 24 feet. Parking stalls that do not meet applicable standards or are tandem, cannot be counted towards the minimum required number of parking stalls. Please also see Engineering Design Manual Section 210.21.I for parking lot driveway and parking stall standards and Section 210.21.N for driveway and parking lot pavement design and construction standards.

The first parking stall at the entrances to the subject site must be located a minimum of 20 feet from the property line or public right-of-way.

Multi-family buildings containing 4 or more dwelling units must provide a minimum of 1 short-term bike parking space per 20 dwelling units and 1 long-term space per dwelling unit. For a proposal with 216 units, the minimum number of bike parking required is 11 short-term spaces and 216 long-term spaces. Short-term bicycle parking spaces accommodate persons that can be expected to depart within two hours. Short-term bicycle parking is encouraged to be located on site within 50 feet of a primary entrance. Long-term bicycle parking spaces accommodate persons that can be expected to leave their bicycle parked longer than two hours. Cover or shelter for long-term bicycle parking shall be provided. Long-term spaces can be provided within individual units. Bicycle parking shall be designed, covered, located, and lighted to the standards of the Engineering Design Manual and Standard Drawings.

6. **Pedestrian Connections.** Section 60.05.20.3.C (Design Review Standards) require “A reasonably direct pedestrian walkway into a site shall be provided for every 300 feet of street frontage or for every eight aisles of vehicle parking if parking is located between the building and the street. A reasonably direct walkway shall also be provided to any accessway abutting the site. This standard may be waived when topographic conditions, man-made features, natural areas, etc. preclude walkway extensions to adjacent properties.” Section 60.55.10.B also requires, “A walkway into the development shall be provided for every 300 feet of street frontage. A walkway shall also be provided to any accessway abutting the development.” Where pedestrian connections cross driveways or vehicular access aisles a continuous walkway shall be provided and shall be composed of a different paving material than the primary on-site paving material such as concrete.
7. **Addressing.** Each building within an apartment complex is typically assigned a separate address. Please contact Heidi Krussow, Permit Technician with the Building Division at hkrussow@beavertonoregon.gov for any address related questions.
8. **Transportation.** Please confirm that the number of units proposed on this site have been accounted for in the PUD Traffic Impact Analysis. Additional analysis will be required if the number of units changes. The frontage improvements are required to be completed with the first phase (within the PUD) of development prior to platting or occupancy including the required 12-foot-wide multi-use path along SW Tile Flat Road and SW Scholls Ferry Road. More information and detail will be required to demonstrate how the onsite circulation connects to greater PUD. Sidewalks along streets within other phases shall extend onto the subject site. These sidewalks shall be provided along both sides of the drive aisles and extend to SW Scholls Ferry Road and SW Tile Flat Road. Commercial driveway standards apply to the drive aisles where they connect to public streets.
9. **Trash/Recycling.** Staff encourage the applicant to review the trash/recycling area on the site and consider if additional locations could serve the residents better. Trash and recycling guidelines are attached. Please note, screening of outdoor waste and recycling containers is required.
10. **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 a Service Provider Permit (SPP) to address fire code issues related to development. The SPP form can be found at the following link: <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-permit-for-Washington-C-64>

- c. **Water Service:** All developments require a Water SPL to address water service provision. The SPL form is attached.
- d. **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. The SPL form is attached. Please contact Robert McCracken, Facilities Planning Coordinator, at (503) 356-4319 or Robert_mccracken@beaverton.k12.or.us.

11. **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 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.

12. **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.

Pre-Application Conference Worksheet for Design Review Standards

for PA 2021 -0050 held on 09 /01 /21

Title: Holland Scholls Heights

In review of the plans and material submitted for Pre-Application consideration, staff have determined your project is subject to Design Review **Compliance Letter** **Type 2** provided that the plans and graphic exhibits submitted for consideration illustrate compliance with “applicable” Design Review Standards identified under Sections 60.05.15 through 60.05.30 of the City Development Code. If your proposal does not meet applicable design standards, your proposal is subject to Design Review Type 3 (per application Thresholds 8 or 9 of Section 40.20.15.3.A). In review of the plans and materials submitted for Pre-Application Conference consideration, staff has identified certain Design Standards (below) that appear “applicable”. Generally speaking, applicable Design Standards include those pertaining to:

A: **Permitted** **Conditional use**

Within a(n): **Residential** **Commercial** **Industrial** **Multiple Use zone**

For a(n): **Multi-Family Residential** **Commercial** **Industrial** **Multiple Use building type.**

That **does** **does not** about a “Major Pedestrian Route” Class: _____

In summary, the applicable design standards appear to include the following:

- 60.05.15 (Building Design and Orientation Standards)
 1. Building Articulation and Variety - A B C D Or corresponding Guideline
 2. Roof Forms - A B C D E _____
 3. Primary Building Entrances _____
 4. Exterior Building Materials - A B C _____
 5. Roof-mounted equipment - A B C _____
 6. Building location/orientation along street in Multiple Use and Commercial zoning districts - A B C D E F _____
 7. Building Scale along Major Pedestrian Routes - A B C _____
 8. Ground floor elevations on commercial and multiple use buildings - A B _____
 9. Residential units fronting common greens & shared courts in multiple use zones A through G _____
- 60.05.20 (Circulation and Parking Design Standards)
 1. Connections to the public street system - _____
 2. Loading areas, solid waste facilities and similar improvements - A B C D E _____
 3. Pedestrian circulation - A B C D E F _____
 4. Street frontages and parking areas - A _____
 5. Parking area landscaping - A B C D _____
 6. Off-Street parking frontages in Multiple-Use Districts - A _____
 7. Sidewalks along streets/primary building elevations in Multiple-Use and Commercial zones - A B C _____
 8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Multiple-Use and Commercial Districts - A B _____
 9. Ground floor uses in parking structures - _____
- 60.05.25 (Landscape, Open Space and Natural Areas Design Standards)
 1. – 3. Minimum Landscape Requirements for Duplexes and Attached Dwellings in R-3.5, R-2 and R-1 zones – based number of units proposed PUD Open Space Requirement
 4. Minimum Landscaping Requirements for Required Front Yards and Required Common Open Space in Multiple Family Residential Zones - A B C D E F _____
 5. Minimum Landscaping Requirements for Conditional Uses in Residential Districts, and for Developments in Multiple-Use, Commercial and Industrial Districts - A B C D _____
 6. - 7. Standards for “Common Greens” and “Shared Courts” in Multiple-Use Zones _____
 7. Standards for “Common Greens” and “Shared Courts” in Multiple-Use Zones _____
 8. Retaining Walls - If proposed.
 9. Fences and Walls - A B C D E If proposed.
 10. Minimize significant changes to existing surface contours at residential property lines - A B _____
 11. Integrate water quality, quantity, or both facilities - _____
 12. Natural Areas _____
 13. Landscape Buffer Requirements – A B(B-1) C(B-2) D(B-3) E F G See Table
- 60.05.30 (Lighting Design Standards) 60.05-2
 1. Adequate on-site lighting and minimize glare on adjoining properties - A B C D E
 2. Pedestrian-scale on-site lighting - A B C _____

Multifamily minimum volume requirement estimation guide

In December 2020 the Metro Council adopted a policy that requires minimum per unit service volumes to be provided to multifamily garbage and recycling customers.

Why this guide?

This Estimation Guide was developed to determine the minimum weekly volumes of garbage, recycling and glass service required by [Metro administrative rule 5.15 - 2040](#) at apartment and condo homes. The requirement is a minimum, additional service volume will likely be needed to adequately serve your site and avoid overflows of garbage, recycling and glass. The recommended volumes are included in this guide and are likely to be the best starting point for determining adequate service volume.

Table 1. Required weekly per unit minimum volumes

Garbage	Acceptable recyclable materials	Source-separated glass
20 gallons per unit per week	20 gallons per unit per week	1 gallon per unit per week

Table 2. Recommended weekly per unit volumes

Garbage	Acceptable recyclable materials	Source-separated glass
40 gallons per unit per week	40 gallons per unit per week	3 gallon per unit per week

Use the volume estimation guide

To use this guide enter the number of units present at the multifamily site into the unit count box below.

