

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

Preapplication Request Form

File #: **22-015PA**

Meeting Date: **11/10/2022** Time: **10:00am** Location: 6101 SE Johnson Creek Blvd Today's Date: **10/28/2022**

Applicants and representatives are expected to present a detailed explanation of their proposal at the conference.

The purpose of the preapplication conference is to acquaint the applicant or applicant's representative with the requirements of the municipal code in preparation for submission of a land use application, including relevant approval criteria, development standards, and procedures. The preapplication conference is not an exhaustive review of all potential issues or requirements. Furthermore, the information provided by the City is not binding, and it does not preclude the City from raising new issues or identifying additional requirements during the land use review process. (MMC 19.1002 Preapplication Conference)

Although the primary purpose is as stated above, preapplication conferences may also be used as part of a due diligence process to obtain a higher degree of certainty about a property development. An applicant is not required to be the property owner to request a preapplication conference.

SITE INFORMATION:

Site Address: **11909 SE STANLEY** Map & Tax Lot(s): **12E31DA05400** Zone: **R-MD**
 Map & Tax Lot(s): **12E31DA05500**

PROPOSAL (brief description):

2 OPTIONS : 22 UNIT TOWNHOME DEVELOPMENT OR 22 UNIT COTTAGE CLUSTER DEVELOPMENT IN (2) PHASES,

APPLICANT: MIKE STODER, 971-563-1880 mstoder@comcast.net

Project Contact Name: **BRIAN HAREMAN** Company: **TOR LLC**

Mailing Address: **14845 SW MURRAY SCHOUS DR., Ste 110 PMB 612** Zip: **BEVERLYN, OR 97007**

Phone(s): **503-490-5137** Email: **brian.hareman@gmail.com**

of Expected Attendees: **3**
 Owner Architect Contractor
 Representative Engineer Other: _____

REQUESTED MEETING TYPE:

- Preapplication Meeting—1st meeting free; 2nd meeting \$50; Subsequent meetings \$100/mtg.**
 - Optional meeting with 2 City staff. No meeting notes are provided by staff.
 - Staff will coordinate meeting date and time once Submittal Information (listed on reverse) is received.
- Preapplication Conference—\$200**
 - 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 properties.
- 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
 - Existing and proposed structures
 - Location and dimension of existing and proposed easements, access, and driveways
 - Location of existing and proposed utilities: storm, sanitary sewers, and water (including size of service and street location)
 - Width of adjacent right-of-way
 - Existing streets abutting the property
 - Vehicle and bicycle parking layout (including calculation of required number of spaces, based on use and square footage of building)
 - Slope map (if slope is 25% or more)
 - Significant tree locations (all trees with a caliper over 6 inches) (Note new tree code: www.milwaukieoregon.gov/trees)
 - Proposed stormwater detention system with topographic contours
 - Location of onsite and adjacent natural resources
 - Circulation system for vehicles, pedestrians, and bicycles

For Office Use Only:

- *Project Type:**
- Minor Developments (e.g. single-unit detached dwellings, ADUs, middle housing, partitions): 2 weeks required for review
 - Major Developments (e.g. commercial, industrial, multi-unit, subdivisions, and middle housing developments with more than 4 units): 3 weeks required for review

- Routing: File Planning (2) Engineering (2) Building
- Development Manager Public Works Fire CD Director (development)

PREAPPLICATION CONFERENCE

Date: 10/27/2022

Submitted: City of Milwaukie
6101 SE Johnson Creek Blvd
Milwaukie, OR 97206

Applicant: Brian Haveman
Tor LLC
14845 SW Murray Scholls Dr
Ste 110 PMB 612
Beaverton, OR 97007

Property: 11909 SE Stanley Ave
Milwaukie, OR 97222

12E31DA 05400

12E31DA 05500

TABLE OF CONTENTS

Preapplication Contact Information	3
Executive Summary	4
Existing Site Conditions	5
Site Description / Setting	5
Questions for City of Milwaukie	6
Stanley 22 Unit Townhome Plan	7
Stanley Other Options Plan	8
10.25.22 ECM from Centerline Concepts, Inc.	9
Stanley Tree Inventory Report	10

PREAPPLICATION CONTACT INFORMATION

Applicant: Brian Haveman, Tor LLC
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Ste 110 PMB 612
Beaverton, OR 97007
503-490-5137
brian.haveman@gmail.com

Contractor: Mike Stouder, 5 Parkside Design, Inc.
CCB#215672
11909 SE 190th Ct
Damascus, OR 97089
971-563-1880
mstouder@comcast.net

