



# CITY OF MILWAUKIE

December 8, 2022

Eduard Shtogrin  
7505 NE 53<sup>rd</sup> Ave  
Vancouver, WA 98661

**Re: Preapplication Report**

Dear Eduard:

Enclosed is the Preapplication Report Summary from your meeting with the City on November 23, 2022, concerning your proposal for action on property located at 10705 SE 52nd Ave.

A preapplication conference is required prior to submittal of certain types of land use applications in the City of Milwaukie. Where a preapplication conference is required, please be advised of the following:

- Preapplication conferences are valid for a period of 2 years from the date of the conference. If a land use application or development permit has not been submitted within 2 years of the conference date, the Planning Manager may require a new preapplication conference.
- If a development proposal is significantly modified after a preapplication conference occurs, the Planning Manager may require a new preapplication conference.

If you have any questions concerning the content of this report, please contact the appropriate City staff.

Sincerely,

Emilie Bushlen  
Administrative Specialist II



**CITY OF MILWAUKIE**  
 6101 SE Johnson Creek Blvd  
 Milwaukie OR 97206  
 503.786.7600  
 planning@milwaukieoregon.gov  
 building@milwaukieoregon.gov  
 engineering@milwaukieoregon.gov

# Preapplication Conference Report

Project ID: 22-016PA

This report is provided as a follow-up to the meeting that was held on 11/23/2022 at 10:00 AM

The Milwaukie Municipal Code is available here: [www.qcode.us/codes/milwaukie/](http://www.qcode.us/codes/milwaukie/)

## APPLICANT AND PROJECT INFORMATION

<b>Applicant:</b>	Eduard Shtogrin	<b>Applicant Role:</b> Contractor
<b>Applicant Address:</b>	7505 NE 53 <sup>rd</sup> Ave. Vancouver, WA 98661	
<b>Company:</b>	Integrity Homes NW Inc.	
<b>Project Name:</b>	52 <sup>nd</sup> Ave Townhouses (5)	
<b>Project Address:</b>	10705 SE 52 <sup>nd</sup> Ave	<b>Zone:</b> R-MD
<b>Project Description:</b>	Proposal to reconfigure existing five lots of record and establish five townhouses, one three-unit building, and one two-unit building.	
<b>Current Use:</b>	Single-detached dwelling.	
<b>Applicants Present:</b>	Eduard Shtogrin	
<b>Staff Present:</b>	Ryan Dyar, Assistant Planner; Jennifer Backhaus, Engineering Technician II ; Courtney Wilson	

## PLANNING COMMENTS

### Zoning Compliance (MMC Title 19)

<input checked="" type="checkbox"/>	<b>Use Standards (e.g., residential, commercial, accessory)</b>	The property is zoned Moderate Density Residential (R-MD), which allows for a variety of residential housing types, including single-unit detached dwellings, duplexes, triplexes, quadplexes, townhouses, and cottage cluster development.
<input checked="" type="checkbox"/>	<b>Dimensional Standards</b>	Dimensional standards for the R-MD zone are provided in Milwaukie Municipal Code (MMC) Section 19.301 (specifically in MMC Subsection 19.301.4), and they vary somewhat depending on the lot size.  However, the proposal is for five townhomes. The minimum dimensional requirement for a townhouse lot is 70 ft long by 20 ft wide. The minimum lot size of 1,500 sq. ft. All these standards must be met unless a variance is requested.

### Land Use Review Process

<input checked="" type="checkbox"/>	<b>Applications Needed, Fees, and Review Type</b>	To reconfigure the historic property lines, easements, and common areas, an application for a middle housing land division will be required. Following approval of the preliminary plat, a final plat application is required.
-------------------------------------	---	--

