

MILWAUKIE PLANNING 6101 SE Johnson Creek Blvd Milwaukie OR 97206 503.786.7600 planning@milwaukieoregon.gov

Preapplication **Request Form**

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Meeting Date: 10 1 13 22 Time: 10-1190 Lo	cation: 6101 SE Johnson	Creek Blvd Todo	y's Date: 7 / <u>27</u> / <u>2</u>
Applicants and representatives are expected to p	present a detailed explana	ition of their propos	al at the conference.
The purpose of the preapplication conference is the requirements of the municipal code in preparelevant approval criteria, development standar exhaustive review of all potential issues or require not binding, and it does not preclude the City freduring the land use review process. (MMC 19.10)	aration for submission of rds, and procedures. The ements. Furthermore, the om raising new issues or	a land use applice preapplication e information pro- identifying additi	cation, including conference is not an vided by the City is
Although the primary purpose is as stated above due diligence process to obtain a higher degree not required to be the property owner to reques	e of certainty about a pr	roperty developn	pe used as part of a nent. An applicant is
SITE INFORMATION:			
Site Address: 10903 SE Home Ave	Map & Tax Lot(s	s1:12 E31 BA 10	990 Zone: R7
PROPOSAL (brief description):			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Land division (replat) to create 1	Parcel Z fla	g lot with varian
to build single family detache	dwelling with	22.5 Fron	t-g-back setbac
APPLICANI:			
Project Contact Name: Joseph Tray	Company:	owner	
Mailing Address: 18903 SE Home	Ave	Zip:	
Phone(s): (701) 953-9048	Email: redd	est_maner	nsn-com
# of Expected Attendees: 1-Z	Owner Owner	☐ Architect	Contractor
	☐ Representative	☐ Engineer	Other:
REQUESTED MEETING TYPE:			
 Preapplication Meeting—1st meeting fr Optional meeting with 2 City staff. No me Staff will coordinate meeting date and tir Preapplication Conference—\$200 	eting notes are provide	d by staff.	

- Optional or required meeting with 3 or more staff. Meeting notes are provided by staff 2 weeks after the conference.
- City staff from the Planning, Building, Engineering, and Public Works departments usually attend. Other public agencies (such as the Fire District) may attend as necessary.
- Appointment times are Thursdays from 10:00 a.m.-11:00 a.m.
- Appointments are scheduled on a first-come, first-served basis. Preapplication Requests must be submitted during counter hours, and by 12:30 p.m. every Thursday for the first appointment available.
- Appointments must be made no less than three weeks before the desired meeting date for Major projects (e.g. commercial, industrial, multi-family, subdivisions) and no less than two weeks in advance of the desired meeting date for Minor projects*(e.g. single family, ADUs, partitions).

Transportation Impact Study Review—\$100

- Mandatory second meeting if the project requires a Transportation Impact Study (TIS).
- To be scheduled after completion of a TIS by the applicant's engineer.

IMPORTANT INFORMATION ON REVERSE SIDE

PREAPPLICATION REQUEST CHECKLIST:

Once submitted, application materials and applicant information become public record as well as constitute permission for staff to access the site in preparation for the meeting/conference.

Preapplication Meeting: Please submit electronic copies of the required information. Minimum Requirements: Completed Request Form and accompanying fee (if any) Preliminary site plan and building plans, showing existing and proposed features. (Plans do not need to be professionally prepared, just accurate and reliable.) A detailed narrative description of the proposal that clearly identifies the location, existing and proposed uses, and any proposed construction. A list of all questions or issues the applicant would like the City to address. Preapplication Conference: Please submit electronic copies of the required information. Please refer to the Development Project Checklist for a list of items that may be applicable to your project. Minimum Requirements Completed Request Form and accompanying fee. Narrative: A detailed description of your proposal and any specific questions you have. Include a brief description of the physical context of the site, including a map showing the site and surrounding propertions. A list of all questions or issues the applicant would like the City to address. Proposed elevations Site/Plot Plan that includes (if applicable) Parcel and building setback dimensions Site/Plot Plan that includes (if applicable) Parcel and building setback dimensions Williams and proposed structures Location and dimension of existing and proposed easements, access, and driveways Location and dimension of existing and proposed assements, access, and water (including size of service and street location) Width of adjacent right-of-way Bisting streets abutting the property Williams of the property Significant tree locations (all trees with a caliper over 6 inches) (Note new tree code: "Work make clear and deficient natural resources Proposed starmacy are are all the property and proposed developments (e.g. single-unit detached dwellings, ADUs, middle housing, partitions): 2 week required to review Major Developments (e.g. commercial, industrial, multi-unit, subdivisions, and middle h						The sine in preparaments	
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Pre-Application Conference: Proposal and Narrative – 10903 SE Home Ave