Engineer: Tom Sisul, Sisul Engineering
375 Portland Ave
Gladstone, OR 97027
503-657-0188
tomsisul@sisulengineering.com

Surveyor: Chelsea Miller, Centerline Concepts Land
Surveying, Inc.
19376 Molalla Avenue, Suite 120
Oregon City, OR 97045
503-650-0188
chelseam@centerlineconcepts.com

Environmental: John McConnaghey / Annakate Martin
Environmental Technology
Consultants
375 Portland Avenue
Gladstone, OR 97027
503-580-8465
johnm@etcenvironmental.net

Arborist: Chris Whitman, ISA Board Certified Master
Arborist – Utility Specialist
WE-10291BU, TRAQ, Member,
ASCA
971-335-1414
chris@integratedarbsolutions.com

Executive Summary

Brian Haveman, Tor LLC (Applicant) is submitting this application for a Preapplication conference for the purpose of a middle housing development on the (2) parcels located at 11909 SE Stanley Ave., Milwaukie, OR 97222. (Clackamas County Assessor's Map 12E31DA, Tax Lots 05400 05500). Per the City of Milwaukie Municipal Code, the applicant has elected to proceed with a preapplication conference to discuss development options given the site size, location and tree canopy.

The proposed development options include the following:

Option 1 is a 22-unit townhome development. The 22-unit development as proposed meets minimum guidelines for lot dimension but would require minor adjustments to front, rear and side yard setbacks. This development would create a private road with 22 separate townhome lots and additional common area parcels throughout.

Option 2 & 3 are mixed developments with 20 - 22 total units. The existing parcel 05400 would require an adjustment to encompass 8 townhomes or a 8 unit cottage cluster. Parcel 05500 would be developed into a 12-unit cottage cluster with off-street parking. An adjustment would be required for exceeding minimum parking in the cottage cluster as well as potential setback issues. It is unknown if transportation would allow an alley access for the 4 townhome units to the north side of parcel 05400.

This application includes the city application, Contact Information, written materials and preliminary plans necessary for City staff to review. Additional attachments include an existing condition map as prepared by Centerline Concepts. The tree inventory report is also included.

Existing Site Conditions

Parcel 05400 is currently improved with an approximate 2300sf SFR dwelling with converted attached garage. There is a detached shop structure located behind the SFR dwelling and a partially completed CMU structure further west on parcel 05500. The site is also cluttered with additional dilapidated storage shed structures and extensive personal property.

The proposed development will require extensive site cleanup and demolition of the existing structures. The appropriate demolition permits will be applied for and obtained prior to demolition.

See attached existing condition map for additional information.

Site Description / Setting

The subject lot(s) total 1.42 acres of site area and is located north of Railroad Avenue in the City's R-MD zone. The surrounding properties are of the same zone classification. City maps indicate the site is located in a wetland / HCA area. The applicant is in the process of applying for an adjustment to the wetland / HCA area overlay through the State of Oregon and the City of Milwaukie. Preliminary findings indicate a potential mapping error.

The tree survey indicates an extensive tree canopy on the subject site. Eighty-nine trees were examined through the tree survey. Fifty-five of the eighty-nine trees were identified as having a condition rating from a 1 to a 3 (very-poor – fair). The remaining trees were identified with a condition rating of 4 (good). Attention was paid to tree preservation in the preliminary plans for both plan options listed above.

Questions for City of Milwaukie

What are our options for setback adjustments? The city will likely require a 15' setback along the southern property line due to a drainage ditch. In Option 1, the townhome units that back to the south would be set back 20' from the property line in an attempt to preserve existing tree canopy. This, combined with the private street improvements and rear yard setback for the northern townhome units will limit the size and utility of the townhome units. FY setbacks of 18' would be required for all 22 units in the townhome development.

Proposed rear yard setbacks are 12' on the north property line, 13' on the west property line and 20' on the south property line. RY setback Adjustments would be required for units on the north and west property lines.

Side setback adjustment from 10' between buildings (5' to property line) to 6' between buildings (3' to property line) would still meet life safety standards and would allow for unit placement flexibility throughout the development. It is likely that the 5' setback to property line standard would be met or exceeded in several areas of the development. However, a 3' setback to property line would allow for greater tree preservation and unit layout in areas.

