



## MEMORANDUM

City of Beaverton  
Community Development Department

**To:** Interested Parties  
**From:** City of Beaverton Planning Division  
**Date:** December 15, 2020  
**Subject:** **DR2020-0026 / LO2020-0001 / PD2020-0004 (Tokatly Portal)**

Please find attached the Notice of Decision for **DR2020-0026 / LO2020-0001 / PD2020-0004 (Tokatly Portal)**. Pursuant to Section 50.40.11.E of the Beaverton Development Code, the decision for DR2020-0026 / LO2020-0001 / PD2020-0004 (Tokatly Portal) 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 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 DR2020-0026 / LO2020-0001 / PD2020-0004 (Tokatly Portal) is 4:30 p.m., December 28, 2020.***

The complete case file is available for electronic review by contacting Lauren Russell, the project planner. For more information about the project, please contact Lauren Russell, AICP, Associate Planner at 503-526-3718 or [russell@beavertonoregon.gov](mailto:russell@beavertonoregon.gov).

*Accessibility information: This information can be made available in large print or audio tape upon request. Assistive listening devices, sign language interpreters, or qualified bilingual interpreters can be made available at any public meeting or program with 72 hours advance notice. To request these services, contact Lauren Russell by calling 711-503-526-3718 or email [russell@beavertonoregon.gov](mailto:russell@beavertonoregon.gov).*



## Staff Report

DATE: December 15, 2020

TO: Interested Parties

FROM: Lauren Russell, AICP, Associate Planner

PROPOSAL: **Tokatly Portal (DR2020-0026 / LO2020-0001 / PD2020-0004)**

LOCATION: The site is located at 595 SW 150<sup>th</sup> Avenue, specifically identified as Tax Lot 01100 on Washington County Assessor's Map 1S105AB.

ZONING / NAC: Neighborhood Service (NS) / Five Oaks Triple Creek NAC

SUMMARY: The applicant, TTT Ranch IV LLC, requests Design Review Two approval for the construction of a new 17,660 square foot, two-story commercial building containing office and indoor recreation uses with associated surface parking lots and landscaping, Loading Determination approval to reduce the required off-street loading from one space to zero, and Shared Parking approval to allow the required off-street parking for the office and indoor recreation uses to share required parking spaces.

PROPERTY OWNER/  
APPLICANT: TTT Ranch IV, LLC  
2237 Main Street, Suite 1  
Springfield, OR 97477

APPLICANT'S  
REPRESENTATIVE: Arbor South Architecture, PC  
William Randall  
380 Lincoln Street  
Eugene, OR 97401

RECOMMENDATION: **APPROVAL of Tokatly Portal (DR2020-0026 / LO2020-0001 / PD2020-0004), subject to the conditions of approval identified at the end of this report.**

## BACKGROUND FACTS

### Key Application Dates

Application	Submittal Date	Application Deemed Complete	120-Day*	365-Day**
DR2020-0026	February 20, 2020	August 18, 2020	January 29, 2021	August 18, 2021
LO2020-0001	June 8, 2020	August 18, 2020	January 29, 2021	August 18, 2021
PD2020-0004	June 8, 2020	August 18, 2020	January 29, 2021	August 18, 2021

\* Pursuant to Section 50.25.8 of the Development Code, this is the latest date, without a continuance, by which a final written decision on the proposal can be made.

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### Existing Conditions Table

<b>Zoning</b>	Neighborhood Service (NS) District	
<b>Current Development</b>	The site is currently vacant. It contained a 5,400 square foot one-story commercial building that has recently been demolished.	
<b>Site Size &amp; Location</b>	The site is approximately 0.81 acres in size. It is located on the west side of SW 150 <sup>th</sup> Avenue between SW Conor Circle and SW Walker Road.	
<b>NAC</b>	Five Oaks Triple Creek	
<b>Surrounding Uses</b>	<b>Zoning:</b> <u>North:</u> County R-15	<b>Uses:</b> <u>North:</u> Single Family Residential
	<u>South:</u> City NS	<u>South:</u> Retail and Eating and Drinking Establishments
	<u>East:</u> City R2	<u>East:</u> Multifamily Residential
	<u>West:</u> County R-15	<u>West:</u> Multifamily Residential

## DESCRIPTION OF APPLICATION AND TABLE OF CONTENTS

		<b>Page No.</b>
<b><u>Attachment A:</u></b>	<b>Facilities Review Committee Technical Review and Recommendation Report</b>	FR1 – FR14
<b><u>Attachment B:</u></b>	<b>DR2020-0026 Design Review Two</b>	DR1 – DR22
<b><u>Attachment C:</u></b>	<b>LO2020-0001 Loading Determination</b>	LO1 – LO4
<b><u>Attachment D:</u></b>	<b>PD2020-0004 Shared Parking</b>	PD1 – PD5
<b><u>Attachment E:</u></b>	<b>Conditions of Approval</b>	COA1 – COA6

### **Exhibits**

#### **Exhibit 1. Materials Submitted by Staff**

Exhibit 1.1 Zoning and Vicinity Map (page SR-5 of this report)

Exhibit 1.2 Aerial Map (page SR-6 of this report)

#### **Exhibit 2. Public Comment**

None received

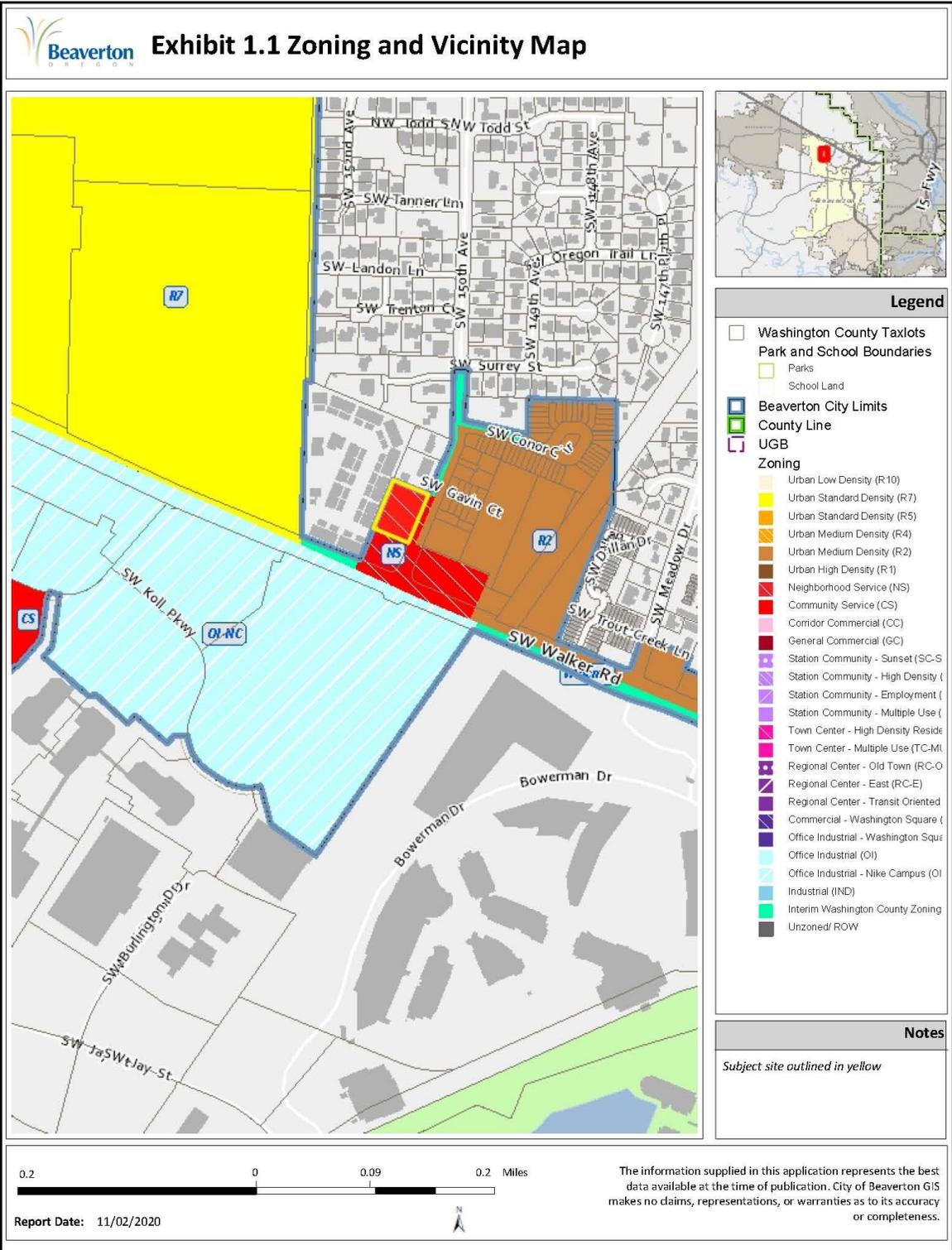
#### **Exhibit 3. Materials Submitted by the Applicant**

Exhibit 3.1 Submittal Package

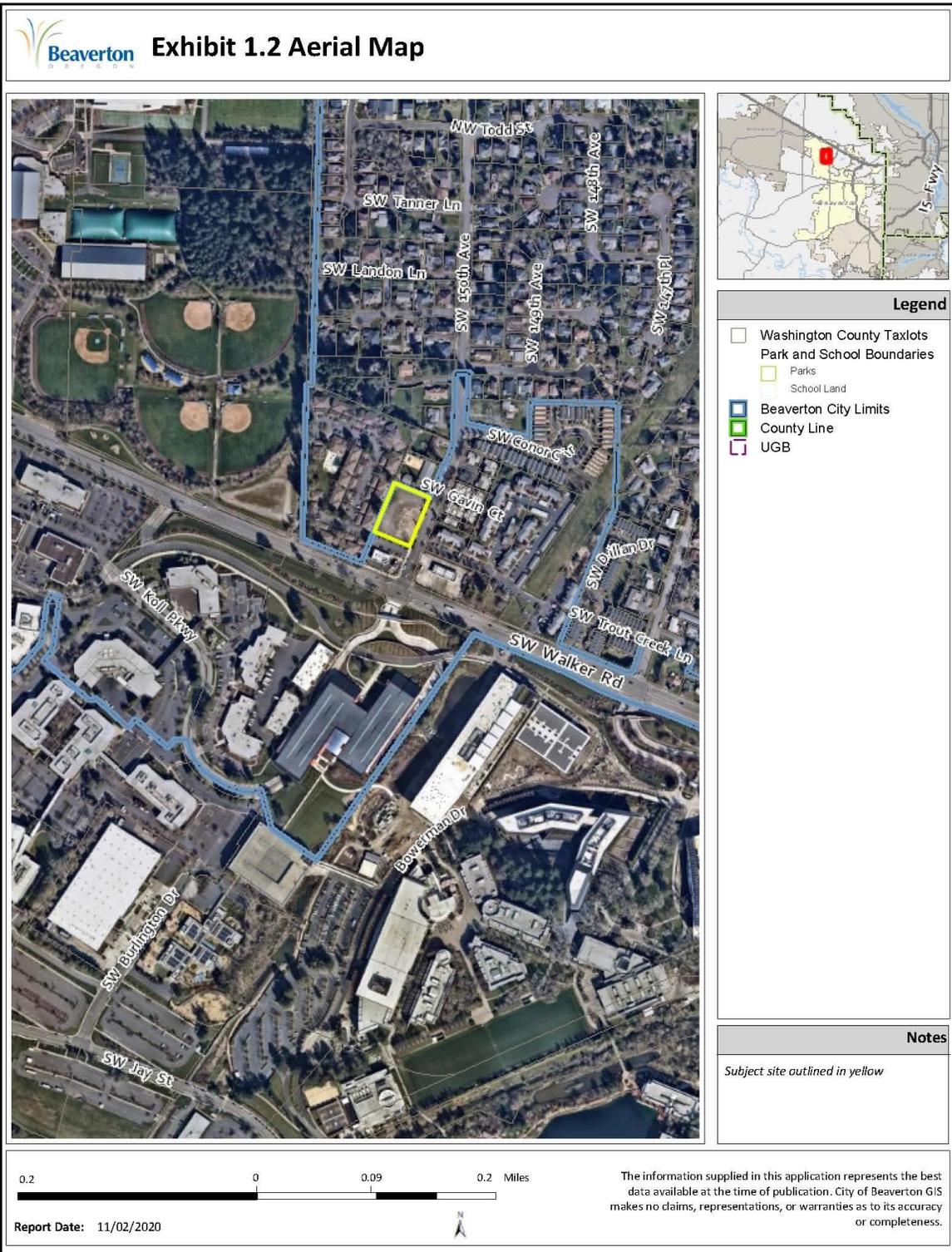
#### **Exhibit 4. Agency Comment**

None received

**Tokatly Portal**  
**DR2020-0026 / LO2020-0001 / PD2020-0004**



**Tokatly Portal**  
**DR2020-0026 / LO2020-0001 / PD2020-0004**



**FACILITIES REVIEW COMMITTEE  
TECHNICAL REVIEW AND RECOMMENDATIONS  
Tokatly Portal  
APPROVAL of DR2020-0026 / LO2020-0001 / PD2020-0004**

**Section 40.03.1 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 a 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.

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

- **All twelve (12) criteria are applicable to the submitted Design Review Two application as submitted.**
  - **Facilities Review Committee criteria do not apply to the Loading Determination and Shared Parking applications.**
- A. All critical facilities and services related to the proposed development have, or can be improved to have, adequate capacity to serve the proposed development at the time of its completion.***

**FINDING:**

Chapter 90 of the Development Code defines "critical facilities" to be services that include public water, public sanitary sewer, stormwater drainage and retention, transportation, and fire protection.

**Public Water**

The property is served by Tualatin Valley Water District (TVWD) water service and the applicant has stated that the water services are adequate to service the proposed development. The existing water lateral, which will be upgraded based on the final fixture count, will connect the proposed building to the existing 8-inch water main in SW 150th Avenue. TVWD staff reviewed the proposal and stated in their Service Provider Letter that there will be adequate capacity to service the proposed development. The Committee finds that adequate water service can be provided to the site to serve the proposed development.

**Sanitary Sewer**

The property is served by City of Beaverton sanitary sewer service and the applicant has stated that the sanitary sewer services are adequate to service the

proposed development. A new sanitary sewer line will connect the proposed building to the existing eight-inch sanitary sewer main in SW 150th Avenue. The Committee finds that adequate sanitary sewer service can be provided to the site to serve the proposed development.

#### Stormwater Drainage and Retention

The property is served by City of Beaverton storm sewer service and the applicant has stated that the storm sewer services are adequate to service the proposed development. There is an existing eight-inch storm gravity main in SW 150th Avenue. A combination of above ground, below ground, and pipe storage will be used to detain the design storm. The site's impervious areas will drain to infiltration planters. System overflow will be to the new public catch basin to be constructed with this project near the northeast corner of the site. The overflow structure will be a double-chambered catch basin, with one sloped top and one flat top grate.

The applicant has provided a Preliminary Stormwater Report for the quantity and quality of stormwater resulting from the proposed development. While the Stormwater Report states that the proposed stormwater facilities are adequate to service the site, the Committee recommends conditions of approval to address specific stormwater facility requirements pursuant to CWS standards. As conditioned, the Committee finds that adequate stormwater drainage and detention service can be provided to the site to serve the proposed development.

#### Transportation

The applicant states that SW 150th Avenue is a two-lane Neighborhood Route and that adequate right-of-way will be provided through dedication to allow for improvements that meet City code and the Engineering Design Manual. Therefore, the Committee finds that adequate transportation facilities can be provided to the site to serve the proposed development.

#### Fire Protection

Fire protection will be provided by Tualatin Valley Fire and Rescue (TVF&R). TVF&R staff has reviewed and approved the proposed development's site plan. TVF&R had no comments or concerns regarding the proposal and did not require any conditions of approval. Therefore, the Committee finds that adequate fire protection service can be provided to the site to serve the proposed development.

For these reasons and as conditioned, the Committee finds that critical facilities and services related to the proposed development are available with adequate capacity to serve the development.

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

***B. Essential facilities and services related to the proposed development are available, or can be made available, with adequate capacity to serve the development prior to its 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 (5) years of occupancy.***

**FINDING:**

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.

*Schools*

The proposed development is within the boundaries of the Beaverton School District (BSD). No residential uses are proposed so there will be no impact on existing school capacity.

*Transit Improvements*

The site is located within one-tenth mile from Trimet’s Bus Line 59-Walker/Park Way, which provides weekday rush-hour service in Beaverton and Cedar Hills between Sunset Transit Center and Willow Creek Transit Center, along Baltic, Park Way, Walker, and 185th. The site is also located within one-half mile from Bus Line 67-Bethany/158th, which connects Merlo MAX Station and PCC Rock Creek, via 158th, Bethany, and Springville. Therefore, the Committee finds that there are adequate transit services to serve the proposed development.

*Police Protection*

The City of Beaverton Police will continue to serve the development site. The Committee finds that adequate police protection service can be provided to the site to serve the proposed development.

*Pedestrian and Bicycle Facilities*

The applicant states that the proposed right-of-way dedication will allow the frontage improvements along SW 150th Avenue to meet City standards in accordance with the Transportation Systems Plan. There is no existing public sidewalk or bicycle lane located along the property’s frontage. The applicant’s frontage improvements will include a five-foot wide sidewalk with planter strip. The Committee recommends a condition of approval requiring the applicant to provide right-of-way improvements consisting of a five-foot sidewalk, 6.5-foot planter strip, six-inch curb, minimum 12-foot vehicle travel lane, and street lighting. As conditioned, the Committee finds that adequate pedestrian and bicycle facilities can be provided to the site to serve the proposed development.

For these reasons and as conditioned, the Committee finds that essential facilities and services related to the proposed development are available with adequate capacity to serve the development.

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

- C. The proposed development 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 application; provided, however, if the approval of the proposed development is contingent upon one or more additional applications, and the same is not approved, then the proposed development must comply with all applicable provisions of Chapter 20 (Land Uses).***

**FINDING:**

The Committee refers to the Chapter 20 use and site development requirements tables at the end of this report.

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

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

**FINDING:**

The Committee cites the Code Conformance Analysis chart at the end of this attachment, which evaluates the proposal as it relates to the applicable Code requirements of Chapter 60. Staff provides findings for the Design Review Two request within Attachment B of this report.

**60.30 Off-Street Parking**

Per Beaverton Development Code (BDC) Section 60.30.10.5, for a site located in the Neighborhood Service zone, the minimum parking ratio requirement for motor vehicles is 4.3 spaces per 1,000 square feet of gross floor area for the Recreational Facilities use and 2.7 spaces per 1,000 square feet of gross floor area for the Office use. The maximum parking ratio requirement for motor vehicles is 6.5 spaces per 1,000 square feet of gross floor area for the Recreational Facilities use and 4.1 spaces per 1,000 square feet of gross floor area for the Office use. For a commercial building comprised of 11,773 square feet of Recreational Facilities use

and 5,887 square feet of Office use, the minimum parking requirement is 67 spaces and the maximum allowed is 101 spaces. The applicant proposes 54 parking spaces and has submitted a Shared Parking application so that the 51 spaces required for the Recreational Facilities use and the 16 spaces required for the Office use can share the 54 proposed parking spaces. The Committee recommends a condition of approval requiring that the applicant obtain approval of the Shared Parking application.

All 54 parking spaces will be oriented perpendicular to a two-way drive aisle. Thirty-two of the 54 parking spaces will be at least 8.5 feet wide by 18.5 feet deep, which meets the minimum dimensions for non-compact spaces. Twenty-two of the 54 parking spaces are proposed to be compact, which is 41 percent of the spaces. Per BDC Section 60.30.10.12.B, the Facilities Review Committee may recommend allowing more than 20-percent of the required parking spaces to be used for compact car parking when the applicant shows that more compact car parking is appropriate. While 54 parking spaces will be provided on the site, the applicant's parking analysis states that only 19 parking spaces will be required at the time of peak parking demand. The 19 required spaces can be accommodated within the 32 non-compact spaces. Five of the compact spaces will be eight feet wide by 18.5 feet deep and will be generally grouped together in the northeast corner of the property and near the front elevation of the building. Two of the compact spaces will be eight feet wide by 15.5 feet deep and will be grouped together in the southeast corner of the property. Twelve of the compact spaces will be 8.5 feet wide by 15.5 feet deep and will be grouped together along the south lot line. Each compact space will exceed the minimum dimensions for compact parking spaces and will be designated as compact. Therefore, the Committee finds that more compact car parking is appropriate on this site.

The applicant states that peak parking demand for the site as a whole is estimated to be 19 spaces between the hours of 4:00 PM and 5:00 PM. During this hour, 14 parking spaces are estimated to be utilized for the Office use and five spaces are estimated to be utilized for the Recreation Facilities use. The 19 required spaces can be accommodated in the 54 parking spaces proposed on the site. Therefore, staff finds that adequate parking will be available at all times when the various uses are in operation.

Per BDC Section 60.30.10.5.B, the minimum parking ratio requirement for short-term bicycle parking is two spaces for the Recreational Facilities use and two spaces for the Office use for a total of four short-term spaces. The minimum parking ratio requirement for long-term bicycle parking is two spaces for the Recreational Facilities use and two spaces for the Office use for a total of four long-term spaces. The applicant states that four short-term bicycle parking spaces will be provided in one staple rack installed at the northeast corner of the building and one staple rack installed at the southeast corner of the building and that four long-term bicycle parking spaces will be provided within the building.

Per BDC Section 60.30.10.2.B.3, short-term bicycle parking spaces must be designed to the standards of the Engineering Design Manual (EDM). Section 340 of the EDM provides minimum spacing standards between bicycle parking spaces and walls, buildings, and structures to ensure that bicycle users have adequate space to access the parking space. The applicant's site plans show the short-term bicycle parking spaces in very close proximity to both the building wall. As proposed, the minimum spacing standards defined within EDM Section 340 may not be met. Therefore, the Committee recommends a condition of approval requiring the applicant to submit plans demonstrating that the short-term bicycle parking spaces meet the design standards for bicycle parking with EDM Section 340 as required by BDC Section 60.30.10.2.B.

Per BDC Section 60.30.10.2.B.2, long-term bicycle parking spaces must be covered or sheltered to protect the bicycles from prolonged direct exposure to the elements. Providing long-term bicycle parking spaces within the building would meet this requirement; however, the applicant's floor plans do not show any bicycle parking spaces. Therefore, the Committee recommends a condition of approval requiring the applicant to submit plans demonstrating that the long-term bicycle parking spaces are located within the building so that they meet the bicycle parking standards in EDM Section 340.

#### Section 60.55 Transportation Facilities

The applicant states that all transportation facilities will be designed in accordance with the City code and Engineering Design Manual. SW 150th Avenue is a two-lane Neighborhood Route and adequate right-of-way will be dedicated to provide improvements that meet City standards. The applicant states that the frontage improvements will ensure safe and efficient circulation and access for all users and that the on-site vehicle, pedestrian, and bicycle improvements will be made in accordance with City standards. The applicant's response to Section 60.55 and the submitted site plans demonstrate that the minimum required widths for right of way, travel lanes, and sidewalks will be provided with the required street improvements along the site's frontage of SW 150th Avenue. Additionally, the applicant has provided a sight distance evaluation that demonstrates that minimum sight distance will be met for the two proposed driveways and that the driveways will interact safely with the access connections within the clear sight area. As stated in the findings for approval criterion 40.03.1.B, the Committee recommends a condition of approval requiring the applicant to provide right-of-way improvements consisting of a five-foot sidewalk, 6.5-foot planter strip, six-inch curb, minimum 12-foot vehicle travel lane, and street lighting.

#### 60.60 Trees and Vegetation Requirements

The applicant states that there are two existing Community Trees on the site but no Significant Individual Trees, Historic Trees, trees within Significant Natural Resource Areas, trees within Significant Groves, or Landscape Trees. One of the existing Community Trees, an 18-inch Hawthorn tree along the north property line is proposed to be removed. The other Community Tree, an 18-inch Oak tree near

in the southeast corner of the property, is proposed to remain. The Committee recommends a condition of approval to provide tree protection fencing in accordance with the standards of Section 60.60.20 of the Development Code in order to protect this tree during construction.

**60.65 Utility Undergrounding**

The applicant states that all new utility lines will be underground. There are two existing utility poles along the subject property's frontage on SW 150th Avenue. To meet the requirements of this section, the Committee recommends a condition of approval requiring that the applicant provide plans for the placement of underground utility lines along street frontages, within the site, and for services to the proposed new development.

For these reasons and as conditioned, the Committee finds that the proposed development is consistent with the applicable provisions of Chapter 60.

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

**FINDING:**

The applicant states that regular maintenance of the site and stormwater facility will be provided by the property owner. The Committee finds that 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 approval criterion.**

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

**FINDING:**

The applicant states that vehicles will enter the property using two 24-foot wide driveways on either side of the building that each connect to a 24-foot wide, two-way drive aisle, which meets the City's standards within the Engineering Design

Manual and BDC Section 60.30.15. The vehicle parking spaces meet the dimensional standards within BDC Section 60.30.15, thus demonstrating safe and efficient vehicular circulation within the site.

The applicant states that the on-site pedestrian walkways will all be at least five feet wide, hard-surfaced, and provide direct access to building entrances. Wheel stops will provide physical separation between the surface parking spaces and adjacent walkways. Where walkways cross the on-site drive-aisles, they will be composed of concrete to differentiate from the asphalt parking lot.

For these reasons, the Committee finds that there are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the proposed development.

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

**FINDING:**

The Committee incorporates the findings for Approval Criteria 40.03.1.D and 40.03.1.F, above. The applicant's submitted site plans show on-site pedestrian walkways along north and south sides of the building that provide direct connections to the public sidewalk along SW 150th Avenue. The applicant's frontage improvements will include a five-foot wide sidewalk with planter strip. The Committee recommends a condition of approval requiring the applicant to provide right-of-way improvements consisting of a five-foot sidewalk, 6.5-foot planter strip, six-inch curb, minimum 12-foot vehicle travel lane, and street lighting. The sidewalk and curb transitions at the abutting properties to match the existing frontage conditions, which meets the standards in the Engineering and Design Manual as well. The applicant has provided a sight distance evaluation that demonstrates that minimum sight distance will be met for the two proposed driveways and that the driveways will interact safely with the access connections within the clear sight area.

For these reasons and as conditioned, the Committee finds that the development's on-site vehicular and pedestrian circulation systems connect to the surrounding circulation systems in a safe, efficient, and direct manner.

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

**FINDING:**

The applicant states that the building will be designed to meet all code requirements and fire protection is available, including proposed fire sprinklers with adequate fire flow for the fire sprinkler system. Fire protection will be provided by Tualatin Valley Fire and Rescue (TVF&R). TVF&R staff has reviewed the proposed development's site plan and endorsed the proposal as shown without any conditions of approval. TVF&R will verify that their requirements are met prior to Site Development Permit issuance. The Committee finds that the site can be designed in accordance with City codes and standards and provide adequate fire protection.

**Therefore, the Committee finds that the proposal meets the approval 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 crime and accident, as well as protection from hazardous conditions due to inadequate, substandard, or ill-designed development.***

**FINDING:**

The applicant states that the site and building will be designed to meet all applicable City code requirements related to safety and security. The Committee recommends a condition of approval requiring the applicant to submit a photometric plan demonstrating that the site's lighting will meet the City's Technical Lighting Standards to ensure that there will be adequate lighting to promote safety while minimizing impacts on the adjacent residential properties. Construction documents will be reviewed at later permit stages to ensure protection from hazardous conditions. The Committee finds that review of the construction documents at the Site Development and Building Permit stages will ensure protection from hazardous conditions due to inadequate, substandard, or ill-designed development.

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

**FINDING:**

The applicant states that the site is generally flat and will be graded to direct stormwater from all the impervious surfaces to the stormwater facilities. A combination of above ground, below ground, and pipe storage will be used to detain the design storm. The site's impervious areas will drain to infiltration planters. System overflow will be to the new public catch basin to be constructed with this project near the northeast corner of the site. The overflow structure will be a double-chambered catch basin, with one sloped top and one flat top grate. The Committee has reviewed the proposed preliminary grading plan and finds no adverse effect on neighboring properties, the public right-of-way, or the public storm system. The Committee recommends conditions of approval regarding the grading and contouring of the development site, which will be reviewed and approved prior to Site Development Permit issuance.

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

**FINDING:**

The applicant states that the on-site pedestrian paths providing access to the building will have a minimum width of five feet and be hard surfaced to be accessible as required by the Americans with Disabilities Act (ADA). 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 ADA. The Committee finds that review of the proposed plans at Site Development and Building Permit stages is sufficient to guarantee compliance with accessibility standards.

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

***L. The application includes all required submittal materials as specified in Section 50.25.1 of the Development Code.***

**FINDING:**

The applicant submitted the Design Review Two application on February 20, 2020, and the Loading Determination and Shared Parking applications on June 8, 2020, and staff received the applicant's request to deem the applications complete on August 18, 2020. In review of the materials during the application review process,

the Committee finds that all applicable application submittal requirements identified in Section 50.25.1 are contained within this proposal.

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

## Code Conformance Analysis

### Chapter 20 Use and Site Development Requirements Neighborhood Service (NS) Zoning District

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
<b>Development Code Section 20.10.20 (NS)</b>			
Office Recreation Facilities	Permitted <sup>2</sup> Permitted	The applicant proposes to construct a new commercial building consisting of 5,887 square feet of office use and 11,773 square feet of recreation facility use.	<b>YES</b>

2. No freestanding office structure or group of office structures shall exceed a combined total of 15,000 square feet.

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
<b>Development Code Section 20.10.15 (NS)</b>			
Minimum Parcel Area – Non-Residential	7,000 square feet	35,200 square feet (0.81 acre)	<b>YES</b>
Minimum Lot Dimensions	Width: 70 feet Depth: 100 feet	220 feet 160 feet	<b>YES</b>
Minimum Yard Setbacks	Front: 20 feet Side: 10 feet Rear: 20 feet	20 feet 71 feet 20 feet	<b>YES</b>
Maximum Building Height	35 feet	33'-0.25"	<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.	The applicant has submitted a Design Review Two application.	<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.	No drive-up window facilities are proposed.	<b>N/A</b>
<b>Development Code Section 60.10</b>			
Floodplain Regulations	Requirements for properties located in floodplain, floodway, or floodway fringe.	The site is not located within a Floodplain.	<b>N/A</b>
<b>Development Code Section 60.11</b>			
Food Cart Pod Regulations	Requirements for food carts and food cart pods.	No food cart pods are proposed.	<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 credits are requested.	<b>N/A</b>
<b>Development Code Section 60.15</b>			
Land Division Standards	On-site surface contouring within 25 feet of a property line within or abutting any residentially zoned property.	The proposed contouring meets the maximum slope differential with 25 feet of the north and west property lines.	<b>YES</b>
<b>Development Code Section 60.20</b>			
Mobile and Manufactured Home Regulations	Requirements for the placement of mobile homes and manufactured homes.	No mobile or manufactured homes are proposed.	<b>N/A</b>
<b>Development Code Section 60.25</b>			
Off-Street Loading Requirements	Minimum: One Type B	The applicant has submitted a Loading Determination application.	<b>See LO Findings</b>

<b>CODE STANDARD</b>	<b>CODE REQUIREMENT</b>	<b>PROJECT PROPOSAL</b>	<b>MEETS CODE?</b>
<b>Development Code Section 60.30</b>			
Off-street Motor Vehicle Parking	Minimum: 67 spaces Maximum: 101 spaces	The applicant has submitted a Shared Parking application. Refer to the Facilities Review Committee findings herein.	<b>See PD Findings</b>
Required Bicycle Parking	Short-term: 4 spaces Long-term: 4 spaces	Refer to the Facilities Review Committee findings herein.	<b>YES w/ COA</b>
<b>Development Code Section 60.55</b>			
Transportation Facilities	Regulations pertaining to the construction or reconstruction of transportation facilities.	Refer to the Facilities Review Committee findings herein.	<b>YES</b>
<b>Development Code Section 60.60</b>			
Trees & Vegetation	Regulations pertaining to the removal and preservation of trees.	Refer to the Facilities Review Committee findings herein.	<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.	Refer to the Facilities Review Committee findings herein.	<b>YES w/ COA</b>

**DR2020-0026  
ANALYSIS AND FINDINGS FOR  
DESIGN REVIEW TWO APPROVAL**

**Section 40.03.1. Facilities Review Committee Approval Criteria**

*The applicant for development must establish that the application complies with all relevant standards in conformance with Section 50.25.1.B and all the following criteria have been met, as applicable.*

**FINDING:**

Staff has reviewed the applicable Facilities Review Committee approval criteria in Attachment A of this report. Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criteria. As identified in Attachment A, the proposal meets Approval Criteria 40.03.1.A through L, subject to conditions of approval identified in Attachment E.

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

**Section 40.20.05. Purpose.**

*The purpose of Design Review is to promote Beaverton's commitment to the community's appearance, quality pedestrian environment, and aesthetic quality. It is intended that monotonous, drab, unsightly, dreary, and inharmonious development will be discouraged. Design Review is also intended to conserve the City's natural amenities and visual character by ensuring that proposals are properly related to their sites and to their surroundings by encouraging compatible and complementary development.*

*The purpose of Design Review as summarized in this Section is carried out by the approval criteria listed herein.*

**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.***

**FINDING:**

The applicant proposes the construction of a new 17,600 square foot, two-story commercial building with associated surface parking lots and landscaping in the Neighborhood Service (NS) zone, which meets Design Review Two thresholds:

- 2. New construction of up to and including 30,000 gross square feet of non-residential floor area where the development abuts or is located within any*

*Residential District.*

6. *Any change in excess of 15 percent of the square footage of on-site landscaping or pedestrian circulation area with the exception for an increase in landscape art of up to 25 percent.*

7. *Any new or change to existing on-site vehicular parking, maneuvering, and circulation area which adds paving or parking spaces.*

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

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

FINDING:

The City of Beaverton received the appropriate fee for a Design Review Two application.

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

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

FINDING:

The applicant submitted the Design Review Two application on February 20, 2020, and the Loading Determination and Shared Parking applications on June 8, 2020, and staff received the applicant's request to deem the applications complete on August 18, 2020. In review of the materials during the application review process, the Committee finds that all applicable application submittal requirements identified in Section 50.25.1 are contained within this proposal.

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

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

FINDING:

Staff cites the Design Standard Analysis at the end of this Design Review section, Attachment B, which evaluates the proposal as it relates to the applicable Design Standards found in Section 60.05.15 through 60.05.30 of the Development Code. Staff provides an evaluation of the proposal in relation to the applicable Standard and whether each applicable Standard is met.

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

**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 proposed additions or modifications are moving towards compliance with specific Design Standards if any of the following conditions existing:**

- a. A physical obstacle such as topography or natural feature exists and prevents the full implementation of the applicable standard; 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.**

**If the above listed conditions are found to exist and it is not feasible to locate a proposed addition in such a way that the addition abuts a street, then all applicable design standards except the following must be met:**

- d. If in a Multiple Use District, building location entrances and orientation along streets, and parking lot limitations along streets (Standards 60.05.15.6 and 60.05.20.8).**
- e. If in a Multiple Use or Commercial District, ground floor elevation window requirements (Standard 60.05.15.8).**

FINDING:

The proposal is for new construction and does not involve additions to or modifications of existing development.

Therefore, staff finds that the approval criterion is not applicable.

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

FINDING:

The applicant submitted this Design Review Two application with associated Loading Determination and Shared Parking applications. Concurrent review of the applications satisfies this criterion. No other applications are required of the applicant at this stage of City review. Staff recommends a condition of approval that approval of the Design Review Two application is dependent upon approval of the Loading Determination and Shared Parking applications.

Therefore, staff finds that by meeting the condition of approval, the proposal meets the approval criterion.

**Recommendation**

Based on the facts and findings presented, staff recommends **APPROVAL** of **DR2020-0026 (Tokatly Portal)** subject to the applicable conditions identified in Attachment E.

## DESIGN STANDARD ANALYSIS

**60.05.15. Building Design and Orientation Standards.** *Unless otherwise noted, all standards apply in all zoning districts.*

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.1 Building articulation and variety</b>		
<i>A. Attached residential buildings in Residential zones shall be limited in length to 200 feet.</i>	The subject site is located in a Commercial zone.	<b>N/A</b>
<i>B. Buildings visible from and within 200 feet of an adjacent street shall have a minimum portion of the street-facing elevation(s) and the elevation(s) containing a primary building entrance or multiple tenant entrances devoted to permanent architectural features designed to provide articulation and variety. These permanent features include, but are not limited to windows, bays and offsetting walls that extend at least 18 inches, recessed entrances, loading doors and bays, and changes in material types. Changes in material types shall have a minimum dimension of two feet and minimum area of 25 square feet. The percentage of the total square footage of elevation area is:  1. Thirty percent in Residential zones and all uses in Commercial and Multiple Use zones.</i>	The proposed building will be visible from and within 200 feet of SW 150 <sup>th</sup> Avenue. The front elevation and south-facing side elevation contain multiple tenant entrances and the north-facing side elevation will also be visible from the street. At least 30 percent of the front, south-facing side, and north-facing side elevations is devoted to permanent architectural features.	<b>YES</b>
<i>C. The maximum spacing between permanent architectural features shall be no more than:  1. Forty feet in Residential zones and all uses in Commercial and Multiple Use zones.</i>	The maximum spacing between permanent architectural features on the proposed building will not exceed 40 feet on the front, south-facing side, and north-facing side elevations.	<b>YES</b>
<i>D. In addition to the requirements of Section 60.05.15.1.B and C, detached and attached residential building elevations facing a street, common green, or shared court shall not consist of undifferentiated blank walls greater than 150 square feet in area.</i>	The proposed building will be commercial.	<b>N/A</b>
<b>60.05.15.2 Roof forms</b>		
<i>A. All sloped roofs exposed to view from adjacent public or private streets and properties shall have a minimum 4/12 pitch.</i>	The proposed building will have a flat roof.	<b>N/A</b>
<i>B. Sloped roofs on residential uses in Residential zones and on all uses in Multiple Use and Commercial zones shall have eaves, exclusive of rain gutters, that must project from the building wall at least 12 inches.</i>	The proposed building will have a flat roof.	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.2 Roof forms (continued)</b>		
<i>C. 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 12 inches or architecturally treated, such as with a decorative cornice.</i>	The proposed building will have a flat roof that will be articulated with a parapet wall that projects vertically above the roof line at least 12 inches along the east, south, and west building elevations and that is architecturally treated with a cornice along the north building elevation.	<b>YES</b>
<i>D. When an addition to an existing structure or a new structure is proposed in an existing development, the roof forms for the new structure shall have similar slope and be constructed of the same materials as existing roofs.</i>	The proposal does not include any additions to existing structures or new structures in an existing development.	<b>N/A</b>
<i>E. Smaller feature roofs are not subject to the standards of this Section.</i>	The proposed building will not have smaller feature roofs.	<b>N/A</b>
<b>60.05.15.3 Primary building entrances</b>		
<i>A. Primary entrances, which are the main points 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 feet wide and four feet deep.</i>	Each tenant space's primary entrance will be covered with a roof overhang that is 16 feet wide and four feet deep.	<b>YES</b>
<b>60.05.15.4 Exterior building materials</b>		
<i>A. For attached residential uses in Residential zones and all residential uses in Multiple Use zones, a minimum of 75 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 shall be double wall construction.</i>	The proposal does not include any residential uses.	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.4 Exterior building materials (continued)</b>		
<p><i>B. For Conditional Uses in Residential zones and all uses in Commercial and Multiple Use zones (except detached residential uses fronting streets, common greens, and shared courts), a maximum of 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 remaining elevation area for all applicable uses in all applicable zones shall be architecturally treated. Appropriate methods of architectural treatment shall include, but are not limited to, scoring, changes in material texture, and the application of other finish materials such as wood, rock, brick, or tile wall treatment.</i></p>	<p>At least 70 percent of the front, south-facing side, and north-facing side elevations will be architecturally treated.</p>	<b>YES</b>
<p><i>C. For Conditional Uses in Residential zones and all uses in Commercial and Multiple Use zones, plain, smooth, exposed concrete and concrete block used as foundation material shall not be more than three feet above the finished grade level adjacent to the foundation wall, unless pigmented, textured, or both. In Industrial districts, foundations may extend up to four feet above the finished grade level.</i></p>	<p>All plain, smooth, exposed concrete used as foundation materials will be pigmented.</p>	<b>YES</b>
<b>60.05.15.5 Roof-mounted equipment</b>		
<p><i>A. All roof-mounted equipment shall be screened from view from adjacent streets or adjacent properties in one of the following ways:</i></p> <ol style="list-style-type: none"> <li><i>1. A parapet wall; or</i></li> <li><i>2. A screen around the equipment that is made of a primary exterior finish material used on other portions of the building; or</i></li> <li><i>3. Setback from the street-facing elevation such that it is not visible from the public street(s).</i></li> </ol>	<p>The applicant proposes to screen the roof-mounted equipment with a screen composed of a primary exterior finish material and by setting back the equipment toward the center of the roof.</p>	<b>YES</b>
<p><i>B. The vertical measuring distance for required screening shall be measured at five feet above the finished or existing grade of the property line or public right-of-way abutting the development site's front yard setback for a distance of 100 lineal feet measured outward from the development site's front property line.</i></p>	<p>The applicant's roof equipment plan shows that the roof-mounted equipment will not be visible at a distance of 100 feet from each property line.</p>	<b>YES</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.5 Roof-mounted equipment (continued)</b>		
<i>C. Solar panels, dishes/antennas, pipes, vents, and chimneys are exempt from this standard.</i>	The applicant's roof plan does not show any of this type of equipment.	<b>N/A</b>
<b>60.05.15.6 Building location and orientation along streets in Commercial and Multiple Use zones</b>		
<i>A. Buildings in Multiple Use zones shall occupy a minimum public street frontage as follows:</i>	The subject site is located in a Commercial zone.	<b>N/A</b>
<i>B. Buildings in Commercial zones shall occupy a minimum of 35 percent public street frontage where a parcel exceeds 60,000 gross square feet.</i>	The subject site is smaller than 60,000 gross square feet in size.	<b>N/A</b>
<i>C. Buildings subject to the street frontage standard shall be located no farther than 20 feet from the property line. The area between the building and property line shall be landscaped to the standards found in Section 60.05.25.5.B or 60.05.25.5.C.</i>	The proposed building is not subject to the street frontage standard.	<b>N/A</b>
<i>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.</i>	The proposed building is not subject to the street frontage standard.	<b>N/A</b>
<i>E. Buildings subject to the street frontage standard shall have at least one primary building entrance oriented toward an abutting street or public pedestrian way. Where there is more than one abutting Class 1 Major Pedestrian Route, the primary entrance shall have a reasonably direct pedestrian connection to a minimum of one abutting Class 1 Major Pedestrian Route or shall be oriented to a Class 1 Major Pedestrian Route corner.</i>	The proposed building is not subject to the street frontage standard.	<b>N/A</b>
<i>F. Secondary entrances may face on streets, off-street parking areas, or landscaped courtyards.</i>	The proposed building is not subject to the street frontage standard.	<b>N/A</b>
<b>60.05.15.7 Building scale along Major Pedestrian Routes</b>		
<i>A. The height of any portion of a building at or within 20 feet of the property line as measured from the finished grade at the property line abutting a Major Pedestrian Route shall be a minimum of 22 feet and a maximum of 60 feet.</i>	The subject site does not abut a Major Pedestrian Route.	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.15.7 Building scale along Major Pedestrian Routes (continued)</b>		
<i>B. Detached residential dwellings are exempt from the minimum height standard in Section 60.05.15.7.A. Building heights shall meet the requirements of Section 20.20.20 for the specific zoning district.</i>	The subject site does not abut a Major Pedestrian Route.	<b>N/A</b>
<i>C. The maximum heights specified in Section 20.20.20 shall not be exceeded, unless separately authorized through an adjustment or variance application, or where credits are earned for height increase through Habitat Friendly Development Practices, as described in Section 60.12.40.4.B.2.</i>	The subject site does not abut a Major Pedestrian Route.	<b>N/A</b>
<b>60.05.15.8 Ground floor elevations on commercial and multiple use buildings</b>		
<i>A. 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.</i>  <i>3. Buildings on parcels in excess of 25,000 gross square feet within a Commercial zoning district: 35 percent.</i>	At least 35 percent of the front, south-facing side, and north-facing side ground floor elevations will be permanently treated with windows and glass doorway openings.	<b>YES</b>
<i>B. Except those used exclusively for residential use, ground floor elevations that are located on a Major Pedestrian Route, sidewalk, or other space where pedestrians are allowed to walk shall provide weather protection to the following minimum percent of the length of those elevations.</i>	At least 35 percent of the front, south-facing side, and north-facing side ground floor elevations will have weather protection.	<b>YES</b>
<b>60.05.15.9 Compact Detached Housing design</b>		
<i>A-L. Primary building entrances and porches accessing a primary entrance shall face streets, common greens, or shared courts and must meet the requirements of Section 60.05.15.3.</i>	The proposal does not include Compact Detached Housing.	<b>N/A</b>
<b>60.05.15.10 Ground floor elevations on eligible residential-only buildings</b>		
<i>A. Eligible residential-only buildings are building which are located within the portions of the RC-OT zoning district where the maximum standard height is 40 feet, as described in footnote 11 of Section 20.20.15 and illustrated in Figure A.</i>	The proposal does not include eligible residential-only buildings.	<b>N/A</b>

**60.05.20. Circulation and Parking Design Standards.** Unless otherwise noted, all standards apply in all zoning districts.

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.20.1 Connections to the public street system</b>		
<p><i>A. Pedestrian, bicycle, and motor vehicle connections shall be provided between the on-site circulation system and adjacent existing and planned streets as specified in Tables 6.1 through 6.6 and Figures 6.1 through 6.23 of the Comprehensive Plan Transportation Element.</i></p>	<p>The proposal will provide pedestrian, bicycle, and motor vehicle connections between the on-site circulation system and adjacent SW 150<sup>th</sup> Avenue.</p>	<b>YES</b>
<b>60.05.20.2 Loading areas, solid waste facilities, and similar improvements</b>		
<p><i>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.</i></p>	<p>The trash and recycling containers will be stored within the building so that they will not be visible from the public street.</p>	<b>YES</b>
<p><i>B. Except for manufacturing, assembly, fabricating, processing, packing, storage, and wholesale and distribution activities which are the principal use of a building in Industrial districts, all loading docks and loading zones shall be located in an area not visible from a public street, or shall be fully screened from view from a public street.</i></p>	<p>The proposal does not include loading docks or loading zones.</p>	<b>N/A</b>
<p><i>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, shall be constructed a minimum of one foot higher than the feature to be screened, and shall be accomplished by one or more of the following methods.</i></p>	<p>The trash and recycling containers will be stored within the building so that they will not be visible from the public street.</p>	<b>N/A</b>
<p><i>D. Screening from public view by chain-link fence with or without slats is prohibited.</i></p>	<p>The proposal does not include screening.</p>	<b>N/A</b>
<p><i>E. Screening of loading zones may be waived in Commercial and Multiple Use zones if the applicant demonstrates the type and size of loading vehicles will not detract from the project's aesthetic appearance and the timing of loading will not conflict with the hours or operations of the expected businesses.</i></p>	<p>The proposal does not include loading docks or loading zones.</p>	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.20.3 Pedestrian circulation</b>		
<p><i>A. Pedestrian connections shall be provided that link to adjacent existing and planned pedestrian facilities as specified in Tables 6.1 through 6.6 and Figures 6.1 through 6.23 of the Comprehensive Plan Transportation Element, and to the abutting public street system and on-site buildings, parking areas, and other facilities where pedestrian access is desired. Pedestrian connections shall be provided except where one or more of the following conditions exist.</i></p>	<p>The proposal will provide pedestrian connections to the abutting public street system, and to the on-site building entrances and parking areas.</p>	<b>YES</b>
<p><i>B. A reasonably direct walkway connection is required between primary entrances, which are the main points of entry where the majority of building users will enter and leave, and public and private streets, transit stops, and other pedestrian destinations.</i></p>	<p>A reasonably direct walkway will connect each tenant space's primary entrance to SW 150<sup>th</sup> Avenue.</p>	<b>YES</b>
<p><i>C. A reasonably direct pedestrian walkway into a site shall be provided for every 300 feet of street frontage or for every eight aisles of vehicle parking if parking is located between the building and the street. A reasonably direct walkway shall also be provided to any accessway abutting the site. This standard may be waived when topographic conditions, man-made features, natural areas, etc., preclude walkway extensions to adjacent properties.</i></p>	<p>The subject site's SW 150<sup>th</sup> Avenue frontage is 220 feet long. Two reasonably direct pedestrian walkways will be provided into the site.</p>	<b>YES</b>
<p><i>D. Pedestrian connections through parking lots shall be physically separated from adjacent vehicle parking and parallel vehicle traffic through the use of curbs, landscaping, trees, and lighting, if not otherwise provided in the parking lot design.</i></p>	<p>The pedestrian connection through the parking area will be physically separated from adjacent vehicle parking by wheel stops.</p>	<b>YES</b>
<p><i>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.</i></p>	<p>A continuous walkway composed of a different paving material than the primary on-site paving material will be provided where pedestrian connections cross the vehicle area.</p>	<b>YES</b>
<p><i>F. Pedestrian walkways shall have a minimum of five-foot wide unobstructed clearance and shall be paved with scored concrete or modular paving materials. In the event that the Americans with Disabilities Act (ADA) contains stricter standards for any pedestrian walkway, the ADA standards shall apply.</i></p>	<p>All on-site pedestrian walkways will have a minimum five-foot wide unobstructed clearance, will be constructed with scored concrete, and will comply with ADA standards.</p>	<b>YES</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.20.4 Street frontages</b>		
<p><i>A. Surface parking areas abutting a public street shall provide perimeter parking lot landscaping which meets one of the following standards.</i></p> <p><i>1. A minimum six-foot wide planting strip between the right-of-way and the parking area. Pedestrian walkways and vehicular driveways may cross the planting strip. Trees shall be planted at a minimum 2.5-inch caliper at a maximum of 30 feet on center. Planting strips shall be planted with an evergreen hedge that will provide a 30-inch high screen and 50 percent opacity within two years. The maximum height shall be maintained at no more than 36 inches. Areas not covered by trees or hedge shall be landscaped with live ground cover. Bumper overhangs which intrude into the planting strip shall not impact required trees or hedge.</i></p>	<p>Fifteen-foot-wide planting strips will be provided between the right-of-way and the surface parking areas and will contain four trees, an evergreen hedge, and live ground cover.</p>	<b>YES</b>
<b>60.05.20.5 Parking area landscaping</b>		
<p><i>A. Landscaped planter islands shall be required according to the following:</i></p> <p><i>2. All uses in Commercial and Multiple Use zones, one for every 10 contiguous parking spaces.</i></p>	<p>Four landscaped planter islands are proposed so that there will be no more than eight contiguous parking spaces.</p>	<b>YES</b>
<p><i>B. The island shall have a minimum area of 70 square feet and a minimum width of six feet and shall be curbed to protect landscaping. The landscaped island shall be planted with a tree having a minimum mature height of 20 feet. If a pole-mounted light is proposed to be installed within a landscaped planter island and an applicant demonstrates that there is a physical conflict for siting the tree and the pole-mounted light together, the decision-making authority may waive the planting of the tree, provided that at least 75 percent of the required islands contain trees. Landscaped planter islands shall be evenly spaced throughout the parking area.</i></p>	<p>Each island will be greater than 70 square feet in size, six feet wide, and curbed to protect landscaping. One tree will be planted in each island and the islands will be evenly spaced throughout the parking areas.</p>	<b>N/A</b>
<p><i>C. Linear raised sidewalks and walkways within the parking area connecting the parking spaces and on-site buildings may be counted towards the total required number of landscaped islands, provided that all of the following is met:</i></p>	<p>The proposal does not include linear raised sidewalks within the parking areas.</p>	<b>N/A</b>
<p><i>D. Trees planted within required landscaped planter islands or the linear sidewalk shall be of a type and species identified by the City of Beaverton Street Tree List or an alternative approved by the City Arborist.</i></p>	<p>Red Sunset Maple trees, which are identified by the City of Beaverton Street Tree List, will be planted within the islands.</p>	<b>YES</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.20.6 Off-street parking frontages in Multiple Use zones</b>		
<i>A. Off-street surface parking areas shall be located to the rear or side of buildings. Surface parking areas located adjacent to public streets are limited to a maximum of:</i>	The subject site is located in a Commercial zone.	<b>N/A</b>
<b>60.05.20.7 Sidewalks along streets and primary building elevations in Commercial and Multiple Use zones</b>		
<i>A. A sidewalk is required on all streets: Except where approved through Sidewalk Design Modification (40.58), the sidewalk shall be a minimum of 10 feet wide and provide an unobstructed path at least five feet wide.</i>	SW 150 <sup>th</sup> Avenue is a Neighborhood Route. The Engineering Design Manual requires a five-foot sidewalk and 7.5-foot planter for Neighborhood Routes. The applicant's site plan shows an unobstructed path that is five feet wide.	<b>YES</b>
<i>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 sidewalk shall be a minimum of 10 feet wide, and provide an unobstructed path at least five feet wide at building entrances, and along elevations containing display windows. Sidewalks shall be paved with scored concrete or modular paving materials. If adjacent to parking areas, the sidewalk shall be separated from the parking by a raised curb.</i>	A 10-foot wide sidewalk with an unobstructed path at least five feet wide will be provided along the front and south-facing side building elevations that contain multiple tenant entrances.	<b>YES</b>
<i>C. Residential development fronting common greens and shared courts and detached units fronting streets are exempt from these standards of 7.B above and are subject to the Engineering Design Manual.</i>	The proposal does not include common greens, shared courts, or detached residential units.	<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, Commercial, and Multiple Use zones</b>		
<i>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, unless one of the following is met.</i>	The parking lot drive aisles will be fewer than 100 feet long and will provide direct access to perpendicular parking stalls.	<b>N/A</b>
<b>60.05.20.9 Ground floor uses in parking structures</b>		
<i>A. Parking structures located on Major Pedestrian Routes shall incorporate one or more active retail or commercial uses other than parking at ground level along the entire portion of the structure fronting onto such routes.</i>	The proposal does not include parking structures.	<b>N/A</b>

**60.05.25. Landscape, Open Space, and Natural Area Design Standards.** Unless otherwise noted, all standards apply in all zoning districts.

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.1 Minimum landscape requirements for residential developments consisting of two or three units of Attached Housing or Compact Detached Housing</b>		
A. All areas of the lot not occupied by structures or pavement shall be landscaped as defined in Section 60.05.25.4.	The proposal is a non-residential development.	N/A
<b>60.05.25.2 Minimum landscape requirements for residential developments consisting of four to seven units of Attached Housing or Compact Detached Housing</b>		
A-C. For Attached Dwellings, a minimum of 15% of the gross site area shall be landscaped as defined in Section 60.05.25.4.	The proposal is a non-residential development.	N/A
<b>60.05.25.3 Minimum landscape requirements for residential developments consisting of eight or more units of Attached Housing or Compact Detached Housing</b>		
A-J. Common open space shall consist of active, passive, or both open space areas, and shall be provided as follows.	The proposal is a non-residential development.	N/A
<b>60.05.25.4 Additional minimum landscape requirements for Attached Housing and Compact Detached Housing</b>		
A-F. All front yard areas and all required open space areas not occupied by structures, walkways, driveways, plazas, or parking spaces shall be landscaped.	The proposal is a non-residential development.	N/A
<b>60.05.25.5 Minimum landscape requirements for non-residential developments and Mixed Use Developments</b>		
A. A minimum portion of the total gross lot area shall be landscaped:  1. Conditional Use in Residential districts and all uses in Commercial and Industrial districts, 15 percent.	The applicant's landscape plan shows that at least 15 percent of the total gross lot area will be landscaped.	YES

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.5 Minimum landscape requirements for non-residential developments and Mixed Use Developments (continued)</b>		
<p><i>B. 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:</i></p> <ol style="list-style-type: none"> <li><i>1. One tree shall be provided for every 800 square feet of required landscaped area. Evergreen trees shall have a minimum planting height of six feet. Deciduous trees shall have a minimum caliper of 1.5 inches at time of planting.</i></li> <li><i>2. One evergreen shrubs having a minimum mature height of 48 inches shall be provided for every 400 square feet of required landscaped area.</i></li> <li><i>3. 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 25 percent of the required landscape area.</i></li> </ol>	<p>The proposed landscape area requires seven trees and 13 evergreen shrubs. The applicant's landscape plan shows 26 trees and 325 evergreen shrubs. Live ground cover will be planted in the portion of the landscaped area not occupied by the trees and shrubs.</p>	<b>YES</b>
<p><i>C. A hard surface pedestrian plaza or combined hard surface and soft surface pedestrian plaza, if proposed, shall be counted towards meeting the minimum landscaping requirement, provided that the hard-surface portion of the plaza shall not exceed 25 percent of the minimum landscaping requirement for Conditional Uses in Residential districts, and shall be comprised of the following:</i></p>	<p>The proposal does not include pedestrian plazas.</p>	<b>N/A</b>
<p><i>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, which shall be counted toward the minimum landscape requirement.</i></p>	<p>The front, south-facing side, and north-facing side building elevations have ground floor windows.</p>	<b>N/A</b>
<b>60.05.25.6 Common Greens</b>		
<p><i>The purpose of the following standards is to allow tracts designed to provide access for only pedestrians and bicycles to abutting properties.</i></p>	<p>The proposal does not include common greens.</p>	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.7 Shared Courts</b>		
<i>The purpose of the shared court standards is to allow streets that accommodate pedestrians and vehicles within the same circulation area, while ensuring that all can use the area safely.</i>	The proposal does not include shared courts.	<b>N/A</b>
<b>60.05.25.8 Retaining walls</b>		
<i>Retaining walls greater than six feet in height or longer than 50 lineal feet used in site landscaping or as an element of site design shall be architecturally treated with contrasting scoring, texture, pattern, off-set planes, or different applied materials, or any combination of the foregoing, and shall be incorporated into the overall landscape plan, or shall be screened by a landscape buffer.</i>	The proposal does not include retaining walls.	<b>N/A</b>
<b>60.05.25.9 Fences and walls</b>		
<i>A. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood, stone, rock, brick, or other durable materials.</i>	The proposed fencing along the north side and rear property lines will be wood.	<b>YES</b>
<i>B. Chain link fences are acceptable as long as the fence is coated and includes slats made of vinyl, wood, or other durable material. Slats may not be required when visibility into features such as open space, natural areas, parks, and similar areas is needed to assure visual security, or into on-site areas in Industrial zones that require visual surveillance.</i>	The proposal does not include chain link fences.	<b>N/A</b>
<i>C. Masonry walls shall be a minimum of six inches thick.</i>	The proposal does not include masonry walls.	<b>N/A</b>
<i>D. For manufacturing, assembly, fabricating, processing, packing, storage, and wholesale and distribution activities which are the principal use of a building in Industrial districts, the preceding standards apply when visible from and within 200 feet of a public street.</i>	The subject site is located in a Commercial zone.	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.9 Fences and walls (continued)</b>		
<p><i>E. Fences and walls:</i></p> <p>1. <i>May not exceed three feet in height in a required front yard along streets, except required above ground stormwater facilities fencing which may be four feet in height in a required front yard and eight feet in all other locations.</i></p> <p>2. <i>May be permitted up to six feet in a required front yard along designated Collector and Arterial streets.</i></p> <p>3. <i>For detached housing along streets and housing facing common greens and shared courts in Multiple Use zones, three feet high fences and walls are permitted in front of the building, and on corner lots abutting a street, along the side of the building.</i></p>	<p>The proposal does not include fences or walls in a required front yard or detached housing.</p>	<b>N/A</b>
<b>60.05.25.10 Minimize significant changes to existing on-site surface contours at residential property lines</b>		
<p><i>Exempting the circumstances listed in Section 60.15.10.2, the following standards shall apply to design review proposals where grading is proposed:</i></p> <p><i>A. Where grading a site within 25 feet of a property line within or abutting any residentially zoned property, the on-site surface contours shall observe the following:</i></p> <p>1. <i>Zero to five feet from property line, maximum of two-foot slope differential from the existing or finished slope of the abutting property, whichever is applicable.</i></p>	<p>The subject site abuts residentially zoned properties to the north and west. The applicant's grading plan shows minimal grading on the site and the grading within 25 feet of these property lines will meet the maximum of two-foot slope differential.</p>	<b>YES</b>
<p><i>B. Notwithstanding the requirements of subsection A above, grading within 25 feet of a property line shall not change the existing slopes by more than 10 percent within a tree root zone of an identified significant grove or tree or an identified historic tree located on an abutting property unless evidence provided by a certified arborist supports additional grading that will not harm the subject grove or tree.</i></p>	<p>There are no identified significant groves or trees or identified historic trees on abutting properties.</p>	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.10 Minimize significant changes to existing on-site surface contours at residential property lines (continued)</b>		
<p><i>C. The grading standards listed in subject A above shall not apply to the following:</i></p> <ol style="list-style-type: none"> <li><i>1. Public right of way road improvements such as new streets, street widening, sidewalks, and similar or related improvements.</i></li> <li><i>2. Stormwater detention facilities subject to review and approval of the City Engineer.</i></li> <li><i>3. On-site grading where the grading will take place adjacent to an existing public street right of way and will result in a finished grade that is below the elevation of the subject public street right of way; provided such grading is subject to the approval of the City Engineer, who may require appropriate erosion and sediment control mitigation measures.</i></li> </ol>	<p>The proposed grading in the public right of way and for stormwater detention facilities will be designed to meet the applicable standards.</p>	<b>N/A</b>
<b>60.05.25.11 Integrate water quality, quantity, or both facilities</b>		
<p><i>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.</i></p>	<p>The proposed stormwater management system will not be located between the street and the front of an adjacent building.</p>	<b>N/A</b>
<b>60.05.25.12 Natural areas</b>		
<p><i>Development on sites with City-adopted natural resource features such as streams, wetlands, significant trees, and significant tree groves, shall preserve and maintain the resource without encroachment into any required resource buffer standard unless otherwise authorized by other City or CWS requirements.</i></p>	<p>The subject site does not contain any City-adopted natural resource features.</p>	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.13 Landscape buffering and screening</b>		
<p><i>All new development and redevelopment in the City subject to Design Review shall comply with the landscape buffering requirements of Table 60.05-2 and the following standards.</i></p> <p><i>A. Applicability of buffer standards:</i></p> <ol style="list-style-type: none"> <li><i>1. The buffer standards shall not be applicable to individual single-family buildings on individual parcels.</i></li> <li><i>2. The buffer standards shall not apply to area where emergency access is required.</i></li> <li><i>3. The buffer standards shall not apply to areas where a public utility easement exists. This exemption only applies to trees and does not exempt the requirement of shrubs and ground cover.</i></li> <li><i>4. The buffer standards shall not apply along property lines where a non-residential use is already buffered by a natural feature or an open space dedication, if such a natural buffer or dedication is at least 40 feet in width, or if the width of the natural feature or open space dedication and the density and quality of landscaping meet or exceed the applicable landscape buffer standard.</i></li> <li><i>5. The buffer standards shall not apply where required for visual access purposes, as determined by the City Traffic Engineer or City Police. This exemption only applies to trees and shrubs and does not exempt the requirement of ground cover.</i></li> </ol>	<p>The subject site is zoned Neighborhood Service and abuts the Washington County R-15 Residential zone to the north and west, the City Neighborhood Service zone to the south, and the City R2 Residential Urban Medium Density zone to the east. Table 60.05.2 requires a five-foot B1 low screen buffer along the site's east lot line and a 10-foot B3 high screen buffer along the site's north and west lot lines.</p>	<b>YES</b>
<p><i>B. B1-Low screen buffer: This buffer is intended to provide a minimum amount of transitional screening between zones. This buffer consists of: one tree having a minimum planting height of six feet for every 30 lineal feet of buffer width and live ground cover consisting of low-height plants or shrubs or grass proportionately spaced between the trees with actual spacing for low height plants or shrubs dependent upon the mature spread of the vegetation. 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 25 percent of the required buffer area. Deciduous trees having a minimum two-inch caliper at the time of planting may be planted in the B1 buffer required for across the street.</i></p>	<p>The applicant's landscape plan shows a five-foot B1 low screen buffer along the east lot line that meets the standards.</p>	<b>YES</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.13 Landscape buffering and screening (continued)</b>		
<i>C. B2-Medium screen buffer: This buffer is intended to provide a moderate degree of transitional screening between zones.</i>	No B2 medium screen buffer is required or proposed.	<b>N/A</b>
<i>D. B3-High screen buffer: This buffer is intended to provide a high degree of visual screening between zones. This buffer consists of minimum six-foot high fully sight obscuring fences or walls with an adjoining landscape area on the interior of the fence when the fence is proposed within three feet of the property line. If the fence is proposed to be setback from the property line more than three feet, the landscaping shall be on the exterior of the fence within a landscape area a minimum of five feet in width, with adequate provision of access and maintenance of the landscaped area. The height of the fence shall be measured from the property on which the fence is to be located and if located on a wall, shall be in addition to the height of the wall. The landscape area shall be planted with one tree having a minimum planting height of six feet for every 30 lineal feet of buffer width, filled between with evergreen shrubs which reach a minimum height of four to six feet within two years of planting. 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. Actual spacing for low height plants or shrubs or evergreen shrubs shall be dependent upon the mature spread of the selected vegetation. 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 25 percent of the required buffer area.</i>	The applicant's landscape plan shows a 10-foot B3 high screen buffer along the north and west lot lines that meets these standards. The applicant is proposing to use existing arborvitae trees along these lot lines to meet the minimum tree requirement. A condition of approval will require the applicant to evaluate the existing trees and remove and replace any trees that are in poor condition or do not meet the minimum six-foot height.	<b>YES w/ COA</b>
<i>E. Changes to buffer widths and standards: Required buffer widths and buffer standards are the minimum requirements for buffering and screenings. Changes in buffer widths and standards shall be reviewed through the public hearing process, except for the following:</i>	The applicant has not requested any changes to buffer widths or standards.	<b>N/A</b>
<i>F. Landscaping buffering installation: All required buffering shall be installed prior to occupancy permit issuance.</i>	A condition of approval will that the applicant to installs all required buffering prior to occupancy permit issuance.	<b>YES w/ COA</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.25.13 Landscape buffering and screening (continued)</b>		
<i>G. Pedestrian plazas in buffer areas: For non-residential development in non-residential zoning districts, in which the building is proposed to be placed at the required front yard buffer line, concrete or brick pavers shall be authorized in place of required live ground cover or bark or grass for the length of the building for the front yard area only, provided that required trees are still installed, the paved area is connected to the public sidewalk, and pedestrian amenities including but not limited to benches or tables are provided.</i>	The proposal does not include a pedestrian plaza in buffer areas.	<b>N/A</b>
<b>60.05.25.14 Community Gardens</b>		
<i>A-C. Community Gardens shall have a fence constructed of durable materials commonly used in the construction of fencing.</i>	The proposal does not include any Community Gardens.	<b>N/A</b>

**60.05.30. Lighting Design Standards.** *Unless otherwise noted, all standards apply in all zoning districts.*

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.30.1 Adequate on-site lighting and minimal glare on adjoining properties</b>		
<i>A. Lighting shall be provided at lighting levels for development and redevelopment in all zoning districts consistent with the City's Technical Lighting Standards.</i>	In Commercial zones, the minimum required internal illumination is 1.0 foot-candle and the maximum permitted illumination at property lines is 0.5 foot-candle. The applicant's lighting plan does not full meet the Technical Lighting Standards. A condition of approval will require the applicant to demonstrate that the on-site lighting will meet these standards.	<b>YES w/ COA</b>
<i>B. Lighting shall be provided in vehicular circulation areas and pedestrian circulation areas.</i>	Lighting will be provided in the on-site vehicular and pedestrian circulation areas.	<b>YES</b>
<i>C. Lighting shall be provided in pedestrian plazas, if any developed.</i>	The proposal does not include a pedestrian plaza.	<b>N/A</b>

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD?
<b>60.05.30.1 Adequate on-site lighting and minimal glare on adjoining properties (continued)</b>		
<i>D. Lighting shall be provided at building entrances.</i>	Building-mounted lighting will be provided at the building entrances.	<b>YES</b>
<i>E. Canopy lighting shall be recessed so that the bulb or lens is not visible from a public right-of-way.</i>	The proposal does not include canopy lighting.	<b>N/A</b>
<b>60.05.30.2 Pedestrian-scale on-site lighting</b>		
<p><i>A. Pole-mounted Luminaires shall comply with the City's Technical Lighting Standards, and shall not exceed a maximum of:</i></p> <p><i>1. 15 feet in height for on-site pedestrian paths for travel.</i></p> <p><i>3. 30 feet in height for on-site vehicular circulation areas in non-residential zoning districts.</i></p> <p><i>7. The poles and bases for pole-mounted luminaires shall be finished or painted a non-reflective color.</i></p>	The four pole-mounted luminaires in the vehicular circulation areas will be 23 feet in height. A condition of approval will ensure that the poles and bases are finished or painted a non-reflective color.	<b>YES w/ COA</b>
<i>B. Non-pole-mounted luminaires shall comply with the City's Technical Lighting Standards.</i>	The wall-mounted luminaires will be installed 15 feet above finished grade on the east and west elevations and at 20 feet on the north and south elevations.	<b>YES</b>
<i>C. Lighted bollards when used to delineate on-site pedestrian and bicycle pathways shall have a maximum height of 48 inches.</i>	The proposal does not include lighted bollards.	<b>N/A</b>

**LO2020-0001  
ANALYSIS AND FINDINGS FOR  
LOADING DETERMINATION APPROVAL**

**Section 40.50.05. Purpose.**

*The purpose of a Loading Determination is to establish a mechanism to determine or modify the required number of off-street loading spaces or modify the off-street loading space dimensions in advance of, or concurrent with, applying for approval of an application, development permit, or other action. This Section is carried out by the approval criteria listed herein.*

**Section 40.50.15.1.C. Approval Criteria.** *In order to approve a Loading Determination 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 application satisfies the threshold requirements for a Loading Determination application.***

**FINDING:**

The applicant proposes to construct a new 17,660 square foot, two-story commercial building containing office and indoor recreation uses, which requires one Type B loading space, and proposes to reduce the required off-street loading from one space to zero, which meets threshold:

- 2. A request to modify the total number of off-street loading spaces from the required number listed in Section 60.25 (Off-Street Loading) of this Code.*

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

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

**FINDING:**

The City of Beaverton received the appropriate fee for a Loading Determination application.

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

- 3. *The determination will not create adverse impacts, taking into account the total gross floor area and the hours of operation of the use.***

**FINDING:**

The applicant states that proposed Indoor Recreation use, which will be an escape room business, will occupy 11,773 square feet and will operate from 4:00 PM to

10:00 PM daily. The Office use will occupy 5,887 square feet and is anticipated to operate on weekdays from 7:00 AM to 7:00 PM. The applicant states that these uses will not require the delivery of large parcels beyond what is normally delivered using a UPS or FedEx van that is approximately 7 feet wide by 18 feet long by eight feet high. Such deliveries are anticipated to occur once or twice per week to provide office and cleaning supplies. The delivery vans are small enough to maneuver into one of the standard parking stalls in the surface parking areas to park and then exit onto the street in a forward motion. For these reasons, staff finds that the determination will not create adverse impacts, taking into account the total gross floor area and the hours of operation of the use.

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

**4. *There are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the site and in connecting with the surrounding circulation system.***

**FINDING:**

Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criteria 40.03.1.F and 40.03.1.G. As identified in Attachment A, the proposal meets Approval Criteria 40.03.1.F and 40.03.1.G, subject to conditions of approval identified in Attachment E. Therefore, staff finds that there are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the site and in connecting with the surrounding circulation system.

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

**5. *The proposal will be able to reasonably accommodate the off-street loading needs of the structure.***

**FINDING:**

Staff incorporates the findings for Approval Criterion 40.50.15.1.C.3, above. Delivery vans that are anticipated to make deliveries once or twice per week will utilize one of the standard parking spaces in the surface parking areas. Thirty-two of the 54 proposed parking spaces are standard size measuring 8.5 feet wide by 18.5 feet long, which will be able to accommodate the delivery vans that are approximately 7 feet wide by 18 feet long.

The applicant states that peak parking demand for the site as a whole is estimated to be 19 spaces between the hours of 4:00 PM and 5:00 PM. During this hour, 14 parking spaces are estimated to be utilized for the Office use and five spaces are estimated to be utilized for the Recreation Facilities use. Even if all vehicles were parked in only the standard size spaces during peak parking demand, there will still be 13 standard spaces available for a delivery van. For these reasons, staff

finds that the proposal will be able to reasonably accommodate the off-street loading needs of the structure.

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

- 6. *The proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) and that all improvements, dedications, or both required by the applicable provisions of Chapter 60 (Special Requirements) are provided or can be provided in rough proportion to the identified impacts of the proposal.***

FINDING:

Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criterion 40.03.1.D. As identified in Attachment A, the proposal meets Approval Criterion 40.03.1.D, subject to conditions of approval identified in Attachment E. Therefore, staff finds that the proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) and that all improvements and dedications required by the applicable provisions of Chapter 60 (Special Requirements) are provided.

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

- 7. *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: 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 periodic maintenance by the City or other public agency.***

FINDING:

Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criterion 40.03.1.E. As identified in Attachment A, the proposal meets Approval Criterion 40.03.1.E. Therefore, staff finds that adequate means are provided to ensure continued periodic maintenance and necessary normal repair of private common facilities and areas.

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

- 8. *The application contains all applicable submittal materials as specified in Section 50.25.1 of the Development Code.***

FINDING:

The applicant submitted the Design Review Two application on February 20, 2020,

and the Loading Determination and Shared Parking applications on June 8, 2020, and staff received the applicant's request to deem the applications complete on August 18, 2020. In review of the materials during the application review process, the Committee finds that all applicable application submittal requirements identified in Section 50.25.1 are contained within this proposal.

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

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

**FINDING:**

The applicant submitted this Loading Determination application with associated Design Review Two and Shared Parking applications. Concurrent review of the applications satisfies this criterion. No other applications are required of the applicant at this stage of City review. Staff recommends a condition of approval that approval of the Loading Determination application is dependent upon approval of the Design Review Two application.

**Therefore, staff finds that by meeting the condition of approval, the proposal meets the approval criterion.**

**Recommendation**

Based on the facts and findings presented, staff recommends **APPROVAL** of **LO2020-0001 (Tokatly Portal)** subject to the applicable conditions identified in Attachment E.

**PD2020-0004**  
**ANALYSIS AND FINDINGS FOR**  
**SHARED PARKING APPROVAL**

**Section 40.55.05. Purpose.**

*The purpose of a Parking Determination is to establish the required number of parking spaces for uses which do not have a parking ratio requirement listed in the Development Code. The Parking Determination application is established for determining the required number of off-street parking spaces in advance of, or concurrent with, applying for approval of an application, development permit, or other action. This Section is carried out by the approval criteria listed herein.*

**Section 40.55.15.2.C. Approval Criteria.** *In order to approve a Shared Parking 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 application satisfies the threshold requirements for a Shared Parking application.***

**FINDING:**

Per Beaverton Development Code (BDC) Section 60.30.10.5, for a commercial building comprised of 11,773 square feet of Recreational Facilities use and 5,887 square feet of Office use, the minimum parking requirement is 67 spaces. The applicant proposes that the 51 spaces required for the Recreational Facilities use and the 16 spaces required for the Office use share the 54 proposed parking spaces, which meets threshold:

1. *The required off-street parking for two or more uses will share required parking spaces.*

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

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

**FINDING:**

The City of Beaverton received the appropriate fee for a Shared Parking application.

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

**3. *The shared off-street parking is located on any property within 500 feet of the property upon which the use requiring the parking is located, except in Multiple Use zoning districts where the location may be at any distance.***

FINDING:

The shared off-street parking is proposed to be located entirely on the subject site.

**Therefore, staff finds that the approval criterion is not applicable.**

- 4. The location of the shared parking and the site containing the use shall be connected by a hard surface pedestrian pathway.***

FINDING:

The shared off-street parking is proposed to be located entirely on the subject site containing the uses.

**Therefore, staff finds that the approval criterion is not applicable.**

- 5. If the location of the shared parking and the site containing the use are separated by a street of collector or higher designation, the two locations shall each be within 300 feet of a controlled pedestrian crossing, such as a traffic light, stop-controlled intersection, or marked pedestrian crossing such as a striped intersection or pedestrian-activated signal.***

FINDING:

The shared off-street parking is proposed to be located entirely on the subject site containing the uses.

**Therefore, staff finds that the approval criterion is not applicable.**

- 6. If multiple properties are involved, the owners of the properties have each agreed to the shared parking by entering into a shared parking agreement***

FINDING:

The shared off-street parking is proposed to be located entirely on the subject site.

**Therefore, staff finds that the approval criterion is not applicable.**

- 7. The time of peak parking demand for the various uses located on the subject properties occur at different times of the day.***

FINDING:

The applicant states that per the ITE Parking Generation Manual Fourth Edition, general office uses have parking utilization that occurs on weekdays between 7:00 AM and 7:00 PM, with only a small percentage of parking utilized after 5:00 PM.

Additionally, there is minimal to no parking demand on weekends. The peak parking demand for the Office use is estimated to be 16 spaces between the hours of 10:00 AM to 12:00 PM.

The proposed Recreation Facilities use is an escape room business. The applicant states that the parking demand for the proposed Recreation Facilities use was estimated by comparing the proposed business usage and operation to the usage and operation of the applicant's existing, similar escape room business located in Springfield, Oregon. The Springfield business has seven escape rooms and each room is booked privately, meaning that they do not include individuals from outside the booking party to fill a room. Each room can accommodate 10 people and is rented for the duration of one hour.

The applicant has provided August 2019 booking information for the Springfield location. While the Springfield location is open daily between 4:00 PM and 10:00 PM, the majority of weekday use occurs after 5:30 PM and the highest usage occurs on weekends, when the Office use parking would be minimal. Based on the Springfield data, the peak weekday parking demand for the proposed Recreation Facilities use is estimated to be 11 spaces between the hours of 7:00 PM and 8:00 PM. For these reasons, staff finds that the time of peak parking demand for the various uses located on the subject site will occur at different times of the day.

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

**8. *Adequate parking will be available at all times when the various uses are in operation.***

**FINDING:**

The applicant states that peak parking demand for the site as a whole is estimated to be 19 spaces between the hours of 4:00 PM and 5:00 PM. During this hour, 14 parking spaces are estimated to be utilized for the Office use and five spaces are estimated to be utilized for the Recreation Facilities use. The 19 required spaces can be accommodated in the 54 parking spaces proposed on the site. Therefore, staff finds that adequate parking will be available at all times when the various uses are in operation.

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

**9. *The proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) and that all improvements, dedications, or both required by the applicable provisions of Chapter 60 (Special Requirements) are provided or can be provided in rough proportion to the identified impacts of the proposal.***

**FINDING:**

Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criterion 40.03.1.D. As identified in Attachment A, the proposal meets Approval Criterion 40.03.1.D, subject to conditions of approval identified in Attachment E. Therefore, staff finds that the proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) and that all improvements and dedications required by the applicable provisions of Chapter 60 (Special Requirements) are provided.

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

***10. There are safe and efficient vehicular and pedestrian patterns within the boundaries of the site.***

**FINDING:**

Staff cites the findings presented in Attachment A in response to the Facilities Review Committee approval criterion 40.03.1.F. As identified in Attachment A, the proposal meets Approval Criterion 40.03.1.F. Therefore, staff finds that there are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the site.

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

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

**FINDING:**

The applicant submitted the Design Review Two application on February 20, 2020, and the Loading Determination and Shared Parking applications on June 8, 2020, and staff received the applicant's request to deem the applications complete on August 18, 2020. In review of the materials during the application review process, the Committee finds that all applicable application submittal requirements identified in Section 50.25.1 are contained within this proposal.

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

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

**FINDING:**

The applicant submitted this Shared Parking application with associated Design Review Two and Loading Determination applications. Concurrent review of the applications satisfies this criterion. No other applications are required of the applicant at this stage of City review. Staff recommends a condition of approval

that approval of the Shared Parking application is dependent upon approval of the Design Review Two application.

**Therefore, staff finds that by meeting the condition of approval, the proposal meets the approval criterion.**

**Recommendation**

Based on the facts and findings presented, staff recommends **APPROVAL** of **PD2020-0004 (Tokatly Portal)** subject to the applicable conditions identified in Attachment E.

**CONDITIONS OF APPROVAL  
Tokatly Portal  
(DR2020-0026 / LO2020-0001 / PD2020-0004)**

**DR2020-0026**

1. The applicant shall ensure that the Loading Determination (LO2020-0001) and Shared Parking (PD2020-0004) applications have been approved and are consistent with the submitted plans. (Planning/LR)

**A. Prior to site development permit issuance, the applicant shall:**

2. Submit the required plans, application form, fee, and other items needed for a complete site development permit application per the applicable review checklist. (Site Development Div./SAS)
3. Contract with a professional engineer to design and monitor the construction for any work governed by Beaverton Municipal Code 9.05.020, current standards in place per the City Engineering Design Manual and Standard Drawings, Beaverton Development Code (Ordinance 2050, 4010 +rev.), the current standards in place per the Clean Water Services District, Design and Construction Standards, and the City Standard Agreement to Construct and Retain Design Professionals in Oregon. (Site Development Div./SAS)
4. Submit a completed and executed City Standard Agreement to Construct Improvements and Retain Design Professional(s) Registered in Oregon. After the site development permit is issued, the City Engineer and the Planning Director must approve all revisions utilizing the process set out in the Beaverton Development Code and the City Engineering Design Manual; however, any required land use action shall be final prior to City staff approval of the engineering plan revision and work commencing as revised. (Site Development Div./SAS)
5. Guarantee all public improvements, site grading, stormwater management facilities, private streets, and common driveway paving by submittal of a City-approved security. The security approval by the City consists of a review by the City Attorney for form and the City Engineer for amount, equivalent to 100 percent or more of estimated construction costs. (Site Development Div./SAS)
6. Submit any required off-site easements, executed and ready for recording, to the City after approval by the City Engineer for legal description of the area encumbered and City Attorney as to form. (Site Development Div./SAS)
7. If determined to be needed by the City Building Official, submit a detailed water demand analysis (fire flow calculations) in accordance with the requirements of the Fire Code as adopted by Tualatin Valley Fire and Rescue. This analysis shall be supplemented by an actual flow test and evaluation by a professional engineer

meeting the standards set by the City Engineer as specified in the Engineering Design Manual Chapter 6, 610.2. The analysis shall provide the available water volume (GPM) at 20 psi residual pressure from the fire hydrant nearest to the proposed project. (Site Development Div./SAS)

8. Submit a copy of issued permits or other approvals needed from the Tualatin Valley Water District (TVWD) for public water system construction, backflow prevention facilities, and service extensions. (Site Development Div./SAS)
9. Have obtained approvals needed from the Clean Water Services District for storm system connections as a part of the City's plan review process. (Site Development Div./SAS)
10. Provide an erosion control plan showing best management practices needed per Clean Water Services Standard Drawing #945 and make provisions for installation of all mandated erosion control measures prior to site disturbance of 500 square feet or more. These shall be maintained and replaced as necessary during the duration of the project to prevent sediment laden run-off from leaving the site. (Site Development Div./SAS)
11. Provide construction plans and a drainage report demonstrating compliance with City surface water management requirements per City 2019 Engineering Design Manual (EDM), Resolution 4542, Section 530; and with CWS Resolution and Order 2019-22 for quantity control for conveyance capacity, hydromodification, and quality treatment. Fee-in-lieu can be requested if development meets criteria set forth in City EDM Sections 190, table 530.1 and 530.1.A.4, and CWS Design & Construction Standards Sections 4.03.7.a and 4.04.2.a. (Site Development Div./SAS)
12. Provide construction plans showing a public street side LIDA system that is designed and sized per Chapter 4 of the CWS R&O 19-22 standard. (Site Development Div./SAS)
13. Provide plans that delineate all areas on the site that are inundated during a 100-year storm event, including the safe overflow conveyance from proposed constructed stormwater management facilities. On all plan sheets that show grading and elevations, the 100-year inundation level shall be identified. (Site Development Div./SAS)
14. 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 stormwater 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)

15. Pay any required stormwater system development charges (stormwater quality, quantity, hydromodification, and overall system conveyance) for the new impervious area proposed. (Site Development Div./SAS)
16. Submit an owner-executed, notarized City/CWS standard private stormwater facilities maintenance agreement, with maintenance plan and all standard exhibits, ready for recording with Washington County Records. (Site Development Div./SAS)
17. Provide plans for street lights meeting Option C per EDM R&O 4542 unless otherwise approved by the City Public Works Director. (Site Development Div./SAS)
18. Provide plans for the placement of underground utility lines along street frontages, within the site, and for services to the proposed new development. If existing utility poles along existing street frontages must be moved to accommodate the proposed improvements, the affected lines must be either undergrounded or a fee in lieu of undergrounding paid per Section 60.65 of the Development Code. (Site Development Div./SAS)
19. Submit plans that show access for a maintenance vehicle within 9 feet from the front or within 19 feet from the side of a vehicle to all stormwater management control structures unless otherwise specifically approved by the City Engineer. (Site Development Div./SAS)
20. If required by OAR 918-780-0040, submit proposed private plumbing plans to the City Building Division for review. If private sewer systems crossing lot lines and within a private easement are proposed, please submit plumbing permit application to the Building Division. Drainage within covered areas shall be piped as approved by the City Building Division. (Site Development Div./SAS)
21. Submit ODOT standard detail DET1720 showing level of design detail for every sidewalk ramp proposed with this development. Maximum designed ramp slope shall be 7.5%, and maximum designed cross slope, flat landing, or turning space shall be 1.5%. Two directional ADA ramps shall be provided at all corners of all intersections, regardless of curb type. See ODOT standard drawings RD754, RD155, RD756, RD757, RD758, and RD759 for ramp details. (Site Development Div./SAS)
22. Obtain an approved Design Exception Request to the Engineering Design Manual to deviate from the minimum 6-foot spacing between vehicle parking spaces and the southern property line required in EDM Section 210.21.N.4 (BDC 60.30.20). (Transportation/KM)

23. Submit plans demonstrating compliance with the City's minimum standards for short-term bicycle parking (BDC 60.30.2.B and EDM Section 340). The minimum clearance between a bicycle parking space and a wall shall be two feet. (Planning/LR)
24. Submit plans demonstrating compliance with the City's minimum standards for long-term bicycle parking (BDC 60.30.2.B and EDM Section 340). (Planning/LR)
25. Submit a photometric plan demonstrating that the on-site lighting will meet the City's Technical Lighting Standards (Table 60.05-1). (Planning/LR)
26. Submit plans demonstrating that the pole-mounted luminaire poles and bases are finished or painted a non-reflective color (BDC 60.05.30.2.A). (Planning/LR)
27. Provide tree protection fencing in accordance with the standards of Section 60.60.20 of the Development Code. Any alternatives to the standards in 60.60.20 must be approved by the City Arborist. (Planning/LR)
28. Submit a landscape plan demonstrating that the existing arborvitae trees have been evaluated for health and compliance with the B3 high screen buffer standards and any trees that are in poor condition or do not meet the minimum six-foot height will be removed and replaced with new trees meeting these standards (BDC 60.05.25.13.D). (Planning/LR)

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

29. Submit a complete site development permit application and obtain the issuance of site development permit from the Site Development Division. (Site Development Div./SAS)
30. 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./SAS)

**C. Prior to final permit inspection or occupancy permit issuance, the applicant shall:**

31. Have substantially completed the site development improvements as determined by the City Engineer. (Site Development Div./SAS)
32. 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./SAS)

33. 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 site development permit issuance. (Site Development Div./SAS)
34. Install or replace, to City specifications, all sidewalks which are missing, damaged, deteriorated, or removed by construction. (Site Development Div./SAS)
35. Construct half street improvements consistent with the Engineering Design Manual's Standard Drawing 200-3 for a street with a functional classification of Neighborhood Route, and as shown on Sheet C-4.0 of the applicant's submitted plans. Improvements must include: 5-foot wide sidewalk, 6.5-foot planter including 0.5-foot curb, minimum 12-foot vehicle travel lane, and street lighting (BDC 60.55.10.1-2 and 60.55.30). (Transportation/KM)
36. Install the required B3 high screen buffer along the north and west lot lines and the required low screen buffer along the east lot line (BDC 60.05.25.13.F). (Planning/LR)

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

37. 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./SAS)
38. Submit any required on-site easements not already recorded by document, 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./SAS)
39. Provide an additional performance security for 100 percent of the cost of plants, planting materials, and any maintenance labor (including irrigation) necessary to achieve establishment of the vegetation as shown on the approved plan within the stormwater management facility, as determined by the City Engineer. If the plants are not well established (as determined by the City Engineer and City Public Works Director) within a period of two years from the date of substantial completion, a plan shall be submitted by the engineer of record and landscape architect (or wetland biologist) that documents any needed remediation. The remediation plan shall be completely implemented and deemed satisfactory by the City Public Works Director prior to release of the security. (Site Development Div./SAS)

**LO2020-0001**

1. The applicant shall ensure that the Design Review Two (DR2020-0026) application has been approved and is consistent with the submitted plans. (Planning/LR)

**PD2020-0004**

1. The applicant shall ensure that the Design Review Two (DR2020-0026) application has been approved and is consistent with the submitted plans. (Planning/LR)