		<p>No land use application is required for the proposed establishment of a townhouse development on the site —that form of development is allowed outright in the R-MD zone. The applicant will need to obtain the necessary development permits from the Building Department for the demolition of the existing home.</p> <ul style="list-style-type: none"> <li>• Subdivision Replat (Type II review) = \$2,000</li> <li>• Final Plat (Type I review) = \$200 (processed after the preliminary plat approval)</li> </ul>
<input checked="" type="checkbox"/>	<b>Application Process</b>	<p>The applicant must submit a complete electronic copy of all application materials for the City's initial review. A determination of the application's completeness will be issued within 30 days.</p> <p>For Type II applications, within 7 days of the application being deemed complete, public notice of the application will be sent to property owners and current residents within 300 ft of the subject property, and a sign with notice of the application must be posted on the site. The application will also be referred to other relevant departments and agencies for review and comment. Parties will have at least 14 days to provide comments before a decision is issued.</p> <p>Issuance of a decision (Type II or Type III) starts a 15-day appeal period for the applicant and any party who establishes standing. If no appeal is received within the 15-day window, the decision becomes final. Any appeal of a Type II decision would be heard by the Planning Commission for the final local decision.</p> <p>Development permits submitted during the appeal period may be reviewed but are not typically approved until the appeal period has ended.</p>
<b>Overlay Zones (MMC 19.400)</b>		
<input type="checkbox"/>	<b>Willamette Greenway</b>	There are no special overlays on the subject property.
<input type="checkbox"/>	<b>Natural Resources</b>	
<input type="checkbox"/>	<b>Historic Preservation</b>	
<input type="checkbox"/>	<b>Flex Space Overlay</b>	
<b>Site Improvements/Site Context</b>		
<input checked="" type="checkbox"/>	<b>Landscaping Requirements</b>	The minimum vegetation requirement (percent of total lot area) is 15% for a townhouse lot between 1,500 and 2,999 sq ft per MMC Table 19.301.4.
<input type="checkbox"/>	<b>Connectivity to surrounding properties</b>	
<input type="checkbox"/>	<b>Circulation</b>	
<input checked="" type="checkbox"/>	<b>Building Design Standards (MMC 19.505)</b>	<p>MMC 19.505.1 Single Detached and Middle Housing Residential Development</p> <p>No elevations were provided at the time of the pre-application conference; therefore, staff has no specific comments for the applicant. Each townhouse unit must comply with the design standards in MMC 19.505.1 (See Table 19.505.1.B.1 for applicability for townhouse development.</p> <p>Design standards for townhouses are summarized below for convenience, see MMC 19.505.1.C for full details.</p> <ol style="list-style-type: none"> <li>1. Articulation – for buildings with 30 – 60 ft of frontage, a minimum of one of the following elements along the street-facing façade listed in the subsection. For buildings with less than 30 ft of street frontage, the building articulation standard is not applicable.</li> </ol>

		<ol style="list-style-type: none"> <li>2. Eyes on the Street - At least 15% of the area of each street-facing façade must be windows or entrance doors.</li> <li>3. Main Entrance - at least one main entrance must be no further than 8 ft behind the longest street-facing wall of the building and must face the street, be at an angle of up to 45 degrees from the street, or open onto a porch.</li> <li>4. Detailed Design – All buildings shall include at least 5 of the features listed in this subsection on any street-facing façade.</li> <li>5. Privacy and Screening and Recycling Areas – mechanical, communication, and outdoor trash and recycling areas must be screened so they are not visible from streets and common open spaces. Utility meters must not be located within 5 ft of a front entrance and must be screened.</li> <li>6. Sustainability – Development should incorporate sustainable design and building practices.,</li> </ol> <p>MMC 19.505.5 Townhouses</p> <p>In addition to the design standards listed in MMC 19.505.1, which apply to all single-unit and middle-housing development, there are specific design standards for townhouses. These are summarized below for convenience (see the Subsection for complete and detailed requirements).</p> <ol style="list-style-type: none"> <li>1. Townhouses must include an area of transition between the public realm of the right-of-way and the entry to the private dwelling; that area of transition can be either vertical or horizontal.</li> <li>2. In the R-MD zone, the maximum number of consecutive attached townhouses is 4.</li> <li>3. If provided, garages, off-street parking areas in the front yard, and driveway access in the front of a townhouse, must comply with the standards in Subsection 19.505.5.F.1 (summarized below) <ol style="list-style-type: none"> <li>a. The development of 2 or 3 townhouses must have at least one shared access between the lots and the development of 4 townhouses must have two shared accesses. Outdoor onsite parking and maneuvering areas shall not exceed 10 ft on any lot, The garage width shall not exceed 12 ft (measured inside of door frame). Shared access must be spaced a minimum of 24 ft apart.</li> </ol> </li> <li>4. If the rules in MMC Subsection 19.505.5.F.1 for access and off-street parking cannot be satisfied, the rules in MMC 19.505.5.F.2 must be met (summarized below). <ol style="list-style-type: none"> <li>a. Off-street parking areas must be accessed on the back façade or located in the rear yard and the townhouse development on a corner lot shall share access from a single driveway. Appropriate easements shall be granted to allow access if access is consolidated.</li> </ol> </li> </ol>
<input type="checkbox"/>	<b>Downtown Design Standards (MMC 19.508)</b>	
<b>Parking Standards (MMC 19.600)</b>		
<input checked="" type="checkbox"/>	<b>Residential Off-Street Parking Requirements</b>	<p>MMC Table 19.605.1 establishes parking quantity requirements. For a townhouse development, no parking is required, except for a townhouse development of 8 or more townhouses, in which case 0.5 off-street parking spaces are required per dwelling unit. Successive or phased townhouse developments to avoid this requirement are not permitted. There is a maximum parking allowance of one 1.0 space per dwelling unit. Additional standards for residential off-street parking are provided in MMC Section 19.607.</p> <p>Per MMC 19.609.2 The quantity of required bicycle parking spaces shall be no less than 2 spaces per dwelling unit. Parking spaces must be provided in accordance with the standards in MMC 19.609.</p>
<input type="checkbox"/>	<b>Multi-Family/Commercial Parking Requirements</b>	