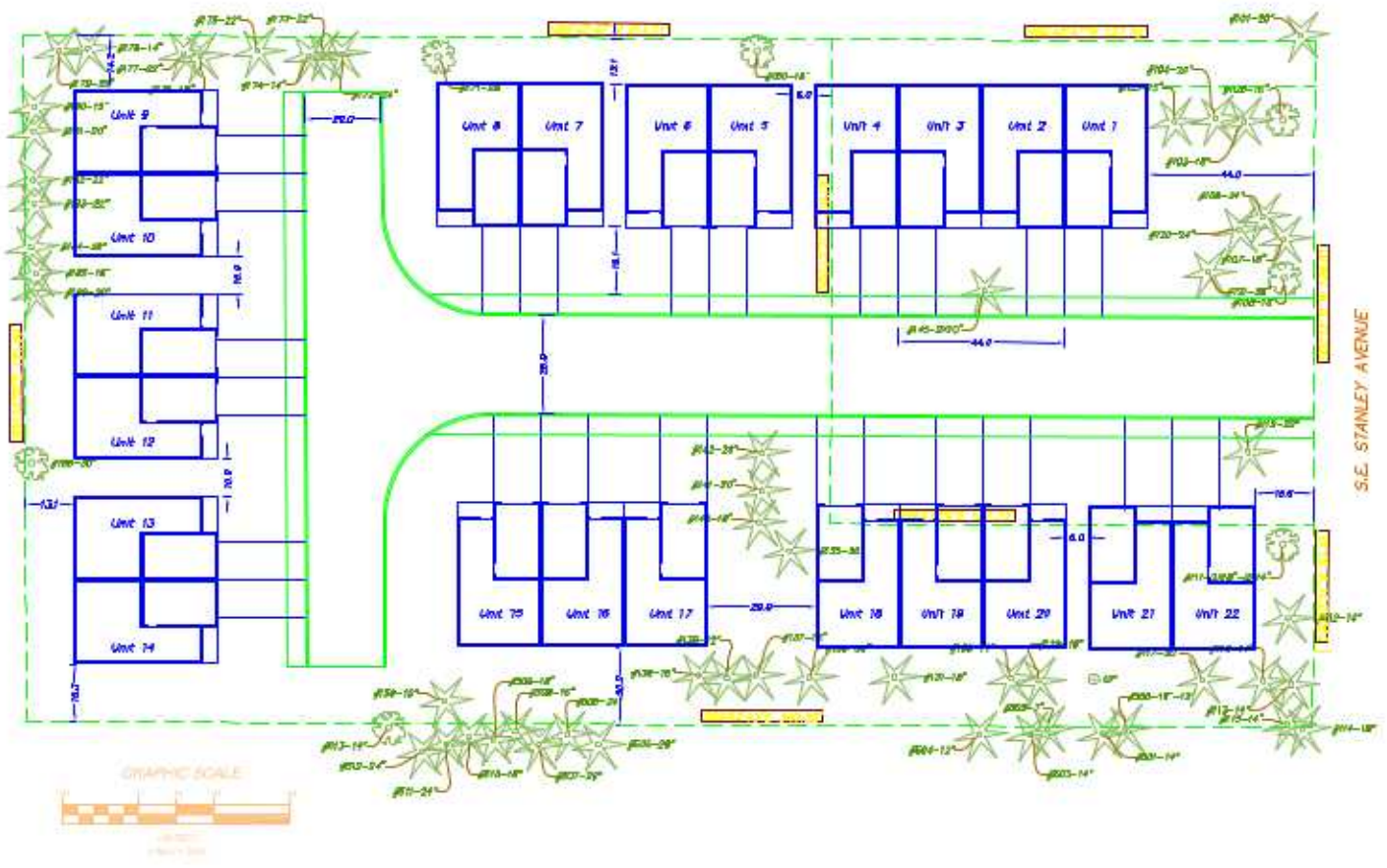
Verify private street standards. The existing plan was developed with a 26' private street layout, 6" curbs and 5' sidewalks abutting the curbs. The proposed townhome development would allow for 2 tandem off-street parking spaces per unit (1 garage bay and 1 open parking in front of the garage bay). Additional street parking on one side of the private street would be required for overflow parking. Is the 26' adequate? If not, additional setback adjustments may be requested.

