



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

Preapplication Request Form

File #: 22-014PA

Meeting Date: 11 / 17 / 22 Time: 10 AM Location: 6101 SE Johnson Creek Blvd Today's Date: 10 / 25 / 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: 4103 SE Olsen St. Milwaukie Map & Tax Lot(s): 11E25A009700 Zone:

PROPOSAL (brief description):

Demo existing structure and site develop for 8 cottage home lots

APPLICANT:

Project Contact Name: Steve Gibson Company: ST Gibson Custom Homes and Remodeling LLC
 Mailing Address: 10271 SE 54th Ave Milwaukie OR Zip: 97222
 Phone(s): 903-320-0347 Email: gibson.stevenj@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: <input type="checkbox"/> File | <input type="checkbox"/> Planning (2) | <input type="checkbox"/> Engineering (2) | <input type="checkbox"/> Building |
| <input type="checkbox"/> Development Manager | <input type="checkbox"/> Public Works | <input type="checkbox"/> Fire | <input type="checkbox"/> CD Director (development) |



SJ GIBSON CUSTOM HOMES AND REMODELING

STEVEN GIBSON | P: 503.320.0347

E: GIBSON.STEVENJ@GMAIL.COM

10271 SE 54th Avenue | Milwaukie, Oregon 97222

License-Bonded-Insured CCB# 224770/ WA.INSPEER818PB

October 25, 2022

Location:

4103 Se Olsen St.

Milwaukie, OR. 97222

Project Description | Site Proposal of 4103 SE Olsen St. with questions.

Job Scope:

- Currently there is a run-down house with a garage on the lot. Behind the house there are approx. 10 trees with about half the lot being heavily covered in shrubs and ivy.
- We are wanting to demo all structures and remove all trees and shrubs on the lot and either subdivide into 8 cottage lots with cottage homes to sell as individual homes or possibly not divide it and keep it as a whole and rent out all 8 units. This cottage area will have 4 parking spaces, 12 covered and secured bike parking spots as well as 4 guest bike parking spots and a fenced garbage location.
- Do you need anything more than the existing site plan that we have designed to move forward?
- How do we sell the cottage lots?

I want to make this middle housing project economical given the state of how our economy is and might be in 6 months.

1. With that I would like to know the minimum water meters,

2. will I need a vault out front for electrical then run under ground to each house,

3. do I need 8 individual sewer lines to the street or can I stub out 2 8" lines at the street and have 4 3" sewer lines coming in to each of the 2 lines.

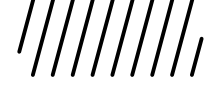

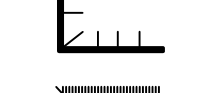



4. I don't believe there is gas on the street there so can we get gas there.

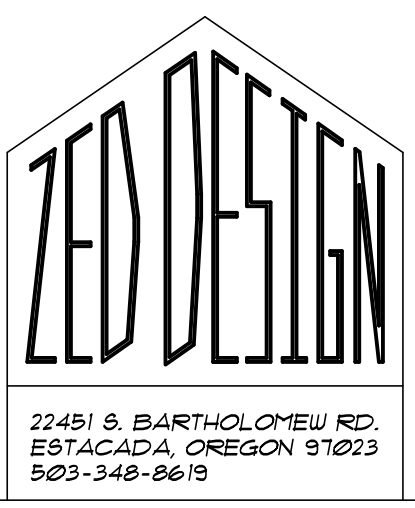
5. I know there are about a third of the 6" or greater trees are leaners and can't stay.

6. Can I get all eight lots on this to keep the cost of each house down?

I want a nice middle housing project with out pricing people out of these little cottage homes.

