

SITE INFORMATION REQUEST
SIR 07-02, Espedal, 17985 SW PACIFIC HWY (99W)

Date: April 14, 2010

TO:

<input checked="" type="checkbox"/> City Manager <input checked="" type="checkbox"/> City Engineer <input checked="" type="checkbox"/> Community Development Director <input checked="" type="checkbox"/> Operations Director <input checked="" type="checkbox"/> Community Services Director <input checked="" type="checkbox"/> Parks & Recreation Manager <input checked="" type="checkbox"/> Associate Planners <input checked="" type="checkbox"/> Engineering Associates <input checked="" type="checkbox"/> Building Official <input checked="" type="checkbox"/> Chief of Police	<input checked="" type="checkbox"/> Washington County <input checked="" type="checkbox"/> Tualatin Valley Fire and Rescue <input checked="" type="checkbox"/> Oregon Dept. of Transportation <input type="checkbox"/> Clackamas County <input checked="" type="checkbox"/> Clean Water Services <input checked="" type="checkbox"/> United Disposal <input checked="" type="checkbox"/> Verizon <input checked="" type="checkbox"/> NW Natural Gas <input checked="" type="checkbox"/> PGE
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FROM: Eric Underwood, Development Coordinator/Economic Development Division

PROPERTY LOCATED

The subject site is located on the west side of SW Pacific Highway (99W), northeast of SW 124th Avenue, and southwest of Roamer's Rest RV Park.

PARCEL (TLID)	ADDRESS	PLAN	ACRES
2S115C002300	17985 SW Pacific Hwy (99W)	RH	2.50
2S115C002202	No Site Address (Adjacent NE to above)	CR	8.11
2S115C002191	17895 SW Pacific Hwy (99W)	CG	1.00

POTENTIAL USE

Multiple Family Residential or Mixed-Use Residential/Commercial

SIGNIFICANT ISSUES

- Annexation (Planning Dept. and Clean Water Services)
- Flood Plain/Flood Way (Engineering Dept. and FEMA)
- Storm Water Management
- Access Management (Engineering Dept. and ODOT)
 - Shared access with neighboring properties and subject properties to frontage road and 99W intersection. Shared access between subject properties.
- Natural Resource Protection Overlay District (NRPO), Riverbank Greenway (Parks Division and Clean Water Services)
- Clean Water Services (CWS) Vegetated Corridor
- Uses allowed in RH, CG and CR Planning Districts (Planning Dept.)
- Hwy 99W Corridor Planning (Planning Dept.)
- Residential Density – Shifts in density from NRPO or CWS tracts.
- Land Division/Property Line Adjustment/Lot Consolidation (Planning Dept. and Engineering Dept.)
- *Long-term Issue:* Light rail corridor planning.

If you have comments, requirements, or other interest in this inquiry/potential development, please contact Eric Underwood to coordinate discussions by telephone or email. Additionally, you may directly contact a specific City Staff member related to your topic. *NOTE* (All area code 503)

Eric Underwood	Economic Development	691-3020	eunderwood@ci.tualatin.or.us
Tony Doran	Engineering	691-3035	tdoran@ci.tualatin.or.us
Dayna Webb	Engineering	691-3036	dwebb@ci.tualatin.or.us
Carl Switzer	Parks & Recreation	691-3064	cswitzer@ci.tualatin.or.us
Will Harper	Planning	691-3027	wharper@ci.tualatin.or.us
Cindy Hahn	Planning	691-3029	chahn@ci.tualatin.or.us
Colin Cortes	Planning	691-3024	ccortes@ci.tualatin.or.us
Jim Sayers	Acting Building Official	691-3030	jsayers@ci.tualatin.or.us

FAX NUMBERS

Planning Div.: 692-0147

Engineering/Building Dept.: 692-5421

Community Services/Parks Dept.: 691-9786

This information is offered to provide a prospective developer with an overview of procedural, land use, civil engineering, design and other issues that may affect a hypothetical project (Multi-Family Residential). Actual development proposals are subject to more detailed staff review, may involve public notices and/or hearings, and may be subject to appeals to additional agencies. That process may yield results, which differ from this advisory report. Compliance with final approved permits is the only guarantee of development rights.

SIGNIFICANT ISSUES

ANNEXATION

Before property can be developed under City of Tualatin ordinances, it must be annexed into the City. Annexation requests are made directly by the property owner to the City of Tualatin Community Development Director, and will require action by the Tualatin City Council. The annexation process includes: a pre-application meeting with City staff; a neighbor/developer meeting; submittal of an Annexation Application with petitions for annexation and request for the "Expedited" annexation procedure signed by property owners and electors; a noticed public hearing and decision by the Tualatin City Council; and adoption of an Ordinance granting the annexation. The annexation becomes effective 30 days after adoption of the Ordinance. Note, however, that if the effective date of an annexation falls within 90 days prior to a scheduled election, the effective date is postponed until the day following the election. Upon annexation, the Planning District of the subject property is designated in accordance with Community Plan Map 9-1.

Prior to developing this site, annexation to the Clean Water Services (CWS) service district is necessary for sanitary sewer, storm water management and environmental services. You will need to contact Clean Water Services for information on the district's annexation process, <http://www.cleanwaterservices.org/>.

Tualatin has intergovernmental agreements with both Clackamas and Washington Counties under which Tualatin's land use planning district designations apply to annexed areas as of the effective date, without further action.

Will Harper in the Planning Division can assist you with more detailed information.

These parcels are not within the City limits and the annexation process as described above will be required.