Application Checklist Sections summarized below (Pre-App Conference Review 10/12/22):

Applicant is proposing a land division (replat) to create a Parcel 2 Flag Lot with variance to build
a single-family detached dwelling with 22.5' front and back setbacks (25% variance/reduction to
flag lot 30' front and rear setbacks). The Preliminary Partition Plat Narrative, Plat Notes, and
Declaration, together with the Existing Conditions Map (ECM) and Supplemental Map show
compliance with Land Division Ordinance Section 17.12 Application Procedure and Approval
Criteria for Section D. Partitions. The Site Plan shows the proposed single-family dwelling and
22.5' setbacks.

Main Questions from Applicant – Review and confirm Sections 2c – 2f below as required for complete application. Review and confirm ECM plus Supplemental Map address requirements in Sections 4a-h. Review and confirm Preliminary Plat plan addresses Section 5a-j requirements. Review and confirm Sections 6-11, noting which are required for application and those that can be included with the application for building permits (for example, Sections 8-11). Review and confirm Type II Variance application and development standards compliance for 22.5' flag lot front and rear setbacks.

- 2. Proposal complies with Land Division Ordinance Section 17.16 Application Requirements and Procedures accompany applications for partition as listed below:
 - A. Application form signed by all owners of property included in the proposal
 - B. Application fee as adopted by the City Council
 - C. Completed and signed "partition checklist" form
 - D. All information specified on "partition checklist"
 - E. Requirements and information specified in Chapter 17.20; and
 - F. Any additional information as may be needed to demonstrate compliance with approval criteria. (Ord. 1907 (Attach. 1), 2002)
- 3. Detailed description of how the proposal and application complies with Land Division Ordinance Section 17.20 Preliminary Plat including the following minimum requirements.
 - a. Preliminary Plat, ECM, and Supplemental prepared by Centerline Concepts, Land Surveying Inc., an Oregon registered land surveyor.
 - b. The following general information is submitted with the preliminary plat:
 - 1) Proposed name Partition Plat No. 2022- noted on preliminary partition plat.

- 2) Appropriate identification shown in Plat Notes stating the map is a preliminary plat subject to the conditions imposed by the City of Milwaukie.
- 3) Location by section, township, and range; and a legal description sufficient to define the location and boundaries of the area to be divided.
- 4) Names and addresses of the owner, subdivider, and engineer or surveyor.
- 5) Other information as may be specified on application forms and checklists prescribed by the Planning Director.

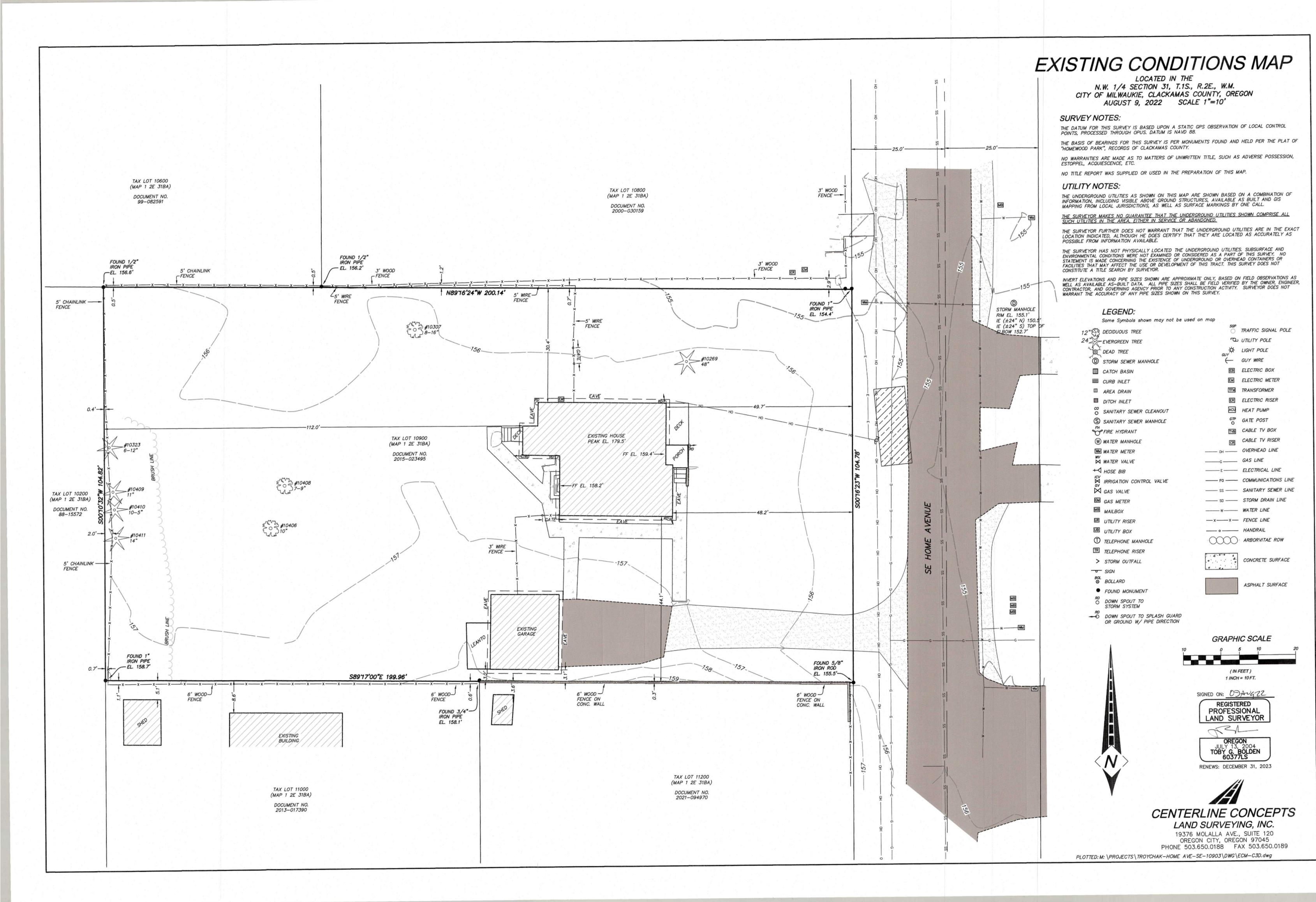
c. Vicinity map shall be drawn at an appropriate scale, showing all existing subdivisions, streets, and unsubdivided land between the proposed subdivision and the nearest existing arterial or collector streets; and showing how proposed streets may be extended to connect with existing streets. At a minimum, the vicinity map shall depict future street connections for land within 400 ft of the subject property.

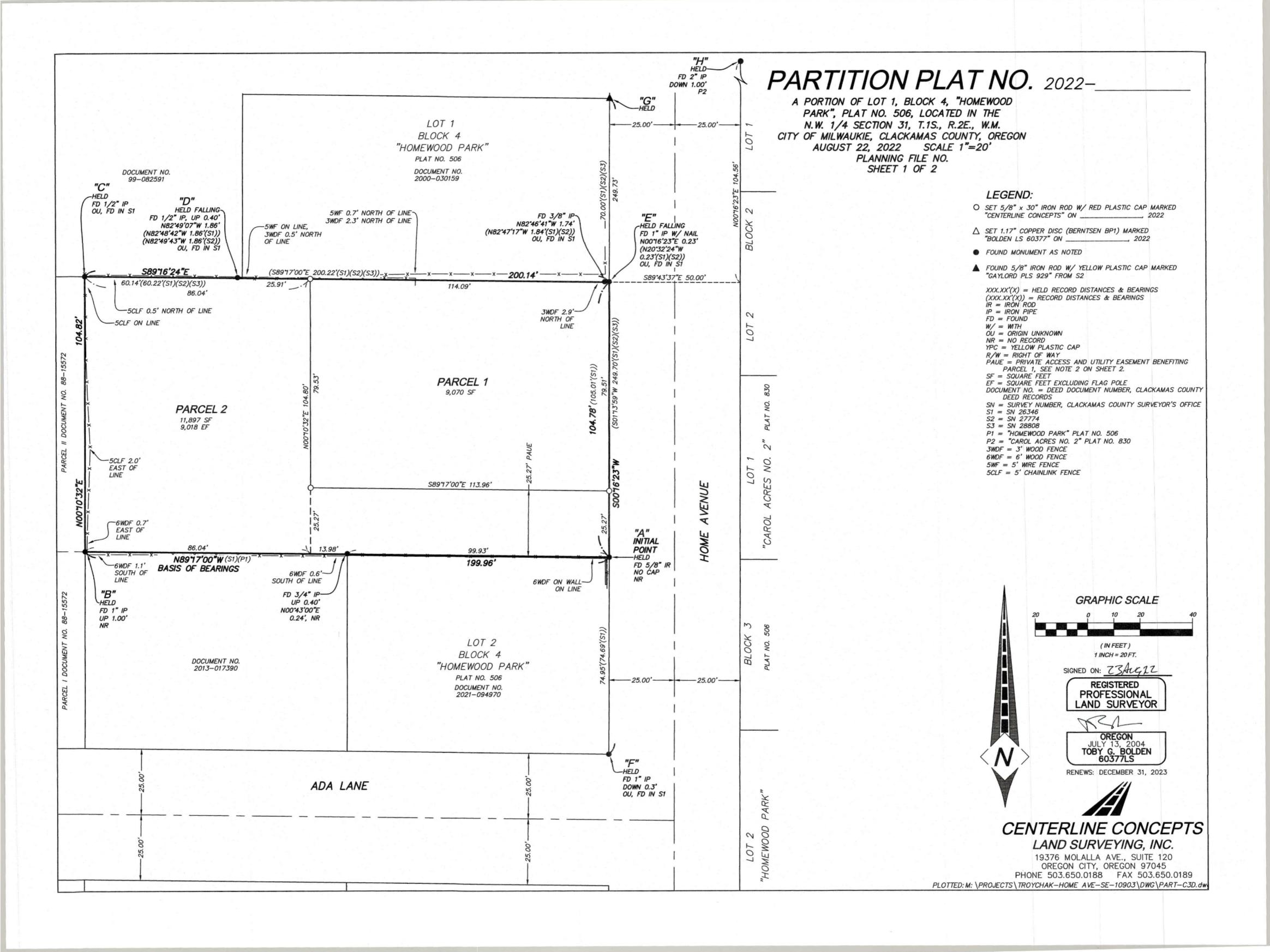
- 4. Existing conditions map (ECM) Review and confirm.
- 5. Preliminary Plat Plan Review and confirm.
- 6. A conceptual plan shall be provided for complete subdivision or partitioning of the property, as well as any adjacent vacant or underutilized properties, so that access issues may be addressed in a comprehensive manner. The concept plan shall include documentation that all options for access have been investigated including shared driveways, pedestrian accessways, and new street development.
- 7. A detailed narrative description demonstrating how the proposal meets all applicable provisions of this title and Title 19.
- 8. Plans and drawings as necessary to demonstrate compliance with all applicable provisions of chapters of this title and Title 19.
- 9. A drainage summary report and plan that demonstrates estimated pre- and post-development flows, stormwater collection and management measures, and proposed discharges.
- 10. Proposed deed restrictions, if any, in outline form.
- 11. Improvements to be made by the developer and the approximate time such improvements are to be completed. Sufficient detail regarding proposed improvements shall be submitted so that they may be checked for compliance with the objectives of this title, State law, and other applicable City ordinances. If the nature of the improvements is such that it is impractical to prepare all necessary details prior to approval of the preliminary plat, the additional details shall be submitted with the request for final plat approval.

Type II Variance Request and Compliance with 19.301.4 Development Standards

This proposal meets the development standards in Table 19.301.4 for a lot size of 7000 sqft and up.

The Type II variance request is to reduce the Parcel 2 flag lot front and rear setbacks (Subsection 19.504.7 Flag Lot and Back Lot Design and Development Standards) from 30' down to 22.5' (25% reduction to 30' flag lot setbacks as noted below) to build a single detached dwelling.





NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO PARTITION THAT TRACT OF LAND CONVEYED BY DEED RECORDED AS DOCUMENT NO. 2015-023495, CLACKAMAS COUNTY DEED RECORDS, DESCRIBED THEREIN AS THE EAST ONE-HALF OF THE SOUTH ONE-HALF OF LOT 1, BLOCK 4, "HOMEWOOD PARK", PLAT NO. 506, IN ACCORDANCE WITH CITY OF MILWAUKIE CASE FILE NO. XX-XXXXXXX

FOR THE SOUTH LINE OF SAID LOT 1, AND MY BASIS OF BEARINGS, I HELD NORTH 8977'00" WEST BETWEEN FOUND MONUMENTS "A" AND "B", PER SAID PLAT.

FOR THE NORTH LINE OF THE SUBJECT TRACT, I HELD FOUND MONUMENT "C" AND RECORD FALLINGS TO FOUND MONUMENTS "D" AND "E", PER SURVEYS NO. 26346, 27774, AND 28808.

FOR THE EAST LINE OF THE SUBJECT TRACT, BEING THE WEST RIGHT OF WAY LINE OF SE HOME AVENUE (A 50.00 FOOT WIDE RIGHT OF WAY), I HELD FOUND MONUMENTS "F", "A", "E", AND "G", AND A POINT 50.00 FEET WEST OF FOUND MONUMENT "H". PER SAID PLAT AND THE PLAT OF "CAROL ACRES NO. 2", PLAT NO. 830, AND SURVEY NO. 27774.

I HELD FOUND MONUMENT "C" (ORIGIN UNKNOWN) AND FOUND MONUMENT "B" (AN ORIGINAL PLAT MONUMENT) FOR THE WEST LINE OF THE SUBJECT TRACT.

PLAT NOTES:

1. THIS PLAT IS SUBJECT TO THE CONDITIONS IMPOSED BY CITY OF MILWAUKIE PLANNING FILE NO. _

2. A MAINTENANCE AGREEMENT FOR THE PRIVATE ACCESS AND UTILITY EASEMENT BENEFITING PARCEL 1 HAS BEEN RECORDED AS DOCUMENT NO. CLACKAMAS COUNTY PLAT RECORDS.

DECLARATION:

KNOW ALL PEOPLE BY THESE PRESENTS THAT WE, JOSEPH A. TROYCHAK AND LISA M. TROYCHAK, TRUSTEES OF THE TROYCHAK 2014 FAMILY TRUST, DATED OCTOBER 30, 2014, THE OWNERS OF THE LAND REPRESENTED ON THE ANNEXED MAP, AND MORE PARTICULARLY DESCRIBED IN THE ACCOMPANYING SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THE ANNEXED MAP TO BE A CORRECT MAP OF THE PARTITION OF SAID PROPERTY AND THAT WE HAVE CAUSED THIS PARTITION PLAT TO BE PREPARED AND THE PROPERTY PARTITIONED AS SHOWN IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 92 OF OREGON REVISED STATUTES AND FURTHERMORE DOES NOT CLAIM ANY PROPERTY BEYOND THE BOUNDARY AS SHOWN HEREON. THIS PLAT IS SUBJECT TO RESTRICTIONS AS NOTED

FURTHERMORE, WE DO HEREBY GRANT ALL EASEMENTS AS SHOWN OR

JOSEPH A. TROYCHAK - TRUSTEE TROYCHAK 2014 FAMILY TRUST, DATED OCTOBER 30, 2014

LISA M. TROYCHAK - TRUSTEE TROYCHAK 2014 FAMILY TRUST, DATED OCTOBER 30, 2014

ACKNOWLEDGEMENT:

STATE OF COUNTY OF

SS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON

BY JOSEPH A. TROYCHAK, TRUSTEE OF THE TROYCHAK 2014 FAMILY TRUST, DATED OCTOBER 30, 2014.

NOTARY SIGNATURE

NOTARY PUBLIC - OREGON

COMMISSION NO .:

MY COMMISSION EXPIRES:

ACKNOWLEDGEMENT:

STATE OF COUNTY OF

55

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON

BY LISA M. TROYCHAK, TRUSTEE OF THE TROYCHAK 2014 FAMILY TRUST, DATED OCTOBER 30, 2014.

NOTARY SIGNATURE

NOTARY PUBLIC - OREGON

COMMISSION NO .: _

MY COMMISSION EXPIRES: ____

SURVEYOR'S CERTIFICATE:

I. TOBY G. BOLDEN. HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS, THE LAND REPRESENTED ON THE ATTACHED PARTITION MAP, SAID LAND BEING DESCRIBED AS FOLLOWS:

A PORTION OF LOT 1, BLOCK 4, "HOMEWOOD PARK", PLAT NO. 506, CLACKAMAS COUNTY PLAT RECORDS, LOCATED IN THE N.W. 1/4 OF SECTION 31, T.1S., R.2E., W.M., CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS

PARTITION PLAT NO. 2022-

A PORTION OF LOT 1, BLOCK 4, "HOMEWOOD

PARK", PLAT NO. 506, LOCATED IN THE

N.W. 1/4 SECTION 31, T.1S., R.2E., W.M.

CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON

AUGUST 22, 2022 SCALE 1"=20'

PLANNING FILE NO.

SHEET 1 OF 2

BEGINNING AT THE INITIAL POINT, BEING A 5/8" IRON ROD WITH NO CAP FOUND AT THE NORTHEAST CORNER OF ADJOINING LOT 2 OF SAID BLOCK 4; THENCE ALONG THE NORTH LINE OF SAID ADJOINING LOT 2. NORTH 89"7"00" WEST, 199.96 FEET TO THE SOUTHEAST CORNER OF THAT ADJOINING TRACT OF LAND DESCRIBED AS PARCEL II IN DEED RECORDED AS DOCUMENT NO. 88-15572. CLACKAMAS COUNTY DEED RECORDS; THENCE ALONG THE EAST LINE OF SAID ADJOINING TRACT OF LAND DESCRIBED AS PARCEL II, NORTH 0010'32" EAST, 104.82 FEET TO THE NORTHEAST CORNER THEREOF; THENCE ALONG THE SOUTH LINE OF THAT ADJOINING TRACT OF LAND DESCRIBED IN DEED RECORDED AS DOCUMENT NO. 99-082591, CLACKAMAS COUNTY DEED RECORDS, AND CONTINUING ALONG THE SOUTH LINE OF THAT ADJOINING TRACT OF LAND DESCRIBED IN DEED RECORDED AS DOCUMENT NO. 2000-030159, CLACKAMAS COUNTY DEED RECORDS, SOUTH 8976'24" EAST, 200.14 FEET TO THE WEST RIGHT OF WAY LINE OF HOME AVENUE, BEING 25.00 FEET WEST OF THE CENTERLINE THEREOF WHEN MEASURED AT RIGHT ANGLES: THENCE ALONG SAID WEST RIGHT OF WAY LINE, SOUTH 00'16'23" WEST, 104.78 FEET TO THE INITIAL POINT.

CONTAINING 20,967 SQUARE FEET

SIGNED ON: 23AVGZZ

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON TOBY G. BOLDEN 60377LS

RENEWS: DECEMBER 31, 2023

	DAY OF	, 2022
CITY OF MILWAL	IKIE PLANNING DIRECTO	OR
APPROVED THIS	DAY OF	, 2022
CITY OF MILWAL	IKIE CITY ENGINEER	
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19376 MOLALLA AVE., SUITE 120 OREGON CITY, OREGON 97045 PHONE 503.650.0188 FAX 503.650.0189

PLOTTED: M: \PROJECTS\TROYCHAK-HOME AVE-SE-10903\DWG\PART-C3D.dwg

