



PLANNING DEPARTMENT  
6101 SE Johnson Creek Blvd  
Milwaukie OR 97206

PHONE: 503-786-7630  
FAX: 503-774-8236  
E-MAIL: [planning@milwaukieoregon.gov](mailto:planning@milwaukieoregon.gov)

# Application for Land Use Action

Master File #: ADU-2017-003

Review type\*:  I  II  III  IV  V

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

## RESPONSIBLE PARTIES:

APPLICANT (owner or other eligible applicant—see reverse): Michael Hall

Mailing address: 4327 Mason Ln, Milwaukie zip: 97222

Phone(s): 971-678-1671 E-mail: Michall1@yahoo.com

APPLICANT'S REPRESENTATIVE (if different than above): Lloyd Martindale

Mailing address: 3560 NE 120th Ave Portland zip: 97220

Phone(s): 503-736-6335 E-mail: Lloyd@503remodel.com

## SITE INFORMATION:

Address: 4327 Mason Ln Map & Tax Lot(s): 12E 30 Bc 00603

Comprehensive Plan Designation: \_\_\_\_\_ Zoning: \_\_\_\_\_ Size of property: \_\_\_\_\_

PROPOSAL (describe briefly): ADU Detached

SIGNATURE: [Signature]

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: [Signature] Date: 6/30/17

## 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<br>JUN 30 2017<br>MILWAUKIE DEVELOPMENT |
| Concurrent application files     |             | \$          |                   |               | \$             |  |
|                                  |             | \$          |                   |               | \$             |  |
|                                  |             | \$          |                   |               | \$             |  |
|                                  |             | \$          |                   |               | \$             |  |
| <b>SUBTOTALS</b>                 |             | \$          |                   | \$            |                |  |
| <b>TOTAL AMOUNT RECEIVED: \$</b> |             |             | <b>RECEIPT #:</b> |               | <b>RCD BY:</b> |  |

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

**Neighborhood District Association(s):**

**Notes:**

\*After discount (if any)

## **SUBMITTAL REQUIREMENTS**

We propose to build a new ADU Type 2 structure at the property of 4327 SE mason Lane, 97222.

### **STRUCTURTE FOOT PRINT**

The existing structure has a sf calculation of 905 square feet and the new structure has a foot print of 564 square feet

The total square footage of the existing structure is 905 square feet and the proposed ADU has a total square footage of 678 square feet below 6'6" which falls just below the 75% maximum.

### **Maximum Lot Coverage**

The property currently has 7050 total square feet of lot space. The existing coverage area is 1,331 square feet. The proposed coverage area will be 1,895 square feet of lot coverage area.

.3 x 7050 gives a maximum lot coverage of 2,115 square feet, our 1895 falls below the Maximum allowed in R-7 zoning

### **Minimum Landscape Area**

The property currently has 7050 total square feet of lot space. The existing Landscaped area is 4,266 square feet. The proposed coverage area will be 4,763 square feet of lot coverage area.

.7 x 7050 gives a maximum lot coverage of 4,935 square feet, our 4,763 square foot coverage falls below the Maximum allowed in R-7 zoning

### **SETBACKS FRONT PROPERTY LINE**

The setback from the property line to the proposed ADU will be 55' putting us above the minimum standard of 40' for R-7 ADU

### **SETBACKS STREET SIDE PROPERTY LINE**

We do not have a street side property line, this residence is bordered on three sides with homes with a front side facing the street.

### **SETBACKS REAR SIDE PROPERTY LINE**

The setbacks to the rear of the building will be 22' putting us at a greater distance than the minimum 20' for r-7

### **MAXIMUM ALLOWED FLOOR AREA**

The total square footage of the existing structure is 905 square feet and the proposed ADU has a total square footage of 678 square feet below 6'6" which falls just below the 75% maximum.