FLOODPLAIN/FLOODWAY DEVELOPMENT

Tualatin's Code relating to floodplain development is in TDC Chapter 70 and TMC Chapter 3-5-250 & 260. The Federal Emergency Management Agency (FEMA) determines floodplain/floodway areas and minimum applicable regulations. Portions of the subject area are within the 100-year floodplain and floodway. Development within the 100-year floodplain within the City of Tualatin requires that the lowest floor of all residential buildings have their finished floor elevation and all public streets one foot above the base flood elevation. Non-residential construction shall either be one foot above the base flood elevation or appropriately flood-proofed. A Flood Hazard Area Development Permit is required for any development in the floodplain. Development within the floodway is **not** permitted. Any excavation, grading, or development within the floodplain will require a No-rise Certificate to demonstrate balanced cut and fill.

Tony Doran or Dayna Webb, in our Engineering Division, can assist you in addressing these requirements. Final decision of any development within the floodplain/floodway is approved by the City Engineer based on applicant submittals.

The 100-year floodplain elevation is approximately 133.2 (88 NAVD) feet in this development area.

ACCESS MANAGEMENT

Tualatin's plan for Access Management on Arterial Streets is contained in TDC Chapter 75. The plan's purpose is to preserve the capacity of arterial streets by limiting turning movement and crossing conflicts while assuring adequate access for properties with frontage on arterials. The plan contains detailed descriptions of the intersections that will be allowed along identified sections of Tualatin's arterial streets.

TDC 75.120, Pacific Highway 99W: On the northwesterly side of Pacific Highway 99W access will be provided by Cipole Road and Pacific Drive. Pacific Drive will be extended as a frontage road toward the 124th Avenue intersection as far as is practicable as determined by the City Engineer. Past that point shared driveways shall be used as determined by the City Engineer. Pacific Drive will be reconfigured to align with 130th Avenue to form a new intersection. From the reconfigured intersection with Pacific Drive and 99W to 124th Avenue, interim accesses may be approved in accordance with TDC Chapter 75. Between 124th Avenue and the Tualatin River on the northwesterly side of Pacific Highway 99W existing accesses will remain except as noted below for development or redevelopment due to the median of Highway 99W these will be limited to right-turn in, right-turn out. Any redevelopment in this area will require that the driveway accesses be consolidated to a minimum number as determined by the City Engineer. Need to recognize the existing shared driveway available from the Cedarcrest/Riverwood property to the west as an alternate to a frontage road. A continuation of the driveway to this property may result in requirements to provide an easement to serve the adjoining property to the east as well.

The Oregon Department of Transportation (ODOT) has jurisdiction over SW Pacific Highway. The most recent feedback from ODOT for development in this area has been that a single shared private access or public street would be allowed to SW Pacific Highway. The location would be approximately 700 feet to the east of 124th Avenue. The access would be right-in, right-out restricted with appropriate median and turn lane management. Dedication would be required as needed. Whether private or public, this access will need to be shared with all lots in this area, from 124th Avenue to and including Roamer's Rest. An additional emergency vehicle only access may be allowed closer to 124th Avenue.

The geography of the subject properties should be considered when this section is reviewed as the properties are physically distant and isolated from the SW Pacific Drive access options mentioned. In the past, a shared access from a west leg of the SW 124th/99W intersection was an option for this group of properties.

NATURAL RESOURCE PROTECTION OVERLAY DISTRICT (NRPO)

The Natural Resource Protection Overlay District (NRPO) protects through preservation and conservation designated significant natural resources and other natural resources. The provisions establish protection standards for the Tualatin River, Hedges Creek, Nyberg Creek, Saum Creek, wetlands and open space natural areas. The TDC, Chapter 72, details the protection measures and the location of protected resources. There are five protection categories, which include wetland protection, wetland conservation, open space protection, greenways protected in the NRPO and other protected areas.

Will Harper in the Planning Division can assist you with more detailed information.

The site contains lands that are identified as a Riverbank Greenway (NRPO-GR) in TDC 72.030(2) in Greenways Protected in the NRPO. The Riverbank Greenway includes the Tualatin River with the NRPO district extending 40 ft. from the top of the riverbank. There are development restrictions on the Riverbank Greenway including no building, structure, grading, excavation, placement of fill, vegetation removal, impervious surface, use activity or other development except for uses listed in TDC 72.060(2). The Riverbank Greenway boundary is determined with the Community Services Department. Carl Switzer (listed above) can be contacted with further questions.

Please note that the boundary of the Clean Water Services (CWS) Vegetated Corridor may be different than the City's 40' Riverbank Greenway. Please contact CWS for their requirements.

Density Transfer

The number of developable multi-family residential units may be constrained by natural site conditions. The City has a desire to protect natural resources, including the Tualatin River Greenway, and has in place a special mechanism to protect sensitive areas while simultaneously removing the constraint for multi-family residential development.

If the portion of the parcel in the natural area is placed in a tract and dedicated to the City, the remainder of the parcel would be allowed to develop at the same number of residential units as would be permitted by RML District standards as if none of the parcel were located in a natural area.

For more information see Section 41.150 of the Tualatin Development Code or contact Carl Switzer (listed above) with further questions.

AMENDMENTS

In the occurrence of an applicant request for a change of the current planning district to another designation, guidelines as set forth in TDC Ch.1.030 for a Plan Map Amendment should be followed. Following a review and recommendation by the Tualatin Planning Advisory Committee (TPAC), proposals for Plan Map Amendments are considered in a public hearing by the City Council at any regular or special meetings.