216 Unit count

Table 3. Required weekly per unit minimum volumes

Garbage		Acceptable recyclable materials		Source-separated glass	
Unit count x 20 gallons	= 4320 gallons of service per week	Unit count x 20 gallons	= 4320 gallons of service per week	Unit count x 1 gallon	= 216 gallons of service per week
Unit count x 20 ÷ 202 gallons per yard	= 21.39 yards of service per week	Unit count x 20 ÷ 202 gallons per yard	= 21.39 yards of service per week	N/A	

Table 4. Recommended weekly per unit volumes

Garbage		Acceptable recyclable materials		Source-separated glass	
Unit count x 40 gallons	= 8640 gallons of service per week	Unit count x 40 gallons	= 8640 gallons of service per week	Unit count x 3 gallon	= 648 gallons of service per week
Unit count x 40 ÷ 202 gallons per yard	= 42.77 yards of service per week	Unit count x 40 ÷ 202 gallons per yard	= 42.77 yards of service per week	N/A	

Compactor volumes are calculated differently, this calculator does not apply to compactors.

Table 5. Gallons to cubic yards conversion table

Gallons	Cubic yards
202 gallons	1 yard
303 gallons	1.5 yards
404 gallons	2 yards
606 gallons	3 yards
808 gallons	4 yards
1,212 gallons	6 yards
2,020 gallons	10 yards
4,040 gallons	20 yards



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

Beaverton Code [4.08.530](#) requires all businesses to recycle and as of 2021, qualified food generating businesses will be required to have weekly food scraps collection. Property owners and managers must provide services that enable tenants to be in compliance with Beaverton code.

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 and shall provide a sufficient number and adequate size to prevent overflow of waste materials. Recycling and food scraps containers must be in both quantity and location reasonably similar to garbage and must be convenient for tenants to use.

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.

Cost and collection efficiency and environmental sustainability

The most efficient and cost-effective collection service is one that minimizes the number of service stops per week and the number of times the driver gets out the truck. Properly designed enclosures should:

- Be designed to contain one week's worth garbage, recycling and food scraps.
- Be of adequate size and number to prevent overflow of garbage, recycling and food scraps.
- Allow the service vehicle to access the receptacle without the driver needing to physically move it.

Maximizing efficiencies help keep solid waste service rates reasonable. Enclosures, and the truck access to them, should be designed to enable the most cost-effective and efficient service possible.

Designing for the most efficient enclosure possible reduces local truck traffic, saving money on road maintenance and repair, and reducing the city's green-house gas emissions which will help us reach our Climate Action Plan goal of zero emissions by 2050.

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 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 16 feet vertical clearance is necessary to allow lids to be opened and closed and the container to be removed for servicing. Clearance outside of the container is required to be 25 feet for front load container servicing.

Inadequate gates

Trucks require a minimum of 65 feet of straight on access in front of the enclosure to service containers.

Gates should be a minimum of 10 feet wide per container without a center post. Gates must lock in the open and closed position. The gates should open to a minimum of 120 degrees. For example, if you intend to have two containers in one enclosure, the gates should be 20' wide without a center post.

Location

Trucks should be able to safely enter the property and re-enter traffic without the need of backing. An enclosure at the end of an alley or in a place without adequate room for service vehicles to turnaround creates a dangerous situation for collection staff, as well as for vehicles, bicyclists and pedestrians.

The largest and most common truck used is about 37 feet in length. Driveways and lots should be designed to accommodate trucks with a turn radius of 60 feet, overhead clearance of 14 feet and weight of 55,000 lbs.

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 the preferred level of service; it is the most cost-effective, reduces green-house gas emissions and traffic. Food may be an exception and in some situations collected more than once a week. 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