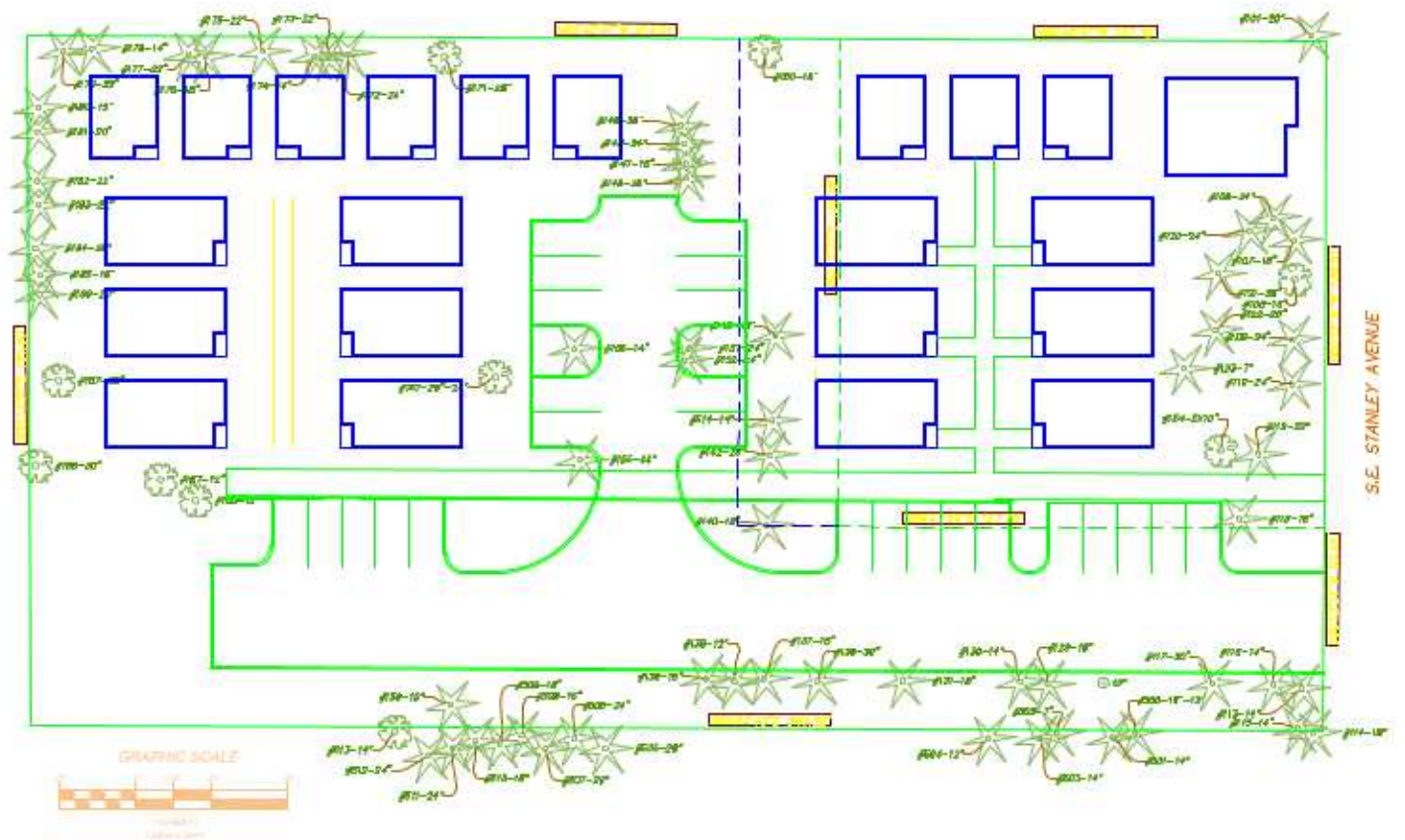
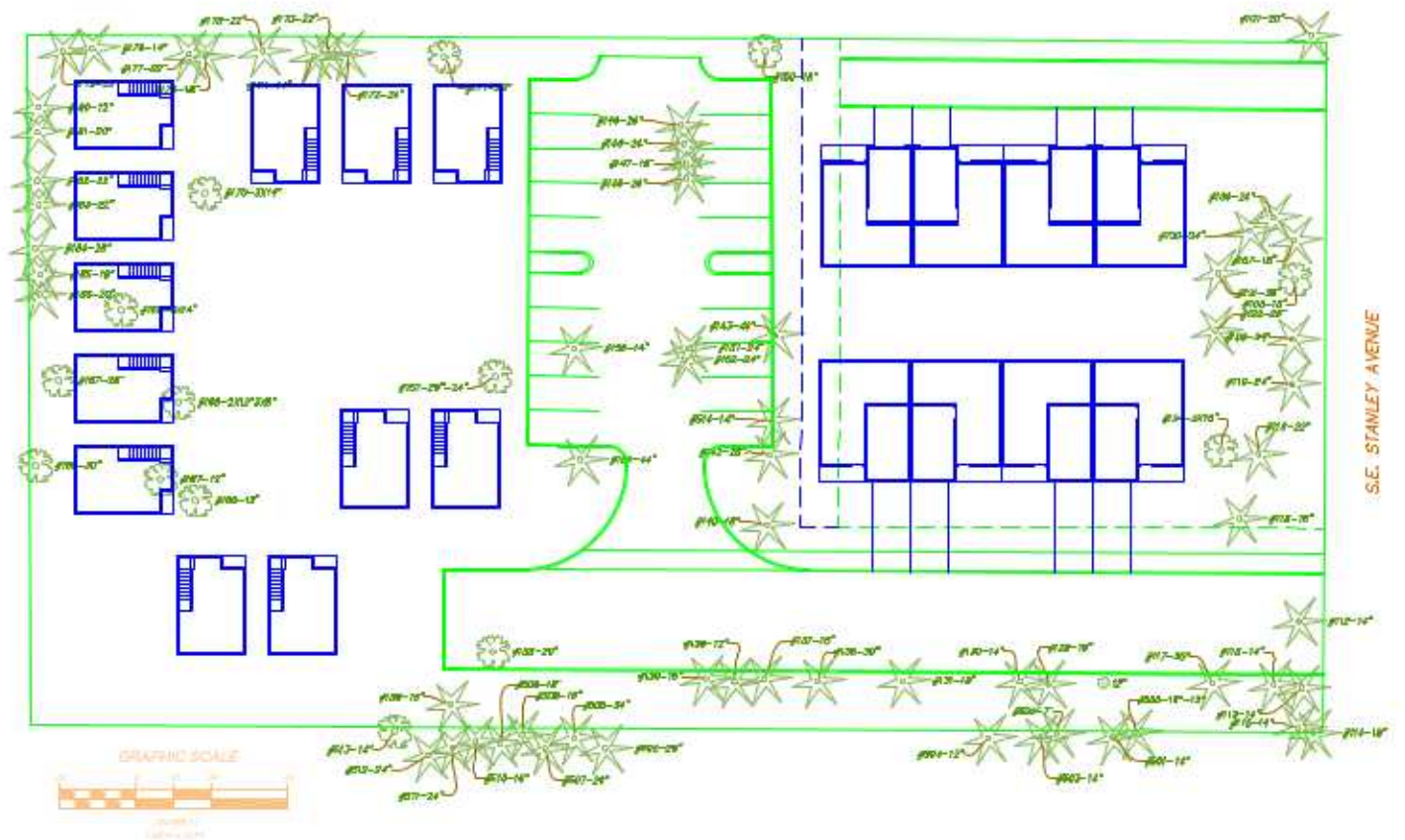
Identify likely fire hydrant location and general approval of the 120' hammerhead layout provided in the townhome development option.

