



October 2, 2020

D.R. Horton  
Attn: Derek Loumena  
4380 SW Macadam Avenue, Suite 200  
Portland, OR 97239

Subject: Pre-Application Summary Notes for Westmont Private Park (PA2020-0036)

Dear Mr. Loumena,

Thank you for attending the Pre-Application Conference held on September 16, 2020. 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,

A handwritten signature in blue ink, appearing to read "ES", is positioned above the typed name.

Elena Sasin  
Associate Planner  
esasin@BeavertonOregon.gov

# PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

## Prepared for Westmont Private Park PA2020-0036, September 16, 2020

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](http://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.

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**PRE-APPLICATION CONFERENCE DATE:** September 16, 2020

### PROJECT INFORMATION:

Project Name: Westmont Private Park

Project Description: The applicant proposes to create a private park on an existing tract (Tract C) within an existing subdivision (Westmont, formerly known as Russell Property Subdivision). The proposal includes a path, benches and tables. The applicant states that the use of the park would be limited to residents of the Westmont Subdivision community.

Property/Deed Owner: Westmont HOA by DR Horton Inc.  
4380 SW Macadam Avenue, Suite 200  
Portland, OR 97239

Site Address: N/A

Tax Map and Lot: Tax Map: 1S132CD Tax Lot: 17400  
Zoning: R5 – Residential Urban Standard Density  
Comp Plan Designation: NR-SD Standard Density Residential  
Site Size: Approximately 0.47 acres

### APPLICANT INFORMATION:

Applicant's Name: D.R. Horton  
4380 SW Macadam Avenue, Suite 200  
Portland, OR 97239

Phone: Phone: (503) 222-4151 / Derek Lumen

### PREVIOUS LAND USE HISTORY:

The subject site was established through the Russell Property Subdivision (LD2015-0021 and TP2015-0013 on February 3, 2016). No other land use history was found on file at City Hall in association with the subject site (Tract C).

**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:

Conditional Use	\$4,262
Design Review Three	\$5,909
Parking Determination	\$439
<i>possible</i> Tree Plan Two	\$1,540

\*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](http://www.beavertonoregon.gov/bib) prior to submittal of your application to confirm the current application fee(s).

**SECTION 50.15. CLASSIFICATION OF APPLICATIONS:**

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. In this case, a proposal that includes a Zoning Map Amendment, Conditional Use - Planned Unit Development and *possible* Design Review Three 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 if application(s) is Type 3 (New Conditional Use and Design Review Three). Neighborhood Advisory Committee (NAC): **Neighbors Southwest** Contact: Elliot Otteson, Chair, [neighborsouthwest@gmail.com](mailto:neighborsouthwest@gmail.com) / 503-547-3013

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](mailto:neighbormail@beavertonoregon.gov)

**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 R5 zone in table of 20.15.15. and Land Uses in table 20.05.20.

**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.	<b>Conditional Use – New</b> (Threshold #1)	40.15.15.3	<input type="checkbox"/> Type 1	<input type="checkbox"/> Type 2	<input checked="" type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
2.	<b>Design Review Three</b> (Threshold #6)	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
3.	<b>Parking Determination</b> (Threshold #1)	40.55.15.1	<input type="checkbox"/> Type 1	<input checked="" type="checkbox"/> Type 2	<input type="checkbox"/> Type 3	<input type="checkbox"/> Type 4
4.	<i>possible</i> <b>Tree Plan Two</b> (Threshold #1 or #3)	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

**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. (Please note: Should the new zoning district approach be pursued, additional criteria may apply depending on the proposal):