The subject properties have three separate Planning District Designations (CR, CG, & RH). It is likely that a Plan Map Amendment (PMA) will be necessary to bring the three designations into one or two designations to allow the chosen development to occur. The PMA would follow Annexation and precede site development land use applications.

Will Harper in the Planning Division can assist you with more detailed information.

CR- RECREATIONAL COMMERCIAL PLANNING DISTRICT

Tualatin's Recreational Commercial (CR) Planning District is designed to recognize the unique and valuable physical, scenic, cultural, and historic character of the Roamer's Rest area between the Tualatin River and Pacific Highway (99-W). The intent is to allow and encourage commercial and related uses that are oriented to the traveler on the highway or that are oriented toward and relate well with the river.

The CR Planning District standards, governing permitted and conditional land uses, lot sizes, setbacks and other requirements, are contained in Chapter 52 of the Tualatin Development Code.

Multi-Family dwellings are limited to 10 dwelling units per acre as a conditional use in this district. A special land use action may be necessary to accommodate the proposed land use and to meet density requirements.

HIGHWAY 99W CORRIDOR PLANNING

The City of Tualatin has submitted an application to Metro for Construction Excise Tax (CET) grant funding to prepare a land use plan for the Highway 99W Corridor. Metro is the regional government that oversees planning in Clackamas, Multnomah and Washington counties and the 25 cities in the Portland region. Other than the Town Center of Tualatin and the Bridgeport Village area, both located in close proximity to Interstate-5, the Highway 99W Corridor area is the only other part of the City intended for commercial and higher density residential development. The proposed plan would facilitate redevelopment of industrial, commercial and residential land and uses within the Highway 99W Corridor to achieve a vibrant mixed-use community that balances the conflicting demands of vehicular mobility and continuous-flow operation with pedestrian and bicycle safety and transit access. A decision on grant award is expected from Metro in May 2010.

The site is located within the Highway 99W Corridor planning area and is ideally suited for mixed-use redevelopment with residential and commercial uses. The site's location at the intersection of Highway 99W and SW 124th Avenue, one of two primary intersections in the corridor, and directly across the highway from the Class A Birtcher office building makes it strategically important to development of a mixed-use node (with residential, commercial office and retail uses) that could set the standard, tone and direction of future construction in the planning area.

Cindy Hahn in the Planning Division can assist you with more detailed information about the Highway 99W Corridor project.

LAND USE ISSUES

RH - HIGH-DENSITY RESIDENTIAL PLANNING DISTRICT

Tualatin's High Density Residential (RH) Planning District is designed for residential development of 20 - 25 dwelling units per net acre, as well as compatible uses such as residential care homes. Generally, garden apartments or attached condominiums are built in this district.

The RH Planning District standards, governing permitted and conditional land uses, lot sizes, setbacks and other requirements, are contained in Chapter 43 of the Tualatin Development Code.

Multi-Family residential dwellings including apartments, plexes, townhouses (attached housing on individual fee simple lots) and condominium ownership are allowed as permitted uses within the High Density Residential Planning District. The standards require a minimum of 16 dwelling units per net acre and a maximum of 25. A shift in density to the developed portion of the site may

be allowed subject to TDC 43.180 and agreements with the Community Services Department. A Retirement Housing conditional use permit allows the residential density to increase 1.5x the maximum RH density

CONDITIONAL USE PERMIT PROCESS

The Tualatin City Council reviews Conditional Use Permit (CUP) applications at its regularly scheduled public meetings (second and fourth Monday each month). A CUP application may be approved, approved with conditions, or denied. Generally, the earliest Council hearing is about six weeks from receipt of a complete application. At least 20 days prior to the hearing, the City mails a notice to owners of property within 300 feet of the subject site and posts it in the City Offices.

To be considered, an activity must be listed in the conditional use section of the Planning District that applies to the property. The intended site must be suitable for the proposed use; the use must be timely with respect to transportation, utilities and other existing or planned services in the area; the use must not impair or limit the use of surrounding properties as intended by the Planning District Standards; and the proposal must satisfy applicable objectives and policies of the Tualatin Development Code (TDC).

Criteria and standards for conditional use permit approvals are contained in TDC Chapter 32. The application fee is \$1365.00. Contact the Planning Division for more information.

This section on the Conditional Use Permit process is included for your information. Please refer to the list of conditional uses in the Tualatin Development Code Chapter 43.

VARIANCE

The Tualatin City Council reviews Variance requests at its regularly scheduled meetings (second and fourth Monday each month). Generally, the earliest possible Council date is six weeks from receipt of a completed application. At least 20 calendar days prior to the City Council hearing, a public hearing notice is mailed to owners of property within 300 feet of the subject site. Variances are available principally to overcome particular physical limitations of a property and allow it to be used in a manner similar to other properties in the same planning district. A variance cannot be obtained to allow a land use not listed as a permitted or conditional use in the appropriate planning district.

This section is included for your information in the event you are considering a Variance to any of the City's planning district standards for the site.

SUBDIVISION PROCESS

Subdivisions (creation of four or more lots) require approval by the Tualatin City Engineer following notice and review. The preliminary plat may be approved, approved with conditions, or denied. This decision includes all approval conditions and becomes final in no appeal is filed during the 14 calendar day approval period. The Tualatin City Council hears appeals for the subdivision process. The final plat (or phased plats) consistent with the approved pre-plat and conditions is approved administratively by the City Engineer thereafter.

Tony Doran or Dayna Webb of our Engineering Division can provide you with detailed information about the subdivision and expedited subdivision approval process.

This section is included for your information in the event you are considering subdividing the site.