<b>Approval Criteria (MMC 19.900)</b>		
<input type="checkbox"/>	<b>Community Service Use (CSU) (MMC 19.904)</b>	
<input type="checkbox"/>	<b>Conditional Use (MMC 19.905)</b>	
<input type="checkbox"/>	<b>Development Review (MMC 19.906)</b>	
<input checked="" type="checkbox"/>	<b>Variance (MMC 19.911)</b>	If a variance is requested for any project element, the approval criteria can be found in MMC Subsection 19.911.4—in 4.A for Type II variances and 4.B for Type III variances.
<b>Land Division (MMC Title 17)</b>		
<input checked="" type="checkbox"/>	<b>Design Standards</b>	MMC Section 17.28.040 establishes general standards for lot design, including a requirement for rectilinear lots (as practicable) and limits on compound lot line segments.
<input checked="" type="checkbox"/>	<b>Preliminary Plat and Replat Requirements</b>	<p>MMC Section 17.16.060 provides application requirements and procedures for preliminary plats, including a reference to the City's preliminary plat checklist. The checklist outlines the specific pieces of information that must be shown on the plat, based on the provisions for preliminary plat established in MMC Chapter 17.20.</p> <p>MMC Section 17.12.040 establishes approval criteria for preliminary plats. The application must include a narrative description demonstrating that the proposal meets all applicable code requirements and design standards, and it must meet the following criteria:</p> <ol style="list-style-type: none"> <li>(1) the proposed plat complies with Title 19 and other applicable regulations and standards.</li> <li>(2) the proposed land division allows for reasonable development and does not create the need for a variance.</li> <li>(3) the proposed subdivision plat name is not duplicative and satisfies all applicable standards of ORS 92.090(1).</li> <li>(4) the streets and roads are laid out so as to conform to the plats of subdivisions already approved for adjoining property as to width, general direction, and in all other respects unless the City determines it is in the public interest to modify the street pattern.</li> </ol> <p>MMC Section 17.16.050 provides application requirements for a replat application. They include:</p> <ol style="list-style-type: none"> <li>1) Completed application form signed by all owners of the property included in the proposal.</li> <li>2) The application fee as adopted by the City Council.</li> <li>3) A narrative report that describes how the proposal meets approval criteria.</li> <li>4) Additional information as may be required by the application checklist.</li> <li>5) Additional information including full submission requirements for the preliminary plat (described above) as may be required by the Planning Director upon review of the proposal.</li> </ol> <p>MMC Section 17.12.030 establishes approval criteria for a replat. The proposal must meet the following criteria to be approved.</p> <ol style="list-style-type: none"> <li>(1) Compliance with Title 17 and Title 19 of the Milwaukie Municipal Code.</li> <li>(2) The replat will allow for reasonable redevelopment of the affected lots and will not create the need for a variance of any land division or zoning standard.</li> <li>(3) Boundary changes shall not reduce residential density below the minimum density requirements of the zoning district in which the property is located.</li> </ol>