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> <b>Section 60.05 (Design Review Principles Standards and Guidelines)</b> | <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"/> <b>Section 60.30 (Off-Street Parking)</b>                                | <input checked="" type="checkbox"/> <b>Section 60.33 (Park and Recreation Facilities)</b> |
| <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 checked="" type="checkbox"/> <b>Section 60.50 (Special Use Regulations)</b>        |
| <input checked="" type="checkbox"/> <b>Section 60.55 (Transportation Facilities)</b>                         | <input checked="" type="checkbox"/> <b>Section 60.60 (Trees and Vegetation)</b>           |
| <input checked="" type="checkbox"/> <b>Section 60.65 (Utility Undergrounding)</b>                            | <input type="checkbox"/> Section 60.67 (Significant Natural Resources)                    |
| <input type="checkbox"/> Section 60.70 (Wireless Communication)  |   |

**Comprehensive Plan:**

The following Comprehensive Plan goals (as checked below) contain policies that may be applicable to your applications. Comprehensive Plan policy response is required for as part of the application for **New Conditional Use**. Staff recommend additional review of the Comprehensive Plan for any additional applicable criteria. Staff recommends considering these policies in preparation of a written narrative response to approval criteria. Written response provided to specific Plan policies must be adequate for findings that that the proposal will comply with applicable policies of the Comprehensive Plan.

<b><u>Chapter 3 (Land Use Element):</u></b>	<b><u>Chapter 6 (Transportation Element):</u></b>
<input checked="" type="checkbox"/> 3.1.1 <i>Policy 'a'</i>	<input checked="" type="checkbox"/> 6.2.2 <i>Policy 'e'</i>
<input checked="" type="checkbox"/> 3.8.1 <i>Policy 'g'</i>	<input checked="" type="checkbox"/> 6.2.3 <i>Policy 'd'</i>
<b><u>Chapter 10 (Community Health Element):</u></b>	
<input checked="" type="checkbox"/> Physical Activity <i>Policy '1'</i>	

**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><b>Clean Water Services</b></p> <p><input checked="" type="checkbox"/> (CWS not sent copy of Pre-Application materials)</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 Service Provider Letter (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 <a href="#">Chapter 3 of the Design and Construction Standards</a> at: <a href="http://www.cleanwaterservices.org/permits-development/design-construction-standards">www.cleanwaterservices.org/permits-development/design-construction-standards</a></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 <a href="#">pre-screening site assessment form</a>. For more information about CWS environmental review, you may email <a href="mailto:splreview@cleanwaterservices.org">splreview@cleanwaterservices.org</a> or contact <b>Laurie Bunce</b>, CWS Engineering Technician, at (503) 681-3639.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Carl Werner</b>, Senior Structural Plans Examiner, City of Beaverton (503) 526-2593 / <a href="mailto:cwerner@beavertonoregon.gov">cwerner@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> No Building Division comments.</p>
<p><input type="checkbox"/></p>	<p><b>Steve Brennen</b>, Operations, City of Beaverton (503) 526-2200 / <a href="mailto:sbrennen@beavertonoregon.gov">sbrennen@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Comment: No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Silas Shields</b>, Site Development, City of Beaverton Ph: (503) 350-4055 / <a href="mailto:sshields@BeavertonOregon.gov">sshields@BeavertonOregon.gov</a></p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Kate McQuillan, AICP, Transportation, City of Beaverton</b> (503) 526-2427/ <a href="mailto:kmcquillan@beavertonoregon.gov">kmcquillan@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Plan reviewed. Comments attached.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Elizabeth Cole, Recycling Program, City of Beaverton</b> (503) 526-2460 / <a href="mailto:ecole@beavertonoregon.gov">ecole@beavertonoregon.gov</a></p> <p><input checked="" type="checkbox"/> Plan reviewed. No comments.</p>
<p><input checked="" type="checkbox"/></p>	<p><b>Naomi Vogel, Planner, County of Washington</b> <a href="mailto:Naomi_vogel@co.washington.or.us">Naomi_vogel@co.washington.or.us</a></p>

	Plans reviewed. <b>No comments if a perimeter fence proposed and no direct ped/bike access to Scholls Ferry.</b> If plans change, Wash. Co. comments may change as well.
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**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.

