



June 1, 2017

Hayes McCoy
H.A. McCoy Engineering & Surveying
1180 SE Lake Rd, Ste. 201 Redmond
OR 97756

Re: Preapplication Report

Dear Hayes:

Enclosed is the Preapplication Report Summary from your meeting with the City on May 18, 2017, concerning your proposal for action on property located at 11159 SE Maplehurst Rd.

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 Director may require a new preapplication conference.
- If a development proposal is significantly modified after a preapplication conference occurs, the Planning Director may require a new preapplication conference.

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

Sincerely,

Alicia Martin
Administrative Specialist II

Enclosure

cc: Curtis Gibson, Sati Development LLC
file

CITY OF MILWAUKIE

PreApp Project ID #: 17-008PA

PRE-APPLICATION CONFERENCE REPORT

This report is provided as a follow-up to a meeting that was held on 5/18/2017 at 10:00am

Applicant Name: Curtis Gibson
Company: H.A. McCoy Engineering & Surveying
Applicant 'Role': Other
Address Line 1: 1180 SW Lake Rd, Ste. 201
Address Line 2:
City, State Zip: Redmond OR 97756
Project Name: **Maplehurst Subdivision**
Description: 11 lot subdivision with associated improvements
ProjectAddress: 11159 SE Maplehurst Rd
Zone: Residential R-7
Occupancy Group:
ConstructionType:
Use: Low Density (LD)
Occupant Load:
AppsPresent: Curtis Gibson, Hayes McCoy
Staff Attendance: Brett Kelper, Alex Roller, Tim Salyers, Matt Amos, Richard Nasiombe

BUILDING ISSUES

ADA:
Structural:
Mechanical:
Plumbing:
Plumb Site Utilities:
Electrical:
Notes:

Please note all drawings must be individually rolled. If the drawings are small enough to fold they must be individually folded.

FIRE MARSHAL ISSUES

- Fire Sprinklers:** Fire Sprinklers may be required in houses where fire access is limited or hydrant location is not within the required range.
- Fire Alarms:**
- Fire Hydrants:**
- Turn Arounds:**
- Addressing:**
- Fire Protection:**
- Fire Access:**
- Hazardous Mat.:**
- Fire Marshal Notes:** See attached.

PUBLIC WORKS ISSUES

- Water:** A City of Milwaukie 6-inch water main on SE 66th Avenue will need to be extended to provide service to all newly created lots. Standard 2-inch blowoff will also be required at the end of the water main. The water System Development Charge (SDC) is based on the size of water meter serving the property. The corresponding water SDC will be assessed with installation of a water meter. Water SDC credit will be provided based on the size of any existing water meter serving the property removed from service. The water SDC will be assessed and collected at the time the building permits are issued.
- Sewer:** A City of Milwaukie 8-inch wastewater main on Taxlot 3800 to the west will need to be extended to the east to provide service to all newly created lots. If there are grade issues connecting to this line, then the development can connect to a Clackamas county line at the south end of 66th Avenue available to connect to. Currently, the wastewater System Development Charge (SDC) is comprised of two components. The first component is the City's SDC charge of \$1,075 and the second component is the County's SDC for treatment of \$6,130 that the City collects and forwards to the County. Both SDC charges are per connection unit. The wastewater SDC will be assessed and collected at the time the building permits are issued.
- Storm:** Submission of a storm water management plan by a qualified professional engineer is required as part of the proposed development. The plan shall conform to Section 2 - Stormwater Design Standards of the City of Milwaukie Pubic Works Standards.
The storm water management plan shall demonstrate that the post-development runoff does not exceed the pre-development, including any existing storm water management facilities serving the development property. Also, the plan shall demonstrate compliance with water quality standards. The City of Milwaukie has adopted the City of Portland 2008 Stormwater Management Manual for design of water quality facilities.
All new impervious surfaces, including replacement of impervious surface with new impervious

surfaces, are subject to the water quality standards. See City of Milwaukie Public Works Standards for design and construction standards and detailed drawings.

The storm SDC is based on the amount of new impervious surface constructed at the site. One storm SDC unit is the equivalent of 2,706 square feet of impervious surface. The storm SDC is currently \$845 per unit. The storm SDC will be assessed and collected at the time the building permits are issued.

Street: The proposed development fronts the west side of SE Maplehurst Road, a neighborhood route. The portion of SE Maplehurst Road fronting the proposed development has a right-of-way width of 40 feet and a paved width of approximately 22 feet with no improvements on both sides of the road.

The proposed development fronts the south end of SE 66th Avenue, a local road. The portion of SE 66th Avenue fronting the proposed development has a right-of-way width of approximately 55 feet and has sidewalk on the west side.

Frontage: Chapter 19.700 of the Milwaukie Municipal Code, hereafter referred to as "Code", applies to partitions, subdivisions, and new construction.

Transportation Facility Requirements, Code Section 19.708, states that all rights-of-way, streets, sidewalks, necessary public improvements, and other public transportation facilities located in the public right-of-way and abutting the development site shall be adequate at the time of development or shall be made adequate in a timely manner.

New Internal Road

According to Code Table 19.708.2 and the Transportation Design Manual, the neighborhood route cross section includes the following:

- 9-foot travel lanes
- 6-foot parking lane
- 4-foot landscape strips
- 5-foot setback sidewalks

This is a 50-foot full right-of-way width.

The application submitted (revised plan with connection to 66th Avenue) proposes a 40-foot right-of-way for the new east/west road. This removes required components per MMC 19.708.2. A narrative describing the reasons for wanting to remove these components must be provided. Final determination of right-of-way width will be determined by the Engineering Director.

66th Avenue Extension

Right-of-way width of 66th Avenue is approximately 55 feet. This is wider than city requirement. The west sidewalk alignment will be maintained, which will set the west boundary of the right-of-way. The total right-of-way width will be 50 with the east boundary not aligning with the southwest corner of taxlot 8100.

The west end of the new road must end in a turnaround. Note that this is NOT a fire turnaround, so the width requirement is significantly lower. This turnaround can fit in a standard 50-foot right-of-way.

Right of Way: New streets will be dedicated to the public through the platting process. See notes above about required widths.

Driveways: Code Section 12.16.040.A states that access to private property shall be permitted with the use of driveway curb cuts and driveways shall meet all applicable guidelines of the Americans with

Disabilities Act (ADA). Driveway approaches shall be improved to meet the requirements of Milwaukie's Public Works Standards.

Erosion Control: Per Code Section 16.28.020(C), an erosion control permit is required prior to placement of fill, site clearing, or land disturbances, including but not limited to grubbing, clearing or removal of ground vegetation, grading, excavation, or other activities, any of which results in the disturbance or exposure of soils exceeding five hundred square feet.

Code Section 16.28.020(E) states that an erosion control permit is required prior to issuance of building permits or approval of construction plans. Also, Section 16.28.020(B) states that an erosion control plan that meets the requirements of Section 16.28.030 is required prior to any approval of an erosion control permit.

Traffic Impact Study: Code Section 19.704.1(A) states that the City will determine whether a transportation impact study (TIS) is required. In the event the proposed development will significantly increase the intensity of use, a transportation impact study will be required. The City of Milwaukie Engineering Director has determined that this development will not require a traffic impact study.

PW Notes: TRANSPORTATION SDC
The Transportation SDC will be based on the increase in trips generated by the new use per the Trip Generation Handbook from the Institute of Transportation Engineers. The SDC for transportation is \$1,921 per trip generated. Credits will be given for any demolished structures, which shall be based upon the existing use of the structures.

PARKS & RECREATION SDC

The parks & recreation System Development Charge (SDC) is triggered when application for a building permit on a new dwelling is received. Currently, the parks and recreation SDC for each Single-Family Residence is \$3,985.00. Credit is applied to any demolished structures and is based upon the existing use of the structures. The parks and recreation SDC will be assessed and collected at the time the building permits are issued.

REQUIREMENTS AT FINAL PLAT

- Engineered plans for public improvements (street, sidewalk, and utility) are to be submitted and approved prior to start of construction. Full-engineered design is required along the frontage of the proposed development.

- The applicant shall pay an inspection fee of 5.5% of the cost of public improvements prior to start of construction.

- The applicant shall provide a payment and performance bond for 100% of the cost of the public improvements prior to the start of construction.

- The applicant shall provide a final approved set of Mylar "As Constructed" drawings to the City of Milwaukie prior to the final inspection.

- The applicant shall provide a maintenance bond for 100% of the cost of the public improvements prior to the final inspection

PLANNING ISSUES

Setbacks: Yard requirements for the Residential R-7 zone are established in Milwaukie Municipal Code (MMC) Subsection 19.301.4. Minimum front and rear yards are 20 ft, side yards must be at least 5 ft on one

side and 10 ft on the other (for interior lots) and street-side yards must be at least 20 ft (for corner lots).

For side yards in the R-7 zone, there is a height plane limit of 20 ft at the minimum setback, with a slope of 45 degrees. See the definition of "side yard height plane" in MMC Section 19.201 for an illustration of this principle. MMC Subsection 19.501.3.B establishes some allowable exceptions to the side yard height plane, including limited minor encroachments for roof overhangs or eaves, gable ends of roofs, and dormers.

Yard setbacks for accessory structures are established in MMC Subsection 19.502.2 and depend on the size and height of the proposed structure, varying from 3 ft to 5 ft to the same standards as the base R-7 zone. Accessory structures must be located beyond the front yard of the primary structure, unless they are at least 40 ft from the front lot line. Utility apparatus, such as air conditioners, must be at least 3 ft away from side and rear property lines and are not permitted in any required front yard setback or street-side yard setback.

Landscape:

In the R-7 zone, a minimum of 30% of the site must be landscaped. In addition, at least 40% of the front yard area must be vegetated (measured from the front property line to the front face of the house). Vegetated areas may be planted in trees, grass, shrubs, or bark dust for planting beds, with no more than 20% of the landscaped area finished in bark dust (as per MMC Subsection 19.504.7). A maximum of 30% of the site may be covered by structures, including decks or patios over 18 in above grade.

Parking:

As per the off-street parking standards of MMC Chapter 19.600, properties developed with single-family dwellings must provide at least 1 off-street parking space per dwelling unit. The standards for residential parking areas are established in MMC Section 19.607 and require that residential off-street parking spaces must be at least 9 ft wide and 18 ft deep. The required spaces cannot be located in a required front or street-side yard and must have a durable and dust-free hard surface.

Uncovered parking spaces and maneuvering areas cannot exceed 50% of the front yard area and 30% of the required street-side yard area. No more than 3 residential parking spaces are allowed within the required front yard. Parking areas and driveways on the property shall align with the approved driveway approach and shall not be wider than the approach within 5 ft of the right-of-way boundary. Alternately, a gradual widening of the onsite driveway is allowed to the 10-ft point at a ratio of 1:1 (driveway width : distance onto property), starting 2 ft behind the front property line. See the figures provided in MMC 19.607 for more information.

Transportation Review:

The proposed subdivision triggers the requirements of MMC Chapter 19.700 Public Facility Improvements. The subject property has frontage on 66th Avenue and Maplehurst Road, and a new public street connection that provides frontage for all new lots will be required. Please see the Public Works notes or contact the City's Engineering Department for more information about the requirements of MMC 19.700.

Application Procedures:

The land division process is established in MMC Title 17, and applications for subdivision preliminary plat are subject to Type III review (as per MMC Subsection 17.12.020.E). MMC Section 17.16.060 and Chapter 17.20 provide submittal requirements for the preliminary plat, and the City has a Preliminary Plat Checklist guide as well. Following approval of the preliminary plat, a final plat is required to complete the land division, subject to Type I review and the requirements of MMC Chapter 17.24.

If additional right-of-way width is needed for the proposed development, variances may be necessary for development standards such as lot depth and yard setbacks. MMC Subsection 19.911.3.B provides a list of variances that can be processed through the Type II process, including up to a 10% reduction in lot width; up to a 25% reduction in front, rear, or street-side setback; and up to a 40% reduction in side yard setback. Variances that exceed those allowed by Type II review will require Type III review.

Up to three variance requests are allowed per variance application, and a uniform variance to one standard for multiple lots (e.g., lot depth or front-yard setback) can be counted as a single variance request.

Current application fees are \$2,000 for Type III review, \$1,000 for Type II review, and \$200 for Type I review. For multiple applications processed concurrently, there is a 25% discount for all application fees after the most expensive one. If a Type II variance were to be requested in conjunction with the subdivision preliminary plat, the variance application would be charged the Type II fee but processed using Type III review, as per MMC Subsection 19.1001.6.B.

For the City's initial review, the applicant should submit 5 complete copies of the application materials, including all required forms, checklists, narrative, and plans. (Note: Disregard the call for 12 copies noted in the code and on several checklists.) A determination of the application's completeness will be issued within 30 days. If deemed incomplete, additional information will be requested. If deemed complete, additional copies of the application may be required for referral to other departments, the Linwood Neighborhood District Association (NDA), and other relevant parties and agencies. City staff will inform the applicant of the total number of copies needed. Prior to submitting the application, the applicant is encouraged to present the project at a regular meeting of the Linwood NDA, at 7:00 p.m. on the second Thursday of most months at Linwood Elementary (11909 SE Linwood Ave).

Once the application is deemed complete, a public hearing with the Planning Commission will be scheduled. Staff will determine the earliest available date that allows time for preparation of a staff report (including a recommendation regarding approval) as well as provision of the required public notice to property owners and residents within 300 ft of the subject property, at least 20 days prior to the public hearing. A sign giving notice of the application must be posted on the subject property at least 14 days prior to the hearing.

Issuance of a decision starts a 15-day appeal period for the applicant and any party who establishes standing. The final plat must be completed before permits for development on any of the new lots will be issued.

Natural Resource Review: The site does not include any designated natural resource areas.

Lot Geography: The subject property is rectilinear and is approximately 515 ft long by 198 ft wide, with a "flag pole" connection to Maplehurst Drive approximately 47 ft wide by 144 ft long. The subject property takes its primary access from the flag lot driveway on Maplehurst Drive but also has approximately 65 ft of frontage at the terminus of 66th Avenue near the midpoint of the property's northern boundary.

Planning Notes: In the R-7 zone, minimum lot size is 7,000 sq ft for single-family detached dwellings, with a minimum lot width of 60 ft and minimum lot depth of 80 ft. Lot depth is measured as the average distance between the front and rear lot lines.

The allowable density ranges for the R-7 zone are a minimum of 5.0 dwelling units per acre and maximum of 6.2 units per acre. Using a rough estimate of the applicant's proposed right-of-way dedication (approximately 32,000 sq ft), staff calculates an approximate net developable area of 1.75 acres, which results in a minimum required density of 9 units and maximum allowable density of 11 units. (A more precise calculation of density will depend on the applicant's final development plan.)

The application narrative should include an address of MMC Chapter 19.1200 Solar Access Protection, which requires new lots to be configured in such a way that allows them to utilize solar energy. MMC Subsection 19.1203.3.A establishes the basic design standard that at least 80% of the lots in a development must have a north-south dimension of at least 90 ft and have a front lot line that is oriented within 30 degrees of a true east-west axis. Other options for meeting the standard include

establishing a protected solar building line or deed restrictions to ensure solar access protection. Alternately, MMC Sections 19.1204 and 19.1205 provide options for exemptions and adjustments, respectively.

ADDITIONAL NOTES AND ISSUES

County Health Notes:

Other Notes:

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 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

Samantha Vandagriff - Building Official - 503-786-7611

Bonnie Lanz - Permit Specialist - 503-786-7613

ENGINEERING DEPARTMENT

Chuck Eaton - Engineering Director - 503-786-7605

Richard Nasiombe - Associate Engineer - 503-786-7694

Alex Roller - Engineering Tech II - 503-786-7695

COMMUNITY DEVELOPMENT DEPARTMENT

Alma Flores - Comm. Dev. Director - 503-786-7652

Alicia Martin - Admin Specialist - 503-786-7600

PLANNING DEPARTMENT

Dennis Egner - Planning Director - 503-786-7654

David Levitan - Senior Planner - 503-786-7627

Brett Kolver - Associate Planner - 503-786-7657

Vera Kolia - Associate Planner - 503-786-7653

Mary Heberling - Assistant Planner - 503-786-7658

CLACKAMAS FIRE DISTRICT

Mike Boumann - Lieutenant Deputy Fire Marshal - 503-742-2673

Matt Amos - Fire Inspector - 503-742-2661

Clackamas County Fire District #1

Fire Prevention Office



E-mail Memorandum

To: City of Milwaukie Planning Department
From: Matt Amos, Fire Inspector, Clackamas Fire District #1
Date: 6/1/2017
Re: 11159 SE Maplehurst Rd. 17-008PA

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:

COMMENTS:

A Fire Access and Water Supply plan is required 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, and type of construction. The applicant shall provide fire flow tests per NFPA 291, and shall be no older than 12 months. Work to be completed by experienced and responsible persons and coordinated with the local water authority.

Access:

- 1) Provide address numbering that is clearly visible from the street.
- 2) Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants) and an unobstructed vertical clearance of not less than 13 feet 6 inches.
- 3) Access streets between 26 feet and less than 32 feet in width must have parking restricted to one side of the street. Access streets less than 26 feet in width must have parking restricted on both sides of the street. No parking restrictions for access roads 32 feet wide or more.

Water Supply

- 1) For one and two family dwellings located in areas with reliable municipal fire fighting water supply the following shall apply:
 - <3,600 square feet (including attached garage)
 - a) 1,000 gpm @ 20 psi with hydrant within 600 feet of furthest portion of new residential construction, (OFC Section B105.2)
 - >3,600 square feet (including attached garage)
 - a) Shall meet fire flow requirements specified in Appendix B of the current Oregon Fire Code, (OFC, Table B105.1)
 - b) Shall meet hydrant coverage as specified in Appendix C of the current Oregon Fire Code, (OFC, Table C105.1)