



## MEMORANDUM

### City of Beaverton

Community Development Department

**To:** Interested Parties

**From:** City of Beaverton Planning Division

**Date:** April 12, 2017

**cc:** DR2016-0140

**Subject:** ***Notice of Decision for Alpine Property Management Addition***

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Please find attached the notice of decision for **DR2016-0140 (Alpine Property Management Addition)**. Pursuant to Section 50.40.11.E of the Beaverton Development Code, the decision for DR2016-0140 (Alpine Property Management Addition) is final, unless appealed within twelve (12) calendar days following the date of the decision. The procedures for appeal of a Type 2 Decision are specified in Section 50.65 of the Beaverton Development Code. The appeal shall include the following in order for it to be accepted by the Director:

- The case file number designated by the City.
- The name and signature of each appellant.
- Reference to the written evidence provided to the decision making authority by the appellant that is contrary to the decision.
- If multiple people sign and file a single appeal, the appeal shall include verifiable evidence that each appellant provided written testimony to the decision making authority and that the decision being appealed was contrary to such testimony. The appeal shall designate one person as the contact representative for all pre-appeal hearing contact with the City. All contact with the City regarding the appeal, including notice, shall be through this contact representative.
- The specific approval criteria, condition, or both being appealed, the reasons why a finding, condition, or both is in error as a matter of fact, law or both, and the evidence relied on to allege the error.
- The appeal fee of \$250.00, as established by resolution of the City Council.

***The appeal closing date for DR2016-0140 (Alpine Property Management Addition) is 4:30 p.m. Monday, April 24, 2017.***

The complete case files including findings, conclusions, and conditions of approval, if any, are available for review. The case files may be reviewed at the Beaverton Planning Division, Community Development Department, 4<sup>th</sup> Floor, Beaverton Building/City Hall; 12725 SW Millikan Way between 7:30 a.m. and 4:30 p.m., Monday through Friday, except holidays. For more information about the case file, please contact Elena Sasin, Assistant Planner, at (503) 526-2494.

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## NOTICE OF DECISION

DECISION DATE: Wednesday, April 12, 2017

TO: All Interested Parties

FROM: Elena Sasin, Assistant Planner

PROPOSAL: **DR2017-0140 (Alpine Property Management Addition)**

LOCATION: The property is located at 4750 SW Washington Avenue. The property is also described as Tax Lot 07300 on the Washington County Tax Assessor's Map 1S115CB. The total site is approximately 10,000 square feet.

SUMMARY: The applicant is seeking a Type 2 Design Review approval to construct an addition to an existing structure on the site.

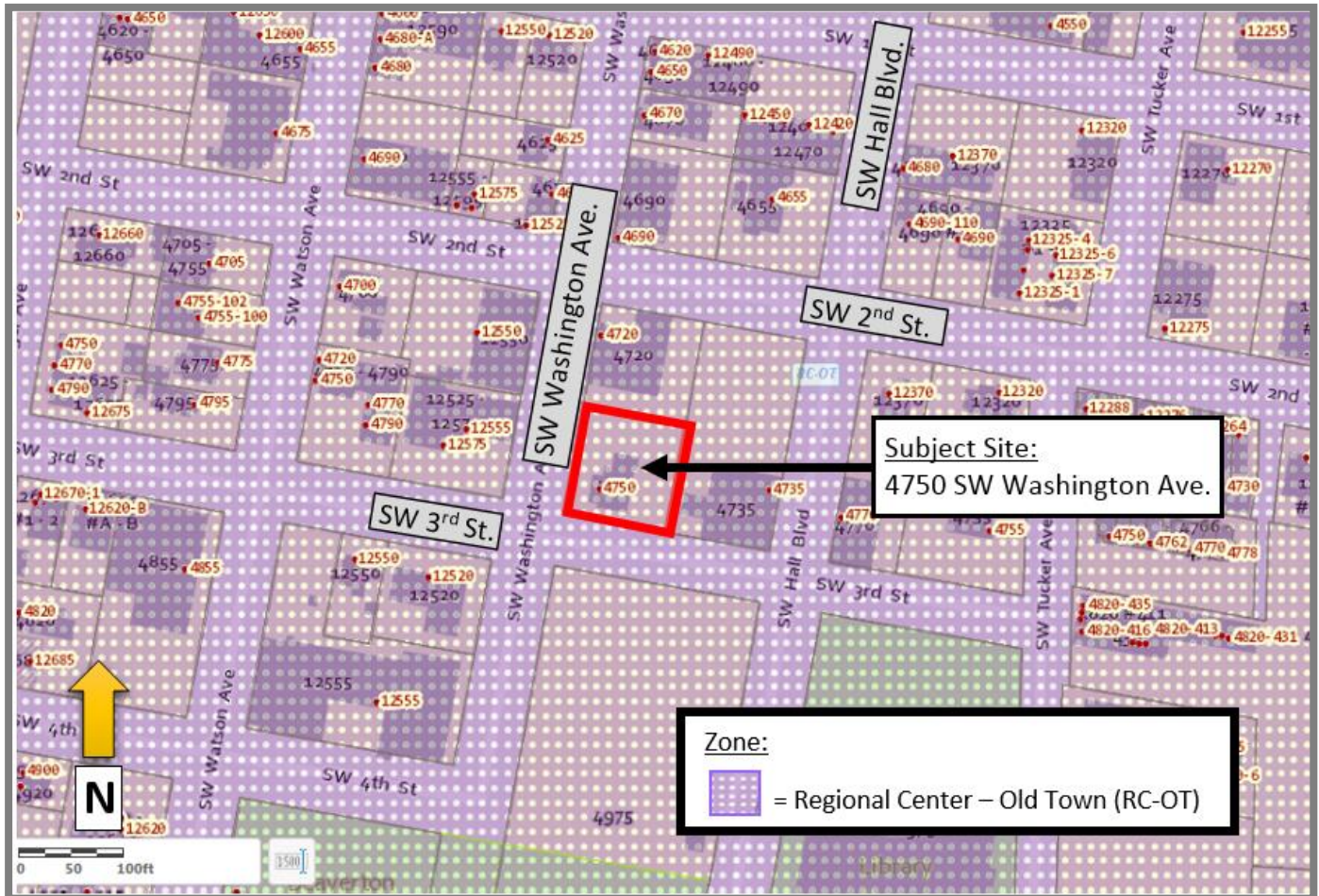
APPLICANT: CIDA, Inc.  
Attn: Rich Brooks  
15895 SW 72<sup>nd</sup> Avenue, Suite 200  
Portland, OR 97224

Property Owner: Alpine Property Management  
Attn: Tiffany Laviolette  
4750 SW Washington Avenue  
Beaverton, OR 97005

APPLICABLE CRITERIA: Facilities Review Section 40.03  
Design Review 2 Section 40.20.15.2.C

RECOMMENDATIONS: **APPROVAL of DR2016-0140 (Alpine Property Management Addition)** subject to conditions identified at the end of this report.