**Conditional Use – New (Type 3).** Within the R5 zoning district, “Public Parks, Parkways, Playgrounds, and Related Facilities” are a Conditional Use. The Beaverton Development Code does not include a separate land use category for private parks. As outlined in the approval criteria for a New Conditional Use (40.15.15.3.C), the proposal must demonstrate compliance with applicable policies of the Comprehensive Plan.

**Design Review Two Three (Type 3).** New parks in Residential zoning districts meet the threshold for a Design Review Three. Approval criteria for the Design Review Three application can be found in Section 40.20.15.3.C. The applicant must address all applicable approval criteria in a written narrative, evidenced by other submitted materials such as plans.

**Parking Determination (Type 2).** For uses not listed, or substantially similar to a use listed in Section 60.30. (Off-Street Parking) of BDC, a Parking Determination application is required to request that the Director establish, in writing, an off-street parking ratio or requirement.

**possible Tree Plan Two (TP) (Type 2).** Removal of five (5) or more Community Trees, or more than 10% of the number of Community Trees on the site, whichever is greater, within a one (1) calendar year period is subject to a Tree Plan Two application. Community Trees are defined (Chapter 90) as trees which are non-fruit bearing **trees greater than 10 inches in diameter**. 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. Tree Plan sheets should show the boundaries of any mapped resources on the subject site. Removal of up to and including 75% of the total DBH of non-exempt surveyed tree(s) found on the project site within Sensitive Areas as defined by Clean Water Services also meets the threshold for a Tree Plan Two.

2. **Landscape Buffer:** Landscape buffers shall be provided consistent with Table 60.05-2 in Chapter 60 of the Development Code. Conditional Uses in the R5 zoning district are subject to a 5-foot minimum width B2 Buffer (Section 60.05.25.13.C). The B2 buffer is described, in part, as “...intended to provide a moderate degree of transitional screening between zones. This buffer consists of live ground cover consisting of low-height plants, or shrubs, or grass, and 1) one (1) tree having a minimum planting height of six (6) feet for every thirty (30) lineal feet of buffer width; 2) evergreen shrubs which reach a minimum height of four (4) to six (6) feet within two (2) years of planting planted proportionately between the required evergreen trees.” For the full description, see BDC Section 60.05.25.13.C. The inability to provide the full buffer along the west and south property line should be addressed through the corresponding Design Review Guideline, Section 60.05.45.11.

3. **Lighting.** Outdoor lighting should be designed to limit impacts to the abutting residential neighborhoods. Lighting shall be consistent with the technical lighting standards described in Table 60.50-1.
4. **Facilities Review Approval Criteria.** Written response to the Facilities Review approval criteria is necessary (Section 40.03 of the Development Code). Applicant's narrative should respond to how critical and essential facilities and services can be provided to the development, addressing utility provisions, site access, etc. Definitions of 'Facilities, Critical' and 'Facilities, Essential' can be found in Chapter 90 of BDC.
5. **Traffic Impact.** It is unclear what potential traffic impacts of this proposal might be, or whether or not the proposal triggers the requirement to complete a Traffic Impact Analysis. Please provide verification from a registered civil or traffic engineer with additional details on the uses proposed for the site as well as the square footage of the various uses. The applicant may subtract estimated trip generation of any existing land uses on the site. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required. Please see additional Transportation comments, prepared by Kate McQuillan, Senior Planner, attached.
6. **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](http://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](mailto: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](mailto:cddmail@BeavertonOregon.gov).

7. **Stormwater Report.** 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 may be 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. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4. Please see additional Site Development comments prepared by Silas Shields, Engineering Associate, attached.
8. **Service Provider Letters (SPL).** The City of Beaverton requires service provider letters from special districts who provide services to the subject site. Service Provider Letters are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:
  - a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>

- b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires as SPL to address fire code issues related to development. The SPL form can be found at the following link <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-letter-for-city-of-Beav-62>

9. **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.

10. **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.



## TRANSPORTATION NOTES FROM PRE-APPLICATION MEETING

### Community Development Department

Project Name: **Westmont Private Park**

Pre-Application Conference #: **PA2020-0036**

**Date:** September 25, 2020

**Applicant:** Derek Loumena, D.R. Horton, Applicant

Stacy Connery, Pacific Community Design, Applicant's Representative

**Project Planner:** Elena Sasin, Associate Planner

**Notes prepared by:** Kate McQuillan, AICP, Senior Planner

 (503) 526-2427  [kmcquillan@beavertonoregon.gov](mailto:kmcquillan@beavertonoregon.gov)

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These comments are based on the information provided at the **9/16/20 Pre-Application Conference Meeting** for a proposal at **Tract C of the Russell Subdivision off of SW Scholls Ferry Road and SW 155<sup>th</sup> Avenue**. The summary notes below are to highlight key transportation issues that need to be addressed in any future land use applications for the discussed proposal. Any proposed development and its associated transportation impacts shall be in compliance with the City of Beaverton's Transportation System Plan (TSP) and the Engineering Design Manual 2019 (EDM) in addition to all applicable sections of the Beaverton Development Code (BDC).

### GENERAL NOTES

The pre-application meeting discussed a proposed private park on an undeveloped tract (Tract C) from a recently approved subdivision (LD2015-0021). As discussed during the meeting, the proposed path around the park will need to meet the minimum standards in the Engineering Design Manual's chapter 3 which includes a paved surface. The proposal will also require a Parking Determination since a park is not a listed use in the Off-Street Parking section of the Development Code (see BDC 60.30.10.4). The Applicant will be able to propose a reasonable minimum amount of required parking in the Parking Determination application. Staff will be happy to provide feedback to the applicant on the Parking Determination application prior to submitting the land use application.

### REQUIREMENTS TO BE ADDRESSED

#### *Right of Way Dedication*

Right of way dedication is not anticipated at this time.

#### *Traffic Impact Analysis*

It is unclear what potential traffic impacts of this proposal might be, or whether or not the proposal triggers the requirement to complete a Traffic Impact Analysis. Please provide

verification from a registered civil or traffic engineer with additional details on the uses proposed for the site as well as the square footage of the various uses. The applicant may subtract estimated trip generation of any existing land uses on the site. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

**Frontage Improvements**

Frontage improvements are not identified at this time.

**Off-Street Loading Requirements**

Off-street loading requirements are not applicable at this time.

**Off-Street Parking (Vehicles and Bicycles)**

The proposed development requires the minimum and maximum number of parking spaces as detailed in BDC 60.30.10.

*\*As discussed during the pre-application meeting, the Development Code does not list park (public or private) as a use in the minimum required parking rate tables found in BDC 60.30.10. The applicant will be required to apply for a Parking Determination to determine an appropriate minimum amount of required parking.*

**Bicycle and Pedestrian Circulation**

Bicycle and pedestrian circulation standards under Design Review (BDC 60.05.20/60.05.40) and under Transportation Facilities (BDC 60.55.25) are applicable.

**Access / Driveways**

There are no access requirements identified at this time.

**ADDITIONAL APPLICATIONS**

**Sidewalk Design Modification**

If the minimum sidewalk standards cannot be met due to topographic issues, physical conditions, or environmental conditions, the applicant may choose to pursue a Sidewalk Design Modification, a Type-1 land use application (see BDC Section 40.55). This land use application requires that the applicant demonstrate approval criteria can be met.

**Design Exception Request**

Applicants may submit a one-time request for a Design Exception to the Engineering Design Manual are made to the City's Public Works Engineer Department (EDM Section 160). The application form and instructions can be found on the Public Works website at:

<https://www.beavertonoregon.gov/234/Design-Exceptions-Revisions-Appeals>

**SYSTEM DEVELOPMENT CHARGES**

Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits; or in cases where no building permit is required (such as for golf courses or parks), prior to final approval of a development application.

The TDT is based on the estimated traffic generated by each type of development. 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](http://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](mailto:jkhasho@BeavertonOregon.gov).

Additional SDC's May Apply. 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](mailto:cddmail@BeavertonOregon.gov).

#### **OTHER REVIEWING TRANSPORTATION AGENCIES**

**WASHINGTON COUNTY** - The proposed development has frontage on SW Scholls Ferry Road which is maintained by Washington County. The County may have additional requirements or permits. Please contact Naomi Vogel at (503) 846-7639, or [Naomi\\_Vogel@co.washington.or.us](mailto:Naomi_Vogel@co.washington.or.us).



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

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## PRE-APPLICATION CONFERENCE MEETING SUMMARY

### Site Development & Engineering

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**Project Name:** Westmont Private Park

**Pre-Application Conference Number:** PA2020-0036

**Date:** September 16, 2020

**Prepared by:** Silas Shields-Site Development Division

**Ph:** (503) 350-4055 **Fx:** (503) 526-2550 **Email:** [sshields@BeavertonOregon.gov](mailto:sshields@BeavertonOregon.gov)

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#### 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 may be 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. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4.

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).

#### 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://www.beavertonoregon.gov/formcenter/public-works-18/asbuilt-information-request-form-133>

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

<input checked="" type="checkbox"/>	<p>City of Beaverton permit- Engineering Site Development, Engineering Grading, FC-Right of Way</p> <p>Contact: Site Development Division at (503) 350-4021 or <a href="mailto:sitedevelopment@beavertonoregon.gov">sitedevelopment@beavertonoregon.gov</a></p>
<input checked="" type="checkbox"/>	<p>Clean Water Services District</p> <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs</li> </ul> <p>Contact: Lindsey Obermiller at (503) 681-3653 or email <a href="mailto:SPLReview@cleanwaterservices.org">SPLReview@cleanwaterservices.org</a></p>
<input checked="" type="checkbox"/>	<p>Oregon Department of Environmental Quality</p> <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> Standard erosion control for sites less than 1 acre per CWS standard drawing no. 945</li> </ul>
<input checked="" type="checkbox"/>	<p>Submit City of Beaverton Stormwater Management Worksheet</p>
<input checked="" type="checkbox"/>	<p>Storm water facilities required</p> <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity</li> <li>• <input checked="" type="checkbox"/> Hydromodification</li> <li>• <input checked="" type="checkbox"/> Quality Treatment</li> </ul> <p>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>

## Applicant Instructions – TVF&R Service Provider Letter

### City of Beaverton

1. Complete the TVF&R Permit Application. The form is fillable at <https://www.tvfr.com/Permit-Application>
2. Complete the Fire Department Access and Water Supply Permit Checklist.
3. Prepare one plan sheet (labeled FS-1) that clearly shows all access and water supply requirements of the Fire Department Access and Water Supply Permit Checklist.
4. Send electronically to [jeremy.foster@tvfr.com](mailto:jeremy.foster@tvfr.com), or mail/drop off (2) copies to:  
TVF&R  
C/O Jeremy Foster  
11945 SW 70<sup>th</sup> Ave.  
Tigard, OR 97223
5. Once approved, one paper copy or an electronically stamped and approved plan will be returned. The approved plan and permit application will need to be submitted with your land use application to the City of Beaverton Land Use Department.

If you have any questions, please contact Deputy Fire Marshal Jeremy Foster at 503-259-1400, or [jeremy.foster@tvfr.com](mailto:jeremy.foster@tvfr.com).

**FIRE CODE / LAND USE / BUILDING REVIEW  
APPLICATION**



**North Operating Center**  
11945 SW 70<sup>th</sup> Avenue  
Tigard, OR 97223  
Phone: 503-649-8577  
Fax: 503-642-4814

**South Operating Center**  
8445 SW Elligsen Rd  
Wilsonville, OR 97070  
Phone: 503-259-1500  
Fax: 503-259-1520

REV 10-23-2018

**Project Information**

Applicant Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Site Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Map & Tax Lot #: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Land Use/Building Jurisdiction: \_\_\_\_\_  
 Land Use/ Building Permit # \_\_\_\_\_

Choose from: Beaverton, Tigard, Newberg, Tualatin, North Plains, West Linn, Wilsonville, Sherwood, Rivergrove, Durham, King City, Washington County, Clackamas County, Multnomah County, Yamhill County

**Project Description**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Permit/Review Type (check one):**

Land Use Review  
 Site/Civil Project  
 Building Permit Review  
 Emergency Radio Responder Coverage Install/Test  
 LPG Tank (Greater than 2,000 gallons)  
 Flammable or Combustible Liquid Tank Installation (Greater than 1,000 gallons)  
 Explosives Blasting (Blasting plan is required)  
 Other Hazardous Materials (Exterior)  
 TVFR/Fire Code Review (other)  
 Tents, Canopies, or Temporary Membrane Structures (in excess of 1,200 square feet)  
 Temporary Haunted House or similar  
 Ceremonial Fire or Bonfire (For gathering, ceremony or other assembly)

**For Fire Marshal's Office Use Only**

TVFR Permit # \_\_\_\_\_  
 Permit Type: \_\_\_\_\_  
 Submittal Date: \_\_\_\_\_  
 Assigned To: \_\_\_\_\_  
 Due Date: \_\_\_\_\_

**Approval/Inspection Conditions**  
(For Fire Marshal's Office Use Only)

<p align="center"><b>This section is for application approval only</b></p> <p>_____                  Fire Marshal or Designee <span style="float:right">Date</span></p> <p>Conditions: _____                  _____                  _____</p> <p><b>See Attached Conditions:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Site Inspection Required:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No                  Call 503-259-1414 for inspections</p>	<p align="center"><b>This section used when site inspection is required</b></p> <p>Inspection Comments:                  _____                  _____                  _____                  _____</p> <p>Final TVFR Approval Signature <span style="float:right">Emp ID</span> <span style="float:right">Date</span></p>
--	--



www.tvfr.com

**Command & Business Operations Center  
and North Operating Center**  
11945 SW 70<sup>th</sup> Avenue  
Tigard, Oregon 97223-8566  
503-649-8577

**South Operating Center**  
8445 SW Elligsen Road  
Wilsonville, Oregon  
97070-9641  
503-649-8577

**Training Center**  
12400 SW Tonquin Road  
Sherwood, Oregon  
97140-9734  
503-259-1600

## FIRE DEPARTMENT ACCESS AND WATER SUPPLY PERMIT CHECKLIST

<b>Project Name</b>	<b>Address and/or Legal Description</b>	<b>TVF&amp;R Permit #</b>
<b>Description of Proposed Work:</b>		<b>Jurisdiction: City of Beav</b>
<b>Bldg. Square Footage:</b>	<b>Type of Construction: Choose type</b>	<b>Fire Sprinklers: Y <input type="checkbox"/> N <input type="checkbox"/></b>
<b>Fire Alarms: Y <input type="checkbox"/> N <input type="checkbox"/></b>	<b>Bldg. Height: (Measured to gutter line or top of parapet)</b>	

**Complete checklist below if the submittal involves constructing or altering a building.**

ITEM #	PROVIDED		N/A	REQUIREMENT	CODE REF
1	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire service plans shall have all information on one plan sheet and labeled as FS-1.	OFC 105.4.2
2	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)	OFC 503.1.1
3	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams can be found in the corresponding guide located at: <a href="http://www.tvfr.com/DocumentCenter/View/1296">http://www.tvfr.com/DocumentCenter/View/1296</a> .	OFC 503.2.5 & D103.1
4	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings exceeding 30 feet in height or three stories in height shall have at least two separate means of fire apparatus access.	D104.1
5	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings or facilities having a gross building area of more than 62,000 square feet shall have at least two approved separate means of fire apparatus access. Exception: Projects having a gross building area of up to 124,000 square feet that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.	OFC D104.2
6	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Multifamily projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads. Exception: Projects having up to 200 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2. Projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus roads regardless of whether they are equipped with an approved automatic sprinkler system.	OFC D106
7	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Buildings with a vertical distance between the grade plane and the highest roof surface that exceeds 30 feet in height shall be provided with a fire apparatus access road constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. For the purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of the parapet walls, whichever is greater. Any portion of	OFC D105.1, D105.2

