



CITY OF MILWAUKIE

December 27, 2022

Jamie Stangel
3422 SE Flat Tail Ln
Milwaukie, OR 97267

Re: Preapplication Report

Dear Jamie:

Enclosed is the Preapplication Report Summary from your meeting with the City on December 8, 2022, concerning your proposal for action on property located at 10271 SE 40th 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: 22-018PA

This report is provided as a follow-up to the meeting that was held on 12/8/2022 at 10:00 AM

The Milwaukie Municipal Code is available here: www.qcode.us/codes/milwaukie/

APPLICANT AND PROJECT INFORMATION

Applicant:	Jamie Stangel	Applicant Role: Property owner/developer
Applicant Address:	3422 SE Flat Tail Ln, Milwaukie, OR 97267	
Company:		
Project Name:	6-unit cottage cluster	
Project Address:	10271 SE 40 th Ave	Zone: R-MD
Project Description:	Develop a 6-unit cottage cluster, with two options for cottage style (one- or two-story design)	
Current Use:	Existing single-unit house	
Applicants Present:	Jamie Stangel (owner/developer), Tom Sisul (engineer)	
Staff Present:	Brett Kelter (Senior Planner), Steve Adams (City Engineer), Jennifer Backhaus (Engineering Tech III), Eanna Zaya (Engineering Tech I), Shawn Olson (Fire Marshal, Clackamas Fire District # 1)	

PLANNING COMMENTS

Zoning Compliance (MMC Title 19)

<input checked="" type="checkbox"/>	Use Standards (e.g., residential, commercial, accessory)	<p>The property is zoned Moderate Density Residential (R-MD), which allows a variety of residential housing types, including single-unit detached dwellings, duplexes, triplexes, quadplexes, townhouses, and cottage cluster development.</p> <p>The subject property is comprised of a single tax lot and is just over 13,175 sq ft in area. The property was previously developed with a single detached dwelling that has been removed.</p>
<input checked="" type="checkbox"/>	Dimensional Standards	<p>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 vary depending on the lot size. For cottage cluster development, more specific dimensional standards are provided in MMC Subsection 19.505.4.</p> <p>Side and rear setbacks for cottages closest to boundaries are 5 ft. Cottages must be set back at least 10 ft from the front property line, with at least one cottage no more than 20 ft from the front boundary. Cottages must be at least 6 ft apart, with at least 10 ft between clusters.</p>

Land Use Review Process		
<input checked="" type="checkbox"/>	Applications Needed, Fees, and Review Type	<p>No land use application is required for middle housing development unless a variance is requested or land division is proposed. Applicable standards for development will be reviewed and confirmed as part of the building permit review.</p> <p>For a future proposed land division to put each cottage on a separate lot:</p> <ul style="list-style-type: none"> • Subdivision (preliminary plat) (Type III review) = \$4,400 plus \$100 per lot over four lots • Final Plat (Type I review, for partitions or subdivisions, not PLAs) = \$200 (processed after the preliminary plat approval)
<input checked="" type="checkbox"/>	Application Process	<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. (<u>Note:</u> For a middle housing land division, a completeness determination will be issued within 21 days.) If the application is deemed incomplete, City staff will provide a list of items to be addressed upon resubmittal.</p> <p>For Type III applications, a public hearing with the Planning Commission will be scheduled once the application is deemed complete. At present, meetings are being conducted in a hybrid format, with the option of participating in person at City Hall or online via Zoom. Public notice of the hearing will be sent to property owners and current residents within 300 ft of the subject property no later than 20 days prior to the hearing date. At least 14 days before the hearing, a sign giving notice of the application must be posted on the subject property, to remain until the decision is issued. Staff will coordinate with the applicant to provide the necessary sign(s). Staff will prepare a report with analysis of the proposal and a recommendation that will be made available one week before the hearing. Both staff and the applicant will have the opportunity to make presentations at the hearing, followed by public testimony and then deliberation by the Commission for a decision.</p> <p>Note that the state requires land use decisions to be issued within 120 days of being deemed complete. For middle housing land divisions, which are processed using Type II review, the decision deadline is 63 days.</p> <p>Issuance of a decision 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 I or II decision would be heard by the Planning Commission for the final local decision; an appeal of a Type III decision would be heard by the City Council.</p> <p>Development permits submitted during the appeal period may be reviewed but are not typically approved until the appeal period has ended.</p> <p>The 2023 schedule for Planning Commission hearings, including dates by which an application must be deemed complete to be eligible for a particular hearing date, is being developed and can be provided if needed.</p>
Overlay Zones (MMC 19.400)		
<input type="checkbox"/>	Willamette Greenway	(The subject property does not include any overlay zones.)
<input type="checkbox"/>	Natural Resources	
<input type="checkbox"/>	Historic Preservation	
<input type="checkbox"/>	Flex Space Overlay	
Site Improvements/Site Context		
<input checked="" type="checkbox"/>	Landscaping Requirements	In the R-MD zone, the minimum vegetation requirement for lots 7,000 sq ft or larger is 30% of lot area (maximum lot coverage is 30%).