### **BUIDING HEIGHT**

Our proposed ADU will have a finish height of 18' 8 7/8" and will be a two story building. As a type 2 ADU we fall below the 25" maximum height restrictions

### **MINIMUM ROOF PITCH**

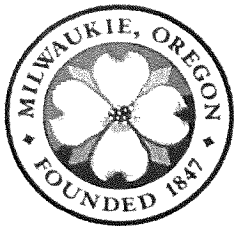
The roof pitch of the structure is to be 4/12 complying with the roof pitch standards for R-7 zoning

### **PRIVACY STANDARDS**

To meet privacy standards we will be using minimum 5/8 by 3" trim boards along with 12" eaves. We also meet privacy standards with a 6' fence that currently has privacy slats.

According to MMC 19.301 accessory uses are permitted with a type 2 review required for zoning R-10, R-7, and R-5. Our current home falls into the R-7 zoning criteria. Our off street parking required in 19.605 is met with an existing double car garage. ADU requirements and are further defined in MMC 19.910.1





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# Accessory Dwelling Units: Detached

This handout summarizes the accessory dwelling unit (ADU) regulations for residential properties in the City of Milwaukie. Please refer to Milwaukie Municipal Code (MMC) Subsection 19.910.1. ADUs are allowed in all residential zones except the Downtown Residential Zone. ADUs must follow all of the zoning requirements of the residential zone they are located in, as well as the additional requirements in MMC Subsection 19.910.1.

## Definition of Accessory Dwelling Unit (ADU)

1. An "accessory dwelling unit" is a second dwelling unit on a lot with a single-family detached dwelling. An ADU is incidental to, and smaller than, the main dwelling unit. An ADU can either be part of the main structure, attached to the main structure, or detached.
2. The City has different regulations based on whether it is attached or not.
3. An "accessory dwelling unit" includes areas and equipment for sleeping, cooking, and sanitation (bathrooms and toilets). A structure without these areas and equipment is an "accessory structure," not an ADU, and is subject to the provisions of MMC Section 19.502 Accessory Structures.

## Standards for All ADUs

1. The primary use on the property must be a single-family detached house, and it must be used as a dwelling.
2. Either the primary or accessory dwelling must be owner-occupied; the owner must record this deed restriction with the County (i.e., the property owner must live in one of the dwellings).
3. One ADU is allowed per lot.
4. An ADU is limited to the lesser of 800 sq ft or 75% of the floor area of the main structure.
5. A new ADU requires a preapplication conference with City staff.

## Review and Approval of Detached ADUs

There are two review processes for ADUs, depending on the size of the unit.

| Footprint, Height, and Required Yards for Detached Accessory Dwelling Units |  |                           |
|---|--|---------------------------|
| Level of Review   | Type I   | Type II                   |
| Maximum Structure Footprint   | 600 sq ft  | 800 sq ft                 |
| Maximum Structure Height  | 15', limited to 1 story  | 25', limited to 2 stories |
| Required Side and Rear Yard   | Base zone requirement for side and rear yard   | 5'                        |
| Required Front Yard   | 10' behind front yard as defined in Section 19.201, unless located at least 40' from the front lot line. |                           |
| Required Street Side Yard   | Base zone requirement for street side yard   |                           |

Type I review is a staff-level review to ensure that the proposal meets all applicable codes and requirements. This is often called an "as-of-right" or "permitted outright" type of review. The review time and cost is less than what is required for a Type II review.

ADUs greater than the Type I review thresholds will be reviewed through a Type II review process. In addition to a staff-level review, to ensure that the proposal meets all relevant codes and requirements, this type of application requires a public posting on the site and notification to all properties within 300 ft of the subject property and a comment period. The final decision on the application is made by the Planning Director.