ITEM #	PROVIDED		N/A	REQUIREMENT	CODE REF
				the building may be used for this measurement, provided that it is accessible to firefighters and is capable of supporting ground ladder placement.	
8	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Developments of one- or two-family dwellings, where the number of dwelling units exceeds 30, shall be provided with separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3. Exception: Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the International Fire Code, access from two directions shall not be required.	OFC D107
9	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	At least one of the required aerial access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial access road is positioned shall be approved by the Fire Marshal. Overhead utility and power lines shall not be located over the aerial access road or between the aerial access road and the building.	OFC D105.3, D105.4
10	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the area to be served (as identified by the Fire Marshal), measured in a straight line between accesses.	OFC D104.3
11	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants and an unobstructed vertical clearance of not less than 13 feet 6 inches.	OFC 503.2.1 & D103.1
12	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	The fire district will approve access roads of 12 feet for up to three dwelling units (Group R-3) and accessory (Group U) buildings.	OFC 503.1.1
13	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
14	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background.	OFC D103.6
15	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where required, fire apparatus access roadway curbs shall be painted red (or as approved) and marked "NO PARKING FIRE LANE" at 25 foot intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background	OFC 503.3
16	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet and shall extend 20 feet before and after the point of the hydrant.	OFC D103.1
17	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where access roads are less than 20 feet and exceed 400 feet in length, turnouts 10 feet wide and 30 feet long may be required and will be determined on a case by case basis.	OFC 503.2.2
18	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Fire Code may be requested.	OFC 503.2.3
19	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point.	OFC 503.2.4 & D103.3
20	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire apparatus access roadway grades shall not exceed 15%. Alternate methods and materials may be available at the discretion of the Fire Marshal (for grade exceeding 15%).	OFC D103.2
21	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Turnarounds shall be as flat as possible and have a maximum of 5% grade with the exception of crowning for water run-off.	OFC 503.2.7 & D103.2