		<p>For cottage cluster development in the R-MD zone, a maximum of 60% of lot area can be impervious, and at least 35% of the lot area must be vegetated.</p> <p>Common open space must be provided with a courtyard for each cottage cluster, equal in size to at least 150 sq ft per cottage. The common courtyard must be a single, contiguous piece; must be abutted by cottages on at least two sides; and must be a minimum of 15 ft wide at its narrowest dimension. The courtyard must be developed with a mix of landscaping, lawn area, pedestrian paths, and/or paved courtyard area and may also include recreational amenities. Impervious elements must not exceed 75% of the total courtyard area. The proposed courtyard area appears to meet the applicable standards as configured.</p>
<input type="checkbox"/>	Onsite Pedestrian/Bike Improvements (MMC 19.504, 19.606, and 19.609)	
<input checked="" type="checkbox"/>	Connectivity to surrounding properties	Depending on the specific proposal, easements may be required to provide access to various points of the site, especially if the property is subdivided to put cottages on their own lots.
<input type="checkbox"/>	Circulation	
<input checked="" type="checkbox"/>	Building Design Standards (MMC 19.505)	<p>Design standards for new single-unit detached and middle housing residential dwellings are provided in MMC Subsection 19.505.1. In addition, specific standards for cottage cluster housing are provided in MMC Subsection 19.505.4.</p> <p>Note that conversion of an existing structure to establish a middle housing unit is not subject to the design standards.</p> <p>Key points for cottage cluster development:</p> <ul style="list-style-type: none"> • A minimum of 3 cottages per lot are required, with a maximum of 12. • Max. building footprint is 900 sq ft; max. average floor area per unit is 1,400 sq ft. • Maximum building height is 25 ft or 2 stories, whichever is greater; however, within 5 and 10 ft of the rear property line, maximum height is 15 ft. • Minimum 6-ft separation is required between structures. • Side and rear setbacks are 5 ft. • Minimum front site setback is 10 ft; maximum is 20 ft. • Clusters must be separated by a minimum of 10 ft. <p>Cottages must be clustered around a common courtyard (directly abutting it or connected by a pedestrian path), each within 10 ft of the courtyard.</p>
<input type="checkbox"/>	Downtown Design Standards (MMC 19.508)	
Parking Standards (MMC 19.600)		
<input checked="" type="checkbox"/>	Residential Off-Street Parking Requirements	<p>MMC Table 19.605.1 establishes parking quantity requirements. For most middle housing development (duplexes, triplexes, quadplexes, and townhouses), no off-street parking is required, with a maximum of one off-street space per unit.</p> <p>Additional standards for residential off-street parking are provided in MMC Section 19.607.</p>
<input type="checkbox"/>	Multi-Family/Commercial Parking Requirements	
Approval Criteria (MMC 19.900)		
<input type="checkbox"/>	Community Service Use (CSU) (MMC 19.904)	