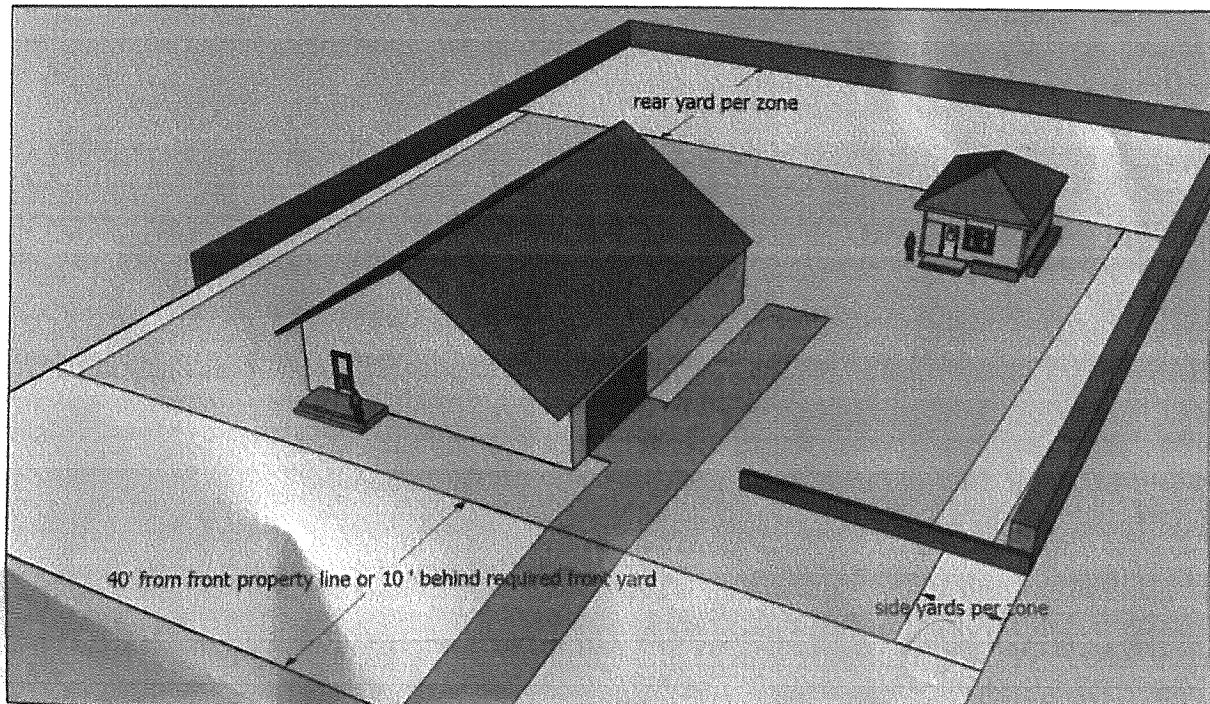
**Development Standards for Detached ADUs**

ADUs that are detached (a separate structure) from the primary residence must meet the development standards outlined in Table 1, below.

**TABLE 1. DEVELOPMENT STANDARDS FOR DETACHED ACCESSORY DWELLING UNITS**

| Requirement  | Allowed by Code   |                     | Subject Property Requirements | Proposed       | Comments<br>Staff Use Only |
|--|---|---------------------|-------------------------------|----------------|----------------------------|
|  | Type I  | Type II             |                               |                |                            |
| Maximum Lot Coverage and Minimum Landscaped Area<br>See note 1 | Same as base zone   |                     | 1331<br>4266                  | 1,895<br>4,763 |                            |
| Setbacks:<br>Front Property Line                               | 10' behind required front yard or 40' from front lot line |                     | greater than 40'              | 55'            |                            |
| Setbacks:<br>Street Side Property Line                         | Same as base zone   |                     | NA                            | NA             |                            |
| Setbacks:<br>Rear and Side Property Lines                      | Same as base zone   | 5' min.             | Side 5'<br>Rear 20'           | 5'<br>22'      |                            |
| Maximum Allowed Floor Area                                     | 800 sq ft or 75% of main dwelling, whichever is less      |                     | 905                           | 678            |                            |
| Building Height (detached ADU)<br>See note 2                   | 15'<br>1-story max.                                       | 25'<br>2-story max. | 25'<br>Max                    | 18' 8 7/8"     |                            |