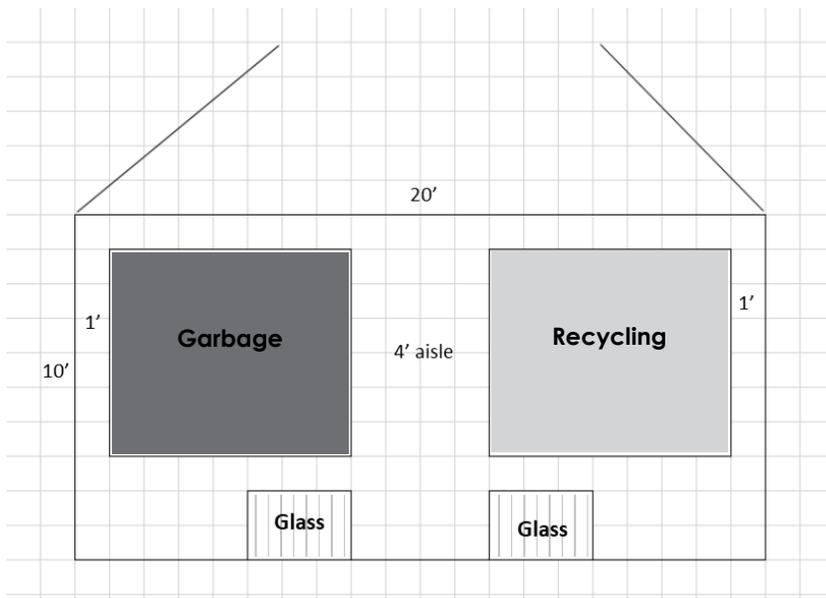
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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)

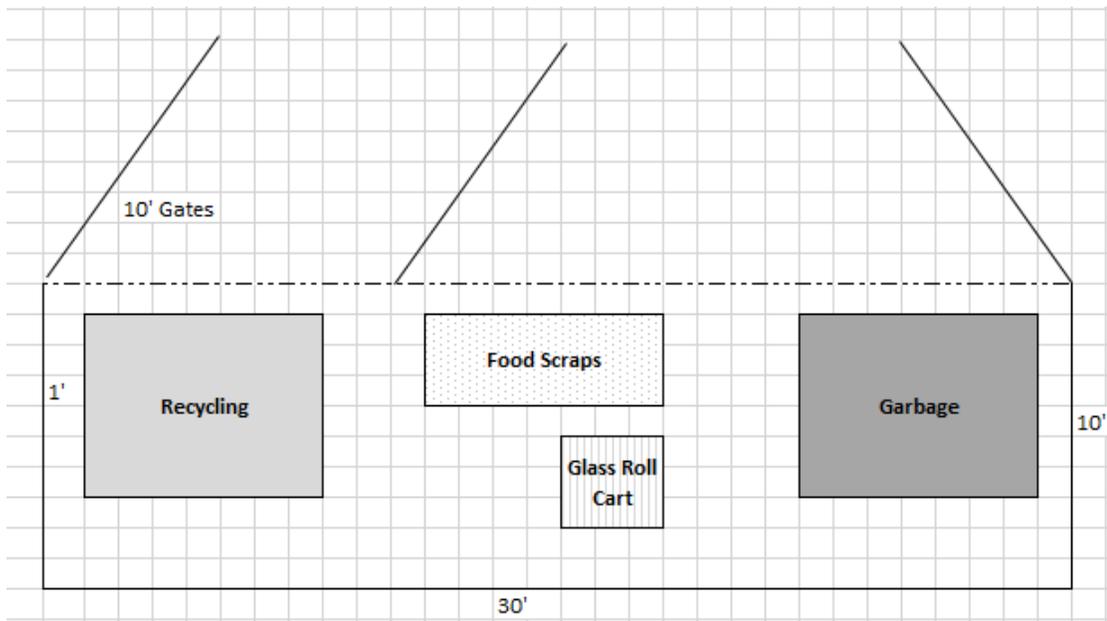
Examples of receptacle layouts

- 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 sixteen foot vertical clearance to open lids (from ground to top of lid) and vehicle access.
- Provide a minimum 10 foot gate to easily remove receptacles. No center post.

A. 10 x 20 (residential – 200 sf)



B. 10 x 30 (commercial w/food scraps – 300 sf)





City of Beaverton
Community Development Department
Site Development Division
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Beaverton, OR 97076
Tel: (503) 350-4021
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PRE-APPLICATION CONFERENCE MEETING SUMMARY

Site Development & Engineering

Project Name: Scholls Heights Apartments, Holland @ Scholls Heights MF Phase 5

Pre-Application Conference Number: PA2021-0050

Date: September 1, 2021

Prepared by: Silas Shields, Naomi Patibandla-Site Development Division

Ph: (503) 536-3766 **Fx:** (503) 526-2550 **Email:** sshields@BeavertonOregon.gov

General Notes:

This development shall be in compliance with the City of Beaverton and Clean Water Services standards in place at the time of site development permit application. Please refer to City Engineering Design Manual (EDM) for [site plan submittal requirements](#). Site plans will need to be on 22x34-inch sheets. The project was reviewed for compliance with City of Beaverton (COB) 2019 EDM and the 2019 R&O 19-22 Clean Water Services (CWS) Design & Construction Standards (DCS).

