

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

Preapplication Request Form

File #: **23-004PA**

Meeting Date: 5 / 11 / 23 Time: 10 a.m. Location: 6101 SE Johnson Creek Blvd Today's Date: 4 / 19 / 23

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: 11932 SE 35TH Ave. Map & Tax Lot(s): 1-1E-36DB Zone: R-MD

PROPOSAL (brief description):

Replat Lots 30 & 31, Blk. 15, Quincy Add. to Milw. into two lots, one with the existing house & one to develop.

APPLICANT:

Project Contact Name: PAUL ROEGER Company: CMT Surveying & Consulting

Mailing Address: 20330 SE Hwy 212, Damascus, OR Zip: 97089

Phone(s): 503-860-2545 Email: paul@cmtsc.net

of Expected Attendees: 2

<input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Architect	<input type="checkbox"/> Contractor
<input checked="" type="checkbox"/> Representative	<input type="checkbox"/> Engineer	<input type="checkbox"/> 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) |

REPLAT for
11932 SE 35th Avenue
Milwaukie, OR

This property is located on the East side of SE 35th Avenue at the curve North of SE Lake Road. The property consists of Lots 30 and 31, Block 15, QUINCY ADDITION TO MILWAUKIE subdivision. We want to Replat these two lots into two newly configured lots to have the existing house on the Southern lot and a new lot on which to develop new residential units.

SE 35th Avenue as a Local Street with curb and sidewalk on both sides.

This site is Tax Lot 9500 on map 1-1E-36DB. The existing house staddles the line between Lots 30 and 31. We want to Replat this line to the North, 5-foot North of the existing house. This would leave a vacant lot that is 37.3-foot wide by approximately 114-foot deep, or 4,252 square feet.

The current property is zoned R-MD, Moderate Density Residential. The original area of these lots was 11,417 square feet. The Southern lot with the existing house will be approximately 7,165 square feet and the vacant lot, as previously stated, will be 4,252 square feet.

The water meter for the existing house is in front of the existing house on SE 35th Avenue and will remain, and a new water meter or meters will be installed from the City's watermain in SE 35th Avenue for the Northern lot. The nearest fire hydrant to the North is 275-feet away and the nearest FH to the South is at the Northeast corner of SE Lake Road and SE 35th Avenue, 580-feet away.

The existing house is connected to the 8-inch CSP sanitary sewer on the West side of SE 35th Avenue within the frontage of the existing house lot. A new lateral will need to be installed for the Northern lot at the time of Building Permit.

Since this property is at the top of the hill, there are no stormwater infiltration systems in the area. Therefore, we will need to know what the City will require for disposal of stormwater. We anticipate drywells will work in the area, but we may need to do an infiltration test to verify. The existing house has downspouts draining onto the ground, but we do not know where they drain. This is a basement house.

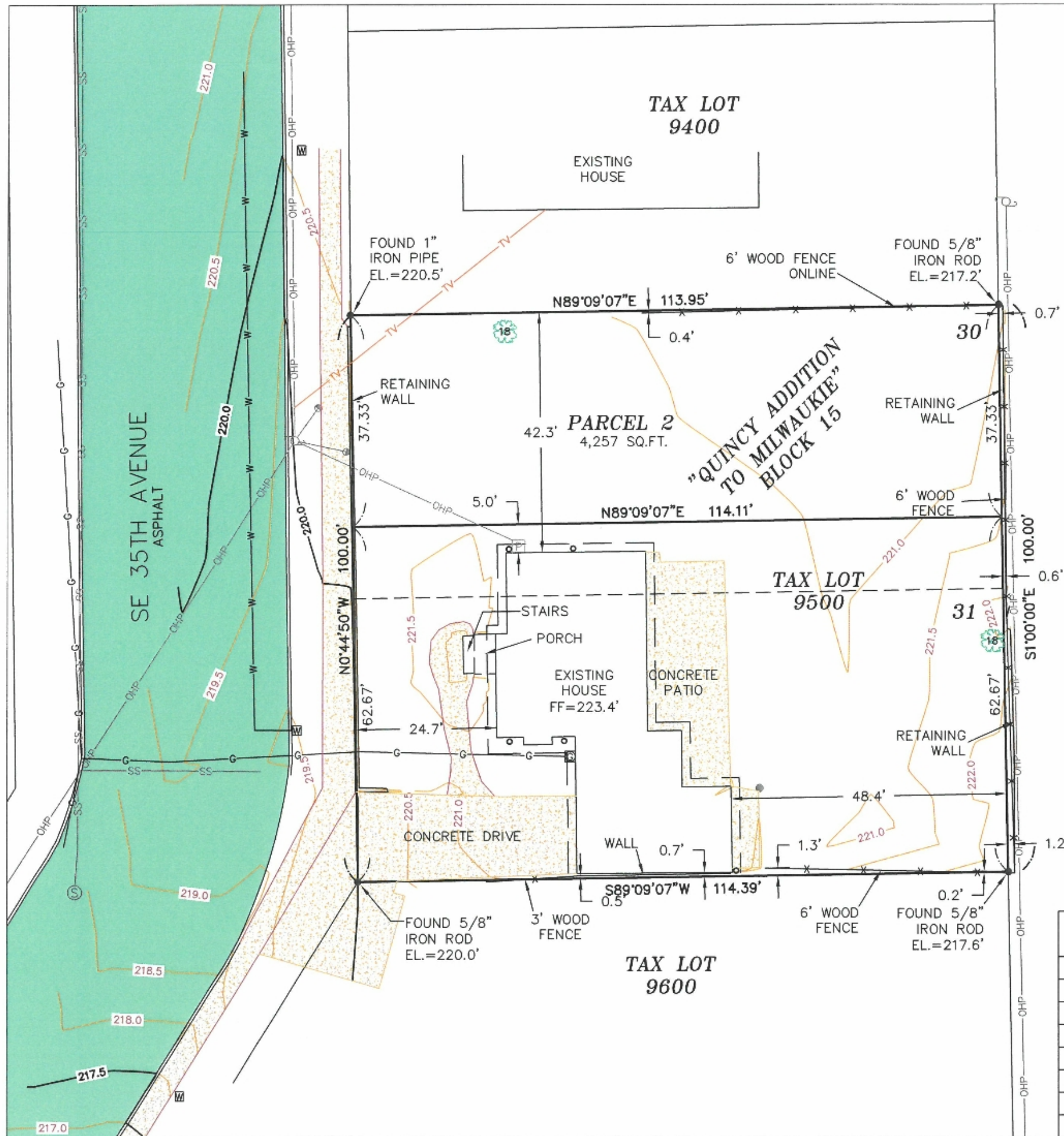
Roof drains on the Northern lot will be installed per City standards during the Building Permit process for a new house.

Since there will be no construction taking place at this time, none of the existing trees on these parcels are being affected. The trees on the Northern lot and between the curb and sidewalk will be dealt with at the time of Building Permit.

The existing house is connected to a gas service. There is an existing 1-inch gas main on the West side of SE 35th Avenue, should the new development on the Northern lot desire gas.

Questions for Pre-App

1. Why does the code require a larger lot for detached single-family than it does for duplexes, triplexes and quadplexes?
2. What will be the development standards that need to be followed for the future development on the new lot?
3. Since there is already curb and setback sidewalk within a 60-foot right-of-way, what frontage improvements will be required?
4. Since the existing house has existing downspouts that go into the ground, what will be required for stormwater disposal for the existing house?



LEGEND

- EXISTING DECIDUOUS TREE W/ TRUNK DIAMETER (INCHES)(CL=CLUSTER)
- EXISTING ELECTRIC METER
- EXISTING POWER POLE
- EXISTING GUY ANCHOR
- EXISTING OVERHEAD POWER LINES
- EXISTING WATER METER
- EXISTING UNDERGROUND WATER
- EXISTING GAS METER
- EXISTING UNDERGROUND GAS LINE
- EXISTING SANITARY MANHOLE
- EXISTING CLEANOUT
- EXISTING SANITARY SEWER LINE
- EXISTING FENCE
- EXISTING CABLE TV LINE
- EXISTING DOWN SPOUTS
- FOUND MONUMENTS
- EXISTING CONCRETE
- EXISTING ASPHALT



SCALE 1" = 20'


REGISTERED
PROFESSIONAL
LAND SURVEYOR

David Roeger
OREGON
SEPTEMBER 11, 2018
DAVID ROEGER
86811

EXPIRES DECEMBER 31, 2024

NOTES

1. THE PURPOSE OF THIS MAP WAS TO SHOW THE EXISTING CONDITIONS FOR 11932 SE 35TH AVENUE.
2. THE BASIS OF BEARINGS WAS PER THE PLAT OF "QUINCY ADDITION TO MILWAUKIE" CLACKAMAS COUNTY RECORDS.
3. LOCAL DATUM WAS ESTABLISHED PER MANHOLE RIM ELEVATION ON CITY OF MILWAUKIE SEWER ASBUILTS.
4. THIS MAP WAS PREPARED FOR THE EXCLUSIVE USE OF KRISTINA FEDOROVSKIY.
5. THIS MAP WAS PREPARED BY PLAT RECORDS, CALCULATED DATA, AND FIELD MEASUREMENTS, A RECORDED PARTITION PLAT WILL BE FILED AT A DATE TO BE DETERMINED.
6. ALL UTILITY LOCATIONS ARE SHOWN BY ABOVE GROUND FEATURES AND LOCATION OF PAINT MARKS SUPPLIED BY THE LOCAL UTILITY COMPANIES. CMT TAKES NO RESPONSIBILITY OF UNDERGROUND LOCATION. PLEASE NOTIFY THE UTILITY NOTIFICATION CENTER BEFORE ANY DIGGING 1-800-332-2344.

EXISTING CONDITIONS & PROPOSED REPLAT	11932 SE 35TH AVENUE
SE 1/4 SEC 36, T1S, R1E, W.M.	 CMT SURVEYING AND CONSULTING 20330 SE HIGHWAY 212 DAMASCUS, OR 97089 PHONE (503) 850-4672 FAX (503) 850-4590
CITY OF MILWAUKIE	
CLACKAMAS COUNTY, OREGON	
APRIL 19, 2023	
DRAWN: JMR CHECKED: DMR	
SCALE 1"=20' ACCOUNT #500-1349	
Y: \500-1349\DWG\5001349BASE	