Verify ROW dedication requirements and improvements on Stanley Ave. Discuss ROW standards / requirements near the drainage ditch to the south of the subject parcel on Stanley Ave.

Stormwater management requirements for both the private street and individual townhome / cc units.

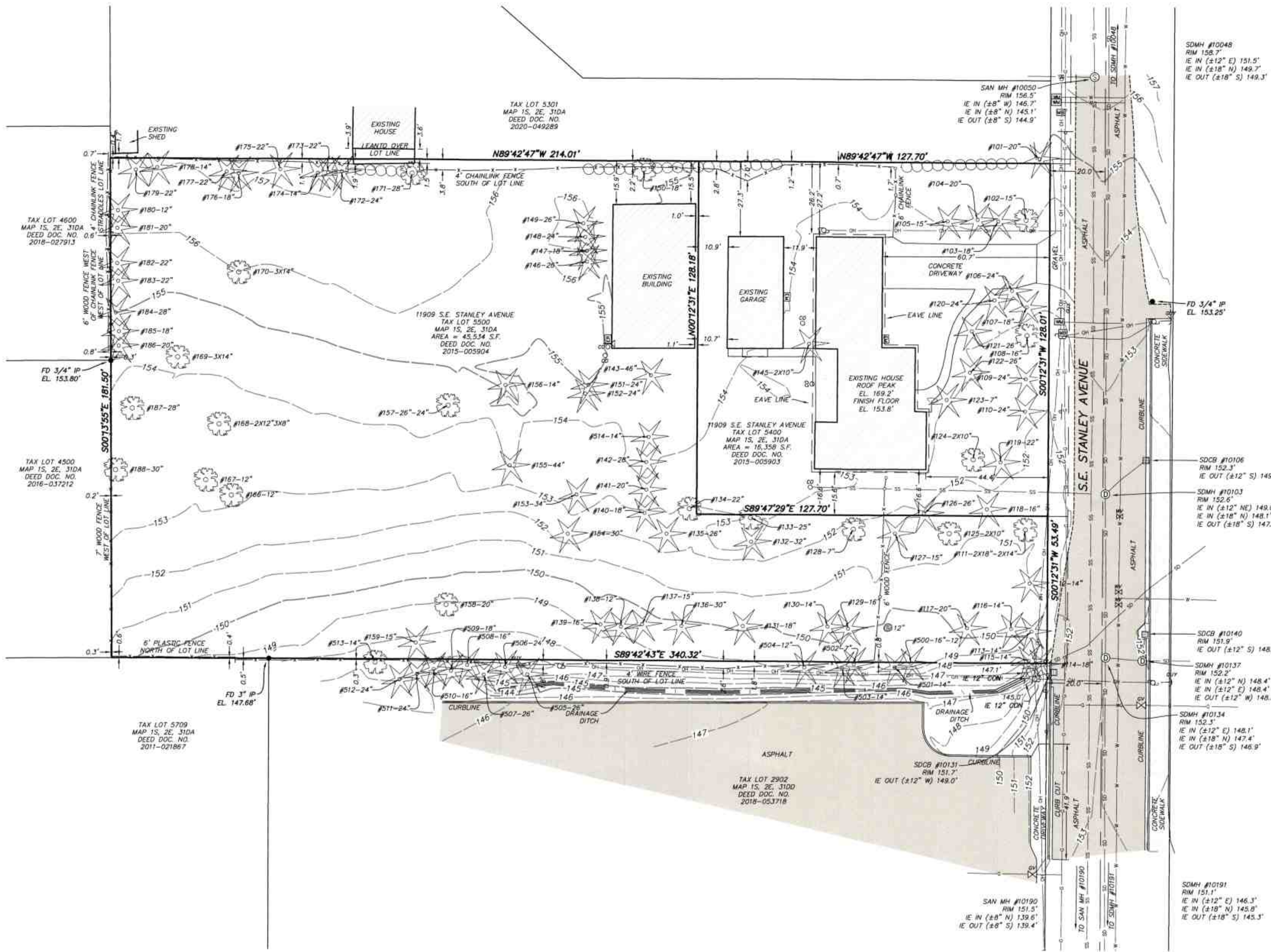
Verify tree preservation guidelines and cost to remove trees. What is the process for removing trees with a quality rating of 1-3 vs a tree with a quality rating of 4 (good). All development options will include additional added tree canopy to meet current code.





EXISTING CONDITIONS MAP

TAX LOTS 5400-5500, MAP 1S, 2E, 31DA
 LOCATED IN THE S.E. 1/4 SECTION 31, T.1S., R.2E., W.M.
 CITY OF MILWAUKIE, CLACKAMAS COUNTY, OREGON
 OCTOBER 21, 2022 SCALE 1"=20'



SURVEY NOTES:

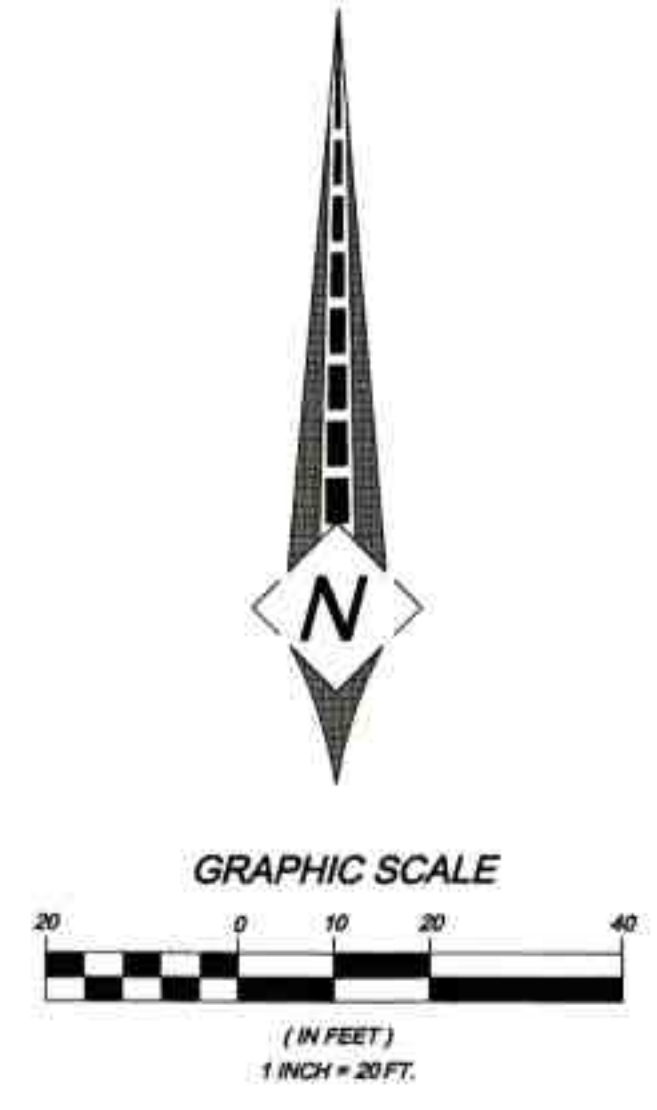
THE DATUM FOR THIS SURVEY IS BASED UPON A STATIC GPS OBSERVATION OF LOCAL CONTROL POINTS, PROCESSED THROUGH OPUS. DATUM IS NAVD 88.
 A TRIMBLE S6-SERIES ROBOTIC INSTRUMENT WAS USED TO COMPLETE A CLOSED LOOP FIELD TRAVERSE.
 THE BASIS OF BEARINGS FOR THIS SURVEY IS PER MONUMENTS FOUND AND HELD PER THE PLAT OF STANLEY PARK NO. 1, RECORDS OF CLACKAMAS COUNTY.
 THE PURPOSE OF THIS SURVEY IS TO RESOLVE AND DETERMINE THE PERIMETER BOUNDARY OF THE SUBJECT PROPERTY, TO SHOW ALL PERTINENT BOUNDARY ISSUES AND ENCROACHMENTS. NO PROPERTY CORNERS WERE SET IN THIS SURVEY.
 NO WARRANTIES ARE MADE AS TO MATTERS OF UNWRITTEN TITLE, SUCH AS ADVERSE POSSESSION, ESTOPPEL, ACQUESCENCE, ETC.
 NO TITLE REPORT WAS SUPPLIED OR USED IN THE PREPARATION OF THIS MAP.

UTILITY NOTES:

THE UNDERGROUND UTILITIES AS SHOWN ON THIS MAP ARE SHOWN BASED ON A COMBINATION OF INFORMATION, INCLUDING VISIBLE ABOVE GROUND STRUCTURES, AVAILABLE AS BUILT AND GIS MAPPING FROM LOCAL JURISDICTIONS, AS WELL AS SURFACE MARKINGS BY ONE CALL TICKET NUMBER 22229273 DATED AUGUST 18, 2022.
 THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED.
 THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.
 THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES THAT MAY AFFECT THE USE OR DEVELOPMENT OF THIS TRACT. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY SURVEYOR.
 INVERT ELEVATIONS AND PIPE SIZES SHOWN ARE APPROXIMATE ONLY, BASED ON FIELD OBSERVATIONS AS WELL AS AVAILABLE AS-BUILT DATA. ALL PIPE SIZES SHALL BE FIELD VERIFIED BY THE OWNER, ENGINEER, CONTRACTOR, AND GOVERNING AGENCY PRIOR TO ANY CONSTRUCTION ACTIVITY. SURVEYOR DOES NOT WARRANT THE ACCURACY OF ANY PIPE SIZES SHOWN ON THIS SURVEY.

LEGEND:

- Some Symbols shown may not be used on map
- | | |
|----------------------------|--------------------------|
| 12" DECIDUOUS TREE | TRAFFIC SIGNAL POLE |
| 24" EVERGREEN TREE | UTILITY POLE |
| 48" TREE STUMP | LIGHT POLE |
| STORM SEWER MANHOLE | GUY WIRE |
| CATCH BASIN | ELECTRIC BOX |
| CURB INLET | ELECTRIC METER |
| AREA DRAIN | TRANSFORMER |
| DITCH INLET | ELECTRIC RISER |
| SEPTIC SYSTEM CLEANOUT | HEAT PUMP |
| SEPTIC SYSTEM ACCESS LID | GATE POST |
| SEPTIC LINE FLAGGING | CABLE TV BOX |
| FIRE HYDRANT | CABLE TV RISER |
| WATER MANHOLE | OVERHEAD LINE |
| WATER METER | GAS LINE |
| WATER VALVE | ELECTRICAL LINE |
| HOSE BIB | COMMUNICATIONS LINE |
| IRRIGATION CONTROL VALVE | SANITARY SEWER LINE |
| GAS VALVE | STORM DRAIN LINE |
| GAS METER | WATER LINE |
| MAILBOX | FENCE LINE |
| UTILITY RISER | HANDRAIL |
| UTILITY BOX | ARBORVITAE ROW |
| TELEPHONE MANHOLE | CONCRETE |
| TELEPHONE RISER | GRAVEL |
| STORM OUTFALL | ASPHALT |
| SIGN | FD = FOUND |
| GRAPE ROW POLE | IP = IRON PIPE |
| FOUND MONUMENT | IR = IRON ROD |
| DOWN SPOUT TO STORM SYSTEM | YPC = YELLOW PLASTIC CAP |
| SPLASH GUARD | ALC = ALUMINUM CAP |
| POST OR COLUMN | RPC = RED PLASTIC CAP |
| | OPC = ORANGE PLASTIC CAP |



SIGNED ON: 25 OCT 22

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON
 JULY 13, 2004
 TOBY G. BOLDEN
 60377LS
 RENEWS: DECEMBER 31, 2023

CENTERLINE CONCEPTS
 LAND SURVEYING, INC.
 19376 MOLALLA AVE., SUITE 120
 OREGON CITY, OREGON 97045
 PHONE 503.650.0188 FAX 503.650.0189

Tree Inventory Addendum #1

11909 SE Stanley Ave.
Milwaukie, OR 97222

10/25/2022

Tree #	Species	"DBH	Health Rating	Protected Tree
101	D. Fir	20	4	N
102	Walnut	18	3	N
103	D. Fir	16	4	N
104	D. Fir	23	4	N
105	Spruce	16	4	N
106	D. Fir	24	4	N
107	D. Fir	18	4	N
108	Walnut	17	3	N
109	D. Fir	22	4	N
110	D. Fir	26	4	N
111	Apple	38	3	N
112	Fir	12	3	N
113	Fir	13	2	N
114	WRC	15	3	N
115	WRC	13	3	N
116	Fir	12	2	N
117	D. Fir	24	4	N
118	D. Fir	15	4	N
119	D. Fir	21	3	N
120	D. Fir	23	4	N
121	D. Fir	26	3	N
122	D. Fir	25	4	N
123	WRC	8	2	N
124	Apple	16	1	N
125	Apple	12	2	N
126	D. Fir	30	4	N
127	D. Fir	14	2	N
128	Plum	9	3	N
129	Fir	17	3	N
130	Fir	12	3	N
131	Fir	14	3	N
132	D. Fir	31	4	N
133	Alder	19	3	N
134	Cherry	17	4	N
135	D. Fir	29	4	N
136	D. Fir	39	4	N
137	Fir	10	3	N
138	Fir	10	3	N
139	Fir	13	3	N
140	D. Fir	14	3	N
141	D. Fir	18	3	N
142	D. Fir	38	3	N
143	WRC	44	3	N
144	Filbert	16	1	N
145	Yew	12	D	N
150	Ash	18	3	N
149	D. Fir	29	4	N
148	D. Fir	21	4	N

147	D. Fir	18	4	N
146	D. Fir	26	4	N
151	D. Fir	19	4	N
152	D. Fir	22	4	N
154	D. Fir	30	4	N
153	D. Fir	27	4	N
155	D. Fir	37	4	N
156	Ash	12	1	N
157	Cherry	42	3	N
158	Walnut	23	3	N
159	D. Fir	15	3	N
160	Filbert	22	2	N
161	Filbert	22	2	N
162	Filbert	20	2	N
163	Filbert	20	2	N
164	Filbert	20	2	N
165	Filbert	28	2	N
166	Cherry	10	4	N
167	Cherry	10	4	N
168	Cherry	24	4	N
169	Cherry	32	4	N
170	Hawthorn	30	D	N
171	Maple	24	1	N
172	D. Fir	25	4	N
173	D. Fir	20	4	N
174	Pine	13	D	N
175	D. Fir	18	4	N
176	D. Fir	20	4	N
177	D. Fir	22	4	N
178	Pine	14	D	N
179	D. Fir	18	4	N
180	Pine	10	3	N
181	Pine	17	3	N
182	Pine	20	3	N
183	Pine	20	3	N
184	Pine	25	3	N
185	Pine	16	3	N
186	Pine	21	3	N
187	Cherry	24	4	N
188	Cherry	28	1	N
189	Filbert	34	D	N

Health and Structure Rating Legend:

1=Very Poor - 2=Poor - 3=Fair - 4=Good - 5=Excellent - D=Dead