<input checked="" type="checkbox"/>	<b>Final Plat Requirements (See Engineering Section of this Report)</b>	<p>MMC Section 17.16.070 provides application requirements and procedures for final plats, with a reference to the City's final plat checklist. The checklist outlines the specific pieces of information that must be shown on the plat, based on the provisions for final plat established in MMC Chapter 17.24.</p> <p>MMC Section 17.12.050 establishes the following approval criteria for final plats:</p> <p>(1) Compliance with the preliminary plat approved by the approval authority, with all conditions of approval satisfied.</p> <p>(2) The preliminary plat approval has not lapsed.</p> <p>(3) The streets and roads for public use are dedicated without reservation or restriction other than revisionary rights upon vacation of any such street or road and easements for public utilities.</p> <p>(4) The plat contains a donation to the public of all common improvements, including streets, roads, parks, sewage disposal, and water supply systems.</p> <p>(5) All common improvements required as conditions of approval have been described and referenced on the plat, and where appropriate, instruments to be recorded have been submitted.</p> <p>(6) The plat complies with the Zoning Ordinance and other applicable ordinances and regulations.</p> <p>(7) Submission of signed deeds when access control strips are shown on the plat.</p> <p>(8) The plat contains an affidavit by the land surveyor who surveyed that the land represented on the plat was correctly surveyed and marked with proper monuments as provided by ORS Chapter 92.060. The plat must indicate the initial point of the survey and give the dimensions and kind of such monument and its reference to some corner established by the U.S. Survey or giving two or more objects for identifying its location.</p> <p>Note that construction of all required public improvements must be completed, inspected, and accepted by the City prior to the City's sign-off on the final plat, unless an arrangement for bonding or other interim measure is made and agreed upon by the City.</p>			
<b>Sign Code Compliance (MMC Title 14)</b>					
<input type="checkbox"/>	<b>Sign Requirements</b>				
<b>Noise (MMC Title 16)</b>					
<input type="checkbox"/>	<b>Noise Mitigation (MMC 16.24)</b>				
<b>Neighborhood District Associations</b>					
<input checked="" type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Hector Campbell</b></td> </tr> <tr> <td><b>Linwood</b></td> </tr> <tr> <td>Choose an item.</td> </tr> </table>	<b>Hector Campbell</b>	<b>Linwood</b>	Choose an item.	<p>Prior to submitting the application, the applicant is encouraged (but not required) to present the project at a regular meeting of the relevant Neighborhood District Association (NDA), in this case, the property is in Hector Campbell NDA and within 300 ft of the Linwood NDA.</p> <p><b><u>Hector Campbell NDA Chair</u></b></p> <p>Corinn deTorres  <a href="mailto:corinn@chapeltheatremlwaukie.com">corinn@chapeltheatremlwaukie.com</a></p> <p>Quarterly meetings—next meeting is Wednesday, January 11, 2023 (6-8pm)</p> <p><b><u>Linwood NDA Chair</u></b></p> <p>Elizabeth Start  <a href="mailto:linwoodnda@gmail.com">linwoodnda@gmail.com</a> or 503-430-9758</p>
<b>Hector Campbell</b>					
<b>Linwood</b>					
Choose an item.					

		Meets second Thursday of most months at 7:00 PM at Linwood Elementary School in the library. Next meeting is on December 8 <sup>th</sup> , 2022, at 7:00 PM.
<b>Other Permits/Registration</b>		
<input type="checkbox"/>	<b>Business Registration</b>	
<input type="checkbox"/>	<b>Home Occupation Compliance (MMC 19.507)</b>	
<b>Additional Planning Notes</b>		
<b>ENGINEERING &amp; PUBLIC WORKS COMMENTS</b>		
<b>Public Facility Improvements (MMC 19.700)</b>		
<input checked="" type="checkbox"/>	<b>Applicability (MMC 19.702)</b>	MMC 19.702 establishes the applicability of MMC 19.700, including for partitions, subdivisions, replats, new construction, and modification and/or expansion of an existing structure or a change or intensification in use that results in a new dwelling unit, any new increase in gross floor area, and/or in any projected increase in vehicle trips.  The proposed development is to establish 5 new townhouses. MMC 19.700 applies.
<input type="checkbox"/>	<b>Transportation Facilities Review (MMC 19.703)</b>	A Transportation Facilities Review (TFR) Land Use Application is not required.
<input type="checkbox"/>	<b>Transportation Impact Study (MMC 19.704)</b>	A Transportation Impact Study (TIS) is not required.
<input type="checkbox"/>	<b>Agency Notification (MMC 19.707)</b>	Agency notification is not required for this development.
<input checked="" type="checkbox"/>	<b>Transportation Requirements (MMC 19.708)</b>	Access Management: All development subject to MMC 19.700 shall comply with access management standards contained in MMC 12.16.  Clear Vision: All developments subject to MMC 19.700 shall comply with clear vision standards contained in MMC 12.24.  For new development, payment of a Fee in Lieu of Construction is recommended for the entire frontages of 52 <sup>nd</sup> Avenue and Jackson Street (less the width of any new accessways). See MMC 13.32 Fee In Lieu of Construction  The applicant may choose instead to construct all frontage improvements which will include new curb, gutter, and sidewalk.  In addition to frontage improvements, the development will result in new utility connections that will require asphalt trench patching. Due to the current status of Jackson Street, the city would be interested in entering a Development Agreement with the applicant to repave (via 4" mill and overlay with no new base treatment) Jackson Street between 52 <sup>nd</sup> Avenue and the new improvements at Home Avenue. The city would cover costs outside of the expected impacts from the development.
<input checked="" type="checkbox"/>	<b>Utility Requirements (MMC 19.709)</b>	A 10-ft Public Utility Easement (PUE) will be required along both the 52 <sup>nd</sup> Avenue and Jackson Street frontages.