EROSION LEGEND

-  CONSTRUCTION ENTRANCE (SEE 224 SHEET S2)
-  SILT FENCE (SEE 212 SHEET S2) INSTALL ON DOWNHILL SIDE OF CONSTRUCTION AREA & ALONG PROPERTY LINE THAT CAN BE AFFECTED BY CONSTRUCTION
-  COVERED STOCKPILES (SEE 220 SHEET S2)
-  WORK STAGING AREA MATERIAL STORAGE (SEE 216 SHEET S2)
- N.B. COVER ALL AREA OF BARE SOIL UNTIL PERMANENT LANDSCAPING IS IN PLACE
-  WOODEN CURB RAMP (SEE 224 SHEET S2)
-  CATCH BASIN PROTECTION (SEE 234 SHEET S2)



4103 SE OLSEN ST
MILWAUKIE OREGON 97126 T

SITE PLAN
PROJECT: OLSEN ROAD SITE
OWNER: S J GIBSON CUSTOM HOMES AND REMODELING

DATE: FEBRUARY 8, 2022
PROJECT NO.: 22-100-028
REVISIONS:

NO: **S**
OF ONE

TAX LOT 7000

TAX LOT 9800

TAX LOT 9900

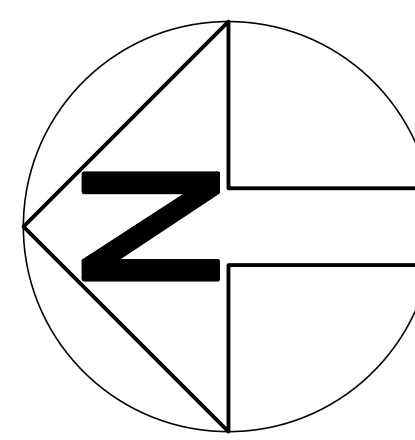
TAX LOT 10000

TAX LOT 7100

TAX LOT 2100

TAX LOT 2200

TAX LOT 9600

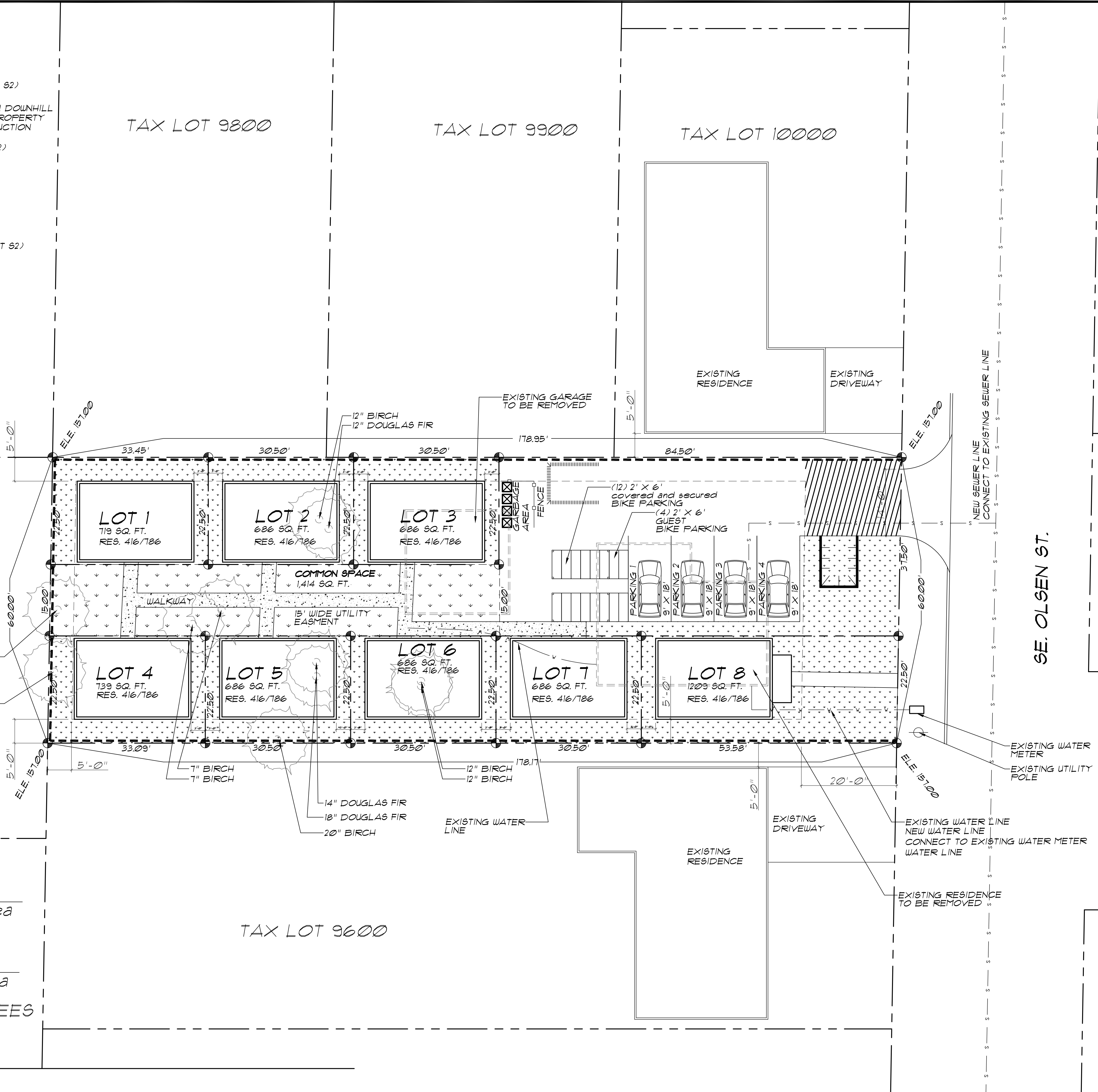


TAX LOT 9700
MAP NO. 03-131e25ad
CITY OF MILWAUKIE
MULTNOMAH COUNTY
STATE OF OREGON

10,688 sq. ft. lot
35% = 3740.8 sq. ft.
min. vegetated area
actual 4,252 sq. ft. veg. area
allowable impervious area
10,688 sq. ft. lot
60% = 6412.8 sq. ft.
actual 6,375 sq. ft. imp. area
REMOVE ALL EXISTING TREES