PARTITION PROCESS

Partitions (creation of two or three lots from one property) are reviewed by the Engineering Division staff and do not require a public hearing. Staff will issue a decision after adequate notice and review. The decision will be mailed to the applicant and interested parties. The decision becomes final if no appeal is received during the 14-calendar day appeal period. The final partition plat, consistent with the approved

pre-plat and conditions, can be approved administratively by the City Engineer thereafter. The final partition plat can then be recorded at the County Recorder's Office.

Appeals are heard by the City Council at their regularly scheduled public hearings (the second and fourth Monday of each month).

Tony Doran or Dayna Webb of our City Engineering Division can provide you with detailed information about the partitioning process.

This section is included for your information if you are considering dividing the property into three or fewer parcels prior to or in conjunction with development.

PROPERTY LINE ADJUSTMENT PROCESS

Property line adjustments are reviewed by the Engineering Division staff and do not require a public hearing. Staff will issue a Recommended Decision, a notice of the decision is mailed to owners of the subject property as listed on the application, and the decision becomes final if no appeal is received during the 14 calendar day appeal period. A final decision will then be issued. The new property boundaries can then be established by recording a deed and survey map at the County Recorder's office.

Appeals are heard by the City Council at their regularly scheduled public hearings (the second and fourth Monday of each month).

Tony Doran or Dayna Webb of our Engineering Division can provide you with detailed information about the property line adjustment process.

This section is included for your information in the event you are considering a Property Line Adjustment for the site.

ARCHITECTURAL REVIEW

Architectural Review (AR) is the procedure for ensuring that all new construction within the City of Tualatin meets the City's lot size, setback, landscape, parking, building design, and public facilities standards. Submitted plans are reviewed by the staff of the Planning and Engineering Divisions. Public Facilities decisions are issued by the Engineering Division staff. The architectural features decision for most projects is a Planning Division staff decision. The architectural features review of certain types of projects are automatically taken to the Architectural Review Board (ARB) for hearing: industrial buildings of 150,000 square feet or more, commercial buildings of 50,000 square feet or more, and multi-family residential projects adjacent to Low-Density Residential (RL) Planning District areas or with 100 or more units proposed.

An AR decision is issued after a 14-day comment period and generally within 4-6 weeks after the application is deemed complete. This decision, including all approval conditions, becomes final if no appeal is filed during an appeal period of 14 days. Appeals of an Architectural Features staff decision are heard by the ARB. Appeals of an ARB decision or for public facilities requirements are heard by the City Council.

The Architectural Review fees are included in the attached SIR fee schedule.

Will Harper and Colin Cortes in our Planning Division can answer specific questions you may have about the AR process.

AR is required for development on this site. TDC Chapter 73 contains site design standards for multi-family developments. See attached Chapter 73 for more details.

TREE CONSERVATION

The City's policy is to maintain existing trees on development sites wherever possible. Trees eight inches or larger in diameter (measured four feet above grade) on the site may be removed only as approved through Subdivision Review, Partition Review, Architectural Review, or on the basis of a Tree Cutting Permit issued by the Tualatin Planning Division. Tree Cutting Permit fees are based on the number of trees to be cut: \$276.00 for the first tree plus \$10.00 per additional tree, up to a maximum of \$300.00.

Removal of any trees in the right-of-way requires a permit from the Division of the Community Services Department.

There are existing trees on the subject property that will need to be considered through the development process.

PARKING REQUIREMENTS

Off-street parking requirements are contained in Tualatin's Community Design Standards, Chapter 73 of the Tualatin Development Code (TDC). Requirements for the minimum number of automobile parking spaces are based on historical data about the parking needs of different land uses. However, the Community Development Director is authorized to allow adjustments where an applicant demonstrates that a lesser need exists.

Bicycle parking standards were added to the TDC in 1993 as part of the City's effort to promote transportation alternatives.

Will Harper in our Planning Division can answer specific questions you may have about parking and parking lot design requirements.

Motor Vehicle Parking Requirement:

1.0 space / studio in addition to garage

1.25 space / 1 bedroom in addition to garage

1.5 space / 2 bedroom in addition to garage

1.75 space / 3+ bedroom in addition to garage

Retirement Housing Facilities - 1.0 space per dwelling unit

Bicycle Parking Requirement:

Developments with four or more units; none required if a garage is provided as an integral element of a unit; otherwise, 1.00 space per unit and .5 spaces per Retirement Housing unit.

SITE LANDSCAPING REQUIREMENTS

An important element of site design covered in the Architectural Review process is landscaping. Chapter 73 of the TDC establishes specific landscape requirements, including minimum percentage of site to be landscaped (which differs among the City's planning districts), screening of storage areas, plantings along building walls, and parking lot landscaping. Irrigation is required. A landscape planting plan is required as part of all Architectural Review submittals.

Will Harper in our Planning Division can answer specific questions you may have about landscaping requirements.

Site Planning standards for multi-family uses are contained in TDC 73.110-130. The TDC does not specify minimum landscape area for multi-family development as a percentage of total lot size; rather, private outdoor areas, entry areas, shared outdoor areas and children's play areas of specified minimum sizes, along with parking lot landscaping, are required for all multi-family developments. Landscaping minimum for the CG Planning District is 15% of the development area.

PUBLIC FACILITIES ISSUES

STREET IMPROVEMENT REQUIREMENTS

Road right-of-way dedications and street improvements are required, in accordance with standards contained in Chapters 11, 74, and 75 of the Tualatin Development Code (TDC) at the time of subdivision, partitioning or development of property, including expansions of existing facilities. In some circumstances, street improvement agreements may be used in lieu of immediate street improvements enabling the City to organize and implement large-scale projects more effectively.

This site is adjacent to SW Pacific Highway (99W), which is classified as a Major Arterial in the Tualatin Development Code (TDC). 99W currently has a total right-of-way width of approximately 140' in front of this subject site. 99W is under the jurisdiction of ODOT. Safety improvements may be required along 99W, which could include 8' bike lanes, sidewalks, street lighting, planter strip, street trees, and sufficient dedication to provide required or future improvements.

The right-of-way dedication and street improvement requirements will be determined in the Architectural Review process.

Access and street light approval through ODOT will be through the state level with explicit structural analysis. Additional agencies may include Tri-Met. If they require a bus stop, it will need a concrete pull out similar to the south side of 99W near SW 124th Avenue.

PEDESTRIAN PATHS

Where a proposed development abuts or contains an existing or proposed pedestrian path, as identified in the Transportation Plan (TDC Chapter 11, Map 11-2) or the Greenway Development Plan, City ordinances may require the developer to provide a Public Tract(s) for pedestrian and bicycle access and to allow maintenance by the City as a condition of approval.

Pedestrian paths may be constructed by the developer in order to receive Parks System Development Charge credits. Final path design, construction and alignment must be approved by the Community Services Director, or Parks and Recreation Coordinator. Pedestrian paths must be constructed and surfaced in accordance with the Public Works Construction Code and the Greenway Development Plan.

The Community Services Department would also require a geotechnical study to ensure the long-term stability of the riverbank before and after construction, to help ensure the stability of future pathway improvements.

The riverbank portion of the site is identified in the Tualatin Greenway Development Plan as a part of the Tualatin River Greenway, and a bicycle and pedestrian pathway is proposed for the greenway.

SANITARY SEWER SYSTEM

The City of Tualatin provides sanitary sewer service in cooperation with Clean Water Services (CWS) of Washington County. Tualatin's sewer service plan is contained in TDC Chapter 13. Site developers are required to extend public lines to reach abutting properties in conjunction with their projects, except where service area boundaries would be crossed. Facilities are constructed by the developer in accordance with City standards, and are accepted by the City as elements of the public system only after being televised and tested. Access improvements and easements to facilitate maintenance also are required. The sanitary sewer connection charges are included in the attached SIR fee schedule.

Sewer connection charges and initial monthly service charges for non-industrial water users are based on the number of dwelling units or Dwelling Unit Equivalents (1 DUE = 16 fixture units) in a development

project. The connection charge is calculated at \$2,700.00 per DU/DUE. Monthly sanitary and domestic use is billed at \$18.46 per DU/DUE plus \$1.27 per hundred cubic feet (CCF) of wintertime average monthly water consumption, which is recalculated each spring. For new users, who have no consumption history, the baseline estimated rate of 8.10 CCF per DUE is used as the starting rate.

There is an 8" gravity public sanitary sewer line located in Hwy 99W adjacent to lot 2300 and an 8" sanitary sewer line near the southwest corner of lot 2002. Connection to these lines is processed through the City of Tualatin Public Works Permit. There is a 27" Clean Water Services force main that runs from Hwy 99W between lots 2300 and 2202, then across lot 2202 in a public easement. Permission to connect to this line will need to be obtained from Clean Water Services. Please contact the City of Tualatin Engineering Division for connection information.

For a quick estimate of the one-time fee and monthly costs based on information you provide about anticipated plumbing fixtures and wastewater discharge volume, please call the Building Division.

STORM SEWER SYSTEM

Storm water management in Tualatin involves a combination of man-made structures and natural drainage ways such as Hedges, Nyberg, Cummins, and Saum Creeks, all of which flow into the Tualatin River.

In 1991, Tualatin adopted surface water quality requirements in cooperation with Clean Water Services (formerly called the Unified Sewerage Agency of Washington County). Under City Ordinance Number 846-91, on-site water quality facilities are required to treat storm water runoff before releasing it into the public system. Facilities must be designed to remove 65% of the phosphorus from the storm water runoff from all newly constructed impervious surfaces. This is based on a mean summertime storm event totaling 0.36 inches of precipitation falling in four hours with an average return period of 96 hours. A water quality facility maintenance plan shall be submitted. These plans are reviewed as part of Architectural Review, or subdivision/partition review. Tony Doran or Dayna Johnson in our City Engineering Division can provide you with more detailed information.

Storm water generated from all new impervious surface related to this site will need to be treated on-site prior to discharge off-site to the Tualatin River. This site is located in the Tualatin River Basin and will not require detention. Separate private storm water lines and water quality facilities are needed for each lot. Private water quality facilities require a Water Quality Permit. Any impervious public improvements will require a public tract for a water quality facility or identification of downstream treatment in a regional facility. Public facilities require a public works permit. Storm water runoff related to Hwy 99 will require appropriate ODOT permits.

WATER SYSTEM

The City of Tualatin provides water service in conjunction with the City of Portland/Bull Run water system. Tualatin's water service plan is contained in TDC Chapter 12. There are three distinct service areas, referred to as Pressure Levels A, B, and C, within the City's overall service boundary. Site developers are required to extend public lines to reach abutting properties in conjunction with their projects, except where service area boundaries would be crossed. Facilities are constructed by the developer in accordance with City standards, and are accepted by the City as elements of the public system only after being tested. Access improvements and easements to facilitate maintenance also are required. The water connection charges are included in the attached Site information Report (SIR) fee schedule.

There is a 12" public water line available in Hwy 99W. The line is part of the A level water system which has unique operating characteristics (contact the Building Division prior to any design for on-site fire protection). Connection to this line is handled through the City of Tualatin Public

Works Permit. Please contact the City of Tualatin Engineering Division for connection information.

The City's water connection charge, or Systems Development Charge (SDC), is based on the size of water meter(s) used. Generally, the developer is required to purchase and install the appropriate meter(s), which becomes part of the public water system after City acceptance.

Monthly service rates are based on water meter size, class of facility (residential or commercial/industrial), size of standby fire protection service, and volume of water used. For a quick estimate of monthly costs from information you provide, please call Steve Clark in the Finance Department.

WETLANDS; CONSERVATION, FILL, AND MITIGATION ACTIVITIES

The US Army Corps of Engineers (USACE) and the Oregon Division of State Lands (ODSL) have jurisdiction over wetlands issues, and the City of Tualatin relies on wetland boundary determinations and requirements from those agencies. Where wetland boundaries have not already been delineated, site developers are required to obtain a wetland delineation by a private consultant, submit it to ODSL and USACE for approval, and implement any requirements established by those agencies. Two copies also should be submitted to the City.

Where wetland filling is proposed, the City also relies on DSL's final determinations of modified wetland boundaries and mitigation or enhancement requirements. DSL conversely relies on the City's comments derived from the requirements of the Natural Resource Protection Overlay District. No filling of wetlands is allowed without issuance of a joint ODSL/USACE Removal/Fill Permit. Additionally, if filling of wetlands is proposed DSL will need to coordinate with the National Marine Fisheries Service (NMFS) regarding Endangered Species Act (ESA) issues for Salmon and Steelhead.

Wetlands are considered "sensitive areas" by CWS. CWS will establish a minimum undisturbed corridor surrounding "sensitive areas" if they exist, as measured from the delineated edge of any wetland

The City's Local Wetland Inventory does not indicate a wetland on this site.

SENSITIVE AREA REQUIREMENTS

Clean Water Services (CWS) is a county service district formed under ORS Chapter 451 with lead responsibility for urban surface water management in urban Washington County, including all of the incorporated cities. To better protect water quality within its service district, CWS has recently adopted new rules that affect how and where "development" can occur by requiring vegetated corridor, enhancement and mitigation for impacts to "water quality sensitive areas"

Water quality sensitive areas are land features which serve as water quality filtering systems, protect aquatic communities, or otherwise function to improve the water quality and quantity management of the storm and surface water system, and include things like wetlands, rivers, streams, springs, lakes and ponds. However, various types of man-made storm water facilities are not considered "sensitive areas".

A CWS service provider letter is required to be submitted to the City prior to or at the time of application for development. CWS will establish a minimum buffer required from identified "sensitive areas".

EXISTING STREET SIGNS

The developer is responsible for removal and replacement of any existing roadway signs prior to and after construction. Road signs shall be maintained in a temporary manner during construction.

UTILITY CONNECTIONS AND PERMIT REQUIREMENTS

A public works permit is required for connecting to City utility lines and for any required improvements within public rights-of-way. Water, sewer, and storm drainage construction plans and calculations are submitted to the City's Engineering and Building Division and must be approved before City permits can be issued. The developer will be required to contact the City Operations Department to identify any possible sewer system cross connections. Any on-site storm drainage, water line work, or sanitary sewer construction requires a plumbing permit. All water, sanitary sewer or storm drainage lines shall be private and therefore maintained by the property owner.

Public Works Permit fees are calculated at 5% (or \$500, whichever is greater) of the construction cost of public improvements within public rights-of-way or public easements. Staff time required on the project is allocated against the fee amount, which may generate a refund to the developer (or a bill for additional fees) when final approval is issued.

Any work within the right-of-way for Hwy 99W will require a permit from the Oregon Department of Transportation and the City of Tualatin for the utility connections.

OFF-SITE EASEMENTS

It is the responsibility of the owner or developer to obtain all necessary off-site easements for access or utilities. The easements must be submitted to and accepted by the City prior to issuance of a public works permit.

BUILDING PERMIT ISSUES

WASHINGTON COUNTY TRAFFIC IMPACT FEE

The Washington County Transportation Development Tax (TDT), which is collected and used by the City, was adopted county wide in 2009. It requires each development to pay a fee based on the impact it will have on the transportation system. The fee is collected at the time building permits are issued. The TDT does not define the basis for the calculation, it references ITE studies.

The TST is calculated according to the International Traffic Engineer's (ITE) Code. The exact TDT fee amounts will be determined when an application for building permit is made. For more detailed information about the TDT, please call Jim Sayers, Acting Building Official. Please note that TDT increases occur on July 1, as determined by Washington County.

WATER QUALITY & QUANTITY FEES

A Water Quality and Quantity Fees are required of all developments based on the amount of impermeable surface area it adds. The one-time water quality fee is calculated at the rate of \$225.00. The \$225.00 water quality fee is only charged to the customer if the water quality facility is not being installed as determined by the Engineering Department.

A monthly charge for surface water quality services is collected by the City at the rate of \$4.00 per ESU.

The one-time water quantity fee is calculated at the rate of \$275.00 per Equivalent Service Unit (1 ESU = 2640 square feet, comparable to a single-family residence). The fees for both the water quality and quantity will not be charged to the customer if they provide total retention on-site for storm drainage.

BUILDING PERMIT AND RELATED FEES

A building permit cannot be issued until all conditions precedent to issuance have been met; these may be established by City ordinance or by specific conditions of land use approval (conditional use permit; Architectural Review, etc.)

The value of proposed improvements is the basis for determining fees. The Building Permit Plan Check Fee, State Surcharge, and Fire, Life and Safety Plan Check Fee are calculated as a percentage of the Building Permit Fee and added to it. The building permit fees are included in the attached SIR fee schedule.

Building permit fees and other fees for reviews such as mechanical and plumbing should be directed to Jim Sayers, Acting Building Official. Washington county building department handles all electrical reviews, permits and inspections.

FIRE AND LIFE SAFETY REQUIREMENTS

Fire hydrants are required within 400 feet of all portions of single-family residences, and within 250 feet of all portions of industrial, commercial, and multi-family structures. Final locations are approved by Tualatin Valley Fire and Rescue (TVF&R) as a consultant to Tualatin Building Division. Fire hydrants must be installed and functioning, and provisions for access and egress for fire-fighting equipment must be in place prior to beginning on-site combustible construction.

Final locations are approved by the Tualatin Building Division with input from Tualatin Valley Fire and Rescue as a consultant.

Emergency access to the site, indoor sprinkler systems, and other fire and life safety requirements also are set on a case-by-case basis. The City of Tualatin Building Division is the authority having jurisdiction on Fire and Life Safety Requirements. For projects that want to use alternative methods the Building Official makes the decision with input and a recommendation from Tualatin Valley Fire and Rescue.

Fire and Life Safety plan review fees are calculated at 40% of the building permit fee (see attached fee schedule).

The developer will be required to provide information about distances to existing fire hydrants. Installation of a new hydrant(s) by the developer may be required if existing fire service is inadequate. Existing hydrants may be required to be tested in order to determine adequate flow rate, coordination with the city's building division and TVF&R are required to validate any test results. Call the cities building division to schedule any hydrant flow tests.

DEMOLITION OR REMOVAL OF EXISTING STRUCTURES

Demolition or removal of existing structures on site requires a permit from the Building Division of the City of Tualatin.

EROSION CONTROL STRUCTURES

An erosion control plan is required for all development projects as well as compliance with Tualatin Ordinance 846-91 (Soil Erosion Control and Surface Water Management). No construction or disturbance of a site is permitted nor will subdivision final approval be granted until the erosion control plan is approved and the required measures are in place.

Erosion control permit fees are calculated based on the value of proposed improvements: the permit fee is \$40.00 for projects up to \$100,000 improvement value, plus \$24.00 per additional \$100,000 improvement value. The plan-check fee is added at 65% of the erosion control permit fee. For Public Works, Erosion Control Inspection Fees are \$80.00 for up to an acre and \$20.00 for each additional acre. The plan-check fee is 65% of the inspection fee.

An Erosion Control Permit is required for development on this site. An erosion control inspection is required prior to a foundation inspection and will be required prior to finals on all developable sites.

Erosion Control inspections are scheduled with and performed by Clean Water Services.

NPDES (1200C) EROSION CONTROL PERMIT

The Federal Clean Water Act requires that a National Pollutant Discharge Elimination System (NPDES) erosion control permit be issued for any development that will disturb one or more acres of land. When required, these permits must be obtained from the City prior to construction; no permit fee is required.

A NPDES Erosion Control Permit may be required for development on this site.

SOIL CONDITIONS

Developers are required to submit soils reports indicating that minimum code required soil conditions and identifying expansive soils exist on a site prior to issuance of building permits. The soils report shall be prepared and submitted by a qualified and licensed soils engineer, licensed through the State of Oregon

MISCELLANEOUS ISSUES

RECOVERY AGREEMENTS

Where off-site road and/or public utilities construction will be necessary to serve the subject property, the developer can propose Recovery Agreements under the terms of Ordinance No. 843-91 (the Recovery Charge Ordinance). The Ordinance enables a developer to recoup some costs over time as properties that benefit from the construction are developed. The process involves identifying a "zone of benefit" and a formula for allocating costs to properties within it. For a period of ten years, when development occurs on any property within the zone of benefit, the City collects the amount due under the Recovery Agreement and remits it (less a fee retained by the City) to the developer. No amount is payable for those parcels where no development occurs within the ten-year time frame. After ten years, the Recovery Agreement expires. A Recovery Agreement proposal must be approved by the City Council in a public hearing.

LIENS AND OTHER OBLIGATIONS

City liens may be attached to property for Local Improvement District (LID) assessments, unpaid water bills, nuisance abatement performed by the City or, occasionally, other debts.

When property is divided, LID assessments are reapportioned except where assessments would be less than \$1,000 in which case they must be paid off.

Because City liens are first liens on the property, it is common for them to be paid off when property is transferred. However, it is possible to develop property as long as required payments against all liens are current.

A quick review of the City lien record indicated that as of this date November 2, 2007, no City liens or recovery agreements are attached to the subject property. This is not an official determination. A formal request should be submitted to the City Finance Department if an official determination is desired.

DOCUMENTATION

Whenever deeds, easements and/or agreements are required in conjunction with Architectural Review, subdivision, partition or other City approvals, the required documents must be submitted, together with a

copy of a current preliminary title report, by the owner prior to final approval (i.e. signing of a subdivision final plat or issuance of final occupancy permit).

SIGNS

A Sign Permit is required whenever a sign or sign structure is constructed, relocated or altered, including sign face changes. Sign Permit review ensures the drawings and specifications for each proposed sign meet the sign standards for number, type, height, area and location. The review generally takes less than one week, and work can begin immediately following issuance of the Sign Permit.

The Sign Permit applicant must be a sign contractor registered with the State of Oregon Construction Contractors Board (although another party may deliver the application to the City offices).

Some signs do not require a permit, such as agricultural signs, home occupation signs, lawn signs, temporary window signs, public signs and interior signs (for example within a mall). However, size and location standards do apply so you should contact Planning Division staff prior to installing any sign.

The fee for a permit to erect a new sign or change the structure of an existing sign is \$128.00. The fee for a temporary sign or sign face change is \$67.00 per sign or per face changed. Contact the Planning Division for information about sign requirements.

The Building Division also requires a sign permit. Structural calculations may be required for signs of certain sizes. Structural permit fees are based on the valuation of the work, both labor and materials.

COMMENTS FROM OTHER AGENCIES AND UTILITY PROVIDERS

AT&T BROADBAND

CLEAN WATER SERVICES

NW NATURAL

OREGON DEPARTMENT OF TRANSPORTATION

PORTLAND GENERAL ELECTRIC

TUALATIN VALLEY FIRE AND RESCUE

UNITED DISPOSAL

VERIZON

WASHINGTON COUNTY

Attachments:

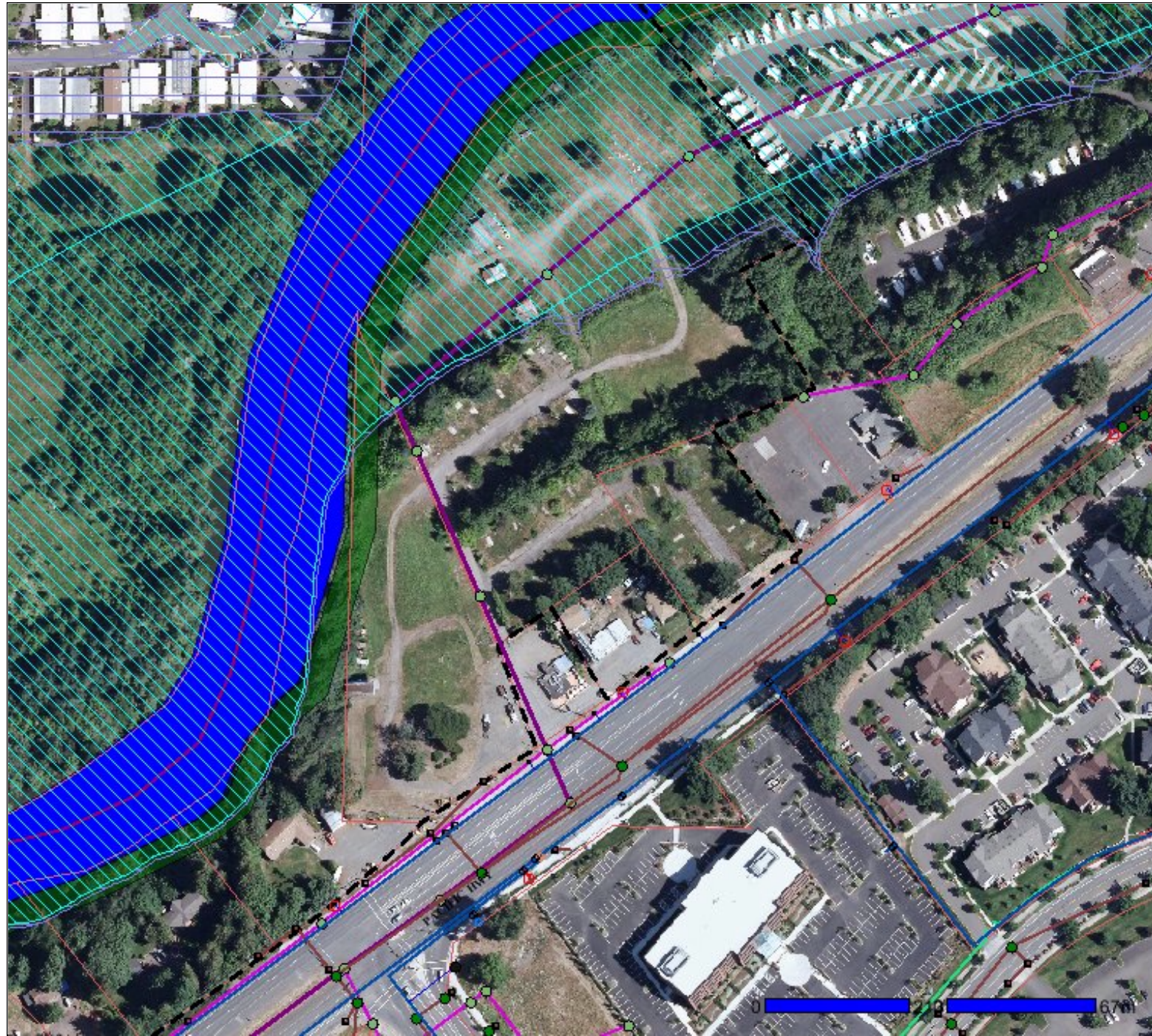
Map of Site



















Utility Maps

[TDC Ch. 43 High Density Residential](#)

[TDC Ch. 73 Community Design Standards](#)

TualMap: Area of Interest Map



-  (Symbol)
-  Tualatin River
- NRPO**
 -  Greenway-Creek
 -  Greenway-River
 -  Open Space Preservation District
 -  Wetland Conservation District
 -  Wetland Preservation District
- Floodplain**
 -  A
 -  AE
 -  0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- Drainage Ditches**
 - 
- Sewer Lines**
 - 
- Tualatin Gravity**
 - 
- Tualatin Force**
 - 
- CWS Gravity**
 - 
- CWS Force**
 - 
- Storm Lines**
 - 
- Water Lines**
 - 
- Main Line**
 - 