<input type="checkbox"/>	Conditional Use (MMC 19.905)	
<input type="checkbox"/>	Development Review (MMC 19.906)	
<input type="checkbox"/>	Variance (MMC 19.911)	
Land Division (MMC Title 17)		
<input checked="" type="checkbox"/>	Design Standards	<p>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.</p> <p><u>Note:</u> Once/If middle housing is developed on any resulting lots (or approved for development on those lots), the lots can be further divided to place each middle housing unit on its own lot. These divisions do not require that each new middle housing lot comply with the same development and design standards as the "parent" lot, but the resulting lots cannot be further divided. The middle housing land division process is an expedited one, as the final decision (including an appeal, if necessary) must be issued within 63 days of the application being deemed complete.</p>
<input checked="" type="checkbox"/>	Preliminary Plat Requirements	<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.</p>
<input checked="" type="checkbox"/>	Final Plat Requirements (See Engineering Section of this Report)	<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 approval criteria for final plats.</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. In the case of the proposed partition, public improvements will not be required until such time as the new vacant parcel is developed or further divided.</p>
Sign Code Compliance (MMC Title 14)		
<input type="checkbox"/>	Sign Requirements	
Noise (MMC Title 16)		
<input type="checkbox"/>	Noise Mitigation (MMC 16.24)	
Neighborhood District Associations		
<input checked="" type="checkbox"/>	Ardenwald-Johnson Creek	<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 Ardenwald-Johnson Creek NDA.</p> <p><u>Ardenwald-Johnson Creek NDA Chair</u> Matt Rinker</p>
	Choose an item.	
	Choose an item.	

	matrinker@hotmail.com
	Regular meeting is the fourth Monday of most months (could be online, in-person, or hybrid)—next meeting is Monday, January 23, 2023 (6:30pm) at the Milwaukie Café and Bottle Shop (9401 SE 32 nd Ave).

Other Permits/Registration

<input type="checkbox"/>	Business Registration	
<input type="checkbox"/>	Home Occupation Compliance (MMC 19.507)	

Additional Planning Notes

Electric Vehicle (EV) charging = The City's newly adopted requirements for EV charging infrastructure apply to residential and mixed-use buildings with five or more dwelling units; they do not apply to middle housing development such as cottage clusters. Although no EV charging infrastructure is required for the proposed development, it is encouraged. The City itself does not have any incentives to offer, but PGE and the Energy Trust of Oregon (ETO) may have more information about opportunities to encourage the installation of EV charging infrastructure. A few links are included below in case they are useful.

- ETO multifamily incentives: <https://www.energytrust.org/commercial/multifamily-cash-incentives/>
- PGE programs/incentives for businesses: <https://portlandgeneral.com/energy-choices/electric-vehicles-charging/business-charging-fleets>
- Forth Mobility (non-profit organization promoting clean and equitable transportation): <https://forthmobility.org/why-electric/incentives-rebates>

ENGINEERING & PUBLIC WORKS COMMENTS

Public Facility Improvements (MMC 19.700)

<input checked="" type="checkbox"/>	Applicability (MMC 19.702)	MMC 19.702 establishes the applicability of MMC 19.700, including to 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 six new cottage cluster style units. MMC 19.700 applies.
<input type="checkbox"/>	Transportation Facilities Review (MMC 19.703)	A Transportation Facilities Review (TFR) Land Use Application is not required.
<input type="checkbox"/>	Transportation Impact Study (MMC 19.704)	A Transportation Impact Study (TIS) is not required.
<input type="checkbox"/>	Agency Notification (MMC 19.707)	No agency notification is required as part of this development.
<input checked="" type="checkbox"/>	Transportation Requirements (MMC 19.708)	The property has 85 ft of frontage on 40 th Avenue. 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. Based on the proportionality to impacts and existing frontage conditions, Engineering has determined that no frontage improvements or Fee In Lieu of Construction (FILOC) are required.
<input checked="" type="checkbox"/>	Utility Requirements	A 10-ft public utility easement (PUE) will be required along the 40 th Avenue frontage.

	(MMC 19.709)	
Flood Hazard Area (MMC 18)		
<input type="checkbox"/>	Development Permit (MMC 18.16.030)	The subject property is not in a flood hazard zone.
<input type="checkbox"/>	General Standards (MMC 18.04.150)	
<input type="checkbox"/>	Compensatory Storage (MMC 18.20.020)	
<input type="checkbox"/>	Floodways (MMC 18.20.010.B)	
Environmental Protection (MMC 16)		
<input type="checkbox"/>	Weak Foundation Soils (MMC 16.16)	
<input checked="" type="checkbox"/>	Erosion Control (MMC 16.28)	<p>Erosion control and prevention is required as outlined in MMC16.28</p> <p>Standard Erosion Prevention and Sediment Control notes</p> <p>Projects that disturb more than 500 square feet within the City of Milwaukie limits require an Erosion Control Permit 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 Erosion Prevention and Sediment Control requirements. The applicant is encouraged to use the City's adopted Erosion Prevention and Sediment Control Planning & Design Manual (2020) 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 https://www.milwaukieoregon.gov/publicworks/1200cn. 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 https://www.oregon.gov/deq/wa/wapermits/Pages/Stormwater-Construction.aspx. Applicants do not need to submit a permit to DEQ if under 5 acres in site size.</p> <p>For more information, please visit https://www.milwaukieoregon.gov/publicworks/erosion-prevention-and-control or contact erosioncontrol@milwaukieoregon.gov.</p>
<input checked="" type="checkbox"/>	Tree Code (MMC 16.32)	<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 milwaukieoregon.gov/trees 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.</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"> - Preservation standard - Planting Standard - Protection Standard - Soil volume standard. <p>For more information on these standards, view the documents attached at the bottom of the residential development tree permits webpage here. Mitigation fees are outlined in the Master Fee Schedule. 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 www.milwaukieoregon.gov/trees.</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 urbanforest@milwaukieoregon.gov or call 503-786-7655.</p>
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Public Services (MMC 13)

<input checked="" type="checkbox"/>	<p>Water System (MMC 13.04)</p>	<p>A single master water meter is acceptable with an appropriately sized service. The developer may choose to sub meter to facilitate internal billing.</p> <p>Division of the lot to facilitate the sale of individual units will require individual connections for each unit. Extension of public water main to facilitate individual units is subject to plan review.</p> <p>Connection to City utilities is subject to plan and application review. Applications for City utility billing connections shall be made on approved forms: https://www.milwaukieoregon.gov/building/water-connection-application</p> <p>A system development charge and a water service connection fee must be paid prior to new connections to city water.</p> <p>A 6-in cast iron main and an 8-in water main are available on the east side of 40th Avenue.</p>
<input checked="" type="checkbox"/>	<p>Sewer System (MMC 13.12)</p>	<p>The six cottages can be served via a single private sewer main. Division of the lot to facilitate the sale of individual units will require individual connections for each unit. A public sewer main extension may be required to service all cottages if the lot is divided. Connection and extension of City utilities is subject to plan and application review.</p> <p>A manhole is required at the end of any new public sewer extension. Lateral connections may be made to the manhole to reduce the total length of new mainline. These connections and mainline extension would be subject to plan review.</p> <p>An 8" concrete sewer main is available in 40th Avenue.</p> <p>A system development charge must be paid prior to new connections or impacts due to intensification of use to city sanitary sewer.</p>
<input checked="" type="checkbox"/>	<p>Stormwater Management (MMC 13.14)</p>	<p>Stormwater mitigation must meet the City's National Pollutant Discharge Elimination System (NPDES) permit through design of facilities according to the 2016 City of Portland Stormwater Management Manual.</p> <p>All new impervious surface in excess of 500 square feet is required to be treated on site. Drywells may be used provided the stormwater report demonstrates appropriate infiltration.</p>

		<p>Pollution reduction is required prior to stormwater discharge to a drywell. Stormwater facilities are subject to plan review.</p> <p>A system development charge must be paid prior to building permit issuance.</p>
<input checked="" type="checkbox"/>	System Development Charge (MMC 13.28.040)	<p>All new development or intensification of use shall be subject to system developments charges.</p> <p>Latest charges are determined by the City's Fee Schedule available here: https://www.milwaukieoregon.gov/finance/fees-charges</p> <p>An estimate has been provided as part of this report.</p>

Public Places (MMC 12)

<input checked="" type="checkbox"/>	Right of Way Permit (MMC 12.08.020)	A right-of-way (ROW) permit will be required for all utility work within the right-of-way and driveway construction.
<input checked="" type="checkbox"/>	Access Requirements (MMC 12.16.040)	<p>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.</p> <p>A shared accessway for multi-unit residential developments with 5-8 units shall have a minimum driveway apron width of 16 ft. Driveway widths are based on units and not available parking space.</p> <p>The new approach design is subject to plan review and a ROW permit is required. The nearest edge of the driveway approach shall be at least 5 ft from the side property line.</p>
<input checked="" type="checkbox"/>	Clear Vision (MMC 12.24)	A clear vision area shall be maintained at all driveways and accessways.

Additional Engineering & Public Works Notes

An SDC estimate is attached to this report. Estimate assumes a single 1.5-in water meter, five cottages greater than 800 sq ft, and one cottage less than 800 sq ft.

BUILDING COMMENTS

All drawings must be submitted electronically through 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. 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.

If you have any building related questions, please email us at building@milwaukieoregon.gov.

Regarding addressing: Cottage clusters will have one address and unit numbers for the individual cottages. This is to avoid running out of numbers and needing to re-address an entire street. If the current address is out of synch with the primary pattern on the street, be advised that the Building Department may take the opportunity to adjust the address accordingly.

Regarding submittal & review timelines: The new Building Official (due to start in early 2023) will have the final word, but the recommendation of current staff is to keep all submittal components together and not submit building permits in advance of the permits needed for other project components. Building permits will not be issued prior to the review being completed for other components, and there is some risk that modifications in one area will impact the review in another.

All buildings must meet the Oregon Residential Specialty Code (ORSC) after new lots lines are established.

Water and sewer lines on private property can be in the same trench as long as the pipe materials and conditions in OPSC 609.2 are met.

609.2 Trenches. Water pipes shall not be run or laid in the same trench as building sewer or drainage piping constructed of clay or materials that are not approved for use within a building unless both of the following conditions are met:

(1) The bottom of the water pipe shall be not less than 12 inches (305 mm) above the top of the sewer or drain line.

(2) The water pipe shall be placed on a solid shelf excavated at one side of the common trench with a clear horizontal distance of not less than 12 inches (305 mm) from the sewer or drain line.

Water pipes crossing sewer or drainage piping constructed of clay or materials that are not approved for use within a building shall be laid not less than 12 inches (305 mm) above the sewer or drain pipe.

OTHER FEES

<input checked="" type="checkbox"/>	Construction Excise Tax Affordable Housing CET – Applies to any project with a construction value of over 100,000.	Calculation: Valuation *12% (.12)
<input checked="" type="checkbox"/>	Metro Excise Tax Metro – Applies to any project with a construction value of over \$100,000.	Calculation: Valuation *.12% (.0012)
<input checked="" type="checkbox"/>	School Excise Tax School CET – Applies to any new square footage.	Calculation: 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"/>	Boiler Approval (State)
<input type="checkbox"/>	Elevator Approval (State)
<input type="checkbox"/>	Health Department Approval (County)
Arts Tax	
<input type="checkbox"/>	Neighborhood Office Permit
Other Right-of-Way Permits	
<input type="checkbox"/>	Major:
<input type="checkbox"/>	Minor:
<input type="checkbox"/>	Painted Intersection Program Permits:
<input type="checkbox"/>	artMOB Application
<input type="checkbox"/>	Traffic Control Plan (Engineering)
<input type="checkbox"/>	Parklet:
<input type="checkbox"/>	Parklet Application/ Planning Approval
<input type="checkbox"/>	Engineering Approval
<input type="checkbox"/>	Building Approval
<input type="checkbox"/>	Sidewalk Café:
<input type="checkbox"/>	Tree Removal Permit:
Infrastructure/Utilities	
<p>Applicant must communicate directly with utility providers. These may include the following:</p> <ul style="list-style-type: none"> • 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"/>	Enterprise Zone:
<input type="checkbox"/>	Vertical Housing Tax Credit:

<input type="checkbox"/>	New Market Tax Credits:	
<input type="checkbox"/>	Housing Resources:	

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
Eanna Zaya	Engineering Technician I	503-786-7609

PLANNING DEPARTMENT

Laura Weigel	Planning Manager	503-786-7654
Vera Koliass	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	Fire Marshal	shawn.olson@ClackamasFire.com
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Permit Record: 22-018PA

SDCs

Street Address: 10271 SE 40th Ave

Prepared By: JMB

Date: 12/22/2022

SDC	Reimbursement	Improvement	Administration	Total
Parks	\$ 7,970.00	\$ -	\$ -	\$ 7,970.00
Transportation	\$ 327.70	\$ 6,522.10	\$ -	\$ 6,849.80
Storm Drainage	\$ -	\$ 1,844.17	\$ -	\$ 1,844.17
Water	\$ 2,605.00	\$ 2,162.00	\$ 365.00	\$ 5,132.00
Sewer	\$ 3,817.80	\$ 562.80	\$ -	\$ 4,380.60
Water Meter Set Fee	\$ 610.00	\$ -	\$ -	\$ 610.00
Review Fee	\$ -	\$ -	\$ 165.00	\$ 165.00
Wastewater Treatment	\$ 32,680.00	\$ -	\$ -	\$ 32,680.00
			Total	\$ 59,631.57

Fees subject to change until final plans and permit issuance

Pre-Application Comments:

To: City of Milwaukie

From: Shawn Olson, Fire Marshal, Clackamas Fire District #1

Date: 12-27-2022

Re: 22-018PA-10271 SE 40th Ave.-6 Cottage Clusters

This review is based upon the current version of the Oregon Fire Code (OFC), as adopted by the Oregon State Fire Marshal's Office. The scope of review is typically limited to fire apparatus access and water supply, although the applicant must comply with all applicable OFC requirements. When buildings are completely protected with an approved automatic fire sprinkler system, the requirements for fire apparatus access and water supply may be modified as approved by the fire code official. The following items should be addressed by the applicant:

Fire Apparatus Access:

1. A Fire Access and Water Supply plan for subdivisions and commercial buildings over 1000 square feet in size or when required by Clackamas Fire District #1. The plan shall show fire apparatus access, fire lanes, fire hydrants, fire lines, available fire flow, FDC location (if applicable), building square footage, type of construction, and shall provide fire flow tests per NFPA 291 or hydraulic model when applicable and shall be no older than 12 months. Work to be completed by experienced and responsible persons and coordinated with the local water authority.
2. Provide address numbering that is clearly visible from the street.
3. No part of a building may be more than 150 feet from an approved fire department access road.
4. The inside turning radius and outside turning radius for a 20' wide road shall not be less than 28 feet and 48 feet respectively, measured from the same center point.
5. Gates across access roads must be pre-approved by the Fire District.
6. Prior to the start of combustible construction, fire hydrants shall be operational and accessible.
7. Access roads longer than 150' require a fire department turnaround. Residential fire sprinklers may be installed in lieu of this requirement for all homes.

Water Supply:

1. Fire hydrants, one- and two-family dwellings and accessory structures: Where a portion of a structure is more than 600 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the structure(s), additional fire hydrants and mains shall be provided.
2. The minimum available fire flow for single family dwellings served by a municipal water supply shall be 1,000 gallons per minute @20 psi. Single family homes over 3,600 sq.ft. Require additional fire flow. See Appendix B of the Oregon Fire Code.

3. Fire hydrants shall be within 600' of all portions of any new construction.
4. The applicant must obtain a stamp of approval from Clackamas Fire District #1 that demonstrates fire apparatus access and water supply requirements will be satisfied.
5. Please see our design guide at: <https://clackamasfire.com/fire-prevention/new-construction-resources/>

If you have questions, please contact Fire Marshal Shawn Olson at shawn.olson@clackamasfire.com or by calling 503-742-2663.

Submit fire apparatus access and water supply site plans to:
<https://clackamasfire.com/access-and-water-supply-plan-review-submittal/>