Developments and other activities which create or modify 1,000 square feet or greater of impervious surface are required to provide stormwater management. 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 water quantity control for conveyance capacity (CWS DCS Section 4.02), hydromodification (CWS DCS 4.03) and water quality (CWS DCS Section 4.04). Additional standards are outlined in City EDM Section 530 for surface water management design standards and CWS DCS Section 4.08. Please refer to Table 530.1 of EDM for facility order of preference. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4.

Per Beaverton City Code, Section 9.05.046 for Extension of Facilities, public utilities (water, sanitary sewer and storm drainage) must be brought to serve this site upon development and to facilitate future adjacent development.

Future City of Beaverton sanitary sewer and storm drainage systems are currently in construction in the vicinity of this project (Scholls Heights Phase 1A development) and should be able to serve this site. There is an 8" sanitary line and a 12" storm line being constructed with this development. Design feasibility to these systems must be shown with the land use application.

Proposed non-potable water system connections (purple pipe) must be shown with the land use application.

City of Beaverton is the water provider for this site. There is a 6" water line being constructed with the Scholls Heights Phase 1A development north of the site. Design feasibility to these systems must be shown with the land use application. The 66" Willamette Water Supply Transmission line is located along Scholls Ferry Rd. and Tile Flat Rd. Verify proposed improvements do not conflict with this line or associated easements. A City Service Provider Letter (SPL) will be required for new connections to the water system, see next page for contact information.

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

A Clean Water Services (CWS) Pre-screen or Service Provider Letter (SPL) will be required with the land use application (see contact information on next page).

A professional surveyor will need to document where existing utility lines and any easement limits are in relation to property boundaries. Proposed relocations of any public utilities and easements will need to be shown with the Land Use application. Please note that no permanent structures including building footings, doors swinging out and roof eaves can encroach into existing public utility systems and associated easements.

Per EDM Section 130, the minimum width for a Public Utility Easement (PUE) shall be 8 feet. The PUE shall be located along all property lines adjacent to public rights-of-way. SWM facilities, including side slopes, retaining walls, perimeter fencing (when required) and all associated structures, shall not be installed within a PUE. Meter boxes or other public water infrastructure shall not be located in a PUE.

Street tree plantings and storm water facility plantings must be shown with the land use application and must be per jurisdictional approved planting lists.

Any affected overhead utilities, as well as new connections into the site must be placed underground.

Resources:

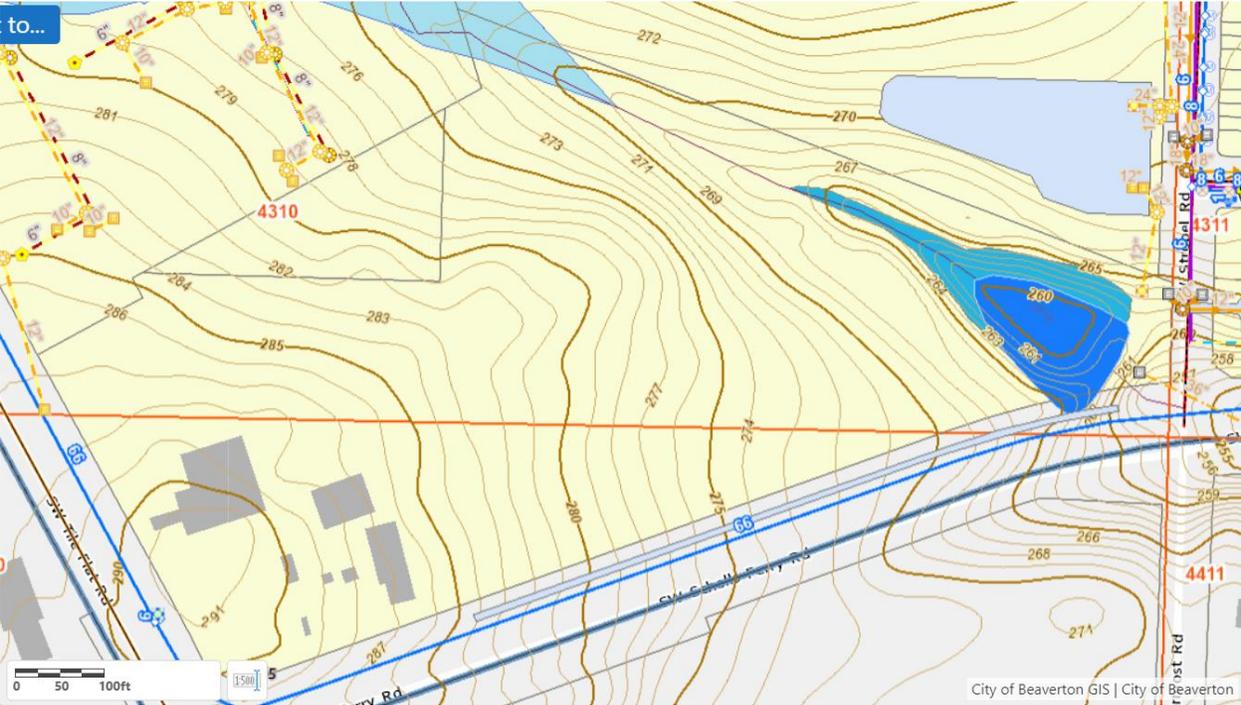
- For more detailed information regarding existing utilities, topography, and geological information necessary for preparation of various applications submit as-built request online at:
<https://apps2.beavertonoregon.gov/CO/publicworks/asbuiltrequestform.aspx>

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

<input checked="" type="checkbox"/>	City of Beaverton permit- Engineering Site Development Contact: Site Development Division at (503) 350-4021 or sitedevelopment@beavertonoregon.gov
<input checked="" type="checkbox"/>	City of Beaverton Building permit Contact: Building Division at (503) 526-2493

<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
<input checked="" type="checkbox"/>	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov
<input checked="" type="checkbox"/>	Washington County For work within, access, or construction access to <i>SW Scholls Ferry Rd and Tile Flat Rd</i> . 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 . <ul style="list-style-type: none"> • <input checked="" type="checkbox"/>Facilities and access permits • <input checked="" type="checkbox"/>Right of Way permits
<input checked="" type="checkbox"/>	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com
<input checked="" type="checkbox"/>	Clean Water Services District <ul style="list-style-type: none"> • <input checked="" type="checkbox"/>Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org
<input checked="" type="checkbox"/>	Oregon Department of Environmental Quality <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> DEQ 1200-C Erosion Control Permit (for disturbance of 5 or more acres) - Submit to City of Beaverton Site Development for processing: 503-350-4021
<input checked="" type="checkbox"/>	US Army Corps of Engineers Contact: Michael LaDoucer at (503) 808-4337 or email Michael.a.ladouceur@usace.army.mil
<input checked="" type="checkbox"/>	Oregon Department of State Lands Contact: Russ Klassen at (503) 986-5244
<input checked="" type="checkbox"/>	A downstream storm water analysis is required for this development per CWS 2.04.2.m.3. For development constructing new impervious surface of greater than 5,280 square feet, or collecting and discharging greater than 5,280 square feet of impervious area, perform a capacity and condition analysis of existing

	downstream storm facilities and conveyance elements receiving flow from the proposed development.
<input checked="" type="checkbox"/>	Geotechnical & Structural report may be required
<input checked="" type="checkbox"/>	Submit City of Beaverton Stormwater Management Worksheet
	<p>Storm water facilities required</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity • <input checked="" type="checkbox"/> Hydromodification • <input checked="" type="checkbox"/> Quality Treatment <p><input checked="" type="checkbox"/> The engineer of record can request fee in lieu for hydromodification and quality treatment if development meets criteria set forth in CWS DCS Section 4.03.7.a and 4.04.2.a and City EDM Section 530.1.A.4.</p> <p>Payment of credit against SWM SDC for detention facilities is covered in CWS DCS Section 4.02.1.c.</p>



Blue – City Water Line

Red = City Sanitary Line

Orange = City Storm Line

**PA2021-0050 Holland Scholls Heights
Pre-Application Conference Virtual Attendance
9/1/2021**

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