1. See Zoning Worksheets for requirements.
2. See page 4 of this handout for how to measure building height.



**Required Design Elements for Detached ADUs**

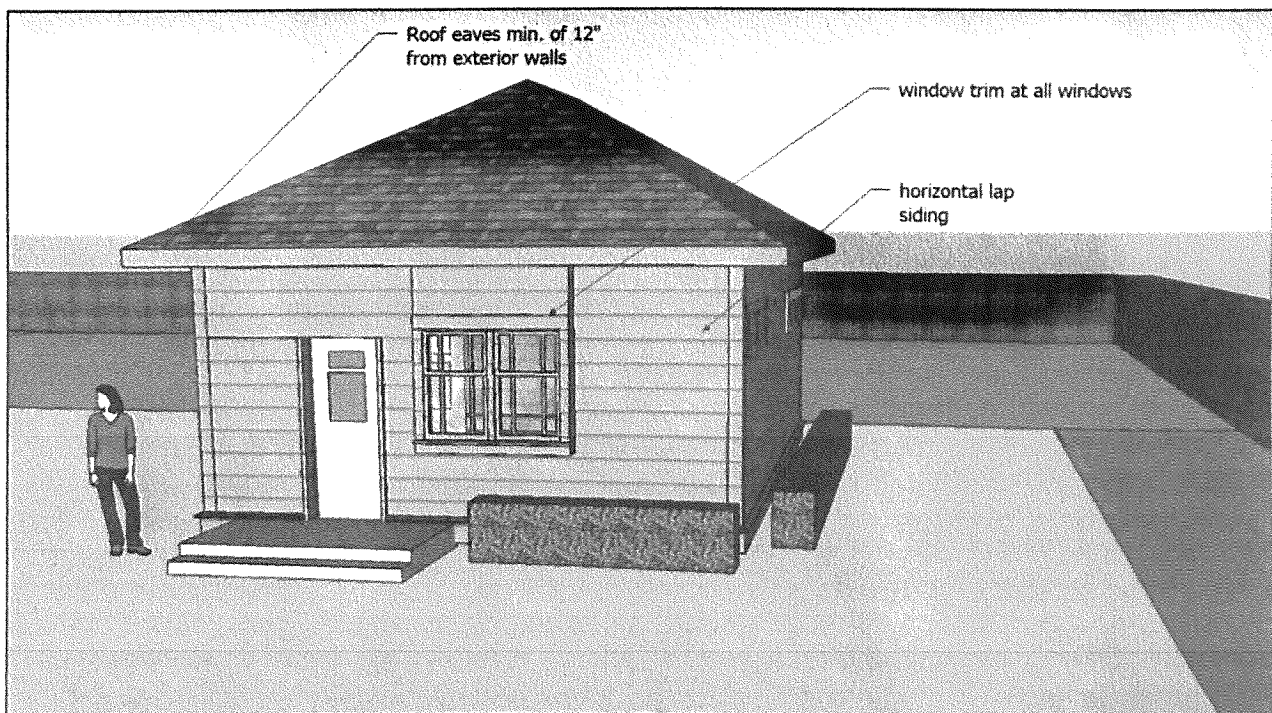
Detached ADUs must include at least 2 of the design details from Table 2, below. Yurts are allowed as detached ADUs and are exempt from this requirement, but they must meet all other ADU regulations and building codes (see MMC Subsection 19.910.4.b).

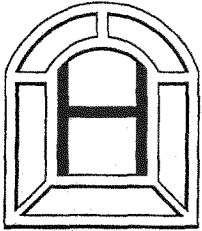
**TABLE 2. DESIGN STANDARDS FOR DETACHED ACCESSORY DWELLING UNITS**

| Requirement  | Required by Code  | Existing            | Proposed            | Comments<br>Staff Use Only |
|--|---|---------------------|---------------------|----------------------------|
| Minimum roof pitch if floor-to-ceiling height is 9' or more<br>See note 3              | 4" rise for every 12" of run (4/12 pitch)                             | 4/12                | 4/12                |                            |
| Privacy standard (for walls within 20' of adjacent residential property line)          | All windows placed on upper 1/3 of wall,<br>OR<br>6' visual screening | 6' Visual Screening | 6' Visual Screening |                            |
| <b>All detached ADUs shall include at least 2 of the following (check at least 2):</b> |   |                     |                     |                            |
| <input type="checkbox"/> Covered porch   | 5 min. depth  |                     |                     |                            |
| <input type="checkbox"/> Recessed entry  | 2' min. from exterior wall to door                                    |                     |                     |                            |
| <input checked="" type="checkbox"/> Roof eaves   | 12" min. projection   |                     |                     |                            |
| <input type="checkbox"/> Horizontal lap siding   | Siding between 3" and 7" wide   |                     |                     |                            |
| <input checked="" type="checkbox"/> Window trim at all windows                         | 3" wide and 5/8" deep   |                     |                     |                            |

1. A minimum 4/12 roof pitch is required for an accessory structure greater than 10 ft and for ADUs with a floor-to-ceiling height greater than 9 ft.

**ILLUSTRATION OF DESIGN STANDARDS FOR DETACHED ACCESSORY DWELLING UNITS**





NRG Wise, Inc. dba

**HENDERSON**

*& Daughter*

Windows & Doors

Info@HendersonAndDaughter.com

SHOWROOM & OFFICE  
11819 'A' NE Hwy 99  
Vancouver, WA 98686

**Invoice**  
Portland: (503) 284-4467  
Vancouver: (360) 573-7402  
FAX: (360) 573-7889

Bill To

Lloyd Martindale/Donna Swartz  
2011 SW Upper Drive  
Portland, Or 97201

Ship To

Martindale, Lloyd/ Swartz,  
Donna  
2011 SW Upper Drive  
Portland, OR 97201

503-736-6335

| Estimator  | Terms                       | Date               | Invoice # |
|--|-----------------------------|--------------------|-----------|
| WMM  | Credit Card on Installation | 3/15/2017          | 1703-D006 |
| Description  |                             | Amount...          |           |
| 1-Codel Smooth fiberglass SFF door system/3-Milgard Ultra outswing French doors      |                             | 17,535.00          |           |
| Accounts not paid within terms will be charged 1.5% per month on the unpaid balance. | <b>Subtotal</b>             | \$17,535.00        |           |
|  | <b>Sales Tax (0.0%)</b>     | \$0.00             |           |
| OR BB# 68623 / WA# HENDE*105N4   | <b>Total</b>                | <b>\$17,535.00</b> |           |
| VISA / MC #  | Check #                     | Payment Received   |           |

Thank you for selecting Henderson & Daughter for your home improvement project. Your installer has taken great care to insure a quality installation. After your 1 year installation warranty, you can assure years of enjoyment with the following care information:

**WINDOW CARE:**

- 1) Please AVOID power washing within 24" of the windows and patio doors.
- 2) Please AVOID abrasive cleaners on vinyl frames - glass cleaner is usually all that is needed.
- 3) To avoid unnecessary repairs, you must inspect and recaulk annually if needed.**

**STORM / SECURITY DOOR & PRIME DOOR CARE**

- 1) Please lubricate locks every 4 to 6 months with silicone spray.  
Avoid oil based lubricants as they cause buildup.

DATE

SIGNATURE

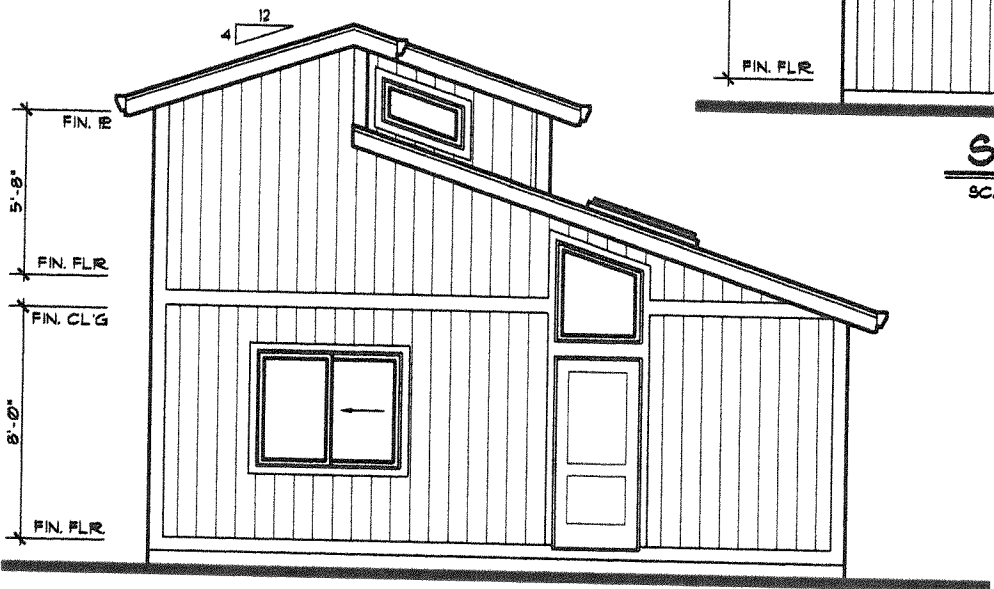




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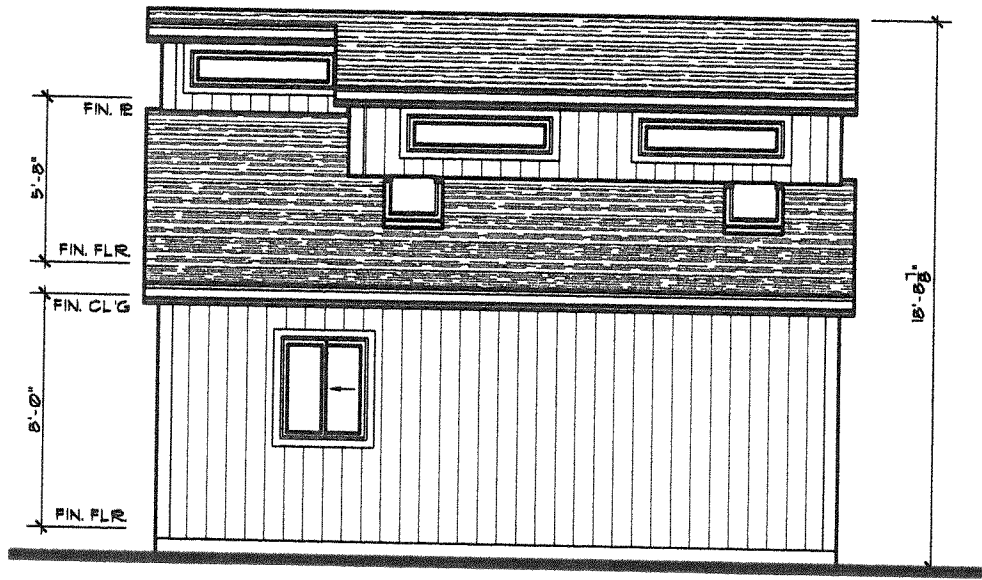
JUN 30 2017

CITY OF MILWAUKIE  
COMMUNITY DEVELOPMENT



**WEST ELEVATION**

SCALE: 1/4" = 1'-0"



**SOUTH ELEVATION**

SCALE: 1/4" = 1'-0"

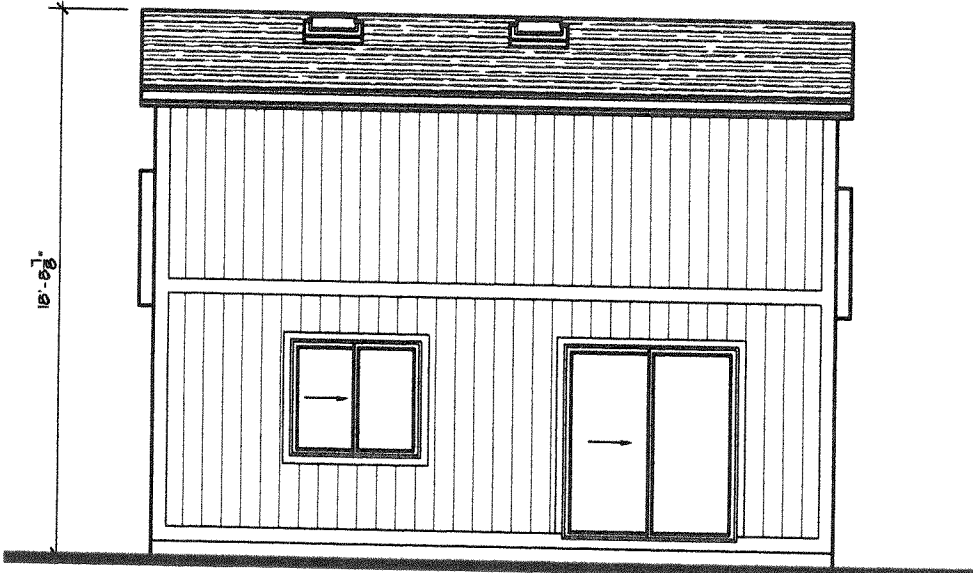
113 W 7th Street, Suite #205  
Vancouver, WA 98660  
(509) 936-7779  
info@streichberger.com

*Streichberger*  
Home Design

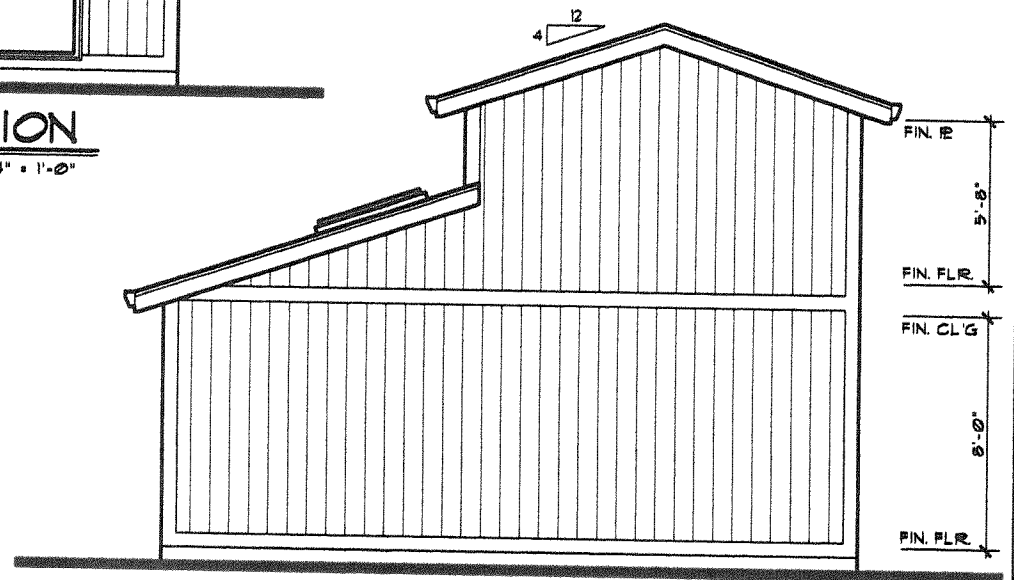
1  
SP 12  
MALL ADU  
98-08-17

MAIN FLOOR: 504 sq. ft.  
UPPER FLOOR: 234 sq. ft.  
TOTAL: 738 sq. ft.

MAIN (ADU): 504 sq. ft.  
UPPER (ADU): 234 sq. ft.  
TOTAL (ADU): 738 sq. ft.



**NORTH ELEVATION**  
SCALE: 1/4" = 1'-0"



**EAST ELEVATION**  
SCALE: 1/4" = 1'-0"

RECEIVED

JUN 30 2017

CITY OF MILWAUKIE  
COMMUNITY DEVELOPMENT

**NOTE:**  
CONTRACTOR TO VERIFY  
ALL DIMENSIONS AND  
SITE CONDITIONS PRIOR  
TO CONSTRUCTION.

STREIBERGER PLANNING & DESIGN, INC. is a professional corporation organized under the laws of the State of Wisconsin. It is not responsible for the accuracy or completeness of the information provided herein. The information is provided for informational purposes only and should not be relied upon for any legal or financial decision. The information is provided as is, without warranty of any kind, express or implied, including but not limited to the accuracy, completeness, or reliability of the information. The information is provided for informational purposes only and should not be relied upon for any legal or financial decision. The information is provided as is, without warranty of any kind, express or implied, including but not limited to the accuracy, completeness, or reliability of the information.

111 7th Street, Suite #200  
Milwaukee, WI 53202  
(414) 333-7779  
streibergerplanning.com

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Planning & Design*

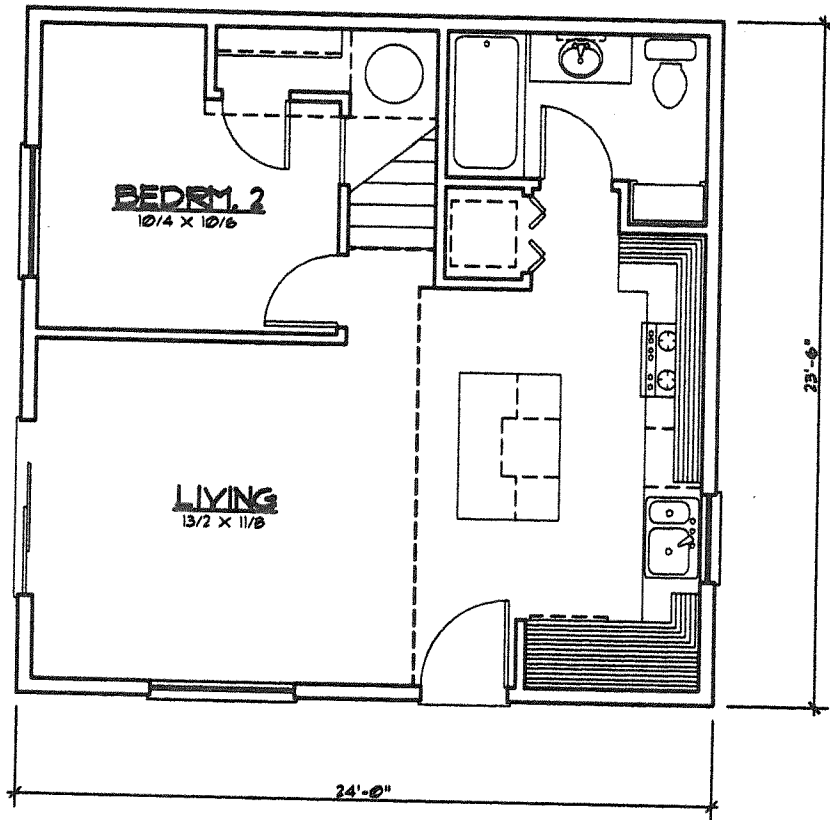
|  |   |
|--|---|
| <p><small>CONTRACT: 18111</small></p> <p><small>MAIN FLOOR: 844 sq. ft.</small></p> <p><small>UPPER FLOOR: 254 sq. ft.</small></p> <p><small>MAIN CADU: 844 sq. ft.</small></p> <p><small>UPPER CADU: 254 sq. ft.</small></p> <p><small>NO. DADU: 17</small></p> | <p>HALL ADU</p> <p><b>2</b></p> <p>09 0</p> <p>10 AM 11</p> |
|--|---|

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JUN 30 2017

CITY OF MILWAUKIE  
COMMUNITY DEVELOPMENT

NOTE:  
CONTRACTOR TO VERIFY  
ALL DIMENSIONS AND  
SITE CONDITIONS PRIOR  
TO CONSTRUCTION.



**MAIN FLOOR PLAN**

SCALE:

1/4" = 1'-0"



Shreibers Home Design, Inc. is a professional architectural and interior design firm. We are licensed in the state of Oregon and provide a full range of services including architectural design, interior design, and construction management. Our office is located at 117 W. 7th Street, Suite 200, Milwaukie, Oregon 97132. We can be reached at (503) 938-7779 or via email at shreibersdesign.com.

*Shreibers Home Design*

|  |                 |
|--|-----------------|
| <p><small>OWNER: HALL<br/>304 4th St. N.<br/>Milwaukie, OR 97132<br/>Phone: 503-938-7779</small></p> | <p>HALL ADU</p> |
| <p><small>MAIN FLOOR<br/>304 4th St. N.<br/>Milwaukie, OR 97132<br/>304 sq. ft.</small></p>          |                 |
| <p><b>3</b></p> <p><small>OF 2</small></p> <p><small>10 AM FT</small></p>                            |                 |