		<p>A new sewer main along Jackson Street will need to be extended to facilitate service laterals for this development. Construction of the new sewer main must be designed and improved in accordance with the City of Milwaukie's Public Works Standards.</p> <p>The applicant must provide engineered plans for review and approval prior to construction. A Right-of-Way permit is required to construct these improvements.</p>
<b>Flood Hazard Area (MMC 18)</b>		
<input type="checkbox"/>	<b>Development Permit (MMC 18.16.030)</b>	
<input type="checkbox"/>	<b>General Standards (MMC 18.04.150)</b>	
<input type="checkbox"/>	<b>Compensatory Storage (MMC 18.20.020)</b>	
<input type="checkbox"/>	<b>Floodways (MMC 18.20.010.B)</b>	
<b>Environmental Protection (MMC 16)</b>		
<input type="checkbox"/>	<b>Weak Foundation Soils (MMC 16.16)</b>	
<input checked="" type="checkbox"/>	<b>Erosion Control (MMC 16.28)</b>	<p>Erosion control and prevention is required as outlined in MMC16.28</p> <p>Projects that disturb more than 500 square feet within the City of Milwaukie limits require an <a href="#">Erosion Control Permit</a> from the City's Building Department. Even projects that are less than 500 square feet may require a permit based on site conditions and proximity to natural resources such as wetlands and waterways. The applicant must submit an erosion control plan for their project that accurately depicts how sediment will be controlled during the duration of the project.</p> <p>Please review the City's <a href="#">Erosion Prevention and Sediment Control requirements</a>. The applicant is encouraged to use the City's adopted <a href="#">Erosion Prevention and Sediment Control Planning &amp; Design Manual (2020)</a> for assistance in designing an erosion control plan.</p> <p>Development sites between 1 acre and 5 acres should apply for a 1200-CN permit as outlined on <a href="https://www.milwaukieoregon.gov/publicworks/1200cn">https://www.milwaukieoregon.gov/publicworks/1200cn</a>. Applicants will use the DEQ 1200-C permit application but submit it to the city for review and approval through the Milwaukie Erosion and Sediment Control Program. A 1200-C permit can be found on the DEQ website at <a href="https://www.oregon.gov/deq/wq/wqpermits/Pages/Stormwater-Construction.aspx">https://www.oregon.gov/deq/wq/wqpermits/Pages/Stormwater-Construction.aspx</a>. Applicants do not need to submit a permit to DEQ if under 5 acres in site size.</p> <p>For more information, please visit <a href="https://www.milwaukieoregon.gov/publicworks/erosion-prevention-and-control">https://www.milwaukieoregon.gov/publicworks/erosion-prevention-and-control</a> or contact <a href="mailto:erosioncontrol@milwaukieoregon.gov">erosioncontrol@milwaukieoregon.gov</a>.</p>
<input checked="" type="checkbox"/>	<b>Tree Code (MMC 16.32)</b>	<p>All public trees over 2" in diameter at breast height (DBH) are regulated by the public tree code. Public trees are to be protected through development and included on the inventory and protection plan required by the private development tree code (MMC 16.32.042). Public tree removals require an approved permit for removal, which includes a notice period lasting 14 days but can extend to 28 days if public comment is received.</p> <p>Public trees require a permit for planting (free) – visit <a href="http://milwaukieoregon.gov/trees">milwaukieoregon.gov/trees</a> to learn more.</p> <p>Frontage improvements include tree replanting requirements in the ROW following the public works standards. Public trees may count for partial credit in the development tree code as described in MMC 16.32.042.</p>