VICINITY / ZONING MAP



## BACKGROUND FACTS

### Key Application Dates

<u>Application</u>	<u>Submittal Date</u>	<u>Deemed Complete</u>	<u>Final Written Decision Date</u>	<u>240-Day*</u>
DR2016-0140	December 22, 2016	February 8, 2017*	April 12, 2017	October 6 , 2017

\* Pursuant to Section 50.25.9 of the Development Code this is the latest date, with a continuance, by which a final written decision on the proposal can be made.

### Existing Conditions Table

<b>Zoning</b>	RC-OT (Regional Center – Old Town)	
<b>Current Development</b>	This property is currently developed with a single family home.	
<b>Site Size</b>	Approximately 10,000 Square Feet	
<b>NAC</b>	Central Beaverton	
<b>Surrounding Uses</b>	<u>Zoning:</u> North: <i>RC-OT (Regional Center – Old Town)</i> South: <i>RC-OT (Regional Center – Old Town)</i> East: <i>RC-OT (Regional Center – Old Town)</i> West: <i>RC-OT (Regional Center – Old Town)</i>	<u>Uses:</u> North: <i>Commercial</i> South: <i>Public Park</i> East: <i>Financial Institution</i> West: <i>Commercial</i>

## DESCRIPTION OF APPLICATION AND TABLE OF CONTENTS

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<b>Attachment A: Facilities Review Committee Technical Review and Recommendation Report</b>	FR1 – 10
<b>Attachment B: DR2016-0140 – Design Review Two</b>	DR1 – 16
<b>Attachment C: Conditions of Approval</b>	COA1 – 4

- Exhibit 1. Vicinity/Zoning Map**
- Exhibit 2. Applicant’s Materials**
- Exhibit 3. Public Comments**
- No Public Comments Received

**FACILITIES REVIEW COMMITTEE  
TECHNICAL REVIEW AND RECOMMENDATIONS  
Alpine Property Management Addition  
DR2016-0140**

**Section 40.03 Facilities Review Committee:**

The Facilities Review Committee has conducted a technical review of the application, in accordance with the criteria contained in Section 40.03 of the Development Code. The Committee's findings and recommended conditions of approval are provided to the decision-making authority. As they will appear in the Staff Report, the Facilities Review Conditions may be re-numbered and placed in different order.

The decision-making authority will determine whether the application as presented meets the Facilities Review approval criteria for the subject application and may choose to adopt, not adopt, or modify the Committee's findings, below.

**The Facilities Review Committee Criteria for Approval will be reviewed for all criteria that are applicable to the submitted applications as identified below:**

***A. All critical facilities and services related to the development have, or can be improved to have, adequate capacity to serve the proposal at the time of its completion.***

Chapter 90 of the Development Code defines "critical facilities" to be services that include public water, public sanitary sewer, storm water drainage and retention, transportation, and fire protection. The Committee finds that the proposal includes necessary on-site and off-site connections and improvements to public water and public sanitary sewer facilities. The applicant has provided a Service Provider Letter (SPL) from Clean Water Services which shows compliance with storm water requirements.

Public Water

Water Service will be provided to the site by the City of Beaverton. The development proposes to connect to the existing water line in SW Washington Avenue. Adequate water service capacity exists to serve the site.

Public Sanitary Sewer

Sanitary sewer service is provided by the City of Beaverton. The development proposes to connect to the existing sanitary sewer line in SW Washington Avenue. Adequate capacity exists to serve the proposed development.

Storm water Drainage, Treatment and Detention

Proposed storm water drainage Facilities for storm water drainage are being proposed within the site. The applicant is proposing two (2) storm water planters on the property.

### Transportation

As described in Section 60.55.20.2 of the Beaverton Development Code, a Traffic Impact Analysis (TIA) is required when development proposals will generate 200 vehicle trips or more per day. Transportation Planning staff has reviewed the proposal and has concluded that the proposed addition will not create a situation where the TIA threshold will be exceeded, therefore a TIA will not be required.

### Fire

Fire protection will be provided to the site by Tualatin Valley Fire and Rescue Department (TVF&R). TVF&R has reviewed the proposal and has provided conditions of approval, included herein.

To ensure appropriate design and construction of the critical facilities including but not limited to utility connections, access to manholes and structures, maintenance requirements, and associated construction and utility plans, the Committee recommends standard conditions of approval.

The Committee finds that the applicant has provided sufficient evidence that critical facilities exist or can be made to exist to serve the site. Therefore, the committee finds that the proposal meets the criterion.

**Therefore, staff finds that by satisfying the conditions of approval, the proposal meets the criterion for approval.**

***B. Essential facilities and services are available, or can be made available, with adequate capacity to serve the development prior to occupancy. In lieu of providing essential facilities and services, a specific plan may be approved if it adequately demonstrates that essential facilities, services, or both will be provided to serve the proposed development within five years of occupancy.***

Chapter 90 of the Development Code defines “essential facilities” to be services that include schools, transit improvements, police protection, and pedestrian and bicycle facilities in the public right-of-way. The applicant states that the existing facilities will serve the proposed addition.

### Schools

Beaverton School District has not provided comments concerning this proposal.

### Transit Improvements

No new transit facilities are proposed or warranted.

### Police

The site will be served by the City of Beaverton Police Department for public safety.

### Pedestrian and Bicycle Facilities

The applicant's plans show existing pedestrian facilities on-site connecting to the surrounding pedestrian system. A direct walkway is provided on the west elevation from the abutting public sidewalk on SW Washington Avenue to the main entrance of the building. An existing ramp is also shown on the west elevation. A new four (4) foot wide walkway is being proposed with the building addition, on the south elevation. This walkway will connect the new proposed improved sidewalk on SW Third Street to the south side of the addition.

The applicant states that the entire building will now operate as an office only. Section 60.30.10.5.B of the Beaverton Development Code requires a minimum of two (2) short-term bicycle parking spaces and two (2) long-term bicycle parking spaces for a development of this size. The applicant's plans show two (2) short-term bicycle parking spaces on the existing porch, which is covered. However, the applicant has not indicated where the long-term bicycle parking spaces will be located. The Committee recommends a condition of approval that the applicant shall submit plans indicating where on the site long-term parking spaces are to be provided.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***C. The proposal is consistent with all applicable provisions of Chapter 20 (Land Uses) unless the applicable provisions are modified by means of one or more applications which shall be already approved or which shall be considered concurrently with the subject proposal.***

Staff cites the Code Conformance Analysis chart at the end of this report, which evaluates the project as it relates the applicable Code requirements of Chapter 20 for the Regional Center-Old Town (RC-OT) zone as applicable to the above mentioned criteria. As demonstrated on the chart, the development proposal meets all applicable standards.

**Therefore, the Committee finds that the proposal meets the criterion.**

***D. The proposed development is consistent with all applicable provisions of Chapter 60 (Special Regulations) and all improvements, dedications, or both, as required by the applicable provisions of Chapter 60 (Special Regulations), are provided or can be provided in rough proportion to the identified impact(s) of the proposal.***

The Committee cites the Code Conformance Analysis chart at the end of this report, which evaluates the proposal as it relates the applicable Code requirements of Chapter 60, in response to the above mentioned criteria.

### Section 60.05 Design Review

The proposed addition is located at the intersection of two (2) Major Pedestrian Routes and therefore subject to a higher level of building articulation standards. The applicant's plans show the proposed addition to be visually similar to the existing building, with sufficient design and articulation. Staff will provide findings for the Design Review Principles and Standards within the staff report for the Design Review application.

### Section 60.30 Off-Street Parking



The proposed addition is located within the RC-OT zone and is within Parking District 2, which does not require off-street parking for most uses, including office use. However, an existing parking lot is located on the site with a total of three (3) parking spaces available. The applicant has not proposed to modify the existing parking lot. Therefore, staff finds that this standard does not apply.

As a condition of approval, staff recommends that the applicant provide plans that show two (2) long-term bicycle spaces on the subject site.

#### Section 60.55. Transportation Facilities

The applicant's plans show a three (3) foot right-of-way dedication along SW Third Street. The applicant's plans show that this sidewalk along SW Third Street will be improved to meet current City standards for a curb-tight (urban) sidewalk design. As shown on the plans, this curb-tight design includes a six (6) foot wide unobstructed walkway with three (3), four (4) feet by four (4) feet tree wells.

All of the transportation facilities related to the proposal have been designed in accordance with the Engineering Design Manual and Standard Drawings.

The SW Third Street improvements shown will be dedicated prior to the building permit issuance, as a condition of approval.

#### Section 60.55.25 Street and Bicycle and Pedestrian Connection Requirements

As noted in the responses to the Facilities Review approval criteria, the proposal provides for safe and efficient circulation and access for all modes of travel. The connections extend to the boundaries of the site and, where practical, pedestrian and bicycle pathways converge with the public street system. Walkways will be lighted to the minimum standard foot-candles of 0.5 as a condition of approval. Analysis of the pedestrian walkways for compliance with ADA provisions is typically part of the Building Permit review, but preliminary analysis of the sidewalks and intersections show that the site meets all applicable standards for accessibility.

#### Sections 60.55.30 and .35 Minimum Street Width and Access Standards

Both SW Washington Avenue and SW Third Street are designated as local roads. Both roads are already developed with sidewalks. Currently the sidewalk along SW Third Street does not meet city standards. Part of the applicant's proposal includes right-of-way dedication and improvement. The applicant's plans show the sidewalk improvements proposed meet the applicable standards for street design.

#### Trees and Vegetation 60.60

The applicant's plans show the removal of eight (8) landscape trees from the subject site due to their proximity to the proposed addition. None of the trees have been identified as significant or historic. The plans also show one off-site tree located on the abutting property to the east whose root zone encroaches onto the subject site. The applicant's plans also show that a tree protection fence will be placed around the tree root zone prior to commencement of development. The Committee recommends a condition of approval which requires the applicant to contact the City Arborist prior to moving the tree protection fencing should it be necessary, even for a limited duration.

#### 60.65 Utility Undergrounding

To meet the requirements of Section 60.65, staff recommends a standard condition of approval requiring that utility lines are placed underground.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***E. Adequate means are provided or can be provided to ensure continued periodic maintenance and necessary normal replacement of the following private common facilities and areas, as applicable: drainage ditches, roads and other improved rights-of-way, structures, recreation facilities, landscaping, fill and excavation areas, screening and fencing, ground cover, garbage and recycling storage areas and other facilities not subject to maintenance by the City or other public agency.***

The applicant's narrative states that there will be adequate means provided to ensure continued periodic maintenance and necessary normal replacement of private common facilities and areas. The proposal as represented does not present any barriers, constraints, or design elements that would prevent or preclude required maintenance of the private infrastructure and facilities on site.

**Therefore, the Committee finds that the proposal meets the criterion.**

***F. There are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the development.***

As noted above, the vehicular and pedestrian circulation patterns within the boundaries of the site are safe and efficient for the operation of the proposed development. Staff cite the findings in criteria B and D above as relevant to criterion F.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***G. The development's on-site vehicular and pedestrian circulation systems connect to the surrounding circulation systems in a safe, efficient, and direct manner.***

As noted above, the vehicular and pedestrian circulation systems connect to the surrounding systems in a safe, efficient, and direct manner. Staff cite the findings in criteria B and D above as relevant to criterion G.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***H. Structures and public facilities serving the development site are designed in accordance with adopted City codes and standards and provide adequate fire protection, including, but not limited to, fire flow.***

Preliminary comments and conditions of approval have been received from Tualatin Valley Fire and Rescue District (TVF&R). Specific details regarding fire flow will be reviewed for flow calculations and hydrant locations during site development and building permit stages.

The Committee concludes that, subject to meeting the conditions of approval the site can be designed in accordance with City codes and standards and provide adequate fire protection.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***I. Structures and public facilities serving the development site are designed in accordance with adopted City codes and standards and provide adequate protection from hazardous conditions due to inadequate, substandard or ill-designed development.***

The Committee finds that review of the construction documents at the building and site development permit stages will ensure protection from hazardous conditions due to inadequate, substandard or ill-designed development. The proposed sidewalks and walkways will be adequately lighted to meet the minimum applicable Design Standards, as a condition of approval.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***J. Grading and contouring of the development site is designed to accommodate the proposed use and to mitigate adverse effect(s) on neighboring properties, public right-of-way, surface drainage, water storage facilities, and the public storm drainage system.***

The applicant's plans show minimal grading. However, the Committee recommends a condition of approval requiring the applicant to submit a revised detail plan showing compliance with Section 60.15.10 of the Beaverton Development Code.

The applicant must show compliance with Site Development erosion control measures at the time of Site Development permit issuance.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion.**

***K. Access and facilities for physically handicapped people are incorporated into the development site and building design, with particular attention to providing continuous, uninterrupted access routes.***

The applicant will be required to meet all applicable accessibility standards of the International Building Code, Fire Code and other standards as required by the American Disabilities Act (ADA). Conformance with the technical design standards for Code accessibility requirements are to be shown on the approved construction plans associated with Site Development and Building Permit approvals. The Committee finds that as proposed, the street sidewalks and

walkways internal to the development appear to meet applicable accessibility requirements and through the site development and building permitting reviews will be thoroughly evaluated. Therefore, the Committee finds that by meeting the conditions of approval, the site will be in conformance with ADA requirements, and would thereby be in conformance with Development Code Section 60.55.65 and the criterion will be met.

**Therefore, the Committee finds that by meeting the conditions of approval, the proposal meets the criterion for approval.**

***L. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.***

The applicant submitted the applications on December 21, 2016 and the application was deemed complete on February 15, 2017. In review of the materials during the application review, the Committee finds that all applicable application submittal requirements, identified in Section 50.25.1 are contained within this proposal.

**Therefore, the Committee finds the proposal meets the criterion for approval.**

**Code Conformance Analysis**  
**Chapter 20 Use and Site Development Requirements**  
**Regional Center – Old Town (RC-OT) Zoning District**

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
<b>Development Code Section 20.20.20</b>			
Uses	Permitted	Office	<b>Yes</b>
<b>Development Code Section 20.20.15</b>			
Minimum Lot Area	None	The applicant proposes to keep the 8,400 square foot lot. A Land division is not being proposed with this application.	<b>Yes</b>
Yard Setbacks Minimums: <u>Front*</u> <u>Side</u> <u>Rear</u>	*Governed by Chapter 60 None None	Setbacks along MPR's are governed by Chapter 60 and will be reviewed with the Design Review application. All adjacent streets are Class 1 Major Pedestrian Route's	<b>See DR Staff Report</b>
Maximum Building Height*	*Governed by Ch. 60	Building scale along MPR's are governed by Chapter 60 and will be reviewed with the Design Review application. All adjacent streets are Class 1 Major Pedestrian Route's	<b>See DR Staff Report.</b>
<b>Development Code Section 20.25.05 – Floor Area Ratio</b>			
Floor Area Ratio	Min. FAR = 0.35 Max. FAR = None	(3,977 square feet total floor area / 10,500 square foot site size) = 0.38 FAR. There is no maximum density in the RC-OT zone.	<b>Yes</b>

## Chapter 60 – Special Requirements

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
<b>Development Code Section 60.05</b>			
Design Review Principles, Standards, and Guidelines	Requirements for new development and redevelopment.	Design Review standards and guidelines will be reviewed in the Design Review portion of the staff report.	<b>See DR Findings</b>
<b>Development Code Section 60.07</b>			
Drive-Up Window Facilities	Requirements for drive-up, drive-through and drive-in facilities.	Drive-up window facilities are not proposed.	<b>N/A</b>
<b>Development Code Section 60.10</b>			
Floodplain Regulations	Requirements for properties located in floodplain, floodway, or floodway fringe.	No mapped floodplains are located within the subject site.	<b>N/A</b>
<b>Development Code Section 60.12</b>			
Habitat Friendly and Low Impact Development Practices	Optional program offering various credits available for use of specific Habitat Friendly or Low Impact Development techniques.	No Habitat Friendly or Low Impact Development techniques proposed.	<b>N/A</b>
<b>Development Code Section 60.15 – Land Division Standards</b>			
Land Division Standards	Standards pertaining to Land Divisions	No land division is proposed.	<b>N/A</b>
<b>Development Code Section 60.25 – Off Street Loading</b>			
Loading Facilities	No loading facilities are required for this use.	No loading facilities are proposed.	<b>N/A</b>
<b>Development Code Section 60.30 – Off-Street Parking</b>			
Off-street motor vehicle parking Parking Zone A	<u>Commercial</u> Commercial uses in the RC-OT zoning designation (and District 2) do not require parking spaces.	No parking spaces are being proposed or required with this development. Three (3) off-street parking spaces already exist on the subject site.	<b>N/A</b>
Required Bicycle Parking	<u>Short Term</u> : 2 spaces <u>Long Term</u> : 2 space per unit	<u>Short Term</u> : 2 shown on plans <u>Long Term</u> : 0 spaces	<b>Yes w/COA</b>
<b>Development Code Section 60.55 – Transportation</b>			
Transportation Facilities	Regulations pertaining to the construction or reconstruction of transportation facilities.	Refer to Facilities Review Committee findings herein.	<b>Yes w/ COA</b>

<b>Development Code Section 60.60</b>			
Trees & Vegetation	Regulations pertaining to the removal and preservation of trees.	No protected trees exist on the site, however, tree protection fencing will be used to protect existing neighboring trees during development.	<b>Yes w/ COA</b>
<b>Development Code Section 60.65</b>			
Utility Undergrounding	All existing overhead utilities and any new utility service lines within the project and along any existing frontage, except high voltage lines (>57kV) must be placed underground.	To ensure the proposal meets requirements of this section, staff recommends a condition requiring undergrounding completion prior to building occupancy.	<b>Yes w/ COA</b>

## **RECOMMENDATION**

The Facilities Review Committee finds that the proposal complies with all the technical criteria. The Committee recommends that the decision-making authority, **APPROVE DR2016-0140 – Alpine Property Management Addition**, subject to conditions at the end of this report.

**ANALYSIS & FINDINGS  
DESIGN REVIEW APPROVAL  
DR2016-0140**

**Section 40.20.15.2.C Approval Criteria**

*In order to approve a Design Review Two application, the decision making authority shall make findings of fact based on evidence provided by the applicant demonstrating that all the following criteria are satisfied:*

- 1. The proposal satisfies the threshold requirements for a Design Review Two application.***

**Facts and Findings:**

The applicant proposes to build an addition to an existing building within a Multiple-Use zone and does not qualify for consideration under the Thresholds for Design Review Compliance Letter. The proposal meets Threshold No. 5 of the Design Review Type 2 application because it is a building addition greater than 2,500 square feet and less than 30,000 square feet.

**Therefore, staff finds that the proposal meets the criterion for approval.**

- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.***

**Facts and Findings:**

The applicant paid the required fee for a Design Review 2 application.

**Therefore, staff finds that the proposal meets the criterion for approval.**

- 3. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.***

**Facts and Findings:**

The applicant has submitted materials required by Section 50.25.1 of the Development Code.

**Therefore, staff finds that the proposal meets the criterion for approval.**



**4. *The proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards).***

Facts and Findings:

Staff cites the findings in the Code Conformance Analysis chart further in this report, which evaluates the project as it relates to the applicable Code requirements of Chapter 60. In part, the chart provides a summary response to design review standards determined to be applicable in this case. The applicant's plans and materials show compliance with these standards.

**Therefore, the Committee finds that by satisfying the Conditions of Approval herein, the criterion for approval is met.**

**5. *For additions to or modifications of existing development, the proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards) or can demonstrate that the additions or modifications are moving towards compliance of specific Design Standards if any of the following conditions exist:***

- a. A physical obstacle such as topography or natural feature exists and prevents the full implementation of the applicable guideline; or***
- b. The location of existing structural improvements prevent the full implementation of the applicable standard; or***
- c. The location of the existing structure to be modified is more than 300 feet from a public street.***

Facts and Findings:

The applicant's plans and materials show compliance with all applicable standards. Staff cites the Code Conformance Analysis chart further in this report which evaluates the project as it relates to the applicable Code requirements of Chapter 60. The chart provides a summary response to design review standards determined to be applicable to this proposal.

**Therefore, Staff finds that the proposal meets the criterion for approval.**

**6. *Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.***

Facts and Findings:

No other applications are required of the applicant for this stage of City approvals.

**Therefore, staff finds that the proposal meets the criterion for approval.**

**Design Review Standards Analysis and Findings Chart  
Alpine Property Management Addition  
DR2016-0140**

**Section 60.05.15 Building Design & Orientation Standards**

<b>DESIGN STANDARD</b>		<b>PROJECT PROPOSAL</b>	<b>MEETS STANDARD?</b>
<b>60.05.15.1 Building Articulation and Variety</b>			
60.05.15.1.A	Attached residential buildings in residential zones shall be limited in length to two hundred (200) feet.	The proposed building addition is not residential and is not located within a residential zone.	<b>N/A</b>
60.05.15.1.B	Buildings visible from and within 200 feet of an adjacent public street shall have a minimum portion of the street facing elevation devoted to permanent architectural features designed to provide articulation and variety. 1. Thirty (30) percent in Residential zones, and all uses in Commercial and Multiple Use Zones.	The applicant's plans show that the addition satisfies this standard through variation in materials, offsetting walls and varying window sizes.	<b>Yes</b>
60.05.15.1.C	The maximum spacing between permanent architectural features shall be no more than: 1. Forty (40) feet in Residential zones, and all uses in Commercial and Multiple Use zones.	The submitted plans show a maximum spacing of less than 17 feet between permanent architectural features.	<b>Yes</b>
<b>60.05.15.2 Roof Forms as Unifying Elements</b>			
60.05.15.2.A	All sloped roofs exposed to view from adjacent public or private streets and properties shall have a minimum 4/12 pitch.	The applicant states that all roof forms have a 10/12 pitch. Additionally, the roof forms provide variety as viewed from the street.	<b>Yes</b>
60.05.15.2.B	Sloped roofs on residential uses in residential zones, and all uses in multiple use and commercial zones, shall have eaves, exclusive of	The applicant's submitted plans show that eave overhangs on the proposed building project a minimum of 12-inches from the building wall.	<b>Yes</b>

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
	rain gutters, that must project from the building wall at least twelve (12) inches.		
60.05.15.2.A-E	All roofs with a slope of less than 4/12 pitch shall be articulated with a parapet wall that must project vertically above the roof line at least twelve (12) inches or architecturally treated, such as with a decorative cornice. Smaller feature roofs are not subject to the standards of this Section.	The proposal does not show any roofs with a pitch of less than 4/12.	N/A
60.05.15.2.D	When an addition to an existing structure or a new structure is proposed in an existing development, the roof forms for the new structures shall have similar slope and be constructed of the same materials as existing roofs.	The applicant states that the proposed roof has 10/12 pitch and the predominate existing roof has an 8/12 pitch. The applicant's submitted plans show the similarity between the existing roof slope and proposed roof slope. The applicant also states that the new roof will be covered with composition shingles to match the existing building.	Yes
<b>60.05.15.3 Primary Building Entrances</b>			
60.05.15.3	Primary entrances, which are the main point(s) of entry where the majority of building users will enter and leave, shall be covered, recessed, or treated with a permanent architectural feature in such a way that weather protection is provided. The covered area providing weather protection shall be at least six (6) feet wide and four (4) feet deep.	The applicant states that the existing primary entrance on the west side of the building is covered by an existing porch which is 8 feet deep and 27 feet wide. The proposal includes doors on the southern side of the addition however this will not serve as the primary entrance.	Yes

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.4 Exterior Building Materials</b>			
60.05.15.4.A	For attached residential uses in Residential zones and all residential uses in Multiple Use zones, a minimum of seventy-five (75) percent of each elevation that is visible from and within 200 feet...	The proposed addition is not for residential use.	<b>N/A</b>
60.05.15.4.B	For conditional uses in residential zones and all uses in multiple-use and commercial zones (except residential uses fronting common greens and shared courts), a maximum of thirty (30) percent of each elevation that is visible from and within 200 feet of a public street or a public park, public plaza or other public open space, and on elevations that include a primary building entrance or multiple tenant entrances may be plain, smooth, unfinished concrete, concrete block, plywood and sheet pressboard.	The applicant's submitted plans and materials board show a combination of cement fiber composite, lap siding and cedar shingles on each elevation of the proposed addition.	<b>Yes</b>
60.05.15.4.C	For conditional uses in residential zones and all uses in multiple use and commercial districts, plain, smooth, exposed concrete and concrete block used as foundation material shall not be more than three (3) feet above the finished ...	The applicant states that there is a maximum of 2-feet, 2-inches of exposed concrete on the proposed addition facing SW Third Street. Further, the applicant's submitted plans show that the exposed concrete foundation does not exceed three (3) feet above the finished grade on all other elevations of the proposed building addition.	<b>Yes</b>

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
60.05.15.6.A	<p>Buildings in Multiple Use zones shall occupy a minimum public street frontage as follows:</p> <p>1. 50 percent of the street frontage where a parcel abuts a Class 1 Major Pedestrian Route.</p>	<p>The subject site is located at the intersection of two Class 1 Major Pedestrian Routes. The proposed addition will be located no more than 20 feet from the property line along SW Third Street. The applicant states that the proposed addition in combination with the existing structure will occupy 68% of the street frontage along SW Third Street. The applicant is not proposing any major changes to the existing western elevation.</p>	<b>Yes</b>
60.05.15.6.B	<p>Buildings in Commercial zones shall occupy a minimum of 35 percent public street frontage where a parcel exceeds 60,000 gross square feet.</p>	<p>The proposed project is located within a multiple-use zone, not commercial zone.</p>	<b>N/A</b>
60.05.15.6.C	<p>Buildings subject to the street frontage standard shall be located no further than 20 feet from the property line. The area between the building and property line shall be landscaped to standards found in Section 60.05.25.3.B or 60.05.25.3.C.</p>	<p>The proposed addition is shown on the applicant's plans to be located within 20 feet of the southern property line. The existing building will remain in its current location. The applicant's plans show that landscaping is proposed in between the addition and property line.</p>	<b>Yes</b>

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
60.05.15.6.D	Buildings on corner lots of multiple Major Pedestrian Routes shall be located at the intersections of the Major Pedestrian Routes. Where a site has more than one corner on a Major Pedestrian Route, this requirement must be met at only one corner.	The subject site is a corner lot however the proposal is a building addition to be located behind the existing structure. The existing structure is not proposed to be removed or moved.	N/A
60.05.15.6.E	All buildings on lots that abut a Class 1 Major Pedestrian Route shall have at least one primary building entrance oriented toward, or with a direct pedestrian connection to an abutting street or pedestrian way.	The primary entrance to the building is located within the existing structure. This entrance is connected to the abutting pedestrian and street circulation system via a pedestrian walkway approximately 4 feet wide and 22 feet long. This primary building entrance is connected to SW Washington Avenue, one of the two Major Pedestrian Routes. The proposed addition will include a secondary entrance which is connected to the other Major Pedestrian Route on SW Third Street, via a 5 foot wide by 26 foot long walkway. Neither pedestrian connections are proposed to cross over vehicular circulation or parking areas.	Yes
60.05.15.7.A	The height of any portion of a building at or within 20 feet of the property line ... abutting a Major Pedestrian Route shall be a minimum of twenty-two (22) feet and a maximum of sixty (60) feet.	The applicant states the proposed addition is 23 feet in height from finished grade.	Yes
60.05.15.7.C	The maximum heights specified in Section 20.20.50 shall not be exceeded...	The submitted plans and the applicant's statement do not indicate that the height will exceed 60 feet.	Yes

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
60.05.15.8.A	<p>Except those used exclusively for residential use, ground floor elevations visible from and within 200 feet of a public street, Major Pedestrian Route, or a public park, public plaza or other public open space, and elevations that include a primary building entrance or multiple tenant entrances, shall have the following minimum percent of the ground floor elevation area permanently treated with windows, display areas or glass doorway openings.</p> <p>1. Class 1 Major Pedestrian Routes: Fifty (50) percent.</p>	<p>The applicant states that 51% of the ground floor elevation facing SW Third Street will be treated with windows and glass door openings.</p>	<p><b>Yes</b></p>

**Design Review Standards Analysis and Findings Chart**  
Section 60.05.20 Circulation and Parking Lot Design Standards

<b>DESIGN STANDARD</b>		<b>PROJECT PROPOSAL</b>	<b>MEETS STANDARD?</b>
<b>60.05.20.1 Connections to public street system</b>			
60.05.20.1.A	Pedestrian, bicycle, and motor vehicle connections shall be provided between the on-site circulation systems and adjacent existing and planned streets...	The applicant's plans show that the onsite circulation system is directly connected to the adjacent pedestrian, bicycle, and motor vehicle system. The existing structure has a direct and short walkway from the primary entrance to SW Washington Avenue. The proposed addition will also have a pedestrian walkway which will connect the addition to SW Third Street. The applicant's plan show two (2) short term bicycle parking spaces on the porch, near the primary entrance and pedestrian walkway. The submitted plans show that the on-site pedestrian, bicycle and motor vehicle circulation system provides efficient access to the abutting streets.	<b>Yes</b>
<b>60.05.20.2 Loading Areas, solid waste facilities and similar improvements</b>			
60.05.20.2.A	All on-site service areas, outdoor storage areas, waste storage, disposal facilities, recycling containers, transformer and utility vaults and similar activities shall be located in an area not visible from a public street, or shall be fully screened from view from a public street.	The applicant's plans show a proposed trash enclosure approximately 3 feet by 9.3 feet on the north side of the building. The applicant states that this waste storage area will be screened from public view by wooden gates.	<b>Yes</b>



60.05.20.2.C	Screening from public view for service areas, loading docks, loading zones and outdoor storage areas, waste storage, disposal facilities, recycling containers, transformer and utility vaults and similar activities shall be fully sight-obscuring...	The applicant states that the proposed covered trash enclosure will be screen by a wooden gate. Additionally, the applicant's plans show that the waste and recycling storage area are screened from public view with a solid screen wall constructed of cedar shingles, one of the primary materials used on the proposed addition.	<b>Yes</b>
<b>60.05.20.3 Pedestrian Circulation</b>			
60.05.20.3.A	Pedestrian connections shall be provided that link to adjacent existing and planned pedestrian facilities...	The applicant states that there are existing and planned pedestrian connections from the abutting street system to the on-site building and parking area. The applicant's plans show two existing pedestrian connections from the existing building to the parking area and adjacent public right-of-way. The addition is also shown to have a direct connection to the sidewalk along SW Third Street.	<b>Yes</b>
60.05.20.3.B	A reasonably direct walkway connection is required between primary entrances, which are the main point(s) of entry where the majority of building users will enter and leave, and public and private streets, transit stops, and other pedestrian destinations.	The applicant's submitted plans show that the proposed pedestrian walkway connects the proposed secondary entrance to the adjacent right-of-way in a direct manner and is less than 30 feet in length. The existing primary entrance, which is proposed to remain as the primary entrance, also connects directly to the abutting public right-of-way through a pedestrian walkway approximately 22 feet in length.	<b>Yes</b>
60.05.20.3.C	A reasonably direct pedestrian walkway into a site shall be provided for every 300 feet of street frontage...	The subject site is approximately 100 feet by 105 feet. A direct pedestrian walkway exists along SW Washington Avenue. The proposed addition would also	<b>Yes</b>

		provide a direct pedestrian connection on SW Third Street.	
60.05.20.3.D	Pedestrian connections through parking...	A small parking lot exists on-site. This building addition does not include modifications to the existing parking lot.	<b>N/A</b>
60.05.20.3.E	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.	As mentioned in response to 60.05.20.3.D, a small parking lot exists on-site, however the proposed building addition does not include modifications to the existing parking lot.	<b>N/A</b>
60.05.20.3.F	Pedestrian walkways shall have a minimum of five (5) foot wide unobstructed clearance and shall be paved with scored concrete or modular paving materials...	The submitted plans show that the proposed walkway from the addition to the abutting right-of-way is 5-foot wide and unobstructed. Additional ADA compliance will be reviewed at the Building Permitting stage.	<b>Yes</b>
<b>60.05.20.4 Street Frontages and Parking Areas</b>			
60.05.20.4	Surface parking areas abutting a public street shall provide perimeter parking lot landscaping which meets one of the following standards...	The parking lot is existing and the proposal does not include any modifications to the parking lot.	<b>N/A</b>
60.05.20.5.A-D	Landscaped planter islands shall be required according to the following... All uses in Commercial and Multiple Use zones, one for every ten (10) contiguous parking spaces.	The existing parking lot contains three (3) spaces, however, changes to the parking lot are not being proposed with this application.	<b>N/A</b>
60.05.20.6.A	Off-Street surface parking areas shall be located to the rear or side of buildings. Surface parking areas located adjacent to	The submitted plans show that the existing parking lot is located to the side of the building and does not exceed 50% of the street frontage.	<b>Yes</b>

	public streets are limited to a maximum of: 50% of the street frontage along Class 1 Major Pedestrian Routes.		
60.05.20.7.A	A sidewalk is required on all streets. Except where approved through Sidewalk Design Modification (40.58), the sidewalk shall be a minimum of ten (10) feet wide, and provide an unobstructed path at least five (5) feet wide.	The applicant's plans show a three (3) foot right-of-way dedication and improvements along the SW Third Street frontage. The three (3) foot right-of-way dedication will establish a ten (10) foot wide sidewalk and a five (5) foot wide unobstructed walkway.	<b>Yes</b>
60.05.20.7.B	A sidewalk or walkway internal to the site is required along building elevations that include a primary building entrance, multiple tenant entrances or display windows.	The primary building entrance is located on the elevation which is part of the existing building. This proposal does not include modifications to that elevation.	<b>N/A</b>
<b>60.05.20.8 Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Multiple-Use, and Commercial Districts.</b>			
60.05.20.8.A-B	Parking lot drive aisles that link public streets and/or private streets with parking stalls shall be designed as private streets consistent with the standard as described under Section 60.05.20.8.B...	The applicant states that the parking lot on the site is existing and no changes are proposed to the parking lot. However the parking lot drive aisle is also less than 100 feet long and doesn't serve residential units and is therefore not subject to the standard as described under Section 60.05.20.8.B.	<b>N/A</b>
<b>60.05.25 Landscape, Open Space, and Natural Areas Design Standards.</b>			
60.05.25.5.A	A minimum portion of the total gross lot area shall be landscaped: All uses in Multiple Use districts, ten (10) percent.	The applicant states that 40% of the total gross lot area is landscape. The applicant's plans show that more than 10% of the site is landscaped.	<b>Yes</b>

**60.05.25 Landscape, Open Space, and Natural Areas Design Standards.**

60.05.25.5.B.1 -3	The following minimum planting requirements for required landscaped areas shall be complied with. These requirements shall be used to calculate the total number of trees and shrubs to be included within the required landscape area...	The submitted plans show that four (4) existing trees will remain and five (5) additional trees will be planted. This standard requires a minimum of five (5) trees on this site. A total of nine (9) trees are proposed. This standard also requires a minimum of one (1) evergreen shrub for every 400 square feet of required landscaped area. The maximum required landscape area on this site is 1,050 square feet, therefore, three (3) shrubs are required. The applicant's plans show a total of five (5) shrubs.	<b>Yes</b>
60.05.25.5.B	Live ground cover consisting of low-height plants, or shrubs, or grass shall be planted in the portion of the landscaped area not occupied by trees or evergreen shrubs. Bare gravel, rock, bark or other similar materials may be used, but are not a substitute for ground cover plantings, and shall be limited to no more than twenty-five (25) percent of the required landscape area.	The submitted plans do not indicate the use of bare gravel, rock, bark or similar materials.	<b>Yes</b>
60.05.25.5.D	All building elevations visible from and within 200 feet of a public street that do not have windows on the ground floor shall have landscaping along their foundation...	The applicant's plans show that each proposed elevation will have windows on the ground floor.	<b>N/A</b>
60.05.25.9.A	Fences and walls shall be constructed of any materials commonly	No new fences or walls are proposed.	<b>N/A</b>

**60.05.25 Landscape, Open Space, and Natural Areas Design Standards.**

	used in the construction of fences and walls such as wood, stone, rock, or brick, or other durable materials.		
60.05.25.9.B	Chain link fences are acceptable as long as the fence is coated and includes slats made of vinyl, wood or other durable material.	No new fences or walls are proposed. The applicant states that the existing fence will be removed.	<b>N/A</b>
60.05.25.9.E.1	May not exceed three feet in height in a required front yard along streets, except required above ground storm water facilities fencing which may be four feet in height in a required front yard, and eight feet in all other locations.	No new fences or walls are proposed. The applicant states that the existing fence will be removed.	<b>N/A</b>
60.05.25.10	Minimize significant changes to existing on-site surface contours at residential property lines.	The proposed is located within a Multiple-Use zone.	<b>N/A</b>
60.05.25.11.	Non-vaulted surface stormwater detention and treatment facilities having a side slope greater than 2:1 shall not be located between a street and the front of an adjacent building.	The proposed flow-through planter has a slope of less than 2:1.	<b>Yes</b>
60.05.25.13	All new development and redevelopment in the City subject to Design Review shall comply with the landscape buffering...	No Landscape buffer required. Abutting properties are also zoned RC-OT	<b>N/A</b>

## Design Review Standards Analysis and Findings Chart

### Section 60.05.30 Lighting Design and Section 60.30 Off-Street Parking Standards

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
60.05.30.1.A-E	Lighting shall be provided at lighting levels for development and redevelopment in all zoning districts consistent with the City's Technical Lighting Standards.	The applicant's plans show two proposed lighting fixtures on the building addition. The applicant did not provide a photometric study to show compliance with the City's Technical Lighting Standards. Staff has included two conditions of approval; one requiring the installation of an LED street light and another condition requiring that the applicant provide photometric plans, demonstrating compliance with the City's Technical Lighting Standards.	<b>Yes w/COA</b>
60.05.30.2.A	Pole-mounted Luminaires shall comply with the City's Technical Lighting Standards, and shall not exceed a maximum of...	No pole mounted luminaires are proposed with this project.	<b>N/A</b>
60.05.30.2.B	Non-pole-mounted luminaires for the lighting of pedestrian or vehicular circulation areas shall comply with the City's Technical Lighting Standards.	The applicant's plans show two proposed 60 watt porch light fixtures. Staff has included a condition of approval requiring that lighting of bicycle, pedestrian, and vehicle circulation areas are lighted to a minimum of 0.5 footcandle.	<b>Yes w/COA</b>
60.05.30.2.C	Lighted bollards when used to delineate on-site pedestrian and bicycle pathways shall have a maximum height of forty-eight (48) inches.	Lighted bollards are not being proposed with this project.	<b>N/A</b>
60.30.10.2.A	Contained in the table at Section 60.30.10.6. are vehicle parking ratios for minimum	The proposed development is located within the Regional Center – Old Town zoning district. Parking requirements	<b>Yes</b>

DESIGN STANDARD		PROJECT PROPOSAL	MEETS STANDARD?
	required parking spaces and maximum permitted number of vehicle parking spaces to be provided for each land use...	within Regional Centers are determined by which parking district the site is located within. The subject site is located within parking district 2 and there is no parking requirement for offices and administrative facilities.	
60.30.10.2.B	<p>Minimum Off-Street Bicycle Parking:</p> <p><u>Short Term:</u> 2 spaces or 1 space per 8,000 square feet of floor area</p> <p><u>Long Term:</u> 2 spaces or 1 space per 8,000 square feet of floor area</p>	The applicant's plans show two (2) short term bicycle parking spaces. As a condition of approval, the applicant is required to provide plans showing the location of two (2) long-term bicycle parking spaces.	<b>Yes w/ COA</b>
60.65	Utility Undergrounding	Refer to Facilities Review findings herein.	<b>Yes w/ COA</b>

**Evaluation of Design Standards identified above**

Hereto, staff finds that the applicant has provided sufficient evidence to show how the plan proposal meets applicable Design Standards (identified in the table summary above).

**RECOMMENDATION**

Based on the facts and findings presented, staff recommends **APPROVAL of DR2016-0140 (Alpine Property Management Addition)** subject to the conditions below.







17. FIRE HYDRANTS – COMMERCIAL BUILDINGS: Where a portion of the 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) Show location of any new or existing fire hydrant(s). (TVF&R/JF)
18. Submit plans showing a three (3) foot right-of-way dedication along the SW Third Street. (KR / Planning)

**C. Prior to building permit issuance, the applicant shall:**

20. Submit a complete site development permit application and obtain the issuance of site development permit from the Site Development Division. (Site Development Div./JJD)
21. Make provisions for installation of all mandated erosion control measures to achieve City inspector approval at least 24 hours prior to call for foundation footing form inspection from the Building Division. (Site Development Div./JJD)
22. Submit plans and specifications to the City Engineer and City Building Official verifying that each planter will provide water damage protection (with water-damage resistant materials and methods) at least one foot higher than the maximum possible high water elevation of the proposed stormwater management facility. (Site Development Div./JJD)
23. FIRE FLOW WATER AVAILABILITY: 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) Provide fire flow testing documentation. (TVF&R/JF)

**D. Prior to occupancy permit issuance, the applicant shall:**

23. Have substantially completed the site development improvements as determined by the City Engineer. (Site Development Div./JJD)
24. Have the landscaping completely installed or provide for erosion control measures around any disturbed or exposed areas per Clean Water Services standards. (Site Development Div./JJD) Have recorded the final plat in County records and submitted a recorded copy to the City. (Site Development Div./JJD)
25. Have placed underground all affected, applicable existing overhead utilities and any new utility service lines within the project and along any existing street frontage as determined at permit issuance. (Site Development Div./JJD)
26. Install or replace, to City specifications, all sidewalks which are missing, damaged, deteriorated, or removed by construction. (Site Development Div./JJD)

**E. Prior to release of performance security, the applicant shall:**

27. Have completed the site development improvements as determined by the City Engineer and met all outstanding conditions of approval as determined by the City Engineer and Planning Director. Additionally, the applicant and professional(s) of record shall have met all obligations under the City Standard Agreement to Construct Improvements and Retain Design Professional Registered in Oregon, as determined by the City Engineer. (Site Development Div./JJD) Have recorded the final plat in County records and submitted a recorded copy to the City. (Site Development Div./JJD)
28. Submit any required on-site easements not already dedicated on the plat, executed and ready for recording, to the City after approval by the City Engineer for area encumbered and City Attorney as to form. The applicant's engineer or surveyor shall verify all pre-existing and proposed easements are of sufficient width to meet City standards. (Site Development Div./JJD)
29. Include street lighting plan. (Public Works/TC)
30. Single-leader Japanese Lilac required as street tree. (Public Works/TC).