SITE PLAN

SCALE: 1" = 10'



SE. OLSEN ST.

41st AVE.

NEW SEWER LINE
CONNECT TO EXISTING SEWER LINE

EXISTING WATER METER
EXISTING UTILITY POLE

EXISTING WATER LINE
NEW WATER LINE
CONNECT TO EXISTING WATER METER
WATER LINE

EXISTING RESIDENCE
TO BE REMOVED

EXISTING DRIVEWAY

EXISTING RESIDENCE

EXISTING GARAGE
TO BE REMOVED

EXISTING RESIDENCE

EXISTING DRIVEWAY

EXISTING WATER LINE

LOT 7
686 SQ. FT.
RES. 416/186

LOT 8
1203 SQ. FT.
RES. 416/186

LOT 6
686 SQ. FT.
RES. 416/186

LOT 5
686 SQ. FT.
RES. 416/186

LOT 4
739 SQ. FT.
RES. 416/186

LOT 3
686 SQ. FT.
RES. 416/186

LOT 2
686 SQ. FT.
RES. 416/186

LOT 1
719 SQ. FT.
RES. 416/186

COMMON SPACE
1,414 SQ. FT.

WALKWAY

15' WIDE UTILITY EASEMENT

(12) 2' X 6'
covered and secured
BIKE PARKING

(4) 2' X 6'
GUEST
BIKE PARKING

PARKING 1

PARKING 2

PARKING 3

PARKING 4

12" BIRCH
12" DOUGLAS FIR

20" BIRCH

30" BIRCH

7" BIRCH
7" BIRCH

14" DOUGLAS FIR
18" DOUGLAS FIR
20" BIRCH

12" BIRCH
12" BIRCH

ELE. 151.00

ELE. 151.00

ELE. 151.00

ELE. 151.00

5'-0"

5'-0"

5'-0"

5'-0"

3'-15"

22'-0"

ELE. 151.00

60.00

60.00

15.00

22.50

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