		<p>The tax lot included in the development site will be subject to the development tree code (MMC 16.32.042 A-H). If dividing the existing lot, the development tree code and the included standards apply to each tax lot independently. If the applicant consolidates tax lots, the final consolidated tax lot would be subject to the development tree code.</p> <p>The development tree code requires for this development compliance and/or mitigation associated with the following standards:</p> <ul style="list-style-type: none"> <li>- Preservation standard</li> <li>- Planting Standard</li> <li>- Protection Standard</li> <li>- Soil volume standard.</li> </ul> <p>For more information on these standards, view the documents attached at the bottom of the residential development tree permits webpage <a href="#">here</a>. Mitigation fees are outlined in the <a href="#">Master Fee Schedule</a>. The applicant may seek a variance for one or more of these standards through a Type III variance process (MMC 16.32.042.E)</p> <p>Bonds are required for tree protection and post development warranties as outlined in the Master Fee Schedule.</p> <p>Submittal requirements are outlined in MMC 16.32.042.H. An ISA Certified Arborist is required to submit the final documents to the city as defined in MMC 16.32.042. Additional supportive documentation, including canopy lists and tree protection and planting guidance are available at <a href="http://www.milwaukieoregon.gov/trees">www.milwaukieoregon.gov/trees</a>.</p> <p>The development tree code application is due at time of building permit application unless a variance is being requested through the land use application process. Building permits will not be approved without completion and approval of the development tree code application.</p> <p>For more information, please contact <a href="mailto:urbanforest@milwaukieoregon.gov">urbanforest@milwaukieoregon.gov</a> or call 503-786-7655.</p>
--	--	---

**Public Services (MMC 13)**

<input checked="" type="checkbox"/>	<b>Water System (MMC 13.04)</b>	<p>All newly created lots will require a new water connection. Connection to City utilities is subject to plan and application review. Applications for city utility billing connections shall be made on approved forms: <a href="https://www.milwaukieoregon.gov/building/water-connection-application">https://www.milwaukieoregon.gov/building/water-connection-application</a></p> <p>A system development charge (SDC) and a water service connection fee must be paid prior to any new connections to city water.</p> <p>An existing 10" water line is available in 52<sup>nd</sup> Avenue. New lateral connections to a water main must be spaced at least one foot apart.</p> <p>A Right-of-Way Permit is required to complete this work.</p>
<input checked="" type="checkbox"/>	<b>Sewer System (MMC 13.12)</b>	<p>All newly created lots will require a new sewer connection. Connection and extension of City utilities is subject to plan and application review.</p> <p>An SDC must be paid prior to new connections or impacts due to intensification of use to city sanitary sewer.</p> <p>For these new private connections, extension of the existing 8" sewer main located in Jackson Street is required. The new main must be constructed to specifications outlined in the Milwaukie Public Works Standards. New lateral connections to the sewer main must be spaced at least two feet apart. A new manhole must be constructed 5' past the last sewer lateral connection.</p> <p>A Right-of-Way Permit is required to complete this work.</p>
<input checked="" type="checkbox"/>	<b>Stormwater Management (MMC 13.14)</b>	<p>Stormwater mitigation must meet the city's NPDES permit through design of facilities according to the 2016 City of Portland Stormwater Management Manual.</p>

		An SDC must be paid prior to building permit issuance.
<input checked="" type="checkbox"/>	<b>System Development Charge (MMC 13.28.040)</b>	All new development or intensification of use shall be subject to SDCs. Latest charges are determined by the Master Fee Schedule available here: <a href="https://www.milwaukieoregon.gov/finance/fees-charges">https://www.milwaukieoregon.gov/finance/fees-charges</a> An SDC estimate has been provided.
<input checked="" type="checkbox"/>	<b>Fee in Lieu of Construction (MMC 13.32)</b>	Payment of the Fee In Lieu of Construction (FILOC) for both frontages on 52nd Avenue and Jackson Street are recommended rather than constructing improvements. The fee is calculated at \$89/LF. This fee will not include the width of any new accessways.

### Public Places (MMC 12)

<input checked="" type="checkbox"/>	<b>Right of Way Permit (MMC 12.08.020)</b>	A ROW Permit will be required for all frontage improvements, utility work within the ROW, extension of public utilities, driveway construction for the development, and any street paving and/or reconstruction.
<input checked="" type="checkbox"/>	<b>Access Requirements (MMC 12.16.040)</b>	Per MMC 12.16.040, private property must be provided street access via accessways (driveways). These driveways must be constructed under a ROW permit in accordance with the current Milwaukie Public Works Standards.  Accessway requirements will be determined based on final design and must adhere to MMC 19.505. A single shared accessway behind the townhouses will need to have a minimum width of 16'. Shared accessways between two townhouses will have a maximum width of 20'.
<input checked="" type="checkbox"/>	<b>Clear Vision (MMC 12.24)</b>	A clear vision area shall be maintained at all driveways and accessways.

### Additional Engineering & Public Works Notes

Final ROW permit requirements will depend on the final accessway design and potential Development Agreement with the city.  
An SDC estimate for 5 townhouses has been provided, please note that actual SDCs may vary based on final unit size, total impervious surface area, and desired water services sizes. For the provided estimate, an individual ¾" meter with 1" service for each townhome was assumed, and townhome sizes were estimated at 800 sqft.

## BUILDING COMMENTS

All drawings must be submitted electronically through [www.buildingpermits.oregon.gov](http://www.buildingpermits.oregon.gov)

New buildings or remodels shall meet all the provisions of the current applicable Oregon Building Codes. All State adopted building codes can be found online at: <https://www.oregon.gov/bcd/codes-stand/Pages/adopted-codes.aspx>.

All building permit applications are electronic and can be applied for online with a valid CCB license number or engineer/architect license at [www.buildingpermits.oregon.gov](http://www.buildingpermits.oregon.gov). Each permit type and sub-permit type are separate permits and are subject to the same time review times and will need to be applied for individually. Plans need to be uploaded to their specific permits in PDF format as a total plan set (not individual pages) if size allows.

Note: Plumbing and electrical plan reviews (when required) are done off site and are subject to that jurisdiction's timelines. The City does not have any control over those timelines, so please plan accordingly.

Site utilities require a separate plumbing permit and will require plumbing plan review. **NOTE:** The grading plan submitted to the Engineering Department does not cover this review.

If you have any building related questions, please email us at [building@milwaukieoregon.gov](mailto:building@milwaukieoregon.gov).

### Additional Building Notes

e.g. sprinklers, accessibility, alarms, bathrooms, exits, elevator

## OTHER FEES

<input type="checkbox"/>	<b>Construction Excise Tax</b> Affordable Housing CET – Applies to any project with a construction value of over 100,000.	<b>Calculation:</b> Valuation *12% (.12)
<input type="checkbox"/>	<b>Metro Excise Tax</b> Metro – Applies to any project with a construction value of over \$100,000.	<b>Calculation:</b> Valuation *.12% (.0012)
<input type="checkbox"/>	<b>School Excise Tax</b> School CET – Applies to any new square footage.	<b>Calculation:</b> Commercial = \$0.69 a square foot, Residential = \$1.39 a square foot (not including garages)

## FIRE DISTRICT COMMENTS

Please see the attached memorandum for fire district comments.

## COORDINATION WITH OTHER AGENCIES

**Applicant must communicate directly with outside agencies. These may include the following:**

- Metro
- Trimet
- North Clackamas School District
- North Clackamas Parks and Recreation District (NCPRD)
- Oregon Parks and Recreation
- ODOT/ODOT Rail
- Department of State Lands
- Oregon Marine Board
- Oregon Department of Fish and Wildlife (ODOT)
- State Historic Preservation Office
- Clackamas County Transportation and Development

## MISCELLANEOUS

### State or County Approvals Needed

<input type="checkbox"/>	<b>Boiler Approval (State)</b>	
<input type="checkbox"/>	<b>Elevator Approval (State)</b>	
<input type="checkbox"/>	<b>Health Department Approval (County)</b>	

### Arts Tax

<input type="checkbox"/>	<b>Neighborhood Office Permit</b>	
--------------------------	-----------------------------------	--

### Other Right-of-Way Permits

<input type="checkbox"/>	<b>Major:</b>	
<input type="checkbox"/>	<b>Minor:</b>	
<input type="checkbox"/>	<b>Painted Intersection Program Permits:</b>	
<input type="checkbox"/>	artMOB Application	
<input type="checkbox"/>	Traffic Control Plan (Engineering)	
<input type="checkbox"/>	<b>Parklet:</b>	
<input type="checkbox"/>	Parklet Application/ Planning Approval	
<input type="checkbox"/>	Engineering Approval	
<input type="checkbox"/>	Building Approval	
<input type="checkbox"/>	<b>Sidewalk Café:</b>	
<input type="checkbox"/>	<b>Tree Removal Permit:</b>	

**Infrastructure/Utilities**

**Applicant must communicate directly with utility providers. These may include the following:**

- PGE
- NW Natural
- Clackamas River Water (CRW)
- Telecomm (Comcast, Century Link)
- Water Environmental Services (WES)
- Garbage Collection (Waste Management, Hoodview Disposal and Recycling)

**Economic Development/Incentives**

<input type="checkbox"/>	<b>Enterprise Zone:</b>	
<input type="checkbox"/>	<b>Vertical Housing Tax Credit:</b>	
<input type="checkbox"/>	<b>New Market Tax Credits:</b>	
<input type="checkbox"/>	<b>Housing Resources:</b>	

**PLEASE SEE NOTE AND CONTACT INFORMATION ON THE FOLLOWING PAGE**

---

**This is only preliminary preapplication conference information based on the applicant's proposal, and does not cover all possible development scenarios. Other requirements may be added after an applicant submits land use applications or building permits. City policies and code requirements are subject to change. If a note in this report contradicts the Milwaukie Municipal Code, the MMC supersedes the note. If you have any questions, please contact the City staff that attended the conference (listed on Page 1). Contact numbers for these staff are City staff listed at the end of the report.**

Sincerely,

**City of Milwaukie Development Review Team**

---

**BUILDING DEPARTMENT**

Vacant	Building Official	503-786-7611
Harmony Drake	Permit Technician	503-786-7623
Stephanie Marcinkiewicz	Inspector/Plans Examiner	503-786-7636

**ENGINEERING DEPARTMENT**

Steve Adams	City Engineer	503-786-7605
Jennifer Backhaus	Engineering Technician III	503-786-7608

**PLANNING DEPARTMENT**

Laura Weigel	Planning Manager	503-786-7654
Vera Kolias	Senior Planner	503-786-7653
Brett Kolver	Senior Planner	503-786-7657
Adam Heroux	Associate Planner	503-786-7658
Ryan Dyar	Assistant Planner	503-786-7661

**COMMUNITY DEVELOPMENT DEPARTMENT**

Joseph Briglio	Community Development Director	503-786-7616
Mandy Byrd	Development Programs Manager	503-786-7692
Vacant	Housing & Econ. Dev. Prog. Mgr.	503-786-7627
Emilie Bushlen	Administrative Specialist II	503-786-7600
Vacant	Administrative Specialist II	503-786-7600

**SUSTAINABILTY DEPARTMENT**

Natalie Rogers	Climate & Natural Resources Mgr.	503-786-7668
Courtney Wilson	Urban Forester	503-786-7697
Galen Hoshovsky	Environmental Services Coordinator	503-786-7660

**CLACKAMAS FIRE DISTRICT**

Shawn Olson	Lieutenant Deputy Fire Marshal	<a href="mailto:shawn.olson@ClackamasFire.com">shawn.olson@ClackamasFire.com</a>
-------------	--------------------------------	--



Permit Record: 22-016PA

SDCs

Street Address: 10705 SE 52nd Ave

Prepared By: JMB

Date: 12/7/2022

SDC	Reimbursement	Improvement	Administration	Total
Parks	\$ 5,977.50	\$ -	\$ -	\$ 5,977.50
Transportation	\$ 254.25	\$ 5,060.25	\$ -	\$ 5,314.50
Storm Drainage	\$ -	\$ 496.85	\$ -	\$ 496.85
Water	\$ 3,345.00	\$ 2,778.00	\$ 468.00	\$ 6,591.00
Sewer	\$ 3,181.50	\$ 469.00	\$ -	\$ 3,650.50
Water Meter Set Fee	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Review Fee	\$ -	\$ -	\$ 165.00	\$ 165.00
Wastewater Treatment	\$ 25,800.00	\$ -	\$ -	\$ 25,800.00
			Total	\$ 48,995.35

Fees subject to change until final plans and permit issuance  
Assumed 4 new 3/4" meters, 800 sqft units