

Received
Planning Division
3/11/2022



March 15, 2020

Vito Cerelli
O'Brien & Company, LLC
PO Box 4008
Wilsonville, OR 97070

Subject: Pre-Application Summary Notes for Farmington Food Cart Plaza

Dear Vito Cerelli,

Thank you for attending the Pre-Application Conference held on March 3, 2021. We are pleased to provide you with the following notes prepared in response to your proposal.

Comments prepared by staff are reflective of the proposal considered at the Pre-App. A copy of your proposal was also sent to other members of staff who did not attend the Pre-App. Please feel free to contact anyone who provided comments. Contact names, telephone number and e-mail addresses are listed herein.

Following every Pre-App, staff understands that there may be changes to the plan or use considered. If these changes effectively re-design the site plan or involve a change to a use not discussed, please be advised that such change could require different land use application(s) than were identified by staff at the Pre-App. It's also possible that different issues or concerns may arise from such change. In these cases, we highly encourage applicants to request a second Pre-App for staff to consider the change and provide revised comments accordingly.

In part, the Pre-App is intended to assist you in preparing plans and materials for staff to determine your application(s) to be "complete" as described in Section 50.25 of the City Development Code. For your application(s) to be deemed complete on the first review, you must provide everything required as identified on the Application Checklist(s) (provided at the Pre-App) in addition to any materials or special studies identified in the summary notes hereto. If you have questions as to the applicability of any item on the checklist(s) or within this summary, please contact me directly.

On behalf of the staff who attended the Pre-App, we thank you for sharing your proposal with us. If we can be of further assistance, please do not hesitate to call.

Sincerely,

Steve Regner
Senior Planner
503-319-4427

PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for
Farmington Food Cart Plaza
PA2021-0013, March 3, 2021

The following pre-application notes have been prepared pursuant to Section 50.20 of the Beaverton Development Code. All applicable standards, guidelines and policies from the City Development Code, Comprehensive Plan and Engineering Design Manual and Standard Drawings identified herein are available for review on the City's web site at: www.beavertonoregon.gov. Copies of the Development Code and Comprehensive Plan are also available for review at the City's Customer Service Kiosk located within the Community Development Department. Copies of these documents are also available for purchase.

The following is intended to identify applicable code sections, requirements and key issues for your proposed development application. Items checked are to be considered relevant to your proposed development.

PRE-APPLICATION CONFERENCE DATE: March 3, 2021

PROJECT INFORMATION:

Project Name: **Farmington Food Cart Plaza**

Project Description: Demolish building fronting Farmington Road and convert existing parking lot into food cart pod

Property/Deed Owner: Scott Lawrence
12680 SW Farmington Road
Beaverton Oregon 97005

Site Address: 12680 SW Farmington Boulevard

Tax Map and Lot: Tax Map: 1S116AD, Tax Lots: 800 & 900

Zoning: Regional Center – Old Town

Comp Plan Designation: Regional Center

Site Size: Approximately 12,500 square feet

APPLICANT INFORMATION:

Applicant's Name: Vito Cerelli
O'Brien & Company, LLC
PO Box 4008
Wilsonville, OR 97070

Phone / Email: 503-440-5766 / vito@obrien-co.com

Applicant's Representative: Same as above

Phone / Email: Same as above

PREVIOUS LAND USE HISTORY: No recent history found.

SECTION 50.25 (APPLICATION COMPLETENESS):

The completeness process is governed by Section 50.25 of the Development Code. The applicant is encouraged to contact staff to ask any questions or request clarification of any items found on the application checklists that were provided to the applicant at the time of the pre-application conference. In addition, the applicant should be aware that staff is not obligated to review any material submitted 14 days or later from the time the application has been deemed “complete” that is not accompanied with a continuance to provide staff the necessary time to review the new material.

APPLICATION FEES:

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

New Food Cart Pod	\$2,359.00
Downtown Design Review Compliance Letter	\$168.00
<i>Possible Downtown Design Review Two</i>	\$2,687.00
<i>Possible Downtown Design Review Three</i>	\$5,909.00
<i>Possible Replat One – Lot Consolidation</i>	\$677.00

*See Key Issues/Considerations herein for description of applications and associated process.

***Technology Fee.** As of January 1, 2021, the City will be implementing a technology fee of 3.5% for development permits, including land use applications. Applications submitted on or after January 1, 2021 will be subject to the technology fee at the time of fee payment. No fee increase are scheduled at this time; however, the fees are subject to change. Fees in effect at the time of application submittal will control. Please contact Current Planning (503-526-2420) or visit our website www.beavertonoregon.gov/bib prior to submittal of your application to confirm the current application fee(s).

SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. Per Section 50.15.2 of the Code, when an applicant submits more than one complete application for a given proposal, where each application addresses separate code requirements and the applications are subject to different procedure types, all of the applications are subject to the procedure type which requires the broadest notice and opportunity to participate. For example, a proposal that includes a **New Food Cart Pod** application is subject to a **Type 2** procedure.

SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

Based on the information presented at the pre-application, a Neighborhood Review Meeting may not be required as it unclear if the proposal is subject to a Type 3 procedure. However, staff always recommends community outreach through a neighborhood meeting. Neighborhood Advisory Committee (NAC): **Central Beaverton** Contact: **Thom Drane** / tmdrane@gmail.com.

For meetings held at the NAC staff recommend that a separate sign-in sheet be provided. Note that after the neighborhood meeting, summary of the meeting along with a copy of your sign-in sheet is to be mailed to the NAC contact above. The city also request that the summary of the meeting and sign-in sheet is also sent to: City of Beaverton, Neighborhood Program, P.O. Box 4755, Beaverton, OR 97076 or emailed to: neighbormail@beavertonoregon.gov

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

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

CHAPTER 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.	Food Cart Pod (Threshold #1)	<u>40.32.15.2</u>	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
2.	Downtown Design Review Compliance Letter (Threshold #3)	<u>40.23.15.1</u>	<input checked="" type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
3.	<i>Possible Downtown Design Review Two</i> (Threshold #8)	<u>40.23.15.2</u>	<input type="checkbox"/> Type 1 <input checked="" type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
4.	<i>Possible Downtown Design Review Three</i> (Threshold #7 or #8)	<u>40.23.15.3</u>	<input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input checked="" type="checkbox"/> Type 3 <input type="checkbox"/> Type 4
5.	<i>Possible Replat One</i> (Threshold #1)	<u>40.45.15.2</u>	<input checked="" type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4

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

CHAPTER 60 (SPECIAL REGULATIONS):

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

- | | |
|--|--|
| <input type="checkbox"/> Section 60.05 (Design Review Principles Standards and Guidelines) | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities) |
| <input type="checkbox"/> Section 60.10 (Floodplain Regulations) | <input checked="" type="checkbox"/> Section 60.11 (Food Cart Pod Standards) |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations) | <input checked="" type="checkbox"/> Section 60.15 (Land Division Standards) |
| <input checked="" type="checkbox"/> Section 60.30 (Off-Street Parking) | <input type="checkbox"/> Section 60.25 (Off-Street Loading) |
| <input type="checkbox"/> Section 60.35 (Planned Unit Development) | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities) |
| <input type="checkbox"/> Section 60.45 (Solar Access Protection) | <input type="checkbox"/> Section 60.40 (Sign Regulations) |
| <input checked="" type="checkbox"/> Section 60.55 (Transportation Facilities) | <input checked="" type="checkbox"/> Section 60.50 (Special Use Regulations) |
| <input checked="" type="checkbox"/> Section 60.65 (Utility Undergrounding) | <input checked="" type="checkbox"/> Section 60.60 (Trees and Vegetation) |
| <input type="checkbox"/> Section 60.70 (Wireless Communication) | <input checked="" type="checkbox"/> Section 60.67 (Significant Natural Resources) |

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

CHAPTER 70.03 (LAND USES):

Zoning: **Regional Center – Old Town (RC-BC)**

Applicable Code Sections: **70.03.2.2 – Site Development Standards* and 70.03.4.1 – Land Uses**

Minimum land area: No Requirement
Minimum lot width: No Requirement
Minimum lot depth: No Requirement
Minimum front yard setback: 0 feet
Minimum side yard setback: 0 feet
Minimum rear yard setback: 0 feet
Maximum building height: 65 feet

Food Cart Pod: Permitted Use
Eating and Drinking: Permitted Use

*Cart and structures conforming with Section 60.11 Food Cart Pods are exempt from above Site Development Standards

CHAPTER 70.04 (DOWNTOWN DESIGN STANDARDS AND GUIDELINES):

All structures and amenities not associated with the proposed Food Cart Pod and not in compliance with Section 60.11 are subject to the applicable Downtown Design Standards and Guidelines in Section 70.04. Site design and building design is regulated by a set of clear and objective Design Standards. Where an application cannot or chooses not to meet the Design Standard, the applicant may design the project to meet the complementary Design Guideline, which is discretionary and provides greater flexibility and creativity.

In addition to size thresholds, the specific Downtown Design Review application applied for is informed by whether the project complies with the Design Standards or the complementary Design Guidelines.

Downtown Design Review Compliance Letter – All applicable Design Standards met.

