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MEMORANDUM

TO: Planning Commission
FROM: Sierra Peterson, Associate Planner
DATE: November 18, 2020
SUBJECT: St. Mary's Substation Improvements – Facilities Review and Condition of Approval Updates

This memo is intended to supplement the staff report dated November 11, 2020, for the proposed PGE St. Mary's Substation Improvement project (DR2020-0028) scheduled for a hearing on November 18, 2020. The subject memo provides clarification of the Facilities Review findings and conditions of approval.

Facilities Review Finding B

Staff met with the applicant for the Facilities Review meeting on October 28, 2020 to discuss the draft Facilities Review findings and conditions of approval. The required number of parking spaces, location and material was an issue that was discussed during the Facilities Review meeting and subsequently resolved by staff after the meeting. The conditions of approval in the staff report reflect that the proposed structure does not require a parking space due to the use and limited size of the structure.

Facilities Review finding B on page FR-3 of the staff report, under subsection for *Pedestrian and Bicycle Facilities* addressed the proposed parking on-site and states:

The PGE substation is a gated facility that will be accessed by employees and is not open to the public. Circulation on site will be limited to PGE employees and the parking is located adjacent to the buildings onsite. The applicant has proposed an unstripped parking space; however, parking spaces need to be paved and stripped to meet parking standards. A condition of approval requiring that the parking space be paved and stripped has been added to the project.

The required parking on site is was updated after the Facilities Review discussion and is accurately detailed on page FR-9 of the staff report under *Off-street motor vehicle parking*. Zero parking spaces are required onsite for the new structure; therefore, the finding should be revised as follows:

The PGE substation is a gated facility that will be accessed by employees and is not open to the public. Circulation on site will be limited to PGE employees and the parking is located adjacent to the buildings onsite. The parking ratio for warehouse storage is 0.3 parking

spaces for every 1,000 square feet. The required onsite parking for the proposed 1,320 square foot building is 0.4 parking spaces. Fractions less than 0.5 shall be rounded down to the nearest whole number. Therefore, no parking is required for the proposed use and structure.

The condition of approval for the parking space location and material as referenced in the original finding was struck prior to publishing the staff report; therefore, Attachment C, Conditions of Approval, before you tonight are accurate.

Facilities Review Finding J

The Facilities Review Subsection J should be revised to reflect the updated Conditions of Approval. Finding J for grading and contours on site references condition of approval 10 as follows:

The applicant states that no grading is proposed; therefore, this criterion is not applicable. There will be no grading associated with the installation of the structure. The proposed structure will not include a building pad; it will be installed on a drilled pier foundation. However, there will be grading on site to construct the swale required for surface drainage. Additionally, the requirements associated with building pad elevations in COA 10 are not applicable. COA 10 states:

Submit a grading plan showing building pad elevation and minimum finished floor elevation (FFE). Pad elevation shall be at least one foot higher and FFE shall be at least three feet higher than the 100 year/emergency overflow of the storm water management facility. Any changes to approved grading must meet provisions of Beaverton Code 9.05.110 and 9.05.115, no grading can occur within 10 feet of a property line or half the height of the vertical embankment created, whichever is greater. This applies to all exterior property boundaries of the proposed project. (Site Development Div. / SAS)

The condition of approval was revised based on the discussion with the applicant at the Facilities Review meeting on October 28, 2020. Condition of approval 10 was revised and included in Attachment C, Conditions of Approval as condition 9. Section J of Chapter 40.3 for Facilities Review, should be revised and included in the staff report as follows:

The applicant states that no grading is proposed associated with the installation of the structure. The proposed structure will not include a building pad; it will be installed on a drilled pier foundation. However, there will be grading on site to construct the swale required for surface drainage. COA 9 is included to address the finished floor elevation and the storm overflow.

The condition of approval for the grading and drainage referenced in the original finding as condition of approval 10 was struck prior to publishing the staff report. The condition was revised and included in Attachment C, Conditions of Approval, as condition 9; therefore, the conditions in the staff report before you tonight are accurate.