ITEM #	PROVIDED		N/A	REQUIREMENT	CODE REF
	Y <input type="checkbox"/>	N <input type="checkbox"/>			
22	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Intersections shall be level (maximum 5%) with the exception of crowning for water run-off.	OFC 503.2.7 & D103.2
23	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Portions of aerial apparatus roads that will be used for aerial operations shall be as flat as possible. Front to rear and side to side maximum slope shall not exceed 10%.	OFC D103.2
24	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Gates securing fire apparatus roads shall comply with all of the following: <ol style="list-style-type: none"> <li>1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width).</li> <li>2. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved.</li> <li>3. Electric gates shall be equipped with a means for operation by fire department personnel.</li> <li>4. Electric automatic gates shall comply with ASTM F 2200 and UL 325.</li> </ol>	OFC D103.5, & 503.6
25	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Private bridges shall be designed and constructed in accordance with the State of Oregon Department of Transportation and American Association of State Highway and Transportation Officials Standards <i>Standard Specification for Highway Bridges</i> . Vehicle load limits shall be posted at both entrances to bridges when required by the Fire Marshal.	OFC 503.2.6
26	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Applicants shall provide documentation of a fire hydrant flow test or flow test modeling of water availability from the local water purveyor if the project includes a new structure or increase in the floor area of an existing structure. Tests shall be conducted from a fire hydrant within 400 feet for commercial projects, or 600 feet for residential development. Flow tests will be accepted if they were performed within 5 years as long as no adverse modifications have been made to the supply system. Water availability information may not be required to be submitted for every project.	OFC Appendix B
27	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where a portion of a commercial building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided.	OFC 507.5.1
28	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where the most remote portion of a residential structure is more than 600 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the structure(s), on-site fire hydrants and mains shall be provided.	OFC 507.5.1
29	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Fire hydrants shall be located not more than 15 feet from an approved fire apparatus access roadway unless approved by the Fire Marshal.	OFC C102.1
30	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	Where fire hydrants are subject to impact by a motor vehicle, guard posts, bollards or other approved means of protection shall be provided.	OFC 507.5.6 & OFC 312
31	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	FDCs shall be located within 100 feet of a fire hydrant (or as approved). Hydrants and FDC's shall be located on the same side of the fire apparatus access roadway or drive aisle, fully visible, and recognizable from the street or nearest point of the fire department vehicle access or as otherwise approved.	OFC 912.2.1 & NFPA 13
32	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	In new buildings where the design reduces the level of radio coverage for public safety communications systems below minimum performance levels, a distributed antenna system, signal booster, or other method approved by TVF&R and Washington County Consolidated Communications Agency shall be provided. <p><a href="http://www.tvfr.com/DocumentCenter/View/1296">http://www.tvfr.com/DocumentCenter/View/1296</a>.</p> <ul style="list-style-type: none"> <li>• Emergency responder radio system testing and/or system installation is required for this building. Please contact me (using my contact info below) for further information including an alternate means of compliance that is available. If the alternate method is preferred, it must be requested from TVF&amp;R prior to issuance of building permit.</li> <li>• Testing shall take place after the installation of all roofing systems; exterior walls, glazing and siding/cladding; and all permanent interior walls, partitions, ceilings, and glazing.</li> </ul>	OFC 510, Appendix F, & OSSC 915
33	Y <input type="checkbox"/>	N <input type="checkbox"/>	<input type="checkbox"/>	A Knox box for building access may be required for structures and gates. See Appendix B for further information and detail on required installations. Order via	OFC 506.1

ITEM #	PROVIDED	N/A	REQUIREMENT	CODE REF
			<a href="http://www.knoxbox.com">www.knoxbox.com</a> or contact TVF&R for assistance and instructions regarding installation and placement.	



Water Service Provider Letter (SPL)

PLEASE RETURN THIS FORM TO:

PRE-APPLICATION DATE:

SITE INFORMATION:

Tax Map(s): Lot Number(s):

Size:

Address:

Nearest cross-street (or directions to site):

APPLICANT:

Contact:

Company:

Address:

Phone:

Email:

OWNER(S):

Contact:

Company:

Address:

Phone:

Email:

PROPOSED PROJECT NAME:

PROPOSED DEVELOPMENT ACTION (ex. Design Review, Land Division, Conditional Use, etc.):

EXISTING USE: PROPOSED USE:

RESIDENTIAL: INDUSTRIAL/COMMERCIAL: CONDITIONAL USE:
Single Fam. N Multi-Fam. Y Type of Use: No. of Students/Employees/Etc.:
No. of Units: Gross Floor Area SQ. FT. Gross Floor Area SQ FT.

Average Daily Demand (gallons/day): Peak Daily Demand (gallons/day): Peak Hour (gallons/day):

FIRE FLOW REQUIRED: (gpm): IRRIGATION FLOW REQUIRED: (gpm):

\*\*\*FOR INTERNAL USE ONLY - DO NOT WRITE BELOW THIS LINE\*\*\*

\*\*\*Both agency signatures required

TVWD [ ] ADEQUATE [ ] INADEQUATE SERVICE LEVEL TO SERVE THE PROPOSED PROJECT. Describe why service level is inadequate and needed improvements or modification required to provide adequate services. (Use additional sheets to explain if necessary)

SIGNATURE: TITLE: DATE:

COB [ ] ADEQUATE [ ] INADEQUATE SERVICE LEVEL TO SERVE THE PROPOSED PROJECT. Describe why service level is inadequate and needed improvements or modification required to provide adequate services. (Use additional sheets to explain if necessary)

SIGNATURE: TITLE: DATE: