

STAFF REPORT

Report Date:

June 18, 2024

Application/Project Name:

LU32024-00179 Greenway Elementary
School Portable Structures

Application Numbers:

CU22024-00177 / DR32024-00178



Proposal: The applicant, Beaverton School District No. 48J, requests approval of a Minor Modification of a Conditional Use application and a Design Review Three application to place three portable classrooms at Greenway Elementary School and to extend the existing parking lot to add additional parking spaces.

Proposal Location: The site is located at 9150 SW Downing Drive, specifically identified as Tax Lot 00100 on Washington County Tax Assessor's Map 1S127CB.

Recommendation: NO RECOMMENDATION on LU32024-00179 Greenway Elementary School Portable Structures (CU22024-00177 / DR32024-00178). The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024, intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission decide to approve the land use decision, staff has included conditions of approval at the end of the report to support their decision.

Contact Information:

City Staff Representative: Aaron Harris, Senior Planner
503-616-8453, aharris@BeavertonOregon.gov

Applicant/Property Owner: Steve Sparks
Beaverton School District No. 48J
1260 NW Waterhouse Avenue
Beaverton, OR 97006

Existing conditions

Zoning: Residential Mixed C (RMC)

Site conditions: The site contains an existing Elementary School with a parking lot and landscaping.

Site Size: Approximately 9.46 acres.

Location: 9150 SW Downing Drive. Located on the east side of SW Downing Drive, and specifically identified as Tax Lot 100 on Washington County Tax Assessor’s Map 1S127CB.

Neighborhood Association Committee: Greenway

Table 1: Surrounding uses

Direction	Zoning	Uses
North	Residential Mixed C (RMC)	Residential Neighborhood and Park
South	Residential Mixed A (RMA)	Residential Neighborhood
East	Residential Mixed C (RMC)	Residential Neighborhood
West	Residential Mixed A (RMA)	Residential Neighborhood

Application information

Table 2: Application summaries

Application	Application type	Proposal summary	Approval criteria location
CU2024-00177	Minor Modification of a Conditional Use	To place three portable classrooms at Greenway Elementary School.	Development Code Section 40.15.15.2.C
DR32024-00178	Design Review: Three	To place three portable classrooms at Greenway Elementary School and extend the existing parking lot to add additional parking spaces.	Development Code Section 40.20.15.3.C

Table 3: Key Application Dates

Application	Submittal Date	Deemed Complete	120-Day*	365-Day**
CU22024-00177	March 12, 2024	May 1, 2024	August 29, 2024	May 1, 2025
DR32024-00178	March 12, 2024	May 1, 2024	August 29, 2024	May 1, 2025

* Pursuant to Section 50.25.9 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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Exhibits

Exhibit 1.1 Vicinity Map (page 6 of this report)	
Exhibit 1.2 Zoning Map (page 7 of this report)	
Exhibit 2. Public Comment	
No Public Comments Received	
Exhibit 3. Applicant Materials	
Exhibit 3.1 Application Forms	
Exhibit 3.2 Application Narrative	
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Exhibit 3.4 Pre-Application Memorandum	
Exhibit 3.5 CWS Service Provider Letter	
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Exhibit 3.7 DSL Wetland Land Use Notice Response	
Exhibit 3.8 Neighborhood Meeting Materials	
Exhibit 3.9 Portable Classrooms Rendering	
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Exhibit 3.12 Landscape Plan	
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Exhibit 3.14 Stormwater Report	
Exhibit 3.15 Trip Generation Memorandum, dated February 12, 2024	
Exhibit 3.16 Trip Generation Memorandum, dated June 12, 2024	
Exhibit 3.17 Trip Generation Memorandum, dated June 14, 2024	
Exhibit 4. Staff and Applicant Correspondences	
Exhibit 4.1 Applicant's Completeness Correspondence, dated May 2, 2024	
Exhibit 4.2 Staff Correspondence to BSD, dated June 10, 2024	

Exhibit 4.3 Staff Correspondence to BSD, dated May 17, 2024, with applicant responses, dated June 4, 2024

Exhibit 4.4 Staff Response to BSD Transportation Memo, dated June 7, 2024

Exhibit 4.5 Staff Correspondence to BSD, dated June 10, 2024

Exhibit 1.1: Vicinity Map

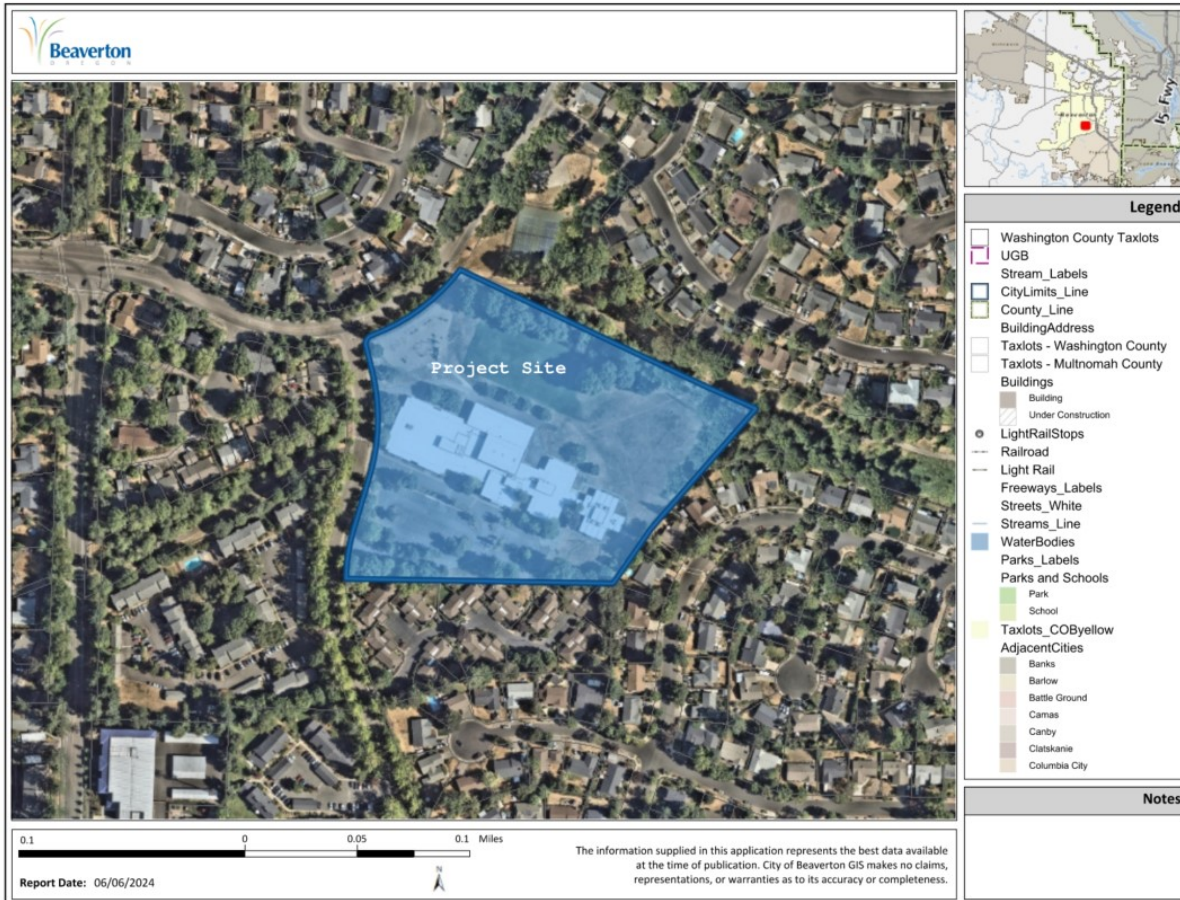
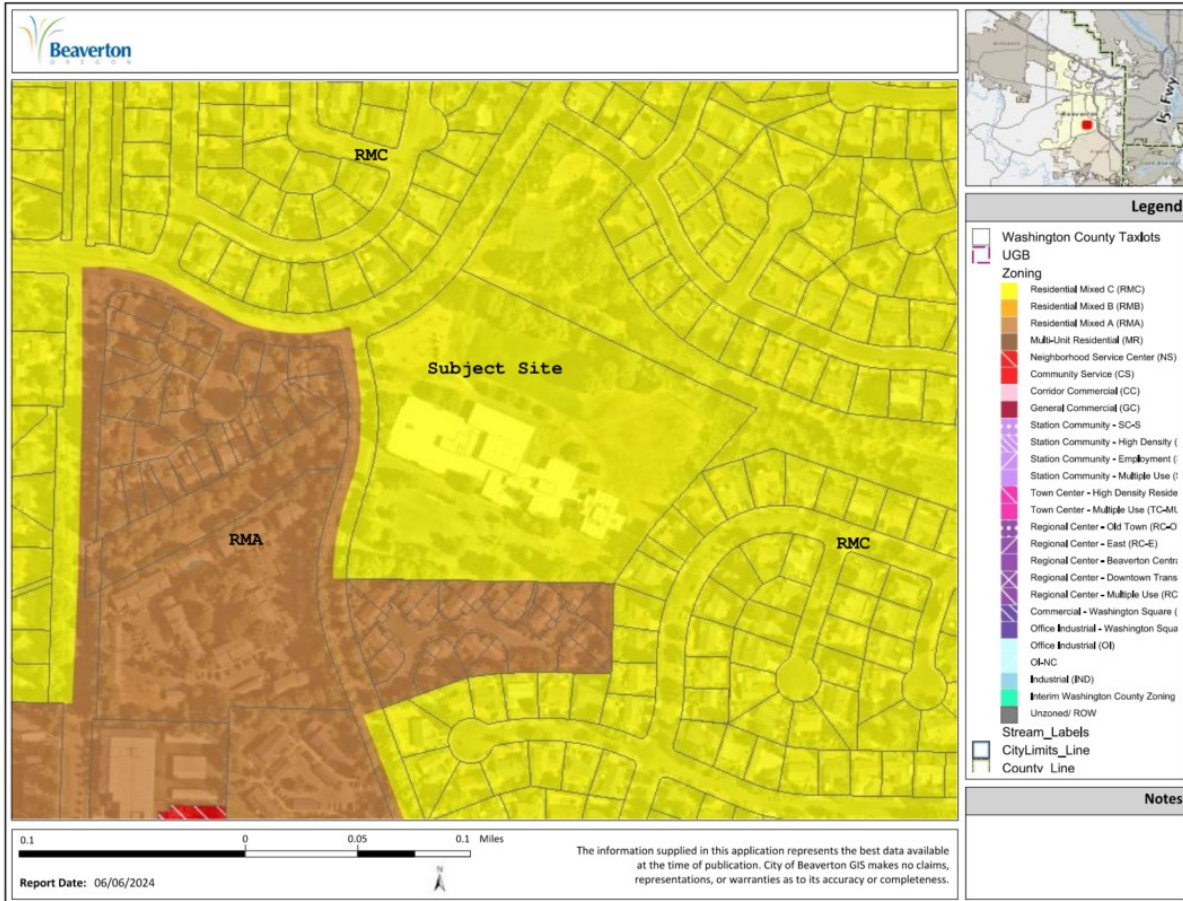


Exhibit 1.2: Zoning Map



Attachment A: Facilities Review

Application: LU32024-00179

Proposal: The applicant Beaverton School District No. 48J, requests approval of a Minor Modification of a Conditional Use application and a Design Review Three application to place three portable classrooms at Greenway Elementary School and to extend the existing parking lot to add additional parking spaces.

Recommendation: NO RECOMMENDATION on LU32024-00179 Greenway Elementary School Portable Structures (CU22024-00177 / DR32024-00178). The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024, intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission decide to approve the land use decision, staff has included conditions of approval at the end of the report to support their decision.

Issues: Staff has not had adequate time to review information submitted by the applicant on Friday, June 14, 2024, prior to staff report publication. These elements addressed in the June 14, 2024, transportation memo include adequate transportation capacity and on-site/off-site vehicle and pedestrian circulation. The Facilities Review Report reflects the applicant's materials submitted on or prior to June 12, 2024.

Section 40.03 Facilities Review Committee:

The Facilities Review Committee has conducted a technical review of the application, in accordance with the criteria contained in Section 40.03 of the Development Code. The Committee's findings and recommended conditions of approval are provided to the decision-making authority. As they will appear in the Staff Report, the Facilities Review Conditions may be re-numbered and placed in 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 Minor Modification of a Conditional Use (CU22024-00177) application and the Design Review Three (DR32024-00178) application, as submitted.

Section 40.03.1.A

Approval Criterion: *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 potable and non-potable public water; public sanitary sewer; stormwater drainage, treatment, and retention; transportation; and fire protection.

Potable Water: The subject site is in the City of Beaverton water service area. There are 10” city water lines along SW Downing Drive and SW Greenway. There is also a 12” city waterline along SW Greenway. Staff finds there is adequate capacity to serve the proposed development.

Non-Potable Water: There is no non-potable water network in the area of development. Therefore, the proposal is exempt from connecting to a non-potable water network.

Sanitary Sewer: The subject site currently receives City of Beaverton sanitary sewer service via an existing 12” city sanitary line that crosses the northern portion of the site. The Committee finds that the existing sanitary sewer service is adequate to continue serving the development.

Stormwater Drainage, Treatment, and Retention: The subject site is in the City of Beaverton stormwater service area. Two City of Beaverton storm drainage systems exist adjacent to the site. A 12” storm line along SW Downing Drive. There are also two 48” storm lines crossing the northern portion of the site. The applicant’s proposal includes two new rain gardens for treatment and retention.

The applicant has provided a Clean Water Services (CWS) Service Provide Letter, dated May 21, 2024, which includes 24 conditions of approval related to mitigation and restoration of on-site degraded natural areas (Exhibit 3.5). By meeting the conditions of approval included in the CWS letter, the site will not significantly impact existing or potentially sensitive areas found near the site. Staff recommends a condition of approval requiring the applicant meet all conditions of approval in the May 21, 2024 CWS Service Provider Letter. Furthermore, staff notes that the CWS Service Provider Letter requires a Vegetated Corridor enhancement/restoration plan be provided before any on-site work begins. Staff recommends a condition of approval that the applicant provide the same Vegetated Corridor enhancement/restoration plan to the City of Beaverton prior to the issuance of the Site Development Permit.

The Committee finds that, as conditioned, the proposed stormwater drainage, treatment, and retention service are adequate to serve the proposed development.

Transportation: The subject site has public street frontage on SW Greenway and SW Downing Drive. SW Greenway is classified in the City's Transportation System Plan as an Arterial Street under the City of Beaverton's jurisdiction. SW Downing Drive is classified as a Collector Street that is also under the City of Beaverton's jurisdiction.

A separated asphalt pedestrian walkway provides pedestrian connectivity along SW Greenway. There is an approximate 6-foot-wide curb-tight sidewalk along SW Downing Drive adding to the pedestrian network in the area. On the east side of the site, a pedestrian pathway provides connectivity to SW Settler Way.

One new on-site pedestrian walkway is proposed, adjacent and along the north side of the proposed parking lot addition. As a condition of approval, the applicant shall construct the new pedestrian walkway consistent with the revised location as identified on Exhibit 3.11.

Existing pedestrian walkways provide circulation around the school building. There is also a pedestrian pathway located in the existing parking island fronting the primary building entrance.

The applicant's proposal will extend the existing parking lot eastward, adding 22 parking spaces while removing 5 existing spaces, for a net gain of 17 parking spaces. The new parking lot addition is proposed as a two-way drive aisle. The applicant's materials state that the new parking lot will be constructed with gravel, dirt, or other permeable material. As a condition of approval, prior to Site Development permit issuance, the applicant shall provide plans demonstrating the proposed parking lot expansion is constructed with a hard surface, consistent with the City's Engineering Design Manual and the Beaverton Development Code. The applicant's submitted site plan for the proposed parking lot expansion area includes a minimum five-foot wide, ADA compliant sidewalk on the north side of the proposed parking lot extension (Exhibit 3.11, Sheet C2.0). The parking spaces adjacent to the new sidewalk include wheel stops.

The applicant submitted traffic memorandums prepared by a licensed engineer at DKS & Associates dated February 12, 2024 and June 12, 2024 (Exhibits 3.15 and 3.16). The original DKS memos included information regarding trip generation associated with potential added traffic to the local transportation system to address the transportation capacity requirement associated with the subject approval criterion. The applicant's traffic consultant developed two trip generation scenarios – a more conservative analysis identified as the "full capacity" scenario and a more realistic capacity identified as the "projected capacity" scenario.

Upon review of the original DKS memo, City transportation staff requested additional information to support assumptions made by the applicant's traffic consultant – primarily those made with regard to expected mode share which could impact the performance of area intersections and the site's ability to safely accommodate the increase in vehicles during school drop-off and pick-up timeframes. Further, without complete information on

the proposed scheduling and busing of the Raleigh Hills Elementary School students, it is difficult for City transportation staff to adequately assess additional potential impacts related to an increase in vehicle trips to the site and vehicle circulation on-site and off-site (see later in this response for additional details on circulation concerns).

The applicant's traffic consultant submitted an updated traffic memo on June 12, 2024. The updated DKS memo did not include a change in the previously made assumptions regarding expected trip generation. Updated information in the more recent DKS memo added speculation related to bus ridership from Raleigh Hills Elementary School and was not supportive of the assumption made that bus ridership would substantially increase from the current 57 percent of eligible riders. The updated DKS memo identified that Beaverton School District has not finalized the new bus routes – without this information it is difficult to know how much longer Raleigh Hills Elementary School students will be in buses with the diversion to Greenway Elementary School. This information could also be helpful to understand the number of Raleigh Hills Elementary School students that may be driven to Greenway Elementary School rather than taking the bus. It should be noted that currently, school buses do not serve Greenway Elementary School and this will not change with the temporary addition of students from Raleigh Hills Elementary School.

The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time related to whether the applicant is able to provide critical transportation facilities and services related to the proposed development with adequate capacity to serve the development. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing.

Fire Protection: There is an existing, gated fire access lane located immediately north of the existing school building that connects to SW Downing Drive. No changes to the existing fire access lane are proposed. The applicant's submittal includes a TVF&R letter dated April 11, 2024.

Conclusion: The Committee has no recommendation on the approval criterion.

Section 40.03.1.B

Approval Criterion: *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 on-site pedestrian and bicycle facilities in the public right-of-way.

Schools: The proposed development is within the boundaries of the Beaverton School District. No new dwelling units are proposed as part of the development. Therefore, the Committee finds that the proposal will not affect the existing school capacity.

Transit Improvements: Bus service to Greenway Elementary will be provided by the school district to serve the Raleigh Hills Elementary students. Two metro bus lines are located approximately .75 miles from the subject site. There are existing bus stops at the intersection of SW Hall Boulevard and SW Greenway, served by bus line 76. Additional bus stops are located at the intersection of SW 125th Avenue and SW Scholls Ferry Road, served by bus line 62. The Committee finds there is adequate transit service to serve the proposed development.

Police Protection: The City of Beaverton Police Department will continue to provide police services to the development site. As of the date of this report, Beaverton Police have not provided comments or recommendations to the Committee. Any comments from Beaverton Police will be forwarded directly to the applicant, and the Committee finds that adequate police protection service will continue to be provided to the development.

Pedestrian and Bicycle Facilities: The subject site has public street frontage on SW Greenway and SW Downing Drive.

The proposal does not include new pedestrian or bicycle facilities connecting the subject site with the adjacent right of ways. An existing pedestrian walkway provides connectivity along SW Greenway. There is a curb-tight sidewalk along SW Downing Drive. On the east side of the site, a pedestrian pathway provides connectivity to SW Settler Way. Neither SW Greenway nor SW Downing Drive have bicycle lanes.

The subject site currently contains six bike racks, each of which can accommodate up to 30 bikes, for a total of 180 existing on-site bicycle parking spaces.

The applicant has submitted a site plan for the proposed parking lot expansion area illustrating the placement of a minimum five-foot-wide, ADA compliant sidewalk on the north side of the proposed parking lot extension (Exhibit 3.11, Sheet C2.0). The parking spaces adjacent to the new sidewalk include wheel stops.

The Committee finds that essential facilities and services related to the proposed development are available with adequate capacity to serve the development.

Conclusion: The Committee finds the proposal meets the approval criterion.

Section 40.03.1.C

Approval Criterion: *The proposed development is consistent with all applicable provisions of Chapter 20 (Land Uses), or Sections 20.25 and 70.15 if located within the Downtown Design District, 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) or Sections 20.25 and 70.15 if located within the Downtown Design District.*

FINDING:

The subject site is located in the Residential Mixed C (RMC) zone. The Committee refers to the Chapter 20 Use and Site Development Requirements table at the end of this report, which evaluates the project as it relates to the applicable code requirements of Section 20.05.15 Residential Site Development Standards and 20.05.20 Residential Land Uses. As demonstrated in the table, this proposal complies with the applicable standards in Section 20.05, Residential Land Use Districts.

Conclusion: The Committee finds that the proposal meets the approval criterion.

Section 40.03.1.D

Approval Criterion: *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 report, which evaluates the proposal as it relates the applicable Code requirements of Chapter 60 (Special Requirements). Staff will provide findings for the Design Review Three request within the applicable section of the staff report.

Section 60.25 Off-Street Loading: The existing school building is over 53,000 sq. ft. and the proposed portable structures measure approximately 1,750 sq. ft. each, or 5,250 sq. ft. in total. According to BDC Section 60.25.05, off-street loading requirements are not applicable to existing buildings or structures where proposed development does not exceed 25% of the existing gross floor area. The applicant proposes to increase existing gross floor area by approximately 10%. Therefore, staff finds that the loading berth standards at BDC Table 60.25.15 are not applicable to the proposal.

Section 60.30 Off-Street Parking: The existing on-site use is Educational Institutions. The applicant proposes a net increase of 17 vehicle parking stalls, and 85 parking stalls total. There is no minimum permitted parking per BDC Table 60.30.10.5.A. According to BDC Table 60.30.10.5.A, maximum parking is calculated at 1.5 parking spaces per number of FTE staff per. The applicant states that projections for the 24-25 school year is 61 FTE staff. Therefore, the maximum on-site parking is 92 spaces.

Vehicle Parking Requirements			
Land Use Category	Spaces/FTE Staff	Minimum Parking Required	Maximum Parking Allowed
Educational Institutions: Elementary School	1.5 spaces / number of FTE	N/A	1.5 spaces / number of FTE
Total Required/ Allowed	N/A	N/A	92 spaces
Total Proposed	61 FTE	N/A	85 spaces

The applicant’s proposal does not include compact car parking spaces per BDC 60.30.10.11.

The development is not required to provide carpool/vanpool spaces per BDC 60.30.10.12 because the on-site use is not classified as an industrial, institutional, or office use.

The applicant’s site plan demonstrates that on-site parking lots and vehicular circulation areas will comply with minimum drive aisle dimensions per BDC 60.30.15.

Two-way vehicular circulation is proposed for the new parking lot addition. One-way vehicle circulation is proposed for the remainder of the site.

BDC Table 60.30.10.5.B requires one long term bicycle parking space per nine students and no short-term bicycle parking. The long-term parking spaces are exempt from cover/shelter requirements per BDC Section 60.30.10.3.B.2. According to the applicant narrative, 538 students are anticipated on-site during the 24-25 academic year. The proposal therefore requires 60 bicycle parking spaces. The subject site currently contains six bike racks, each of which can accommodate up to 30 bikes, for a total of 180 existing on-site bicycle parking spaces. Therefore, staff finds that the proposal satisfies the applicable bicycle parking standards in BDC Table 60.30.10.5.B.

The table below outlines the development’s required bicycle parking ratios per BDC Table 60.30.10.5.B.

Bicycle Parking Requirements		
Land Use Category	Short-Term Parking Required	Long-Term Parking Required
Educational Institutions: Elementary School	Not required	1 space per 9 students
Total Required	0 spaces	60 spaces
Total Proposed	0 spaces	180 spaces

Section 60.55 Transportation Facilities: As addressed in the findings for approval criterion 40.03.1.A, the Committee has no recommendation as to whether there are adequate transportation facilities available to serve the proposed development. This is directly relevant to BDC Sections 60.55.10.1 and 7 (intersection performance) and to 60.55.35.1 (access standards). The applicant has submitted traffic memorandums prepared by a licensed engineer at DKS & Associates (Exhibits 3.15 and 3.16). The applicant’s June 14, 2024 traffic memo (Exhibit 3.17) is not included in the following analysis due to the late nature of the submittal and lack of staff time to review and provide responsive findings. Staff anticipates providing additional review and findings prior to the Planning Commission hearing addressing the June 14, 2024 submittal. All findings below do not respond to the June 14, 2024 traffic memo (Exhibit 3.17).

The DKS memos included information regarding trip generation associated with potential added traffic to the local transportation system to address the transportation capacity requirement associated with the subject approval criterion. The applicant’s traffic consultant developed two trip generation scenarios – a more conservative analysis identified as the “full capacity” scenario and a more realistic capacity identified as the “projected capacity” scenario.

Upon review of the DKS original memo, City transportation staff requested additional information to support assumptions made by the applicant’s traffic consultant – primarily those made with regard to expected mode share which could impact performance of area intersections. Further, without complete information on the proposed scheduling and busing of the Raleigh Hills Elementary School students, it is difficult for City transportation staff to adequately assess additional, potential impacts related to an increase in vehicle trips to the site and vehicle circulation (on-site and off-site).

The applicant’s traffic consultant submitted an updated traffic memo on June 12, 2024. The updated DKS memo did not include a change in the previously made assumptions regarding expected trip generation. Updated information in the June 12, 2024 DKS memo added speculation related to bus ridership from Raleigh Hills Elementary School and was not supportive of the assumption made that bus ridership would substantially increase from the current 57 percent of eligible riders. The June 12, 2024 DKS memo identified

that Beaverton School District has not finalized the new bus routes – without this information it is difficult to know how much longer Raleigh Hills Elementary School students will be in buses with the diversion to Greenway Elementary School. This information could also be helpful to understand the number of Raleigh Hills Elementary School students that may be driven to Greenway Elementary School rather than taking the bus. It should be noted that currently, school buses do not serve Greenway Elementary School and this will not change with the temporary addition of students from Raleigh Hills Elementary School.

Further, without complete information on the proposed scheduling and bussing of the Raleigh Hills Elementary School students, it is difficult for City transportation staff to adequately assess additional potential impacts related to an increase in vehicle trips to the site and vehicle circulation on-site and off-site (see later in this response for additional details on circulation concerns).

As noted above, the applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings. As such, staff is providing no recommendation at this time as to whether the proposal complies with the applicable provisions of 60.55 Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing.

Conclusion: The Committee has no recommendation on the approval criterion.

Section 40.03.1.E

Approval Criterion: 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:

According to the applicant, periodic and normal maintenance of the facilities will be performed by the school district. 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.

Conclusion: The Committee finds that the proposal meets the approval criterion.

Section 40.03.1.F

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

FINDING:

The subject site contains existing pedestrian pathways along the school's perimeter for pedestrian circulation. The applicant's submittal does not include an identified route from the vehicular parking area and bus loading area to the location of the proposed portable structures that demonstrates conformance with the Technical Lighting Standards in BDC Table 60.05-1. As a condition of approval, prior to Site Development permit issuance, the applicant shall submit a photometric plan and supplemental narrative that identifies a route from the vehicular parking area and bus drop/off area to the location of the proposed portable structures that meets the Technical Lighting Standards in BDC Table 60.05-1.

Portions of the circulation area associated with the new portable structures do not meet the Technical Lighting Standards in BDC Table 60.05-1. As a condition of approval, prior to Site Development permit issuance, the applicant shall provide a revised photometric plan to demonstrate that the circulation areas associated with the new portable structures meet the Technical Lighting Standards in BDC Table 60.05-1.

Vehicular access to the site is provided via two one-way driveways along SW Downing Drive. Vehicles enter the site via the southern, single-lane driveway and exit the site via the northern, two-lane driveway (allowing motorists to turn left or right from the driveway). No changes to vehicular ingress/egress are proposed.

Bus drop-off and pick-up is proposed within the existing vehicular circulation area, adjacent to the school's primary entrance. The school's primary entrance is located along the building's southern façade, near the middle of the building. Five buses are identified as providing service to Raleigh Hills Elementary School students and will queue (stack) along the existing curb near the entrance.

As further described in the updated DKS memo, since no bus service is provided at Greenway Elementary School, students who don't walk, ride bicycles or use other alternative modes of travel, currently are dropped-off and picked-up by parents within the existing primary parking lot where parents are expected to park in available parking stalls. As shown in Figure 2 of the updated (June 12, 2024) DKS memo, parents can also drop-off students from the drive aisle between opposing parking stalls. Lastly, parents will be able to drop-off and pick-up their students from the curb area adjacent to the primary school entrance when buses (transporting Raleigh Hills Elementary students) are not present.

Of continued concern to City Transportation staff are potential issues with vehicle operations including those related to bus circulation/temporary staging, parent drop-

off/pick-up (for all grades, including Pre-K), parent parking to enter the school and faculty-staff arrival/parking, including additional teachers from Raleigh Hills Elementary School.

Regarding bus circulation/temporary staging, the updated DKS memo indicates that there will be staggered start and ending (class) times for “Greenway” students and “Raleigh Hills” students by approximately 30 minutes to ensure that there won’t be an overlap with buses arriving on campus. Greenway Elementary School students (and the Pre-K program) will be scheduled between 7:45 am to 2:20 pm, whereas, Raleigh Hills Elementary School students will be scheduled between 8:15 am to 2:50 pm.

City Transportation staff anticipate that the 30 minute off-set start times between the two student groups will be adequate to allow those parents who will be dropping off their students to clear out from the parking lot prior to buses and parents arriving to drop-off Raleigh Hills Elementary School students.

However, there remain concerns related to the afternoon pick-up activities. Given the fact that there is no bus service for Greenway Elementary School students and that parents pick up those students who do not walk, ride bicycles, or use another mode of alternative transportation, it is not uncommon for parents to arrive to a school campus to secure parking, especially when there is very limited on-street parking surrounding the school, as is the case at Greenway Elementary School. It is also anticipated that there will be parents of Raleigh Hills Elementary School students who will be driving to/from Greenway Elementary School and arriving early to secure parking. With buses arriving to return Raleigh Hills Elementary School students to their catchment area, all of the personal vehicles of parents from both sets of students plus school teachers and staffing all potentially exiting the Greenway Elementary School parking lot within close proximity (time-wise) to one another, City Transportation staff continue to question the safety of both pedestrians (on-site and off-site) and vehicle circulation (on-site and off-site).

The updated (June 12, 2024) DKS memo identifies that parents are to park in available parking stalls in the existing primary parking lot and can queue (stack) within the drive aisle between the opposing parking stalls. Students (and parents) would then proceed to use a marked pedestrian crossing between the parking lot and primary school building entrance. However, for some period of time, there will also be buses staged along the curb adjacent to the primary entrance awaiting while students file onto the buses. This confluence of passenger vehicles (in motion and stationary (parked or queuing)), school buses and pedestrians sharing confined and constrained spaces, presents safety and circulation concerns that have not yet been adequately addressed by the applicant or applicant’s traffic consultant. As a condition of approval, prior to the issuance of any building permit, the applicant shall prepare and submit to the City a student drop-off/pick-up plan describing when and where parents will park on the Greenway Elementary School campus when visiting the school or when dropping off and picking up their student(s). At a minimum the plan shall include:

a) Written instructions explaining:

i. When parents of each student population group (Greenway ES students and Raleigh Hills ES students) can drop off and pick up their student(s) to ensure consistency with the staggered start and end of school timeframes.

ii. Where parents shall wait while dropping off and picking up their student(s) to ensure that safe pedestrian and vehicle circulation is maintained on the Greenway ES campus.

iii. Where parents shall park while visiting the school during operational hours and beyond the student drop-off and pick-up timeframes.

b) A graphic illustration (map) showing where parents can park during drop-off/pick-up activities and during school operational hours.

The student drop-off/pick-up plan shall be distributed to all parents prior to the commencement of each academic year during the temporary timeframe within which Raleigh Hills Elementary School students will be attending classes at the Greenway Elementary School campus.

In order to maintain a record in the City's land use file for reference, Beaverton School District shall submit a copy of the message (hard copy or digital) that is sent to all parents who will receive the drop-off/pick-up plan to Aaron Harris at aharris@beavertonoregon.gov.

The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings. As such, staff is providing no recommendation at this time related to whether the applicant is able to provide safe and efficient vehicular and pedestrian circulation within the site. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing.

Conclusion: The Committee has no recommendation on the approval criterion.

Section 40.03.1.G

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

FINDING:

Vehicular access to the site is provided via two one-way driveways along SW Downing Drive. Vehicles enter the site via the southern, single-lane driveway and exit the site via

the northern, two-lane driveway (allowing motorists to turn left or right from the driveway). No changes to vehicular ingress/egress are proposed.

A pedestrian walkway provides connectivity along SW Greenway. There is a curb-tight sidewalk along SW Downing Drive. On the east side of the site, a pedestrian pathway provides connectivity to SW Settler Way.

As discussed in Section 40.30.1.F, above, the applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings. As such, staff is providing no recommendation at this time related to whether the applicant is able to show that the development's on-site vehicular and pedestrian circulation systems connect to the surrounding circulation systems in a safe, efficient, and direct manner. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing.

Conclusion: The Committee has no recommendation on the approval criterion.

Section 40.03.1.H

Approval Criterion: *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 subject site has an existing 20-foot-wide fire access lane. The applicant's submittal includes a TVF&R Service Provider Permit dated April 11, 2024, indicating sufficient fire protection can be provided to the development.

Conclusion: The Committee finds that the proposal meets the approval criterion.

Section 40.03.1.I

Approval Criterion: *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 proposed portable structures are prefabricated and will be placed on footings in compliance with all building codes. The Committee notes that the applicant will be required to submit for development permits for life and safety review as

part of the Building Permit review process. Accordingly, the Committee finds that review of the construction documents at the Building Permit stage will ensure protection from hazardous conditions due to inadequate, substandard, or ill-designed development.

As of the date of this report, Beaverton Police have not raised any concerns about crime or accident at the development site. Any comments from Beaverton Police will be forwarded directly to the applicant. The Committee finds the development is designed to provide adequate protection from crime and accident.

Conclusion: The Committee finds that the proposal meets the approval criterion.

Section 40.03.1.J

Approval Criterion: *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 Committee has reviewed the applicant's preliminary grading plan (Exhibit 3.10, Sheet C3.0) and finds no adverse effects on neighboring properties, the public right-of-way, or the public storm system are anticipated. Should the Planning Commission approve the land use decision, 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.

Conclusion: As conditioned, the Committee finds that the proposal meets the approval criterion.

Section 40.03.1.K

Approval Criterion: *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's site plan identifies metal stairs providing access to the proposed portable classrooms. The applicant's narrative states that each classroom will be ADA accessible. Based on the applicant's submittal, staff is unclear how the proposed portable classrooms are accessible to physically handicapped people. As a condition of approval, prior to Site Development permit issuance, the applicant shall provide drawings and supplementary narrative that demonstrates how access and facilities for physically handicapped people are incorporated into the design for the proposed portable structures.

Conclusion: As conditioned, the Committee finds that the proposal meets the approval criterion.

Section 40.03.1.L

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

FINDING:

The applicant submitted a Design Review Two application and a Minor Modification of a Conditional Use application on March 12, 2024. The applicant deemed both applications complete on May 1, 2024.

The applicant has provided the materials required in BDC Section 50.25.1, however as discussed above, staff has requested that the applicant provide additional information to adequately address transportation-related concerns and approval criteria. While not technically completeness items they must be sufficiently addressed for staff to recommend approval.

Conclusion: The Committee finds that the proposal meets the approval criterion.

Code Conformance Analysis

Chapter 20 Use and Site Development Requirements Residential Mixed C (RMC) Zoning District

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 20.05.20			
Educational Institutions	Conditional	The addition of three portable structures and a parking lot expansion for an existing elementary school.	See CU Findings
Development Code Section 20.15.15			
Minimum Land Area	No Minimum	No changes to the existing lot sizes are proposed.	N/A
Minimum Lot Area	No Minimum	No changes to the existing lot dimensions are proposed.	N/A
Maximum Residential Density	No Minimum	No residential dwelling units are proposed.	N/A
Yard Setbacks	Front: 10 feet Side: 5 feet Rear: 15 feet	Three portable structures are proposed that will be located at least 70 feet from the northern side yard property line.	YES
Maximum Building Height	35 feet	The portable structures are approximately 15 feet tall. No changes to the existing building height are proposed.	YES

Chapter 60 Special Requirements

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 60.05			
Design Review Principles, Standards, and Guidelines	Requirements for new development and redevelopment.	Site improvements include the placement of three portable classroom structures, a parking lot expansion, a new pedestrian walkway adjacent to the parking lot expansion, and a 5-foot wide B3 landscape buffer along the southern and eastern property lines adjacent to the proposed parking lot.	See DR Findings
Development Code Section 60.07			
Drive-Up Window Facilities	Requirements for drive-up, drive-through, and drive-in facilities.	No drive-up window facilities are proposed.	N/A
Development Code Section 60.10			
Floodplain Regulations	Requirements for properties located in floodplain, floodway, or floodway fringe.	The site is not located in floodplain, floodway, or floodway fringe.	N/A
Development Code Section 60.11			
Food Cart Pod Regulations	Requirements for food carts and food cart pods.	The applicant is not proposing a food cart or food cart pod.	N/A
Development Code Section 60.12			
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.	N/A
Development Code Section 60.15			
Land Division Standards	Requirements for all land division applications.	No land divisions are proposed.	N/A
Development Code Section 60.20			
Mobile and Manufactured Home Regulations	Requirements for the placement of mobile and manufactured homes.	No mobile or manufactured homes are proposed.	N/A

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 60.25			
Off-Street Loading Requirements	Off-street loading requirements are not applicable to the proposal because no building expansion is proposed.	The applicant proposes to increase gross floor area by approximately 10%. No off-street loading berths are required with the development.	N/A
Development Code Section 60.30			
Off-Street Motor Vehicle Parking	Refer to the Facilities Review Committee findings herein.	Refer to the Facilities Review Committee findings herein.	YES
Development Code Section 60.30			
Required Bicycle Parking	Refer to the Facilities Review Committee findings herein.	Refer to the Facilities Review Committee findings herein.	YES
Development Code Section 60.33			
Park and Recreation Facilities and Service Provision	Requirements for annexing property to THPRD.	The site is already within THPRD's boundaries.	N/A
Development Code Section 60.35			
Planned Unit Development	Development and design principles for Planned Unit Developments.	No Planned Unit Development is proposed.	N/A
Development Code Section 60.40			
Sign Regulations	Requirements for signs.	Any signage will be reviewed under a separate sign permit, and are not reviewed with this proposal.	N/A
Development Code Section 60.45			
Solar Access Protection	Solar access requirements for subdivisions and single family homes.	No subdivisions or single family homes are proposed.	N/A
Development Code Section 60.50			
Accessory Uses and Structures	Requirements for accessory uses and structures.	No accessory uses or structures proposed.	N/A

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 60.55			
Transportation Facilities	Requirements pertaining to the construction or reconstruction of transportation facilities.	Refer to the Facilities Review Committee findings herein.	NO REC
Development Code Section 60.60			
Trees and Vegetation	Regulations pertaining to tree removal and preservation.	The site contains one tree under 10 inches DBH, that is not identified on an existing landscape plan, that is proposed for removal. Mitigation is not required.	YES
Development Code Section 60.65			
Utility Undergrounding	Requirements for placing overhead utilities underground.	All new utility lines are proposed to be placed underground.	YES
Development Code Section 60.67			
Significant Natural Resources	Regulations pertaining to wetlands and riparian corridors.	The site contains a Significant Riparian corridor along the northern boundaries of the site. A Wetland Land Use Notification was submitted by staff to the Oregon Department of State Lands on May 6, 2024.	YES
Development Code Section 60.70			
Wireless Communication Facilities	Regulations pertaining to wireless facilities.	No wireless communication facilities are proposed.	N/A

Attachment B: MINOR MODIFICATION OF A CONDITIONAL USE CU2024-00177

ANALYSIS AND FINDINGS FOR A MINOR MODIFICATION OF A CONDITIONAL USE

Recommendation: Based on the facts and findings presented below, staff has NO RECOMMENDATION on CU2024-00177 Greenway Elementary School Portable Structures. The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission decide to approve the land use application, staff recommends that the Planning Commission adopt the conditions of approval identified below in Attachment D.

Section 40.03.1 Facilities Review 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:

Facilities Review Approval Criteria Section 40.03.1.A-L

FINDING:

Staff has reviewed the applicable Facilities Review criteria in Attachment A to this report. Staff cites the findings presented in Attachment A in response to the Facilities Review approval criteria. As identified in Attachment A, above, staff has no recommendation.

Conclusion: Staff has no recommendation on the approval criterion.

Section 40.15.05 Purpose:

The purpose of a Conditional Use application is to review uses that may be compatible in the underlying zoning district but because of their size, operation, or other characteristics require review on a case-by-case basis. These uses are subject to the regulations in this Section because they may, but do not necessarily, result in significant adverse effects upon the environment, overburden public services, alter the character of the surrounding area or create nuisances. Conditional Uses may be approved, approved with site-specific conditions designed to minimize or mitigate identified adverse impacts, or denied. This Section is carried out by the approval criteria listed herein.

Planning Commission Standards for Approval:

Section 40.15.15.2.C of the Development Code provides standards to govern the decisions of the Planning Commission as they evaluate and render decisions on Minor Modification of a Conditional Use Applications. The Planning Commission will determine whether the application, as presented, meets the Minor Modification of a Conditional Use approval criteria. In this portion of the report, staff evaluates the application in accordance with the criteria for a Minor Modification of a Conditional Use.

To approve a Minor Modification of a Conditional Use application, the Planning Commission shall make findings of fact based on evidence provided by the applicant demonstrating that all the following criteria are satisfied:

Section 40.15.15.2.C.1

The proposal satisfies the threshold requirements for a Minor Modification of a Conditional Use application.

FINDING:

The applicant's proposal includes the placement of three portable classrooms at Greenway Elementary School. The addition of portable classrooms to an elementary school meets Minor Modification of a Conditional Use Threshold 5 which reads:

The addition of portable classrooms to an elementary, middle, or high school campus.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.15.15.2.C.2

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

FINDING:

The applicant paid the required fee for this Minor Modification of a Conditional Use application.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.15.15.2.C.3

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

FINDING:

The applicant has provided all applicable application submittal requirements as specified in BDC Section 50.25.1.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.15.15.2.C.4

The existing use has been approved as a Conditional Use as governed by the regulations in place when the use was established and complies with the applicable conditions of the Conditional Use approval.

FINDING:

A Conditional Use application was approved for the construction of Greenway Elementary School in 1978 per CUP 4-79, as governed by the regulations in place at that time. The proposal complies with the conditions set forth in the original approval.

Conclusion: Staff finds that the proposal meets the approval criterion.

Section 40.15.15.2.C.5

The proposal will not remove or modify previously established conditions of approval for the prior Conditional Use consistent with Section 50.95.7. of the Development Code

FINDING:

The applicant's proposal for a Minor Modification of a Conditional Use will not remove or modify any previously established conditions of approval.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.15.15.2.C.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 has submitted a Design Review Three application to be processed concurrently with this Minor Modification of a Conditional Use application. The applications were deemed complete by the applicant on May 1, 2024, and all required submittal materials have been received at this time.

Conclusion: Staff finds that the proposal meets the approval criterion.

CONCLUSION & RECOMMENDATION

Based on the facts and findings presented below, staff has **NO RECOMMENDATION** on CU22024-00177 Greenway Elementary School Portable Structures. The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission decide to approve the land use application, staff has included conditions of approval at the end of the report to support their decision.

Attachment C: DESIGN REVIEW THREE DR32024-00178

ANALYSIS AND FINDINGS FOR DESIGN REVIEW THREE APPROVAL

Recommendation: Based on the facts and findings presented below, staff has NO RECOMMENDATION on DR32024-00178 Greenway Elementary School Portable Structures. The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission decide to approve the land use application, staff has included conditions of approval at the end of the report to support their decision.

Section 40.03.1 Facilities Review 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:

Facilities Review Approval Criteria Section 40.03.1.A-L

FINDING:

Staff has reviewed the applicable Facilities Review criteria in Attachment A to this report. Staff cites the findings presented in Attachment A in response to the Facilities Review approval criteria. As identified in Attachment A, above, staff has no recommendation.

Conclusion: Staff has no recommendation on the approval criterion.

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 the 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.

Planning Commission Standards for Approval:

Section 40.20.15.3.C of the Development Code provides standards to govern the decisions of the Planning Commission as they evaluate and render decisions on Design Review Applications. The Planning Commission will determine whether the application as presented, meets the Design Review Three approval criteria. In this portion of the report, staff evaluates the application in accordance with the criteria for Type 3 Design Review.

To approve a Design Review Three 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:

Section 40.20.15.3.C.1

The proposal satisfies the threshold requirements for a Design Review Three application.

FINDING:

Staff references BDC Section 40.20.15.3.A.9:

9. A project meeting the Design Review Two thresholds which does not meet an applicable design standard.

The project proposal is to place three portable classrooms at Greenway Elementary School and to extend the existing parking lot to add additional parking spaces. The proposal includes design elements that do not meet the Building Design and Orientation standards in BDC Section 60.05.15, the Circulation and Parking Design Standards in 60.05.20, the Landscape Standards in 60.05.25, and the Lighting Design Standards in 60.05.30. Therefore, the proposal satisfies the threshold requirements for a Design Review Three application per BDC Section 40.20.15.3.A.9.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.20.15.3.C.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 fees for a Design Review Three application.

Conclusion: Staff finds that the proposal meets the approval criterion.

Section 40.20.15.3.C.3

For proposals meeting Design Review Three application thresholds numbers 1 through 7, the proposal is consistent with all applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines).

FINDING:

The Design Review Three application does not meet thresholds number 1 through 7.

Conclusion: Staff finds the approval criterion is not applicable.

Section 40.20.15.3.C.4

For additions to or modifications of existing development, the proposal is consistent with all applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines) or can demonstrate that the additions or modifications are moving towards compliance with specific Design Guidelines if any of the following conditions exist:

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

FINDING:

As discussed in the Design Guideline Analysis below, the proposed project requires conditions of approval in order to comply with all applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines). The proposal does not include obstacles or structures described in BDC Section 40.20.15.3.C.4a–c. Conditions of approval are included with this staff report at Attachment D to ensure that the proposal complies with the applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines). In response to 60.05.40.1 staff has no recommendation.

Conclusion: Staff has no recommendation on the approval criterion.

Section 40.20.15.3.C.5

The proposal complies with the grading standards outlined in Section 60.15.10 or approved with an Adjustment or Variance.

FINDING:

Based on the applicant's grading plan, the proposed grading meets all the City standards outlined in Section 60.15.10 and does not require an adjustment or variance for approval.

Conclusion: Staff finds the proposal meets the approval criterion.

Section 40.20.15.3.C.6

For Design Review Build-Out Concept Plan (DRBCP) proposals which involve the phasing of required floor area, the proposed project shall demonstrate how future development of the site, to the minimum development standards established in the Development Code or greater, can be realistically achieved at ultimate build out of the DRBCP.

FINDING:

The proposed development does not include a DRBCP proposal and does not contain phasing of work.

Conclusion: Staff finds that the approval criterion is not applicable.

Section 40.20.15.3.C.7

For proposals meeting Design Review Three application Threshold numbers 8 or 9, where the applicant has decided to address a combination of standards and guidelines, the proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards) except for the Design Standard(s) where the proposal is instead subject to the applicable corresponding Design Guideline(s).

FINDING:

The proposal meets Threshold 9 for a Design Review Three application. However, the applicant has decided to address the Design Guidelines only.

Conclusion: Staff finds the approval criterion is not applicable.

Section 40.20.15.3.C.8

For proposals meeting Design Review Three application Threshold numbers 8 or 9, where the applicant has decided to address Design Guidelines only, the proposal is consistent with the applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines).

FINDING:

The proposal meets Threshold 9 for a Design Review Three application. The applicant has decided to address the Design Guidelines only. Conditions of approval are included with this staff report at Attachment D to ensure that the proposal complies with the applicable provisions of Sections 60.05.35 through 60.05.50 (Design Guidelines).

Conclusion: As conditioned, staff finds the proposal meets the approval criterion.

Section 40.20.15.3.C.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 has submitted a Minor Modification of a Conditional Use application to be processed currently with this Design Review Three application. The applications were deemed complete by the applicant on May 1, 2024, and all required submittal materials have been received at this time.

Conclusion: Staff finds that the proposal meets the approval criterion.

Design Review Guidelines Analysis:

In the following analysis, staff have only identified the Design Guidelines which are relevant to the subject development proposal. Non-relevant Guidelines have been omitted.

Section 60.05.35. *Building Design and Orientation Guidelines.*

1. *Building Articulation and Variety*

B. *Building elevations should be varied and articulated to provide visual interest to pedestrians. Within larger projects, variations in architectural elements such as: building elevations, roof levels, architectural features, and exterior finishes should be provided.* (Standard 60.05.15.1.A and B)

FINDING:

According to the applicant, the temporary portable structures are prefabricated with T-111 siding, windows, and two doors to access the classrooms. The articulation in the elevations are the windows and doors. Staff concurs with the applicant's findings.

Conclusion: Staff finds the proposal meets the guideline.

C. *To balance horizontal features on longer building elevations, vertical building elements, such as building entries, should be emphasized. (Standard 60.05.15.1.B)*

FINDING:

According to the applicant, the building elevations of the temporary portable structures feature vertical elements including stairs, stair screens, railings, and windows. Staff concurs with the applicant's findings.

Conclusion: Staff finds the proposal meets the guideline.

D. *Buildings should promote and enhance a comfortable pedestrian scale and orientation. This guideline does not apply to buildings in industrial districts where the principal use of the building is manufacturing, assembly, fabricating, processing, packing, storage, wholesale or distribution activities. (Standard 60.05.15.1.B)*

FINDING:

According to the applicant, the maximum height of the portable structures is 15 feet above grade. The portable structures are clustered to maximize the efficiency of the pedestrian circulation to the temporary classrooms. Staff concurs with the applicant's findings.

Conclusion: Staff finds that the proposal meets the guideline.

E. *Building elevations visible from and within 200 feet of an adjacent street or major parking area should be articulated with architectural features such as windows, dormers, off-setting walls, alcoves, balconies or bays, or by other design features that reflect the building's structural system. Undifferentiated blank walls facing a street, common green, shared court, or major parking area should be avoided. (Standards 60.05.15.1.B, C, and D)*

FINDING:

The portable structures are located more than 200 feet from an adjacent street or major parking area.

Conclusion: Staff finds that the guideline is not applicable.

2. Roof Forms

- A. *Roof forms should be distinctive and include variety and detail when viewed from the street. Sloped roofs should have a significant pitch and building focal points should be highlighted.* (Standards 60.05.15.2.A and B)

FINDING:

According to the applicant, the roof slope is approximately 1':4'. The applicant further notes that the portables are approximately 250 feet from the closest street, and that the roof forms will therefore be difficult to distinguish from a distance. Staff concurs with the applicant's findings.

Conclusion: Staff finds the proposal meets the guideline.

3. Primary building entrances

- A. *The design of buildings should incorporate features such as arcades, roofs, porches, alcoves, porticoes, awnings, and canopies to protect pedestrians from the rain and sun. This guideline does not apply to buildings in Industrial districts where the principal use of the building is manufacturing, assembly, fabricating, processing, packing, storage, wholesale or distribution activities.* (Standard 60.05.15.3.A)

FINDING:

According to the applicant, there will be separate entrances to each of the temporary portable structures and access to the structures are not available to the public. The applicant further notes that the portable structure entrances are not the primary entrances to Greenway Elementary School. Staff concurs with the applicant's findings.

Conclusion: Staff finds the proposal meets the guideline.

- B. *Special attention should be given to designing a primary building entrance that is both attractive and functional. Primary entrances should incorporate changes in mass, surface, or finish to emphasize the entrance.* (Standard 60.05.15.3)

FINDING:

According to the applicant, the portable structure entrances are not primary entrances to Greenway Elementary School. Staff concurs with the applicant's findings. Staff finds that the primary entrance of Greenway Elementary School is located along the southern façade of the existing school building.

Conclusion: Staff finds that the proposal meets the guideline.

4. Exterior Building Materials

A. Exterior building materials and finishes should convey an impression of permanence and durability. Materials such as masonry, stone, wood, terra cotta, and tile are encouraged. Windows are also encouraged, where they allow views to interior activity areas or displays. (Standard 60.05.15.4.A)

FINDING:

According to the applicant, the portable structures are to be on site temporarily. The exterior building siding is T-111 which is a wood product of sufficient quality to maintain durability while the temporary structures are on site. Metal framed windows exist on the longer elevations of the portable structures which will allow views to interior activity. Staff concurs with the applicant's findings.

Conclusion: Staff finds the proposal meets the guideline.

5. Screening of Equipment. *All roof, surface, and wall-mounted mechanical, electrical, communications, and service equipment should be screened from view from adjacent public streets by the use of parapets, walls, fences, enclosures, dense evergreen foliage, or by other suitable means. (Standards 60.05.15.5.A through C)*

FINDING:

Mechanical units are proposed to be mounted on the portable structure roofs. According to the applicant, to the extent possible, the units will be placed to the interior of the site, facing the school building. Additionally, the existing street trees along SW Greenway will assist in screening the mechanical units from the adjacent public street. Staff concurs with the applicant's findings and further notes that the portable structures are located approximately 250 feet from the closest street.

Conclusion: Staff finds that the proposal meets the guideline.

Section 60.05.40. Circulation and Parking Design Guidelines.

1. Connections to public street system. *The on-site pedestrian, bicycle and motor vehicle circulation system and the abutting street system should provide for efficient access and circulation and should connect the project to abutting streets in accordance with connections identified in Tables 6.1 through 6.6 and Figures 6.1 through 6.23 of the Comprehensive Plan. (Standard 60.05.20.1)*

FINDING:

Staff cites the Facilities Review findings of this staff report in response to BDC Section 40.03.1.F and G (Attachment A).

Conclusion: Staff has no recommendation on the guideline.

2. Loading area, solid waste facilities, and similar improvements.

- A. *On-Site service, storage and similar activities should be designed and located so that these facilities are screened from an abutting public street. (Standard 60.05.20.2)*
- B. *Except in Industrial districts, loading areas should be designed and located so that these facilities are screened from an abutting public street, or are shown to be compatible with local business operations. (Standard 60.05.20.2)*

FINDING:

Greenway Elementary School has an existing solid waste station that is screened by permanent walls and slatted chain link. No changes to the existing waste station are proposed with this application.

Conclusion: Staff finds that the proposal meets the guideline.

3. Pedestrian circulation

- A. *Pedestrian connections should be made between on-site buildings, parking areas, and open spaces. (Standard 60.05.20.3.A)*

FINDING:

According to the applicant, the temporary portable structures will be connected to one another by elevated walkways and the cluster of portables structures will be connected to the existing pedestrian system of Greenway ES via existing walkways and access points. A new walkway on the northern side of the new parking lot will also provide connectivity to the existing pedestrian facilities on-site. Staff concurs with the applicant's findings.

Conclusion: Staff finds that the proposal meets the guideline.

- B. *Pedestrian connections should connect on-site facilities to abutting pedestrian facilities and streets unless separated by barriers such as natural features, topographical conditions, or structures. (Standard 60.05.20.3.A)*

FINDING:

As discussed in subsection 3.A above, pedestrian connections provide connectivity to on-site facilities and abutting pedestrian facilities. Existing sidewalks and walkways provide connectivity between the school and adjacent streets.

Conclusion: Staff finds that the proposal meets the guideline.

- C. *Pedestrian connections should link building entrances to nearby streets and other pedestrian destinations. (Standard 60.05.20.3.B)*

FINDING:

As discussed in subsections 3.A and 3.B above, the project provides pedestrian connections that link building entrances to nearby streets and other pedestrian destinations.

Conclusion: Staff finds that the proposal meets the guideline.

D. *Pedestrian connections to streets through parking areas should be evenly spaced and separated from vehicles (Standards 60.05.20.3.C through E)*

FINDING:

As discussed in subsections 3.A and 3.B above, existing sidewalks and walkways provide connectivity between the school and adjacent streets. The pedestrian connections are evenly spaced and separated from vehicles.

Conclusion: Staff finds that the proposal meets the guideline.

E. *Excluding manufacturing, assembly, fabricating, processing, packing, storage and wholesale and distribution activities which are the principle use of a building in Industrial districts, pedestrian connections designed for high levels of pedestrian activity should be provided along all streets. (Standards 60.05.20.3.A through H)*

FINDING:

As discussed in subsections 3.A and 3.B above, pedestrian connections link building entrances to nearby streets and other pedestrian destinations.

Conclusion: Staff finds that the proposal meets the guideline.

F. *Pedestrian connections should be designed for safe pedestrian movement and constructed of hard durable surfaces. (Standards 60.05.20.3.F through G)*

FINDING:

As discussed in subsection 3.A and 3.B above, pedestrian connections provide safe movement on-site. The new walkway located north of the new parking lot will be constructed of concrete to match the existing on-site walkways.

Conclusion: Staff finds that the proposal meets the guideline.

4. **Street frontages and parking areas.** Landscape or other screening should be provided when surface parking areas are located along public streets. (Standard 60.05.20.4)

FINDING:

No new parking areas are proposed along public streets.

Conclusion: Staff finds that the guideline is not applicable.

5. Parking area landscaping.

- A. *Landscape islands and a tree canopy should be provided to minimize the visual impact of large parking areas. (Standards 60.05.20.5.A through D)*

FINDING:

The new parking lot area is approximately 6,000 sq. ft. in size and will provide for 22 parking spaces. There is one existing tree in the vicinity of the new parking area that is proposed for preservation with the parking lot expansion. Two additional existing trees are located immediately east of the new parking area and are also proposed for preservation. Per the findings in subsection 11 below, additional landscaping will be provided along the south and east property lines, adjacent to the new parking area. Staff finds that the existing on-site trees proposed for preservation, in addition to the new landscaping along the south and east property lines, sufficiently minimize the visual impacts of the new parking area.

Conclusion: Staff finds that the proposal meets the guideline.

- B. New developments that add more than one-half acre of new surface parking (newly constructed parking and/or paved parking area that was removed and replaced) to a lot shall provide trees and sidewalks along driveways that connect the street to the parking lot but do not provide direct access to vehicle parking spaces. Trees planted shall be in continuous planting areas in a manner that meets 2021 ANSI A300 standards and with a continuous canopy where possible. (Standard 60.05.20.5.E)

FINDING:

The new parking lot area is approximately 6,000 sq. ft. in size (approximately 0.14 acres).

Conclusion: Staff finds that the guideline is not applicable.

8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Commercial and Multiple Use zones.

- a. *On-Site vehicle circulation should be easily recognized and identified and include a higher level of improvements such as curbs, sidewalks, and landscaping compared to parking lot aisles. (Standard 60.05.20.8)*

FINDING:

The new parking lot area will include a curb around the perimeter of the parking lot, and a new walkway on the northern side of the new parking lot will provide connectivity to the existing on-site pedestrian facilities. The applicant's materials indicate that the proposed parking lot will be gravel surfaced, which is not allowed per Beaverton's Engineering Design Manual. As a condition of approval, prior to Site Development permit issuance, the applicant shall provide plans demonstrating that the proposed parking lot expansion

is constructed with a hard surface, consistent with the Beaverton's Engineering Design Manual and the Beaverton Development Code.

Conclusion: Staff finds that the proposal meets the guideline.

Section 60.05.45. Landscape, Open Space and Natural Areas Design Guidelines.

2. Minimum landscaping in Residential zones

- a. *Landscape treatments utilizing plants, hard-surface materials, or both should be provided in the setback between a street and a building. The treatment should enhance architectural elements of the building and contribute to a safe, interesting streetscape. (Standard 60.05.25.4)*

FINDING:

No new development is proposed in the setback between the street and buildings with this development proposal.

Conclusion: Staff finds that the guideline is not applicable.

- b. *Landscaping should soften the edges of buildings and parking areas, add aesthetic interest, and generally increase the attractiveness of a development and its surroundings. (Standard 60.05.25.4)*

FINDING:

The proposal does not include new landscaping around the edges of buildings. A landscape buffer, discussed in greater detail in response to Subsection 11 below, will be provided along the southern edge of the new parking area.

Conclusion: Staff finds that the proposal meets the guideline.

3. Minimum landscaping for Conditional Uses in Residential zones and for developments in Commercial, Industrial, and Multiple Use zones.

- a. *Landscaping should soften the edges of buildings and parking areas, add aesthetic interest and generally increase the attractiveness of a development and its surroundings. (Standards 60.05.25.5.A, B, and D)*

FINDING:

The applicant has provided a landscaping plan that demonstrates landscaping is proposed adjacent to the new parking area. No new landscaping is proposed around the edges of buildings.

Conclusion: Staff finds that the proposal meets the guideline.

C. Use of native vegetation should be emphasized for compatibility with local and regional climatic conditions. (Standards 60.05.25.5.A and B)

FINDING:

The applicants landscape plan includes Evergreen Huckleberry, Pacific Wax Myrtle, and David Viburnum (Exhibit 3.12). Staff finds that these species are native vegetation and compatible with local and regional climatic conditions.

Conclusion: Staff finds that the proposal meets the guideline.

D. Existing mature trees and vegetation should be retained and incorporated, when possible, into the site design of a development. (Standards 60.05.25.5.A and B)

FINDING:

The proposal includes the removal of one tree that is located in the vicinity of a proposed new rain garden facility. Three existing trees are proposed to be retained and incorporated into the site design of the development.

Conclusion: Staff finds that the proposal meets the Guideline.

E. A diversity of tree and shrub species should be provided in required landscaped areas. (Standard 60.05.25.5)

FINDING:

The applicant's landscaping plan includes two tree species and three shrub species (Exhibit 3.12). Staff finds that the landscape plan provides a diversity of tree and shrub species.

Conclusion: Staff finds that the proposal meets the guideline.

7. Fences and walls.

A. Fences and walls should be constructed of attractive, durable materials. (Standard 60.05.25.9)

FINDING:

No new fences or walls are proposed with the application.

Conclusion: Staff finds that the guideline is not applicable.

8. Changes to existing on-site surface contours at residential property lines. The perimeters of properties should be graded in a manner to avoid conflicts with abutting

residential properties such as drainage impacts, damage to tree root zones, and blocking sunlight. (Standard 60.05.25.10)

FINDING:

As discussed in above in response to BDC Section 40.03.1.J, the Committee has reviewed the applicant's preliminary grading plan (Exhibit 3.10, Sheet C3.0) and finds no adverse effects on neighboring properties, the public right-of-way, or the public storm system are anticipated. Should the Planning Commission approve the land use decision, 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.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

- 9. *Integrate water quality, quantity, or both facilities. Above-ground stormwater detention and treatment facilities should be integrated into the design of a development site and, if visible from a public street, should appear as a component of the landscape design. (Standard 60.05.25.11) [ORD 4576; January 2012]***

FINDING:

Staff cites the findings in the Facilities Review section of this staff report (Attachment A). The subject site is in the City of Beaverton stormwater service area. Two City of Beaverton storm drainage systems exist adjacent to the site. There is a 12" storm line along SW Downing Drive. There are also two 48" storm lines crossing the northern portion of the site. The applicant's proposal includes two new rain gardens for treatment and retention that are not visible from a public street.

Conclusion: Staff finds that the proposal meets the guideline.

- 10. *Natural areas. Natural features that are indigenous to a development site, such as streams, wetlands, and mature trees should be preserved, enhanced and integrated when reasonably possible into the development plan. (Standard 60.05.25.12)***

FINDING:

A Significant Riparian Corridor exists along the northern lot line. Clean Water Services has provided a Services Provider Letter with conditions of approval to ensure that the area is preserved and enhanced appropriately (Exhibit 3.5). Conditions of approval included in this staff report memorialize the Clean Water Services requirements associated with this application (Conditions 3 and 13).

Conclusion: As conditioned, staff finds that the proposal meets the Guideline.

- 11. *Landscape buffering and screening.***

A. A landscape buffer should provide landscape screening, and horizontal separation between different zoning districts and between non-residential land uses and

residential land uses. The buffer should not be applicable along property lines where existing natural features such as flood plains, wetlands, riparian zones and identified significant groves already provide a high degree of visual screening. (Standard 60.05.25.13)

FINDING:

Staff cite Table 1 and the Zoning Map (Exhibit 1.2) contained in this staff report. The subject site is zoned RMC and the abutting site to the south is zoned RMA. There are no existing natural features located near the south or east subject site property lines. Based on the requirements in BDC Table 60.05-2, including footnotes 5, 6, and 7, a 5-foot B3 buffer is required along the south and east property lines of the subject site with development.

The applicant has provided a landscape plan with their submittal (Exhibit 3.12). The provided landscape plan does not meet either B2 or B3 standards. The plan identifies trees along the south and east property lines, spaced at 30 feet, but the height of the trees along the southern property line are not specified. Shrubs are not proposed along the eastern property line. Staff finds that an existing 5-foot, fully site obscuring fence is located along the southern property line and a 6-foot, non-fully site obscuring fence is located along the eastern property line.

As a condition of approval, prior to the issuance of a Site Development permit, the applicant shall provide a revised landscaping plan with a 5-foot buffer, consistent with the B3 landscape buffer standards in BDC Section 60.25.05.13, along the east and south property lines.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

B. When potential impacts of a Conditional Use are determined, or when potential conflicts of use exist between adjacent zoning districts, such as industrial uses abutting residential uses, landscape screening should be dense, and the buffer width maximized. When potential conflicts of uses are not as great, such as a commercial use abutting an industrial use, less dense landscape screening and narrower buffer width is appropriate. (Standard 60.05.25.13)

FINDING:

The applicant's proposal includes a new parking lot for an existing elementary school approximately nine feet from a residential property along the southern property line and approximately 47 feet from the eastern property line. The subject site's southern property line is subject to a 5-foot side yard setback standard and the site's eastern property line is subject to a 15-foot rear yard setback standard. According to BDC Table 60.05-2, Footnote 5:

Where a setback width is less than a landscape buffer width described in Table 60.05-2, the minimum setback width of the zone shall apply to the specified buffer designation. A landscape buffer width cannot exceed a minimum yard setback dimension.

BDC Table 60.05-2 stipulates a 10-foot, B2 buffer between the RMA and RMC Zones. However, as noted above, Footnote 5 stipulates a reduction of the buffer width to five feet because the subject site's side yard setback is 5 feet.

As previously noted, the subject site's rear yard setback is 15 feet. Based on the greater distance between the proposed parking lot and the rear yard property line, staff finds that the potential conflict of uses is not as great in this location, and therefore recommends a 5-foot rear yard B3 buffer in this area of the subject site.

Staff notes that according to BDC Table 60.05-2, footnote 7, a B3 buffer is required for non-residential land uses abutting a residential use in a residential zone.

As a condition of approval, prior to the issuance of a Site Development permit, the applicant shall provide a revised landscaping plan with a 5-foot buffer, consistent with the B3 landscape buffer standards in BDC Section 60.25.05.13, along the east and south property lines.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

C. Landscape buffering should consist of a variety of trees, shrubs and ground covers designed to screen potential conflict areas and complement the overall visual character of the development and adjacent neighborhood. (Standard 60.05.25.13)

FINDING:

As discussed in response to subsection A above, staff recommends that, as a condition of approval, prior to the issuance of a Site Development permit, the applicant shall provide a revised landscaping plan with a 5-foot buffer, consistent with the B3 landscape buffer standards in BDC Section 60.25.05.13, along the east and south property lines. The landscape buffer should consist of a variety of trees, shrubs and ground covers designed to screen potential conflict areas and complement the overall visual character of the development and adjacent neighborhood.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

D. When changes to buffer widths and buffer standards are proposed, the applicant should describe the physical site constraints or unique building or site characteristics that merit width reduction. (Standard 60.05.25.13.E).

FINDING:

The applicant has not provided a description of physical site constraints or unique building or site characteristics that merit a width reduction or a change to the buffer standards applicable to the proposal.

As a condition of approval, prior to the issuance of a Site Development permit, the applicant shall provide a revised landscaping plan with a 5-foot buffer, consistent with the B3 landscape buffer standards in BDC Section 60.25.05.13, along the east and south property lines.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

Section 60.05.50. *Lighting Design Guidelines.*

1. *Lighting should be utilized to maximize safety within a development through strategic placement of pole-mounted, non-pole mounted and bollard luminaires. (Standards 60.05.30.1 and 2)*

FINDING:

The applicant's submitted lighting plan does not demonstrate lighting in compliance with the City's Technical Lighting Standards in portions of the new parking lot, the new walkway, and the circulation area associated with the new portable classrooms. As a condition of approval, prior to Site Development permit issuance, the applicant shall provide sufficient information (a photometric plan and/or supplemental narrative) to demonstrate that all proposed on-site lighting is composed of pole-mounted, non-pole mounted and bollard luminaires.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

2. *Pedestrian scale lighting should be an integral part of the design concept except for industrial projects. Poles and fixtures for pole-mounted lighting should be of a consistent type throughout the project. The design of wall-mounted lighting should be appropriate to the architectural design features of the building. (Standard 60.05.30.2)*

FINDING:

The applicant's lighting plan does not accurately reflect the location of the new pedestrian walkway north of the new parking area. In addition, the lighting plan does not demonstrate lighting in compliance with the City's Technical Lighting Standards (Exhibit 3.13). As a condition of approval, prior to Site Development permit issuance, the applicant shall provide cut sheets to demonstrate that all proposed lighting is a consistent type throughout the project.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

3. *Lighting should minimize direct and indirect glare impacts to abutting and adjacent properties and streets by incorporating lens shields, shades or other measures to screen the view of light sources from residences and streets. (Standards 60.05.30.1 and 2)*

FINDING:

The City's Technical Lighting Standards specifies the maximum permitted illumination at property lines. The lighting plan provided by the applicant does not demonstrate sufficient lighting to comply with the City's Technical Lighting Standards. Staff is unable to verify if this guideline is satisfied based on the information provided by the applicant. As a condition of approval, prior to Site Development permit issuance, the applicant shall submit a photometric lighting plan for the new parking area and new pedestrian walkway that meets the Technical Lighting Standards in Table 60.05-1, including maximum permitted illumination at property lines. The photometric lighting plan shall accurately portray the location of the new pedestrian walkway.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

4. *On-Site lighting should comply with the City's Technical Lighting Standards. (Standards 60.05.30.1 and 2.) Where the proposal does not comply with Technical Lighting standards, the applicant should describe the unique circumstance attributed to the use or site where compliance with the standard is either infeasible or unnecessary.*

FINDING:

The applicant's lighting plan does not accurately reflect the location of the new pedestrian walkway north of the new parking area. In addition, the lighting plan does not demonstrate compliance with the City's Technical Lighting Standards. The applicant has not provided a narrative describing any unique circumstances demonstrating that compliance with the standards are either infeasible or unnecessary. As a condition of approval, prior to Site Development issuance, the applicant shall submit a photometric lighting plan for the new parking area and new pedestrian walkway that meets the Technical Lighting Standards in Table 60.05-1, including maximum permitted illumination at property lines.

Conclusion: As conditioned, staff finds that the proposal meets the guideline.

CONCLUSION & RECOMMENDATION

Based on the facts and findings presented below, staff has NO RECOMMENDATION on DR32024-00178 Greenway Elementary School Portable Structures. The applicant's traffic consultant submitted an updated traffic memo on June 14, 2024 intended to address the outstanding transportation issues (Exhibit 3.17). Given the late nature of the submittal staff has not had adequate time to review the updated traffic memo and provide responsive findings prior to the publication of the staff report. As such, staff is providing no recommendation at this time. Staff anticipates providing updated findings and recommendations once the submitted materials have been reviewed, prior to the Planning Commission hearing. Should the Planning Commission

decide to approve the land use application, staff has included conditions of approval at the end of the report to support their decision.

Attachment D: Conditions of Approval

Application: LU32024-00179 Greenway Elementary School Portable Structures

Recommendation: NO RECOMMENDATION on LU32024-00179 Greenway Elementary School Portable Structures (CU22024-00177 / DR32024-00178). Should the Planning Commission approve the Greenway Elementary School Portable Structures staff recommends they be subject to the conditions of approval herein.

Minor Modification of a Conditional Use (CU22024-00177)

A. General Conditions, the applicant shall:

1. Ensure that the Design Review Three (DR32024-00178) application has been approved and is consistent with the submitted plans. (Planning / AH)

Design Review Three (DR32024-00178)

A. General Conditions, the applicant shall:

2. Ensure that the Minor Modification of a Conditional Use (CU22024-00177) application has been approved and is consistent with the submitted plans. (Planning / AH)
3. Comply with all conditions of approval in the Clean Water Services Service Provider Letter dated May 21, 2024. (Planning / AH)
4. The applicant shall construct the new pedestrian walkway consistent with the revised location, located north of the new parking lot, as identified on Exhibit 3.11.

B. Prior to issuance of the site development permit, the applicant shall:

5. Provide plans demonstrating the proposed parking lot expansion is constructed with a hard surface, consistent with the Beaverton's Engineering Design Manual and the Beaverton Development Code. (Planning / AH)
6. Submit sufficient information (a photometric plan and/or supplemental narrative) to demonstrate that all proposed on-site lighting is composed of pole-mounted, non-pole mounted and bollard luminaires. (Planning / AH)
7. Submit a photometric plan and supplemental narrative that identifies a pedestrian route, from the vehicular parking areas and bus drop/off area to the location of the proposed portable structures, that meets the Technical Lighting Standards in BDC Table 60.05-1. (Planning / AH)
8. Provide a revised photometric plan to demonstrate that the circulation areas associated with the new portable structures meets the Technical Lighting Standards in BDC Table 60.05-1. (Planning / AH)

9. Submit a photometric lighting plan for the new parking area and new pedestrian walkway that meets the Technical Lighting Standards in Table 60.05-1, including maximum permitted illumination at property lines. The photometric lighting plan shall accurately portray the location of the new pedestrian walkway. (Planning / AH)
10. Submit cut sheets to demonstrate that all proposed lighting is a consistent type throughout the project. (Planning / AH)
11. Provide plans and supplementary narrative that demonstrates how access and facilities for physically handicapped people are incorporated into the design for the proposed portable structures. (Planning / AH)
12. Provide a revised landscaping plan with a 5-foot buffer, consistent with the B3 landscape buffer standards in BDC Section 60.25.05.13, along the east and south property lines adjacent to the proposed parking lot. The landscape buffer should consist of a variety of trees, shrubs and ground covers designed to screen potential conflict areas and complement the overall visual character of the development and adjacent neighborhood. (Planning / AH)
13. Provide to the City of Beaverton a copy of the Vegetated Corridor enhancement/restoration plan, consistent with the Clean Water Services Service Provider Letter dated May 21, 2024. (Planning / AH)
14. 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)
15. Retain 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)
16. 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)
17. Guarantee all grading, vegetated corridor enhancement plantings, and storm water management facilities 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)

18. 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)
19. Provide an erosion control plan showing best management practices needed per Clean Water Services Standard Drawing #945. 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)
20. Provide construction plans and a drainage report demonstrating compliance with City surface water management requirements per City 2019 Engineering Design Manual, 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 Section 4.03.7.a and 4.04.2.a. (Site Development Div. / SAS)
21. Provide a drainage analysis of the subject site prepared by a professional engineer meeting the standards set by the City. The analysis shall identify all contributing drainage areas and plumbing systems for this project with the site development permit application. The analysis shall also delineate all areas for this project that are inundated during a 100-year storm event, including the safe overflow conveyance from proposed constructed stormwater management facilities. (Site Development Div. / SAS)
22. 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)
23. Pay any required storm water system development charges (storm water quality, quantity, hydromodification and overall system conveyance) for the new impervious area proposed. (Site Development Div. / SAS)
24. 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)
25. Submit to the City a Stormwater Management Worksheet for the proposed project's net new impervious area proposed for any common areas and private streets prepared by the applicant's engineer, architect, or surveyor. The certification shall consist of an analysis and calculations determining the square footage of all impervious surfaces as a total for the common areas and private streets. In addition, specific types of impervious area totals, in square feet, shall be given for parking areas and driveways, sidewalk and pedestrian areas, and any gravel surfaces. Calculations shall also indicate the square footage of pre-existing impervious surface, the new impervious surface area created, and total final impervious surface area on the entire site. (Site Development Div. / SAS)
26. When required by OAR 918-780-0040, submit proposed private plumbing plans to the City Building Division for review. (Site Development Div. / SAS)

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

- 27. Submit a complete site development permit application and obtain the issuance of site development permit from the Site Development Division. (Site Development Div. / SAS)
- 28. 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)
- 29. Prepare and submit to the City a student drop-off/pick-up plan describing when and where parents will park on the Greenway Elementary School campus when visiting the school or when dropping off and picking up their student(s). At a minimum the plan shall include:
 - a. Written instructions explaining:
 - i. When parents of each student population group (Greenway ES students and Raleigh Hills ES students) can drop off and pick up their student(s) to ensure consistency with the staggered start and end of school timeframes.
 - ii. Where parents shall wait while dropping off and picking up their student(s) to ensure that safe pedestrian and vehicle circulation is maintained on the Greenway ES campus.
 - iii. Where parents shall park while visiting the school during operational hours and beyond the student drop-off and pick-up timeframes.
 - b. Graphic illustration (map) showing where parents can park during drop-off/pick-up activities and during school operational hours.

The student drop-off/pick-up plan shall be distributed to all parents prior to the commencement of each academic year during the temporary timeframe within which Raleigh Hills Elementary School students will be attending classes at the Greenway Elementary School campus.

In order to maintain a record in the City's land use file for reference, Beaverton School District shall submit a copy of the message (hard copy or digital) that is sent to all parents who will receive the drop-off/pick-up plan to Aaron Harris at aharris@beavertonoregon.gov. (Planning / AH)

D. Prior to final inspection / final occupancy of any building permit, the applicant shall:

- 30. 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)

31. Have substantially completed the site development improvements as determined by the City Engineer. (Site Development Div. / SAS)
32. Install or replace, to City specifications, all sidewalks which are missing, damaged, deteriorated, or removed by construction. (Site Development Div. / SAS)

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

33. Have completed the site development improvements per adopted City standards. The project shall meet all outstanding conditions of approval as determined by the City. 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)
34. Have entered into a maintenance agreement with a Clean Water Services certified stormwater facility maintenance landscape contractor for the maintenance of the stormwater management facilities for the 2-year Maintenance Security period. If replanting is required, additional 2-year plant re-establishment maintenance periods will apply until the plants are successfully established. Planting maintenance reports shall be submitted to the assigned Site Development project inspector twice a year no later than June 15 and October 30. (Site Development Div. / SAS)
35. 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 storm water management facility, vegetated corridor, and the wetland mitigation areas, as determined by the City Engineer. If the plants are not well established (as determined by the City) 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 prior to release of the security. (Site Development Div. / SAS)
36. A 2-year Maintenance Security will be required at 25 percent of the cost of grading and storm water management facilities. The security approval by the City consists of a review by the City Attorney for form and the City Engineer for amount. It will run concurrently with the performance security for the plant establishment, and it is released 2 years after project acceptance, or will be extended for a period determined by the City Engineer following the correction of any identified defects. (Site Development Div. / SAS)