Downtown Design Review Two – Up to three applicable Design Standards not met, and Design Guideline met instead.

Downtown Design Review Three – More than three Design Standards not met, and Design Guidelines met instead.

Written analysis will need to identify and explain how the proposal meets all applicable design requirements.

OTHER DEPARTMENT/AGENCY CONTACTS:

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

<p>Recommended contact for further information if checked</p> <p><input checked="" type="checkbox"/></p>	<p>Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact <u>CWS staff as early as possible in order to obtain a <i>Service Provider Letter</i> (SPL)</u>. For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in <u>Chapter 3 of the <i>Design and Construction Standards</i></u> at: www.cleanwaterservices.org/permits-development/design-construction-standards</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 pre-screening site assessment form. For more information about CWS environmental review, you may email splreview@cleanwaterservices.org or contact Laurie Bunce, CWS Engineering Technician, at (503) 681-3639.</p>
<p><input checked="" type="checkbox"/></p>	<p>Lawrence Arnbrister, Building, City of Beaverton (503) 526-2408 / larnbrister@beavertonoregon.gov</p> <p><input checked="" type="checkbox"/> Please contact for more information on the inspection and certification of the shipping container cocktail bar.</p>
<p><input type="checkbox"/></p>	<p>Steve Brennen, Operations, City of Beaverton (503) 526-2200 / sbrennen@beavertonoregon.gov</p> <p><input type="checkbox"/> No written comments provided to date / not expected.</p>
<p><input checked="" type="checkbox"/></p>	<p>Thu Mai, Site Development, City of Beaverton (503) 350-3627 / tmai@beavertonoregon.gov</p>

	<input checked="" type="checkbox"/> Plan reviewed. Comments attached.
<input checked="" type="checkbox"/>	Kate McQuillan , Transportation, City of Beaverton (503) 526-2427/ kmcquillan@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments attached.
<input type="checkbox"/>	Marah Danielson , ODOT Development Review (503) 731-8258/ marah.b.danielson@odot.state.or.us <input type="checkbox"/> No written comments provided to date / not expected.
<input type="checkbox"/>	Naomi Vogel , Washington County (503) 846-7623/ naomi_vogel@co.washington.or.us <input type="checkbox"/> Plan reviewed. See Key Issues/Considerations.
<input checked="" type="checkbox"/>	Elizabeth Cole , Recycling, City of Beaverton (503) 526-2460/ ecol@beavertonoregon.gov <input checked="" type="checkbox"/> Plan reviewed. Comments attached.

KEY ISSUES/CONSIDERATIONS:

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

1. **Land Use Applications.**

The **Food Cart Pod** application is required for one or more new food carts in a permanent food cart pod. Structures and amenities that comply with the standards of 60.11 Food Carts are exempt from Design Standards and Guidelines in Section 70.04.

Downtown Design Review of some scale is required. Downtown Design Review is triggered by the demolition of existing structures, installation of the shipping container bar and construction of larger shade structures. Please see thresholds of Section 40.23 for more information on which Downtown Design Review is applicable.

A **Replat One** application is available to consolidate the two existing lots into a single lot. Eliminate the existing internal lot lines and provide more flexibility for siting a new structures and private utilities.

2. **Food Cart Utilities.** Food carts may connect to public utilities or be served by above ground holding tanks. Please see Section 60.11.20.

3. **Building Demolition.** The applicant’s materials propose to demolish the building addressed 12680 SW Farmington. After reviewing Beaverton’s Development Code, staff confirms that building may be demolished in conjunction with the development of Food Cart Pod. The subject building is not a Historic Landmark, but abuts a structure designated as a Historic Landmark to the east. Impacts to the abutting Historic Landmark should be taken into consideration when preparing demolition plans.

4. **Shade Structures.** Shade structures under 200 square feet can be approved through the Food Cart Pod Application. Structures greater than 200 square feet must be approved through Downtown Design Review.

5. **Shipping Container.** Inspection and certification of a shipping container used for a bar or other similar use is required. Please contact Lawrence Arnbrister with Beaverton’s Building Division. (503) 526-2408 / larnbrister@beavertonoregon.gov.

6. **Service Provider Letters (SPL).** The City of Beaverton requires service provider letters from special districts who provide services to the subject site. Service Provider Letters are required prior to your application being deemed complete in the land use process. Staff has identified the following service provider letters as applicable to your proposal:
- a. **Clean Water Services (CWS):** All development within the City requires a Clean Water Services SPL for environmental review. Information can be found at Clean Water Services Website <https://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>
 - b. **Tualatin Valley Fire & Rescue (TVF&R):** TVF&R requires a Service Provider Permit (SPP) to address fire code issues related to development. The SPP form can be found at the following link: <https://www.tvfr.com/FormCenter/Public-Records-7/Service-provider-permit-for-Washington-C-64>
 - c. **Water Service:** All developments require a Water SPL to address water service provision. The SPL form is attached.
7. **System Development Charges.** The Washington County Transportation Development Tax (TDT) will be due for developments prior to issuance of building permits, in addition to other System Development Charges. The SDC charges are not assessed or evaluated through the land use application review process.

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

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

For information regarding sanitary sewer, storm sewer, water, park, Metro construction excise, School District construction excise, and other applicable fees please use the Building Division link: <http://www.beavertonoregon.gov/DocumentCenter/Home/View/605> or contact the Building Department at cddmail@BeavertonOregon.gov.

8. **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.



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

PRE-APPLICATION CONFERENCE MEETING SUMMARY

Site Development & Engineering

Project Name: Farmington Food Cart Plaza

Pre-Application Conference Number: PA2021-0013

Date: March 6, 2021

Prepared by: Thu D Mai -Site Development Division

Ph: (971) 727-5809 **Fx:** (503) 526-2550 **Email:** tmai@BeavertonOregon.gov

General Notes:

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

Developments and other activities which create or modify 1,000 square feet or greater of impervious surface are required to provide stormwater management. A storm water report prepared by a professional civil engineer is required with this application and will need to document how the proposal will provide water quantity control for conveyance capacity (CWS DCS Section 4.02), hydromodification (CWS DCS 4.03) and water quality (CWS DCS Section 4.04) Additional standards are outlined in City EDM Section 530 for surface water management design standards and CWS DCS Section 4.08. LIDA are summarized in CWS DCS Table 4-3 and sizing per Section 4.08.4.

City of Beaverton sanitary sewer and storm drainage are in the vicinity of this project and can serve this site. There is an existing 6" sanitary sewer main (public) that is located onsite. There are 18" storm sewer mains located in SW Angel Avenue and SW Farmington Road.

City of Beaverton is the water provider for this site. A Service Provider Letter (SPL) will be required for new connections to the water system, see next page for contact information.

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

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

A professional surveyor will need to document where existing utility lines and any easement limits are in relation to property boundaries. Proposed relocations of any public utilities and easements will need to be shown with the Land Use application. Please note that no permanent structures including building footings, doors swinging out and roof eaves can encroach into existing public utility systems and associated easements. Verify the location of the existing 6" sanitary sewer main and easement located onsite. If there is no public sanitary sewer easement over the existing sanitary sewer main in the title report and plat, a 15-ft wide public sanitary sewer easement needs to be dedicated to the City of Beaverton.

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

Design feasibility for driveway and sidewalk ramp design to meet ADA standards will need to be shown with the land use application. For proposed frontage improvements, site plan designed by a licensed professional and based on survey will be required.

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

Resources:

- For more detailed information regarding existing utilities, topography, and geological information necessary for preparation of various applications submit as-built request online at: <https://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"/>	City of Beaverton permit- Engineering Site Development Contact: Site Development Division at (503) 350-4021 or sitedevelopment@beavertonoregon.gov
<input checked="" type="checkbox"/>	City of Beaverton Street cut moratorium 2016 for SW Angel Avenue from SW 1 st Street to SW Farmington Road.
<input checked="" type="checkbox"/>	City of Beaverton Building permit Contact: Building Division at (503) 526-2493
<input checked="" type="checkbox"/>	Must underground all utilities (PGE, communications etc.) to site as well as any affected overhead utilities.
<input checked="" type="checkbox"/>	City of Beaverton utility system & SPL's Contact: Engineering at (503) 526-2269 or engineering@beavertonoregon.gov
<input checked="" type="checkbox"/>	Tualatin Valley Fire and Rescue - Permit Contact: DFM Jeremy Foster at (503) 259-1414 or Jeremy.Foster@tvfr.com

<input checked="" type="checkbox"/>	<p>Clean Water Services District</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Prescreen Letter/Service Provider Letters/Wetlands/Creeks/Springs Contact: Lindsey Obermiller at (503) 681-3653 or email SPLReview@cleanwaterservices.org • <input checked="" type="checkbox"/> Source Control Permit (all non-residential) - Contact: Source Control Division at (503) 681-5175
<input checked="" type="checkbox"/>	<p>Oregon Department of Environmental Quality</p> <ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Standard erosion control for sites less than 1 acre per CWS standard drawing no. 945
<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"> • <input checked="" type="checkbox"/> Quantity Control for Conveyance Capacity • <input checked="" type="checkbox"/> Hydromodification • <input checked="" type="checkbox"/> Quality Treatment <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>



TRANSPORTATION CHECKLIST

PRE-APPLICATION MEETING

Community Development Department

Project Name: **Farmington Food Cart Plaza**

Pre-Application Conference #: **PA20201-0013**

Pre-Application Date: **3/03/2021**

The requirements checked below are based on the information provided at the **3/03/2021 Pre-Application Conference Meeting** for a proposal at **12680 SW Farmington Road**.

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).

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication

Right of way dedication is not anticipated at this time.

You may be required to dedicate public street right of way (BDC 60.55.30, and EDM Standard Drawing 200). You will need a registered engineer to confirm the right-of-way width and note the width in submitted site plans.

Traffic Impact Analysis

Based on the size and impact of the proposal, a Traffic Impact Analysis is not required for land use application submittal.

It is unclear what the anticipated traffic impact will be from the proposal. Please provide a statement by a registered engineer (civil or traffic) with proposed trip generation from the proposal. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

A Traffic Impact Analysis is required for this proposal. Please refer to BDC 60.55.20 for required components of a TIA. Prior to commencement of work, the applicant should submit a memo from a traffic engineer that describes the scope and assumptions of the TIA. After receipt of the memo, staff will contact the applicant's traffic engineer to discuss any required modifications, request a revised scope and subsequently approve commencement of work. Please note - The TIA will not be accepted without prior approval of the written scope of work.

Frontage Improvements

- Frontage improvements are not identified at this time.*

- Construct full half street improvements to the minimum street standards (Standard Drawings 200).
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 70.04.1.4 S7 and EDM Standard Drawing 216).

- Frontage improvements are expected along a public street frontage under the jurisdiction of another agency (Washington County's or Oregon Department of Transportation). (BDC 60.55.10). City staff defer to the jurisdictional agency for frontage improvement details.

- Reconstruct sidewalk and/or planter strip to be brought to current standards. (EDM Standard Drawings 200)
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 70.04.1.4 S7 and EDM Standard Drawing 216).

- Replace substandard curb and sidewalk ramps along the site's frontage(s) including driveways to be in compliance with the Americans with Disabilities Act and the EDM Section 210.23.

- Provide photometric data demonstrating that illumination for any public transportation facilities meets the minimum lighting levels established in the Engineering and Design Manual (EDM) Section 450. Street lights may be required if lighting levels that do not meet the minimum required levels within the EDM.

Off-Street Loading Requirements

- Off-street loading requirements are not applicable.*

- The proposed development will increase or alter up to 25% of an existing building or structure's the gross floor area, and thus must comply with the minimum number of loading spaces, and loading berth dimensions, as described in BDC 60.25.

- The proposed use requires a minimum number of loading spaces, and loading berth dimensions, as described in BDC 60.25.

- Provide a site plan showing the turning movements for freight / delivery truck vehicles both within the internal site's circulation, as well as the ingress and egress to the site.

Off-Street Parking (Vehicles and Bicycles)

- Off-street parking requirements are not applicable at this time.*

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

The proposed parking areas must meet parking circulation and design standards in BDC 60.30.15 and in Engineering Design Manual Section 210.21 I and N (as well as parking lot design standards within BDC 60.05.20 if Design Review is applicable).

The proposed development is required to provide the minimum number of both short term and long term bicycle parking as detailed on BDC 60.30.10. The location of bicycle parking and design features for long term bicycle parking will also be required.

Bicycle and Pedestrian Circulation

Bicycle and pedestrian circulation requirements do not apply.

Pedestrian and bicycle connectivity (i.e., accessways) may need to be provided in between full street connections, or between a street and a destination, as required in BDC 60.55.25.9.

Provide pedestrian circulation plan along with submitted site plans that is consistent with BDC 60.55.25.10. (or BDC 60.05.20.3, 4, and 7 if Design Review is applicable).

Access / Driveways

Access requirements are not applicable at this time.

Driveway(s) is required to meet the minimum standards shown in EDM Standard Drawings 210 & 211. (BDC 60.55.35.3)

Driveway(s) meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)

Driveway(s) is required to meet minimum sight distance standards in EDM Section 210.21. Verification may be required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)

The shared or common driveway(s) must record a cross-over and maintenance easement during either final plat review, or through the Site Development permitting process.

SYSTEM DEVELOPMENT CHARGES

Washington County Transportation Development Tax (TDT) may 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.

OTHER REVIEWING TRANSPORTATION AGENCIES

No outside transportation agency review required.

WASHINGTON COUNTY - The proposed development has frontage on a street that 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.

Applicant is required to contact the County before preparing a traffic impact analysis to review the proposed scope of work.

OREGON DEPARTMENT OF TRANSPORTATION – The proposed development has frontage on a street that is maintained by the Oregon Department of Transportation (ODOT). ODOT may have additional requirements or permits. Please contact Marah Danielson at (503) 731-8258, or marah.b.danielson@odot.state.or.us.

Applicant is required to contact ODOT before preparing a traffic impact analysis to review the proposed scope of work.

OREGON DEPARTMENT OF TRANSPORTATION- RAIL AND PUBLIC TRANSIT DIVISION – The proposed development is located within close proximity to a rail crossing which is under the regulatory jurisdiction of the Oregon Department of Transportation Rail and Public Transit Division. A Crossing Order approved by ODOT Rail may be required. Please contact Carrie Martin at (503) 986-6801, or Carrie.A.Martin@odot.state.or.us. (BDC 60.55.10.1)

TRIMET - The proposed development is in close proximity to bus and/or light rail service provided by TriMet. Note that City staff may route future land use applications to TriMet staff for review. (BDC 60.55.10.1, and BDC 60.55.40)

TUALATIN HILLS PARKS AND RECREATION DISTRICT - The proposed development is in close proximity to an existing or future park / trail as identified in the THPRD Functional Plan. Note that City staff may route future land use applications to THPRD staff for review. (BDC 60.55.10.1, and BDC 60.55.40)



Recycling & Garbage Enclosure Guidelines

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

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

Regulations

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

City of Beaverton [Solid Waste & Recycling Administrative Rules](#) section E.3.a et seq. requires that multifamily and commercial property owners subscribe to weekly garbage and recycling service and shall provide a sufficient number and adequate size to prevent overflow of waste materials. Recycling and food scraps containers must be in both quantity and location reasonably similar to garbage and must be convenient for tenants to use.

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

Cost and collection efficiency and environmental sustainability

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

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

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

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

What to avoid

Inadequate size

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

If a roof is added to the enclosure, a minimum of 16 feet vertical clearance is necessary to allow lids to be opened and closed and the container to be removed for servicing. Clearance outside of the container is required to be 25 feet for front load container servicing.

Inadequate gates

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

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

Location

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

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

Enclosure designs

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

Table A: Service level recommendations

All recommendations below assume once a week service as the preferred level of service; it is the most cost-effective, reduces green-house gas emissions and traffic. Food may be an exception and in some situations collected more than once a week. Please note, these are starting points, exact service levels will vary based on several factors (layout, type of business, number of employees etc.).

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

Table B: Receptacles sizes

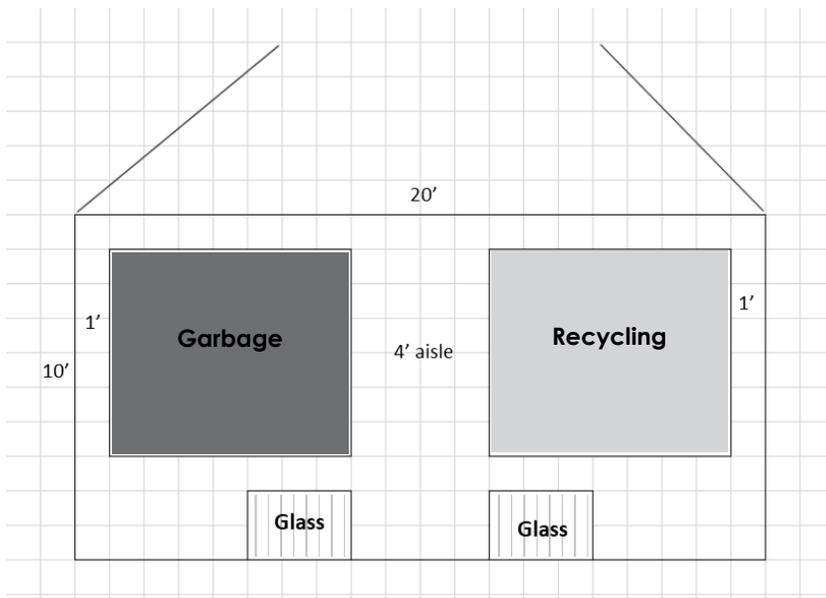
Containers (excludes carts) should have a minimum of one foot clearance on all sides.

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

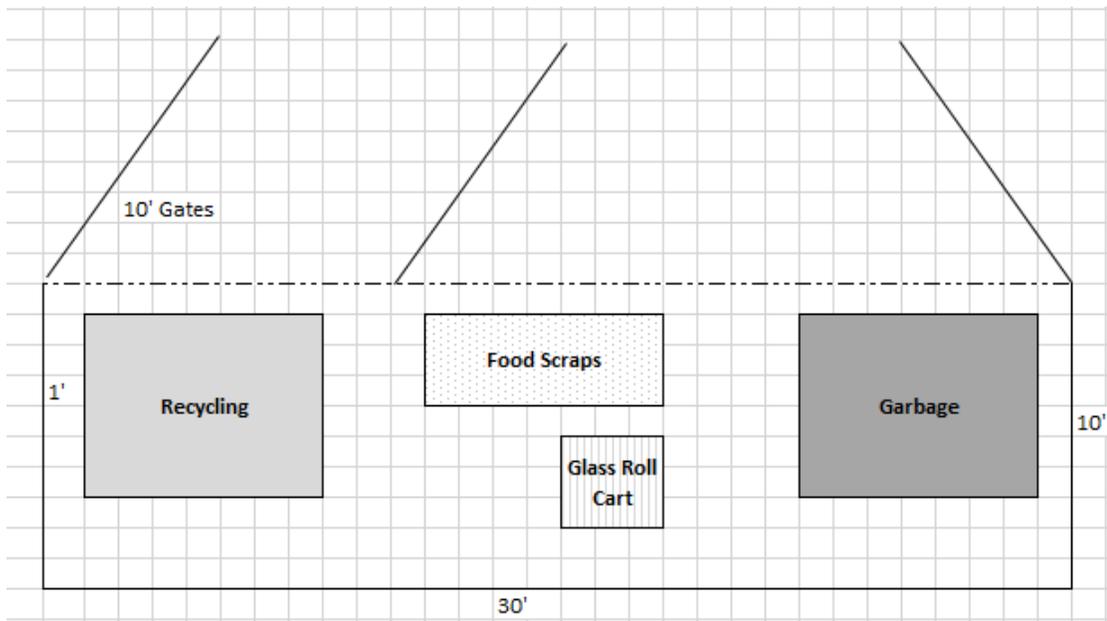
Examples of receptacle layouts

- Layout dimensions are approximate.
- Receptacle layouts show interior dimensions, no curb, footings or other obstructions.
- Provide a minimum of one foot interior clearance between receptacles (excluding carts) and other obstructions (walls, curbs, equipment, trees).
- Provide a minimum of sixteen foot vertical clearance to open lids (from ground to top of lid) and vehicle access.
- Provide a minimum 10 foot gate to easily remove receptacles. No center post.

A. 10 x 20 (residential – 200 sf)



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





TRANSPORTATION CHECKLIST

PRE-APPLICATION MEETING

Community Development Department

Project Name: **Farmington Food Cart Plaza**

Pre-Application Conference #: **PA20201-0013**

Pre-Application Date: **3/03/2021**

The requirements checked below are based on the information provided at the **3/03/2021 Pre-Application Conference Meeting** for a proposal at **12680 SW Farmington Road**.

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).

REQUIREMENTS TO BE ADDRESSED

Right of Way Dedication

Right of way dedication is not anticipated at this time.

You may be required to dedicate public street right of way (BDC 60.55.30, and EDM Standard Drawing 200). You will need a registered engineer to confirm the right-of-way width and note the width in submitted site plans. Please see additional comments from Washington County.

Traffic Impact Analysis

Based on the size and impact of the proposal, a Traffic Impact Analysis is not required for land use application submittal.

It is unclear what the anticipated traffic impact will be from the proposal. Please provide a statement by a registered engineer (civil or traffic) with proposed trip generation from the proposal. BDC 60.55.20 defines the thresholds for when a Traffic Impact Analysis is required.

A Traffic Impact Analysis is required for this proposal. Please refer to BDC 60.55.20 for required components of a TIA. Prior to commencement of work, the applicant should submit a memo from a traffic engineer that describes the scope and assumptions of the TIA. After receipt of the memo, staff will contact the applicant's traffic engineer to discuss any required modifications, request a revised scope and subsequently approve commencement of work. Please note - The TIA will not be accepted without prior approval of the written scope of work.

Frontage Improvements

- Frontage improvements are not identified at this time.*

- Construct full half street improvements to the minimum street standards (Standard Drawings 200).
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 70.04.1.4 S7 and EDM Standard Drawing 216).

- Frontage improvements are expected along a public street frontage under the jurisdiction of another agency (Washington County's or Oregon Department of Transportation). (BDC 60.55.10). City staff defer to the jurisdictional agency for frontage improvement details.

- Reconstruct sidewalk and/or planter strip to be brought to current standards. (EDM Standard Drawings 200)
 - The proposed development is within a Commercial or Multiple Use Zone. Alternative sidewalk standards within Design Review may apply. (BDC 70.04.1.4 S7 and EDM Standard Drawing 216).

- Replace substandard curb and sidewalk ramps along the site's frontage(s) including driveways to be in compliance with the Americans with Disabilities Act and the EDM Section 210.23.

- Provide photometric data demonstrating that illumination for any public transportation facilities meets the minimum lighting levels established in the Engineering and Design Manual (EDM) Section 450. Street lights may be required if lighting levels that do not meet the minimum required levels within the EDM.

Off-Street Loading Requirements

- Off-street loading requirements are not applicable.*

- The proposed development will increase or alter up to 25% of an existing building or structure's the gross floor area, and thus must comply with the minimum number of loading spaces, and loading berth dimensions, as described in BDC 60.25.

- The proposed use requires a minimum number of loading spaces, and loading berth dimensions, as described in BDC 60.25.

- Provide a site plan showing the turning movements for freight / delivery truck vehicles both within the internal site's circulation, as well as the ingress and egress to the site.

Off-Street Parking (Vehicles and Bicycles)

- Off-street parking requirements are not applicable at this time.*

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

The proposed parking areas must meet parking circulation and design standards in BDC 60.30.15 and in Engineering Design Manual Section 210.21 I and N (as well as parking lot design standards within BDC 60.05.20 if Design Review is applicable).

The proposed development is required to provide the minimum number of both short term and long term bicycle parking as detailed on BDC 60.30.10. The location of bicycle parking and design features for long term bicycle parking will also be required.

Bicycle and Pedestrian Circulation

Bicycle and pedestrian circulation requirements do not apply.

Pedestrian and bicycle connectivity (i.e., accessways) may need to be provided in between full street connections, or between a street and a destination, as required in BDC 60.55.25.9.

Provide pedestrian circulation plan along with submitted site plans that is consistent with BDC 60.55.25.10. (or BDC 60.05.20.3, 4, and 7 if Design Review is applicable).

Access / Driveways

Access requirements are not applicable at this time.

Driveway(s) is required to meet the minimum standards shown in EDM Standard Drawings 210 & 211. (BDC 60.55.35.3)

Driveway(s) meets the minimum spacing standards for both the nearest neighboring driveway and the nearest public intersection as detailed in EDM Section 210.21. (BDC 60.55.35.3)

Driveway(s) is required to meet minimum sight distance standards in EDM Section 210.21. Verification may be required from a registered engineer in the state of Oregon. (BDC 60.55.35.3)

The shared or common driveway(s) must record a cross-over and maintenance easement during either final plat review, or through the Site Development permitting process.

SYSTEM DEVELOPMENT CHARGES

Washington County Transportation Development Tax (TDT) may 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.

OTHER REVIEWING TRANSPORTATION AGENCIES

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TUALATIN HILLS PARKS AND RECREATION DISTRICT - The proposed development is in close proximity to an existing or future park / trail as identified in the THPRD Functional Plan. Note that City staff may route future land use applications to THPRD staff for review. (BDC 60.55.10.1, and BDC 60.55.40)

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, or mail/drop off (2) copies to:
TVF&R
C/O Jeremy Foster
11945 SW 70th 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.

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



North Operating Center
11945 SW 70th 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)

This section is for application approval only

Fire Marshal or Designee Date

Conditions: _____

See Attached Conditions: Yes No

Site Inspection Required: Yes No
Call 503-259-1414 for inspections

This section used when site inspection is required

Inspection Comments:

Final TVFR Approval Signature Emp ID Date



www.tvfr.com

**Command & Business Operations Center
and North Operating Center**
11945 SW 70th 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

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

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"/>	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"/>	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"/>	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: http://www.tvfr.com/DocumentCenter/View/1296 .	OFC 503.2.5 & D103.1
4	Y <input type="checkbox"/>	N <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"/>	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"/>	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"/>	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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		Gates securing fire apparatus roads shall comply with all of the following: <ol style="list-style-type: none"> 1. Minimum unobstructed width shall be not less than 20 feet (or the required roadway surface width). 2. Gates shall be set back at minimum of 30 feet from the intersecting roadway or as approved. 3. Electric gates shall be equipped with a means for operation by fire department personnel. 4. Electric automatic gates shall comply with ASTM F 2200 and UL 325. 	OFC D103.5, & 503.6
25	Y <input type="checkbox"/>	N <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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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"/>		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>http://www.tvfr.com/DocumentCenter/View/1296.</p> <ul style="list-style-type: none"> • 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&R prior to issuance of building permit. • 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. 	OFC 510, Appendix F, & OSSC 915
33	Y <input type="checkbox"/>	N <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
			www.knoxbox.com 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: Single Fam. Multi-Fam. INDUSTRIAL/COMMERCIAL: Type of Use: CONDITIONAL 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: