



PLANNING DEPARTMENT
6101 SE Johnson Creek Blvd
Milwaukie OR 97206

PHONE: 503-786-7630
FAX: 503-774-8236
E-MAIL: planning@milwaukieoregon.gov

Application for Land Use Action

Master File #: V12-2017-004; ADU-2017-001

Review type*: I II III IV V

☐ CHECK ALL APPLICATION TYPES THAT APPLY:		
<input type="checkbox"/> Amendment to Maps and/or Ordinances: <input type="checkbox"/> Comprehensive Plan Text Amendment <input type="checkbox"/> Comprehensive Plan Map Amendment <input type="checkbox"/> Zoning Text Amendment <input type="checkbox"/> Zoning Map Amendment <input type="checkbox"/> Code Interpretation <input type="checkbox"/> Community Service Use <input type="checkbox"/> Conditional Use <input type="checkbox"/> Development Review <input type="checkbox"/> Director Determination <input type="checkbox"/> Downtown Design Review <input type="checkbox"/> Extension to Expiring Approval <input type="checkbox"/> Historic Resource: <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Status Designation <input type="checkbox"/> Status Deletion	<input type="checkbox"/> Land Division: <input type="checkbox"/> Final Plat <input type="checkbox"/> Lot Consolidation <input type="checkbox"/> Partition <input type="checkbox"/> Property Line Adjustment <input type="checkbox"/> Replat <input type="checkbox"/> Subdivision <input type="checkbox"/> Miscellaneous: <input type="checkbox"/> Barbed Wire Fencing <input type="checkbox"/> Modification to Existing Approval <input type="checkbox"/> Natural Resource Review <input type="checkbox"/> Nonconforming Use Alteration <input type="checkbox"/> Parking: <input type="checkbox"/> Quantity Determination <input type="checkbox"/> Quantity Modification <input type="checkbox"/> Shared Parking <input type="checkbox"/> Structured Parking <input type="checkbox"/> Planned Development <input type="checkbox"/> Preliminary Circulation Plan	<input checked="" type="checkbox"/> Residential Dwelling: <input checked="" type="checkbox"/> Accessory Dwelling Unit <input type="checkbox"/> Duplex <input type="checkbox"/> Manufactured Dwelling Park <input type="checkbox"/> Temporary Dwelling Unit <input type="checkbox"/> Sign Review <input type="checkbox"/> Transportation Facilities Review <input checked="" type="checkbox"/> Variance: <input type="checkbox"/> Building Height Variance <input type="checkbox"/> Use Exception <input type="checkbox"/> Variance <input type="checkbox"/> Willamette Greenway Review <input type="checkbox"/> Other: _____ Use separate application forms for: <ul style="list-style-type: none"> • Annexation and/or Boundary Change • Compensation for Reduction in Property Value (Measure 37) • Daily Display Sign • Appeal

RESPONSIBLE PARTIES: Sarah Roller

APPLICANT (owner or other eligible applicant—see reverse): Sarah Roller

Mailing address: 2679 SE Davies Ct Milw. OR Zip: 97267

Phone(s): 971 563 2409 E-mail: lander_007@hotmail.com

APPLICANT'S REPRESENTATIVE (if different than above):

Mailing address: Zip:

Phone(s): E-mail:

SITE INFORMATION:

Address: 11630 SE 27th Ave Map & Tax Lot(s): 11E36CA01800

Comprehensive Plan Designation: Contributing Historic Zoning: R-2 Size of property: .65 acre

PROPOSAL (describe briefly): Convert garage into an ADU. Garage currently serves as an office and guest house.

SIGNATURE: Sarah Roller

ATTEST: I am the property owner or I am eligible to initiate this application per Milwaukie Municipal Code (MMC) Subsection 19.1001.6.A. If required, I have attached written authorization to submit this application. To the best of my knowledge, the information provided within this application package is complete and accurate.

Submitted by: Sarah Roller Date: 7-10-17

IMPORTANT INFORMATION ON REVERSE SIDE

*For multiple applications, this is based on the highest required review type. See MMC Subsection 19.1001.6.B.1.

WHO IS ELIGIBLE TO SUBMIT A LAND USE APPLICATION (excerpted from MMC Subsection 19.1001.6.A):

Type I, II, III, and IV applications may be initiated by the property owner or contract purchaser of the subject property, any person authorized in writing to represent the property owner or contract purchaser, and any agency that has statutory rights of eminent domain for projects they have the authority to construct.

Type V applications may be initiated by any individual.

PREAPPLICATION CONFERENCE:

A preapplication conference may be required or desirable prior to submitting this application. Please discuss with Planning staff.

REVIEW TYPES:

This application will be processed per the assigned review type, as described in the following sections of the Milwaukee Municipal Code:

- Type I: Section 19.1004
- Type II: Section 19.1005
- Type III: Section 19.1006
- Type IV: Section 19.1007
- Type V: Section 19.1008

THIS SECTION FOR OFFICE USE ONLY:

FILE TYPE	FILE NUMBER	FEE AMOUNT*	PERCENT DISCOUNT	DISCOUNT TYPE	DEPOSIT AMOUNT	DATE STAMP
Master file		\$			\$	RECEIVED APR 11 2017 CITY OF MILWAUKIE PLANNING DEPARTMENT
Concurrent application files		\$			\$	
		\$			\$	
		\$			\$	
		\$			\$	
SUBTOTALS		\$		\$		
TOTAL AMOUNT RECEIVED: \$			RECEIPT #:		RCD BY:	

Associated application file #s (appeals, modifications, previous approvals, etc.):

Neighborhood District Association(s):

Notes:

*After discount (if any)



PLANNING DEPARTMENT
6101 SE Johnson Creek Blvd
Milwaukie OR 97206

PHONE: 503-786-7630
FAX: 503-774-8236
E-MAIL: planning@milwaukieoregon.gov

For all Land Use Applications
(except Annexations and Development Review)

Submittal Requirements

All land use applications must be accompanied by a signed copy of this form (see reverse for signature block) and the information listed below. The information submitted must be sufficiently detailed and specific to the proposal to allow for adequate review. Failure to submit this information may result in the application being deemed incomplete per the Milwaukie Municipal Code (MMC) and Oregon Revised Statutes.

Contact Milwaukie Planning staff at 503-786-7630 or planning@milwaukieoregon.gov for assistance with Milwaukie's land use application requirements.

1. **All required land use application forms and fees**, including any deposits.
Applications without the required application forms and fees will not be accepted.
2. **Proof of ownership or eligibility to initiate application** per MMC Subsection 19.1001.6.A.
Where written authorization is required, applications without written authorization will not be accepted.
3. **Detailed and comprehensive description** of all existing and proposed uses and structures, including a summary of all information contained in any site plans.
Depending upon the development being proposed, the description may need to include both a written and graphic component such as elevation drawings, 3-D models, photo simulations, etc. Where subjective aspects of the height and mass of the proposed development will be evaluated at a public hearing, temporary on-site "story pole" installations, and photographic representations thereof, may be required at the time of application submittal or prior to the public hearing.
4. **Detailed statement** that demonstrates how the proposal meets all applicable application-specific approval criteria (check with staff) and all applicable development standards (listed below):
 - a. **Base zone standards** in Chapter 19.300.
 - b. **Overlay zone standards** in Chapter 19.400.
 - c. **Supplementary development regulations** in Chapter 19.500.
 - d. **Off-street parking and loading standards and requirements** in Chapter 19.600.
 - e. **Public facility standards and requirements**, including any required street improvements, in Chapter 19.700.
5. **Site plan(s), preliminary plat, or final plat** as appropriate.
See Site Plan, Preliminary Plat, and Final Plat Requirements for guidance.
6. **Copy of valid preapplication conference report**, when a conference was required.

APPLICATION PREPARATION REQUIREMENTS:

- Five hard copies of all application materials are required at the time of submittal (unless submitted electronically). Staff will determine how many additional hard copies are required, if any, once the application has been reviewed for completeness.
- All hard copy application materials larger than 8½ x 11 in. must be folded and be able to fit into a 10- x 13-in. or 12- x 16-in. mailing envelope.
- All hard copy application materials must be collated, including large format plans or graphics.

ADDITIONAL INFORMATION:

- Neighborhood District Associations (NDAs) and their associated Land Use Committees (LUCs) are important parts of Milwaukie's land use process. The City will provide a review copy of your application to the LUC for the subject property. They may contact you or you may wish to contact them. Applicants are strongly encouraged to present their proposal to all applicable NDAs prior to the submittal of a land use application and, where presented, to submit minutes from all such meetings. NDA information: <http://www.milwaukieoregon.gov/communityservices/neighborhoods-program>.
- Submittal of a full or partial electronic copy of all application materials is strongly encouraged.

As the authorized applicant I, (print name) Sarah Roller, attest that all required application materials have been submitted in accordance with City of Milwaukie requirements. I understand that any omission of required items or lack of sufficient detail may constitute grounds for a determination that the application is incomplete per MMC Subsection 19.1003.3 and Oregon Revised Statutes 227.178. I understand that review of the application may be delayed if it is deemed incomplete.

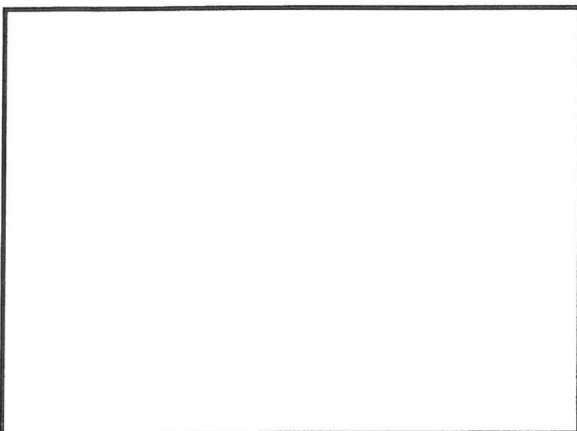
Furthermore, I understand that, if the application triggers the City's sign-posting requirements, I will be required to post signs on the site for a specified period of time. I also understand that I will be required to provide the City with an affidavit of posting prior to issuance of any decision on this application.

Applicant Signature: Sarah Roller

Date: April 10, 2017

Official Use Only

Date Received (date stamp below):



To whom it may concern,

I hereby authorize Sarah Roller to apply for an ADU, associated variance, and permits to convert the garage at 11630 SE 27th Ave, Milwaukie, OR 97222 into an ADU.

Sincerely,

A handwritten signature in blue ink, appearing to read "Randall Scott Griffith", with a long horizontal flourish extending to the right.

Randall Scott Griffith

April 10, 2017

ADU Land Use Application: 11630 SE 27th Ave., Milwaukie, OR 97222 TLID: 11E36CA01800

Description:

Existing property is a single-family house on a .65 acre lot in the R-2 zone. The site also has a detached single story garage that was constructed approximately 60 years ago. The garage is currently an office space and a newly constructed guest house. The proposal is to convert the entire garage into an ADU for a family member to live in. The existing structure is 880 Square feet, which is larger than allowed in 19.910.1.E.4.a (800 sq ft max). Also, the existing building footprint is also 880, which is larger than allowed in 19.910.1.E.4.b (also 800 sq ft). I am applying for a variance (via type 3 review) to both 19.910.1.e.4.a&b. The ADU will have a full kitchen, bath and laundry in a studio style layout. The ADU will not change the street facing appearance of the garage or increase the size of the structure. The only visible alteration will be the addition of windows to the sides and rear of the building.

Detailed Statement:

19.300 - Base Zone Standards: An ADU is outright allowed via a type II review in R-2 zoning, per MMC 19.302.2.

19.400 - Overlay Zone Standards: Is a contributing property to the historic preservation overlay, but the garage doesn't apply, only the main structure.

19.500 - Supplementary Development Regulations: Accessory structure is pre-existing, and is not being externally altered. Not further non-conforming.

19.600 - Off-street Parking and Loading Standards and Requirements: Per 19.605.1, property is required to have two off street parking spaces. Property already has 2 off street parking spots that are paved with asphalt.

19.700 - Public Facility Standards and Requirements: Property frontage is 128 ft and improvements are present. Existing curb tight sidewalk is 5' wide. Driveway approach is not currently ADA compliant. Also, a portion of sidewalk is above the minimum 2% cross slope. All non-compliant sidewalk and driveway approach will be replaced before final approval of ADU.

19.911.4 Approval Criteria

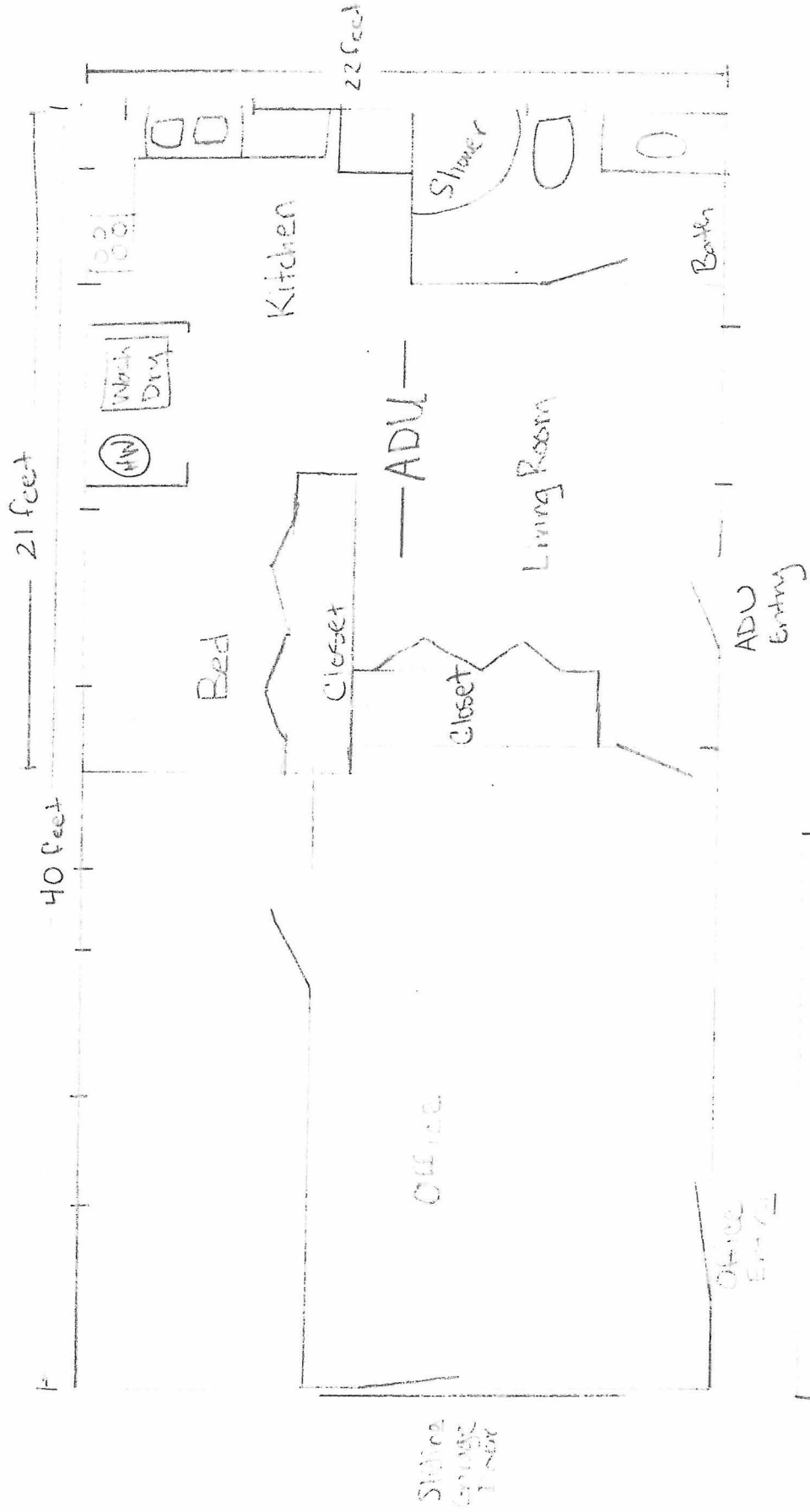
We are meeting the discretionary relief criteria requirements demonstrated below:

- a. The alternative to this variance would be deconstructing the front or back of the building, and reconstructing the wall 4 ft inside of the original location of the wall. This would almost double the cost and add significant time to the project.
- b. The impacts to surrounding properties are as minimal as possible. This is the conversion of an existing building, with very minimal external changes. The only visible change to this property will be the addition of one extra vehicle, the 4 new windows that won't be seen from the street.
- c. There will be no additional impacts of the increased size ADU vs the 800 sq ft maximum. Impacts on the utility and transportation network will be mitigated through system development charges, and the alteration of the non-ADA compliant driveway approach.

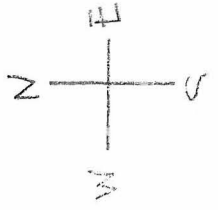
11630 SE 27th AVE

Tax ID: 1E36CAD1800

ADU Application



Back Yard



House

Station
Grange
Park

28TH AVE

Garage/
ADU

House

27TH AVE

