



# City of Tualatin

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March 7, 2018

## ARCHITECTURAL REVIEW AND PUBLIC FACILITIES DECISION

AR-17-0011

**\*\* APPROVAL WITH CONDITIONS \*\***

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Case #:	AR-17-0011
Project:	Tualatin High School
Location:	22300 SW Boones Ferry Road, Tualatin, OR 97062
Tax Map/Lots:	2S1 35A 000700
Applicant/Owner:	Tigard-Tualatin School District
Applicant/Rep.:	Kevin Brady, Cardno, Portland, OR, kevin.brady@cardno.com

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Arrangements can be made to provide these materials in alternative formats such as large type or audio recording. Please contact the Planning Division at 503.691.3026 and allow as much lead time as possible.

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## **I. INTRODUCTION**

### **A. Project Description**

The applicant, Tigard-Tualatin School District, proposes a combination of new additions and interior renovations distributed across the existing school campus. Exterior changes include: an approximately 16,600-square-foot addition along the southern perimeter of the main high school extending from the south Main Entry east to the existing corridor near the Auditorium; a new 2,000-square-foot addition to the Commons' north end; a 3,700-square-foot addition at the northeast corner of the main building; and a 3,200-square-foot expansion to the Career Technical Education (CTE) Wing near the northeast corner of the main high school building. The proposed changes to the building exterior would complement the existing development on the site in terms of scale and design and would continue to be compatible with uses typically found in low-density residential neighborhoods.

The proposed development would also include landscaping improvements near both north and south main entrances to the main high school building and along the SW Boones Ferry Road frontage. Additionally, the applicant is looking to make improvements to the athletic fields on the east side of campus. This primarily consists of replacing three existing natural grass fields with synthetic turf, improving ADA access, and the addition of a pole barn for softball batting cages and limited storage.

No changes to other parts of the high school campus (parking areas) are included in this proposal, and the proposed development would not result in an increase in student enrollment or staff on campus.

### **B. Site Description**

The proposed development would occur on the 64.68-acre Washington County Tax Lot 2S1 35A 000700, located along the east side of SW Boones Ferry Road between Ibach Court and Iowa Drive (see Figure I-1). The subject parcel contains the three academic buildings that comprise Tualatin High School (the main building, auditorium building, and the CTE Wing), two parking areas north and south of the main high school building, and a number of athletic fields and associated structures. The site generally slopes upward in an easterly direction (the elevation along SW Boones Ferry Road is approximately 60 feet lower than that on the site's eastern boundary) with approximately 1,000 feet of frontage along SW Boones Ferry Road. There are two vehicular access points from SW Boones Ferry Road—one to the north parking lot and one to the south parking lot. The site's SW Boones Ferry Road street frontage has previously been constructed with improvements meeting the applicable City of Tualatin Public Works standards, including curb-tight sidewalks and street trees.

The entire Tualatin High School site and most of the neighboring properties to the north, east, and west are located in the City of Tualatin's Low Density Residential (RL) Planning District, which covers most of Tualatin south of SW Sagert Street between I-5 and the Portland & Western Railroad right-of-way. The areas immediately to the south of the high school and on the southwest corner of SW Boones Ferry Road and Ibach Street are in the Medium-Low Density Residential (RML) Planning District.

There are no wetlands, greenways, or riverbanks located on or in the immediate vicinity of the Tualatin High School site, nor is this site located within any Natural Resources Protection Overlay District (NRPO) or floodplain.

**Figure I-1. Aerial Map of Subject Area**



### **C. Project Schedule**

A pre-application conference for this project was held on September 20, 2017. A neighborhood/developer meeting—as required by Tualatin Development Code (TDC) 31.063—was held on Thursday, October 5, 2017, commencing at 6:00 PM in the Tualatin High School Library/Media Center, 22300 SW Boones Ferry Road, Tualatin, OR 97062. Meeting attendees included three members from the Tualatin High School project team. There were 13 members from the community in attendance.

This application was originally submitted on October 26, 2017, and deemed complete on January 8, 2018. Per the 120-Day Rule—Oregon Revised Statute (ORS) 227.178-227.179—final City of Tualatin action/decision on this application must be completed on or before May 8, 2018.

Staff visited the site on November 14, 2017.

## **II. CONDITIONS OF APPROVAL**

Based on the Findings and Conclusions presented, staff recommends approval of AR-17-0011 subject to the following Architectural Features (AF) conditions:

### **CONDITIONS OF APPROVAL DOCUMENTATION:**

AF-1 Prior to obtaining building permits on the subject site, the applicant shall submit 3 revised paper plan sets—24 x 36, a paper narrative, and electronically in Adobe PDF file format—for review and approval to the Planning Division that meet the conditions of approval below. The narrative shall explain how and on what page each condition of approval has been met. The submittal shall contain page numbers and a table of contents. No piecemeal submittals will be accepted. Each submittal will be reviewed in two (2) weeks.

### **PRIOR TO APPLICATION FOR A GRADING PERMIT:**

- AF-2 The applicant must revise the Tree Preservation sheets to note tag i.d. numbers that correspond to the Tree Inventory authored by Oregon Tree Care and dated September 13, 2017. The Tree Assessment must be revised to provide an assessment of trees proposed for removal, pursuant to TDC 34.210.
- AF-3 The applicant must revise the Grading Plan sheets to illustrate and note protection measures for retained trees as shown on the Tree Preservation Removal Plan Sheets L1.00-L1.02 (dated 12.13.17), pursuant to TDC 73.250.

### **PRIOR TO APPLICATION FOR A BUILDING PERMIT:**

- AF-4 The applicant must submit a photometric plan pursuant to TDC 73.160(3)(c). This photometric plan shall show that no light greater than one tenth foot candles shines onto neighboring properties. The plan shall provide specifications and elevations of proposed lighting. Only full cutoff lighting is allowed.
- AF-5 The applicant must revise the appropriate sheets to note that deciduous shade trees must be a minimum of one and one-half inch (1-1/2") caliper measured six inches (6") above ground, pursuant to TDC 73.260(1)(a).
- AF-6 The applicant shall comply with the incorporated Public Facilities Recommendation (PFR) from the City of Tualatin Engineering Division.

### **PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY:**

- AF-7 All trees depicted and identified on landscape plans must be retained unless modified in accordance with TDC 73.100(1).
- AR-8 The applicant must submit scaled elevations that illustrate future above-grade mechanical equipment (including rooftop units) is screened by a parapet or other method as proposed by the applicant when submitting for permits, pursuant to TDC 73.160(4)(a).
- AF-9 The applicant must construct the proposed building and all site improvements as illustrated on approved plans and conditions of approval.

**PLEASE BE ADVISED:**

- The plan sets for the Planning Division must contain sheets relevant to AR conditions of approval while also not being a full building permit set. For example, because the Planning Division needs no erosion control or roof framing plan sheets, exclude them.
- Following Planning Division approval of revised plans and when the constructed site is ready, the applicant must contact the Planning Division for a site inspection in order to obtain a certificate of occupancy. This inspection is separate from inspection(s) done by the Building Division. Staff recommends scheduling a Planning inspection at least three business days in advance of the desired inspection date.

### III. PLANNING FINDINGS

The Planning Division findings in the following section are based on interpretive compliance with the Tualatin Development Code (TDC) and other applicable ordinances. All references are to sections in the TDC unless otherwise noted.

*In the following section, planning staff comments, findings, and conditions of approval are in Italic font.*

#### A. Previous Related Land Use Actions

The project site was subject to the following previous land use actions (excluding Minor Architectural Review):

Annexation	ANN-77-04 and ANN-78-03 annexed the two parcels comprising the current high school site into the City of Tualatin
CUP-90-04	Conditional Use Permit (CUP) to allow a high school and associated facilities in a Low Density Residential (RL) Planning District per Resolution 2512-90
VAR-90-03	Variance to allow the proposed auditorium to be 60 feet in height and the light poles for the main competition field to be up to 90 feet height per Resolution 2513-90
AR-90-29	Architectural Review (AR) to approve the grading plan for the main high school building pad
AR-91-01	AR for the construction of Tualatin High School and associated facilities, including alternatives
AR-91-03	AR for the construction of the auditorium (which was not built at this time)
AR-93-13	AR for the construction of the scoreboards for the main competition field
AR-93-22	AR for the construction of the press box for the main competition field
AR-94-17	AR for the construction of the concession stand near the main competition field
VAR-96-04	Variance to allow a height variance for the stadium (main competition field) per Resolution 3276-96
AR-96-42	AR for the construction of the Tualatin High School auditorium
AR-97-11	AR for the construction of the new (sports facility) stadium
AR-97-16	AR for the construction of the swimming pool facility
AR-04-04	AR for the construction of new stand-alone technical wing (the existing CTE Wing)

#### B. Planning Districts and Adjacent Land Uses

The subject property is located in the Low Density Residential (RL) planning district where residential uses, day care and residential facilities, public parks and recreational facilities, certain infrastructure and transportation improvements, and agricultural uses are permitted pursuant to TDC 40.020. The existing high school use is allowed per Resolution 2512-90 (CUP-09-04).

Adjacent planning districts and land uses are:

North: Low-Density Residential Planning District (RL)

- One-story single-family residence at 21950 SW Boones Ferry Road
- One- and two-story single-family residences along SW Ibach Court (Moccasin Run Subdivision)

- One-story Edward Byrom Elementary School
- One- and two-story single-family residences along SW Blackfoot Drive and Osage Drive (Dakota Hills No. 1 Subdivision)

East: Low-Density Residential Planning District (RL)

- One- and two-story single-family residences along SW Martinazzi Avenue, Pinto Drive, and 87th Place (Dakota Hills No. 3 and Tualatin Woods Subdivisions)

South: Medium-Low-Density Residential Planning District (RML)

- One- and two-story single-family residences along SW Iowa Drive, Stono Drive, and 94th Terrace (Norwood Heights, Norwood Heights No. 2, and Waterford Subdivisions)

Low-Density Residential Planning District (RL)

- Two-story single-family residence at 22490 SW Boones Ferry Road
- One- and two-story single-family residences along SW 96th Drive (Victoria Meadows Subdivision)

West: Medium-Low-Density Residential Planning District (RML)

- Two-story Graham's Landing townhomes on the southwest corner of SW Boones Ferry Road and Ibach Street

Low-Density Residential Planning District (RL)

- One-story Christ Community Church and New Day Preschool at 22100 SW Grahams Ferry Road
- One-story single-family residence at 22305 SW Boones Ferry Road
- Two-story single-family residence at 22425 SW Boones Ferry Road

### C. Planning District Uses

#### **Section 40.030 Conditional Uses Permitted**

The following uses and their accessory uses are permitted as conditional uses when authorized in accordance with TDC Chapter 32:

**(4) Other uses as specified below:**

- (f) Kindergarten through grade 12 school.**

Applicant Response: The existing and proposed use of the subject site is Tualatin High School, which is an existing Conditional Use. Staff has indicated that based on the scope of the proposal, there is no requirement for an additional Conditional Use application.

*CUP-90-04 was approved in 1990 to allow a high school and associated facilities in the Low Density Residential (RL) Planning District per Resolution 2512-90.*

### D. Lot Sizes

#### **Section 40.060 Lot Size for Conditional Uses**

**Except as otherwise provided, the lot size for conditional uses shall be:**

- (1) The minimum lot area shall be 6,000 square feet, excepting secondary condominium lots as approved through the Architectural Review process and lots for public utility facilities.**

Applicant Response: The existing lot area of the subject site is 2,817,461 square feet, therefore, the minimum lot area is met. There are no proposals for land divisions as part of this application or proposal.

- (2) The average lot width shall be at least 60 feet, excepting secondary condominium lots as approved through the Architectural Review process and lots for public utility facilities.**

Applicant Response: The average lot width of the subject site is 1938 feet, therefore, the average lot width of 60 feet is met.

- (3) When a lot has frontage on a public street, the minimum lot width shall be 50 feet on a street and 30 feet around a cul-de-sac bulb, excepting secondary condominium lots as approved through the Architectural Review process and lots for public utility facilities.**

Applicant Response: The frontage along SW Boones Ferry Road is 996 feet and the frontage on SW Martinazzi Avenue is 270 feet, therefore, the minimum lot frontage along public street frontages is met.

- (4) The maximum building coverage on a lot shall be 40 percent, excepting secondary condominium lots as approved through the Architectural Review process and lots for public utility facilities.**

Applicant Response: The building coverage proposed in this application is 9%, therefore, the maximum building coverage for this proposal is met.

- (5) For flag lots, the minimum lot width at the street shall be sufficient to comply with at least the minimum access requirements contained in TDC 73.400(7) to (12).**

*With the exception of building coverage, lot size requirements were reviewed and established as part of AR-91-01 and were determined to have met the requirements.*

## **E. Setback Requirements**

### **Section 40.080 Setback Requirements for Conditional Uses**

- (1) Except as otherwise provided, the setbacks for conditional uses shall be as determined and approved through the Architectural Review process. However, no setback greater than 50 feet may be required. Off-street parking and vehicular circulation areas shall be set back a minimum of ten feet from any public right-of-way or property line.**

Applicant Response: The proposal does not include any additions or renovations that would reduce or increase proposed setbacks significantly. The main existing high school building that is proposed for some additions and renovations is at the center of a large site, with setbacks averaging over 100 feet.

*There is no increase to off-street parking and vehicular circulation areas. This standard is met as shown on Site Plan Sheet C2.00, dated 12.13.17.*

## **F. Structure Height**

### **Section 40.100 Structure Height**

**Except as otherwise provided, the maximum structure height is 35 feet.**

Applicant Response: As part of the existing Conditional Use, the existing maximum building height is 34 feet and the proposed maximum height for all work associated with this project is 23 feet.

*An entry monument is proposed at 32 feet in height. This standard is met as shown on Overall Building Elevations Sheets LU1.00-2.00, dated 12.13.17.*

## **G. Land Use Review Approval**

### **Section 73.050 Criteria and Standards**

- (1) In exercising or performing his or her powers, duties, or functions, the Planning Director shall determine whether there is compliance with the following:**
- (a) The proposed site development, including the site plan, architecture, landscaping, parking and graphic design, is in conformance with the standards of this and other applicable City ordinances insofar as the location, height, and appearance of the proposed development are involved;**

**Applicant Response:** The proposal does not include any significant changes to the overall footprint on the site. The proposed use as a high school will be retained. The application package includes a plan set and architectural elevations demonstrating compliance with all applicable standards of the TDC. These documents depict the location, height and appearance of the proposed renovation and additions proposed at specific locations of the building. All applicable standards of the TDC are addressed specifically in this narrative, with references to the plan set and other documents in this application package. The narrative and application package adequately demonstrate compliance with all applicable standards.

- (b) The proposed design of the development is compatible with the design of other developments in the general vicinity; and**
- (c) The location, design, size, color and materials of the exterior of all structures are compatible with the proposed development and appropriate to the design character of other developments in the vicinity.**

**Applicant Response:** The overall location, design and layout of the school is not changing significantly. Those portions of the site proposed for changes are depicted in the plan set and in the architectural elevations. These changes are relatively minor alterations and are designed to continue the general scale of the high school building. Height increases are minimal, with an existing height of 34 feet and a proposed maximum height of 23 feet. Proposed design features are further specified in Exhibit J, Elevations and Predesign Report produced by Bassetti Architects. The existing and proposed design elements are compatible with those design elements of other similar uses and development, including the nearby Edward Byrom Elementary School. These design elements and scale of the proposal are also compatible with the typical school in a low density neighborhood.



*The proposal complies with the TDC and other applicable City ordinances as identified in this report and, with applicable conditions of approval.*

- (2) In making his or her determination of compliance with the above requirements, the Planning Director shall be guided by the objectives and standards set forth in this chapter. If the architectural review plan includes utility facilities or public utility facilities, then the City Engineer shall determine whether those aspects of the proposed plan comply with applicable standards.**

*The proposed development includes utility facilities and/or public utility facilities. These facilities are reviewed by the City of Tualatin Engineering Division and the applicant shall comply with the incorporated Public Facilities Recommendation (PFR) from the Engineering Division.*

- (3) In determining compliance with the requirements set forth, the Planning Director shall consider the effect of his or her action on the availability and cost of needed housing...**

**Applicant Response:** This proposal does not include the development of new housing, nor does the proposal increase student enrollment or staff. Therefore, the cost of needed housing is not relevant to this proposal.

- (4) As part of Architectural Review, the property owner may apply for approval to cut trees in addition to those allowed in TDC 34.200. The granting or denial of a tree cutting permit shall be based on the criteria in TDC 34.230.**

Applicant Response: Some trees will need to be removed as part of this Architectural Review application. The required information related to proposed tree removal has been submitted as part of this application package, including a Tree Preservation Plan and Landscape Plan. Some trees will be selectively removed adjacent to the new entry on the south side of the building, to help create a stronger sense of welcome and wayfinding, in contrast to the rows of cherry trees flanking the existing building.

- (5) Conflicting Standards. In addition to the MUCOD requirements, the requirements in TDC Chapter 73 (Community Design Standards) and other applicable Chapters apply. If TDC Chapters 57, 73 and other applicable Chapters, conflict or are different, they shall be resolved in accordance with TDC 57.200(2).**

Applicant Response: The applicant has addressed all applicable requirements, including specific responses to applicable sections of Chapter 73 and other relevant Chapters of TDC. The applicant understands that in the case of any conflicts or differences among applicable Code Chapters that those instances shall be resolved in accordance with TDC 57.200(2).

*The proposal is not located in the MUCOD. This standard does not apply.*

## **H. Landscape and Building Maintenance**

### **Section 73.100 Landscaping and Building Installation and Maintenance**

- (1) All landscaping approved through the Architectural Review Process shall be continually maintained, including necessary watering, weeding, pruning and replacement, in a manner substantially similar to that originally approved through the Architectural Review Process, unless subsequently altered with Community Development Director approval.**
- (2) All building exterior improvements approved through the Architectural Review Process shall be continually maintained including necessary painting and repair so as to remain substantially similar to original approval through the Architectural Review Process, unless subsequently altered with Community Development Director approval.**

Applicant Response: All proposed improvements in this application, including proposed new landscaping and exterior building improvements, are intended to be continually maintained by the owner.

*These standards apply to the site in an on-going manner. Violation of these standards is a matter of code enforcement.*

## **I. Site Planning**

### **Section 73.160 Standards (Community Design)**

- (1) Pedestrian and Bicycle Circulation:**
- (a) For commercial, public and semi-public uses:**
- (i) a walkway shall be provided between the main entrance to the building and any abutting public right-of-way of an arterial or collector street where a transit stop is designated or provided. The walkway shall be a minimum of 6 feet wide and shall be constructed of concrete, asphalt, or a pervious surface such as pavers or grasscrete, but not gravel or woody material, and be ADA compliant, if applicable;**
  - (ii) walkways shall be provided between the main building entrances and other on-site buildings and accessways. The walkways shall be a minimum of 6 feet wide and shall be constructed of concrete, asphalt, or a pervious surface such as pavers or grasscrete, but not gravel or woody material, and be ADA compliant, if applicable;**
  - (iii) walkways through parking areas, drive aisles, and loading areas shall be visibly raised and of a different appearance than the adjacent paved vehicular areas;**

- (iv) **accessways shall be provided as a connection from the development's internal bikeways and walkways to all of the following locations that apply: abutting arterial or collector streets upon which transit stops or bike lanes are provided or designated; abutting undeveloped residential or commercial areas; adjacent undeveloped sites where an agreement to provide an accessway connection exists; and to abutting publicly-owned land intended for general public use, including schools;**
- (v) **fences or gates which prevent pedestrian and bike access shall not be allowed at the entrance to or exit from any accessway.**
- (vi) **bikeways shall be provided which link building entrances and bike facilities on the site with the adjoining public right-of-way and accessways.**
- (vii) **Outdoor Recreation Access Routes shall be provided between the development's walkway and bikeway circulation system and parks, bikeways and greenways where a bike or pedestrian path is designated.**

Applicant Response: There is an existing, comprehensive network of walkways, accessways and bike facilities within the Tualatin High School Campus. All existing walkways and accessways will continue to provide connections between the main entrance of the school and the public right-of-way (SW Boones Ferry Road). The connections between the main entrance and other on-site buildings and accessways will also be retained. No changes are proposed to existing parking areas as part of this application and proposal, nor are there any changes proposed to existing walkways crossing existing parking areas.

*Existing walkways are provided from the main school building entrances to SW Boones Ferry Road, a major arterial street with transit stops (ID 530 and 531) near Ibach. This standard is met as shown on Site Plan Sheet C2.00, dated 12.13.17.*

**(b) For Industrial Uses:**

*No Industrial uses are proposed.*

**(c) Curb ramps shall be provided wherever a walkway or accessway crosses a curb.**

*No changes are proposed to existing walkways crossing existing parking areas.*

- (d) **Accessways shall be a minimum of 8 feet wide and constructed in accordance with the Public Works Construction Code if they are public accessways, and if they are private access-ways they shall be constructed of asphalt, concrete or a pervious surface such as pervious asphalt or concrete, pavers or grasscrete, but not gravel or woody material, and be ADA compliant, if applicable.**

**Accessway. A non-vehicular, paved pathway designed for pedestrian and bicycle use and providing convenient linkages between a development and adjacent residential and commercial properties and areas intended for public use such as schools, parks, and adjacent collector and arterial streets where transit stops or bike lanes are provided or designated. An accessway is not a sidewalk.**

Applicant Response: There is new accessway proposed at the south sides of the existing school campus building. This is the only new accessway proposed. This accessway is over 20 feet wide, and is intended as the new secure entry into the school. The proposed surface composition of this accessway will be concrete or pavers.

*This standard is met as shown on Site Plan Sheet C2.00, dated 12.13.17.*

- (e) **Accessways to undeveloped parcels or undeveloped transit facilities need not be constructed at the time the subject property is developed. In such cases the applicant for development of a parcel adjacent to an undeveloped parcel shall enter into a written agreement with the City guaranteeing future performance by the applicant and any**

**successors in interest of the property being developed to construct an accessway when the adjacent undeveloped parcel is developed. The agreement shall be subject to the City's re-view and approval.**

Applicant Response: There are no undeveloped parcels or transit facilities adjacent to the subject site, therefore, this standard does not apply.

- (f) Where a bridge or culvert would be necessary to span a designated greenway or wetland to provide a connection to a bike or pedestrian path, the City may limit the number and location of accessways to reduce the impact on the greenway or wetland.**

Applicant Response: No bridges or accessways are proposed as part of this application, therefore, this standard does not apply.

- (g) Accessways shall be constructed, owned and maintained by the property owner.**

Applicant Response: All proposed accessways will be constructed, owned and maintained by the property owner and/or tenant.

**(2) Drive-up Uses**

*No drive-up uses are proposed*

**(3) Safety and Security**

- (a) Locate windows and provide lighting in a manner which enables tenants, employees and police to watch over pedestrian, parking and loading areas.**
- (b) In commercial, public and semi-public development and where possible in industrial development, locate windows and provide lighting in a manner which enables surveillance of interior activity from the public right-of-way.**

*Windows are provided along all additions, with the exception of the locker room addition. This standard is met as shown on Overall Building Elevations Sheets LU1.00-2.00, dated 12.13.17.*

- (c) Locate, orient and select on-site lighting to facilitate surveillance of on-site activities from the public right-of-way without shining into public rights-of-way or fish and wildlife habitat areas.**

Applicant Response: A limited amount of on-site lighting is proposed as part of this application and renovation/addition project. This lighting is associated with the proposed additions on the south and north sides of the existing building. None of this lighting will affect public rights-of-way due to distance and blockage by existing structures. There are no fish and wildlife areas on the site.

*Staff does not see any information regarding the location or type of lighting proposed. The applicant is responsible for submitting information that shows their proposal meets the standards. Therefore, a condition is necessary in requiring such information.*

Condition of Approval: *The applicant must submit a photometric plan pursuant to TDC 73.160(3)(c). This photometric plan shall show that no light greater than one tenth foot candles shines onto neighboring properties. The plan shall provide specifications and elevations of proposed lighting. Only full cutoff lighting is allowed.*

- (d) Provide an identification system which clearly locates buildings and their entries for patrons and emergency services.**

Applicant Response: There is an existing identification system for the school campus, which will be amended to reflect the new location of the new main entry on the south side of the building.

*Provisions for emergency services are reviewed through the building permit process. Refer to comments from Tualatin Valley Fire & Rescue (TVF&R) in Attachment 102.*

- (e) Shrubs in parking areas must not exceed 30 inches in height. Tree canopies must not extend below 8 feet measured from grade.**

Applicant Response: No landscaping is proposed for existing parking areas. All existing landscaping in parking areas will be preserved, with no proposed removal or additional plantings.

*Landscape Planting Plan Sheet L2.00, dated 12.13.17, shows that no new landscaping is proposed in parking areas. This standard is met.*

- (f) Above ground sewer or water pumping stations, pressure reading stations, water reservoirs, electrical substations, and above ground natural gas pumping stations shall provide a minimum 6' tall security fence or wall.**

*As none of the above-mentioned improvements are proposed, this standard does not apply.*

**(4) Service, Delivery and Screening**

- (a) On and above grade electrical and mechanical equipment such as transformers, heat pumps and air conditioners shall be screened with sight obscuring fences, walls or landscaping.**

*The applicant has not provided a finding to this standard. A boiler penthouse and air handler units are noted on Overall Building Elevations Sheets LU 1.00-2.00 (dated 12.13.17). A condition of approval will ensure that future tenant improvements meet the standard.*

Condition of Approval: *The applicant must submit scaled elevations that illustrate future above-grade mechanical equipment (including rooftop units) is screened by a parapet or other method as proposed by the applicant when submitting for permits, pursuant to TDC 73.160(4)(a).*

- (b) Outdoor storage, excluding mixed solid waste and source separated recyclables storage areas listed under TDC 73.227, shall be screened with a sight obscuring fence, wall, berm or dense evergreen landscaping.**

*The proposed development does not include any of these elements at this time; thus, this standard does not apply. However, if future tenants desire outdoor storage, such facilities must obtain Planning Division approval for appropriate screening mechanisms.*

- (c) Above ground pumping stations, pressure reading stations, water reservoirs; electrical substations, and above ground natural gas pumping stations shall be screened with sight-obscuring fences or walls and landscaping.**

*The proposed development does not include any of these elements at this time; thus, this standard does not apply. However, should conditions change in the future and any of the above-referenced elements are necessary, the applicant shall submit revised plans for approval of appropriate screening mechanisms.*

- (5) The Federal Americans with Disabilities Act (ADA) applies to development in the City of Tualatin. Although TDC, Chapter 73 does not include the Oregon Structural Specialty Code's (OSSC) accessibility standards as requirements to be reviewed during the Architectural Review process, compliance with the OSSC is a requirement at the Building Permit step. It is strongly recommended all materials submitted for Architectural Review show compliance with the OSSC.**

*No changes are proposed to ADA parking spaces. ADA and OSSC standards must be met during the building permit process. This standard is met.*

- (6) (a) All industrial, institutional, retail and office development on a transit street designated in TDC Chapter 11 (Figure 11-5) shall provide either a transit stop pad on-site, or an on-site or public sidewalk connection to a transit stop along the subject property's frontage on the transit street...**

*These uses are not proposed on site. This standard does not apply.*

## **J. Structure Design**

### **Section 73.220 Standards**

The following standards are minimum requirements for commercial, industrial, public and semi-public development and it is expected that development proposals shall meet or exceed these minimum requirements.

#### **(1) Safety and Security**

- (a) Locate, orient and select on-site lighting to facilitate surveillance of on-site activities from the public right-of-way or other public areas without shining into public rights-of-way or fish and wildlife habitat areas.**
- (b) Provide an identification system which clearly identifies and locates buildings and their entries.**
- (c) Shrubs in parking areas shall not exceed 30 inches in height, and tree canopies must not extend below 8 feet measured from grade, except for parking structures and underground parking where this provision shall not apply.**

*These standards were addressed in TDC 73.160(3).*

## **K. Mixed Solid Waste and Source Separated Recyclables Storage Areas**

### **Section 73.227 Standards**

The following standards are minimum requirements for mixed solid waste and source separated recyclables storage areas. To provide for flexibility in designing functional storage areas, this section provides four different methods to meet the objectives of providing adequate storage for mixed solid waste and source separated recyclables and improving the efficiency of collection. An applicant shall choose and implement one of the following four methods to demonstrate compliance: 1) minimum standards; 2) waste assessment; 3) comprehensive recycling plan; or 4) franchised hauler review, as more fully described in subsections (2), (3), (4) and (5) of this section.

- (1) The mixed solid waste and source separated recyclables storage standards shall apply to all new or expanded multi-family residential developments containing five or more units and to new or expanded commercial, industrial, public and semi-public development.**

*The renovation proposal includes expansion of a public institution. This section applies.*

#### **(2) Minimum Standards Method.**

- (a) The size and location of the storage area(s) shall be indicated on the site plan. Compliance with the requirements set forth below is reviewed through the Architectural Review process.**
  - (i) The storage area requirement is based on the area encompassed by predominant use(s) of the building (e.g., residential, office, retail, wholesale/warehouse/manufacturing, educational/institutional or other) as well as the area encompassed by other distinct uses. If a building has more than one use and that use occupies 20 percent or less of the gross leasable area (GLA) of the building, the GLA occupied by that use shall be counted toward the floor area of the predominant use(s). If a building has more than one use and that use occupies more than 20 percent of the GLA of the building, then the storage area requirement for the whole building shall be the sum of the area of each use.**
  - (ii) Storage areas for multiple uses on a single site may be combined and shared.**
  - (iii) The specific requirements are based on an assumed storage area height of 4 feet for mixed solid waste and source separated recyclables. Vertical storage higher than 4 feet, but no higher than 7 feet may be used to accommodate the same volume of storage in a reduced floor space (potential reduction of 43 percent of specific requirements). Where vertical or stacked storage is proposed, submitted plans shall**

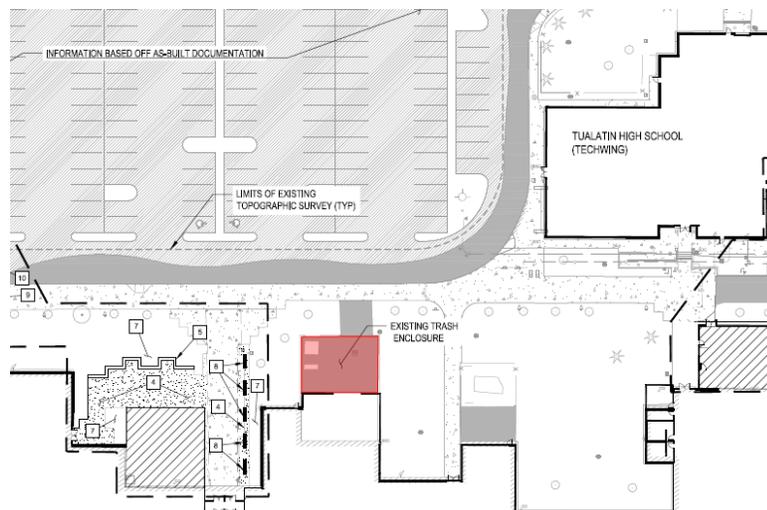
include drawings to illustrate the layout of the storage area and dimensions for containers.

- (iv) Multi-family residential developments containing 5-10 units shall provide a minimum storage area of 50 square feet. Multi-family residential developments containing more than 10 units shall provide 50 square feet plus an additional 5 square feet per unit for each unit above 10.
- (v) Commercial, industrial, public and semi-public developments shall provide a minimum storage area of 10 square feet plus: Office - 4 square feet/1000 square feet gross leasable area (GLA); Retail - 10 square feet/1000 square feet GLA; Wholesale/ Warehouse/ Manufacturing - 6 square feet/1000 square feet GLA; Educational and institutional - 4 square feet/1000 square feet GLA; and other - 4 square feet/1000 square feet GLA.

Applicant Response: There is an existing mixed solid waste and source separated recyclables storage area on site. This area will continue to operate at the existing location on the site, with no proposal to alter the facility. Staff has indicated that a franchise hauler letter is not required as part of the application. As an Educational use, the requirement for minimum storage area is 4 square feet per 1000 square feet of leasable area. The proposed leasable area of the development is 250,366 square feet. Therefore, the required leasable area is approximately 1002 square feet. The project includes a dedicated area for waste and recycling that is approximately 2,575 square feet. Therefore, this standard is met.

Trash Enclosure Requirements				
Use	Percentage	Area (sf)	Applied Rate (sf)	Required (sf)
Educational	100	250,366	$[(250,366 / 1,000) * 4]$	1,001.46
General	N/A	N/A	N/A	10
<b>Total Minimum Requirement</b>				<b>1,011.46</b>
<b>Proposed Trash and Recyclables Storage Area</b>				<b>2,575</b>

The applicant has provided additional information in an email dated January 8, 2018 that notes the location the existing waste storage area and provides a photograph of existing conditions, as noted below. The existing conditions exceed this requirement.



## L. Landscaping

### **Section 73.240 Landscaping General Provisions**

- (1) The following standards are minimum requirements.**
- (2) The minimum area requirement for landscaping for conditional uses for RL, RML, RMH, RH and RH/HR Planning Districts, listed in TDC 40.030, 41.030, 42.030, 43.030 and 44.030, excluding 40.030(3), 40.030 (4)(j), 40.030 (4)(m), 40.030 (4)(n) and 41.030(2) shall be twenty-five (25) percent of the total area to be developed. When a dedication is granted in accordance with the planning district provisions on the subject property for a fish and wildlife habitat area, the minimum area requirement for landscaping shall be twenty (20) percent of the total area to be developed as determined through the AR process.**

Applicant Response: No new landscaping is required as part of this proposal and application. The applicant is not required to upgrade the minimum landscape area (percentage) of the site. However, the applicant is proposing to both remove some existing trees and landscaping in those areas proposed for additional building. The applicant is proposing to mitigate for those removed trees, and plant new trees and landscaping in those areas of development. These additional plantings and landscaping will meet the applicable standards of Section 73.240. The overall proposed percentage of landscaping of the Tualatin High School site is 40%. This percentage meets the 25% minimum landscape percentage requirement.

*The proposal includes the removal of 25,858 square feet of landscape area, as stated on Existing Conditions Plan Sheet C1.00 (dated 12.13.17). The site remains landscaped at 38.2%, exceeding the standard.*

- (9) Yards adjacent to public streets, except as described in the Hedges Creek Wetlands Mitigation Agreement, TDC 73.240(7), shall be planted to lawn or live groundcover and trees and shrubs and be perpetually maintained in a manner providing a park-like character to the property as approved through the Architectural Review process.**

Applicant Response: Again, the applicant is not required to upgrade the minimum landscape area (percentage) of the site, and the applicant is proposing new landscaping only in those areas associated with the building additions and the existing swale along SW Boones Ferry Road. The existing swale along SW Boones Ferry Road is within the front setback, and this front yard setback area within the swale will be slightly regraded and re-landscaped. The rest of the front yard area is planted with lawn or other groundcover and/or bushes and trees, and these plantings will be preserved.

*Yards adjacent to public streets were reviewed by AR-91-01 and meet the requirement. Improvements to swale abutting SW Boones Ferry yard (Sheet L2.01) will enhance this yard.*

- (10) Yards not adjacent to public streets or Low Density Residential (RL) or Manufacturing Park (MP) Planning Districts shall be planted with trees, shrubs, grass or other live groundcover, and maintained consistent with a landscape plan indicating areas of future expansion, as approved through the Architectural Review process.**

Applicant Response: All other required landscaped areas on other portions of the site will be preserved.

*This standard is met as shown on Landscape Planting Plan Sheet L2.00, dated 12.13.17.*

- (11) Any required landscaped area shall be designed, constructed, installed, and maintained so that within three years the ground shall be covered by living grass or other plant materials. (The foliage crown of trees shall not be used to meet this requirement.) A maximum of 10% of the landscaped area may be covered with un-vegetated areas of bark chips, rock or stone. Disturbed soils are encouraged to be amended to an original or higher level of porosity to regain infiltration and stormwater storage capacity.**

*This standard is met as shown on Landscape Planting Plan Sheet L2.00, dated 12.13.17.*

- (13) Landscape plans for required landscaped areas that include fences should carefully integrate any fencing into the plan to guide wild animals toward animal crossings under, over, or around transportation corridors.**

*The subject site does not have a wildlife designation on Metro Title 13: Regionally Significant Fish and Wildlife Habitat. No fencing is illustrated on the site plan or landscaping plan.*

**73.260 Tree and Plant Specifications**

- (1) The following specifications are minimum standards for trees and plants:**
- (a) Deciduous Trees.** Deciduous shade and ornamental trees shall be a minimum one and one-half inch (1-1/2") caliper measured six inches (6") above ground, balled and burlapped. Bare root trees will be acceptable to plant during their dormant season. Trees shall be characteristically shaped specimens.
  - (b) Coniferous Trees.** Coniferous trees shall be a minimum five feet (5') in height above ground, balled and burlapped. Bare root trees will be acceptable to plant during their dormant season. Trees shall be well branched and characteristically shaped specimens.
  - (c) Evergreen and Deciduous Shrubs.** Evergreen and deciduous shrubs shall be at least one (1) to five (5) gallon size. Shrubs shall be characteristically branched. Side of shrub with best foliage shall be oriented to public view.
  - (d) Groundcovers.** Groundcovers shall be fully rooted and shall be well branched or leafed. English ivy (*Hedera helix*) is considered a high maintenance material which is detrimental to other landscape materials and buildings and is therefore prohibited.
  - (e) Lawns.** Lawns shall consist of grasses, including sod, or seeds of acceptable mix within the local landscape industry. Lawns shall be 100 percent coverage and weed free.

Applicant Response: All of the proposed conifer and deciduous trees proposed for planting comply with the standards identified herein. All of the proposed shrubs (evergreen and deciduous), groundcovers and lawns proposed for planting also comply with the standards identified herein.

*The standards of (b)-(e) are met as shown on Landscape Planting Plan Sheets L2.00-2.01, dated 12.13.17. However, the applicant is proposing 1" caliper deciduous trees. A condition of approval has been added to meet standard (a).*

Condition of Approval: *The applicant must revise the appropriate sheets to note that deciduous shade trees must be a minimum of one and one-half inch (1-1/2") caliper measured six inches (6") above ground, pursuant to TDC 73.260(1)(a).*

- (2) Landscaping shall be installed in accordance with the provisions of Sunset New Western Garden Book (latest edition), Lane Publishing Company, Menlo Park, California or the American Nurserymen Association Standards (latest edition).**

Applicant Response: Installation and maintenance are also intended to comply with the standards identified herein.

- (3) The following guidelines are suggested to ensure the longevity and continued vigor of plant materials:**
- (a) Select and site permanent landscape materials in such a manner as to produce a hardy and drought-resistant landscaped area.**
  - (b) Consider soil type and depth, spacing, exposure to sun and wind, slope and contours of the site, building walls and overhangs, and compatibility with existing native vegetation preserved on the site or in the vicinity.**

Applicant Response: Installation and maintenance are also intended to comply with the standards identified herein.

- (4) All trees and plant materials shall be healthy, disease-free, damage-free, well-branched stock, characteristic of the species.**
- (5) All plant growth in landscaped areas of developments shall be controlled by pruning, trimming or otherwise so that:**
  - (a) It will not interfere with designated pedestrian or vehicular access; and**
  - (b) It will not constitute a traffic hazard because of reduced visibility.**

Applicant Response: Installation and maintenance are also intended to comply with the standards identified herein.

*These regulations are matters of zoning enforcement, and less matters to be reviewed as development standards. Therefore, staff's findings regarding the proposal in review are mute as to compliance with Sections 73.260(4) and 73.260(5). Staff notes that Note 14 on Planting Details Sheet L2.02 (dated 12.13.17) states that all landscape plantings are guaranteed for one year.*

#### **Section 73.280 Irrigation System Required**

**Except for townhouse lots, landscaped areas shall be irrigated with an automatic underground or drip irrigation system.**

Applicant Response: An irrigation system is proposed. This system is identified in the Tree Preservation and Removal Plan and Landscape Planting Plan in the Plan Set, Exhibit B.

*This standard is met as shown per Note 3 on Landscape Planting Plan Sheet L2.00, dated 12.13.17.*

#### **Section 73.290 Re-vegetation in Un-landscaped Areas**

**The purpose of this section is to ensure erosion protection, and in appropriate areas to encourage soil amendment, for those areas not included within the landscape percentage requirements so native plants will be established, and trees will not be lost.**

- (1) Where vegetation has been removed or damaged in areas not affected by the landscaping requirements and that are not to be occupied by structures or other improvements, vegetation shall be replanted.**
- (2) Plant materials shall be watered at intervals sufficient to ensure survival and growth for a minimum of two growing seasons.**
- (3) The use of native plant materials is encouraged to reduce irrigation and maintenance demands.**
- (4) Disturbed soils should be amended to an original or higher level of porosity to regain infiltration and stormwater storage capacity.**

Applicant Response: The applicant is proposing to both remove some existing trees and landscaping in those areas proposed for additional building. The applicant is proposing to mitigate for those removed trees, and plant new trees and landscaping in those areas of development. These additional plantings and landscaping will meet the applicable standards of Section 73.240 and 73.290. See Tree Preservation and Removal Plan and Landscape Planting Plan in the Plan Set, Exhibit B, for more details.

*Adequate notes have been included on Landscape Planting Plan Sheets L2.00-2.02 (dated 12.13.17), meeting the requirement.*

#### **Section 73.310 Landscape Standards – Commercial, Industrial, Public and Semi-Public Uses**

- (1) A minimum 5'-wide landscaped area must be located along all building perimeters which are viewable by the general public from parking lots or the public right-of-way, excluding loading areas, bicycle parking areas and pedestrian egress/ingress locations. Pedestrian amenities such as landscaped plazas and arcades may be substituted for this requirement. This requirement shall not apply where the distance along a wall between two vehicle or pedestrian access**

openings (such as entry doors, garage doors, carports and pedestrian corridors) is less than 8 feet.

- (2) Areas exclusively for pedestrian use that are developed with pavers, bricks, etc., and contain pedestrian amenities, such as benches, tables with umbrellas, children’s play areas, shade trees, canopies, etc., may be included as part of the site landscape area requirement.
- (3) All areas not occupied by buildings, parking spaces, driveways, drive aisles, pedestrian areas or undisturbed natural areas shall be landscaped.

Applicant Response: The applicant is proposing to both remove some existing trees and landscaping in those areas proposed for additional building. The applicant is proposing to mitigate for those removed trees, and plant new trees and landscaping in those areas of development. These additional plantings and landscaping will meet the applicable standards of Section 73.240 and 73.290. This includes a 5-foot perimeter of landscaping along new building additions. See Tree Preservation and Removal Plan and Landscape Planting Plan in the Plan Set, Exhibit B, for more details.

*This standard is met as shown on the Landscape Planting Plan Sheet L2.00 (dated 12.13.17). A landscape area that generally varies between six to seventeen feet wide is located along the building perimeter addition. Pedestrian amenities and sitting areas are also proposed.*

**Section 73.340 Off-Street Parking Lot and Loading Area Landscaping - Commercial, Industrial, Public and Semi-Public Uses, and Residential and Mixed Use Residential Uses within the Central Design District.**

Applicant Response: No new parking is proposed and none is required. As indicated in the Traffic Report dated October 24, 2017, there will be no new trips generated with the proposed development and exterior alterations, therefore, no changes to parking areas are required nor proposed.

*This section does not apply, as there are no new parking or vehicular circulation areas proposed within the development area.*

**Section 73.360 Off-Street Parking Lot Landscape Islands - Commercial, Industrial, Public, and Semi-Public Uses.**

Applicant Response: No new parking is proposed and none is required. As indicated in the Traffic Report dated October 24, 2017, there will be no new trips generated with the proposed development and exterior alterations, therefore, no changes to parking areas are required nor proposed.

This section does not apply, as there are no new parking or vehicular circulation areas proposed within the development area.

**Section 73.410 Street Tree Plan**

**A person who desires to plant a street tree shall comply with TDC 74.765, which comprises the street tree plan.**

Applicant Response: The applicant is not required to add additional street trees, nor is the applicant proposing to plant additional street trees. Therefore, a Street Tree Plan is not applicable.

**M. Tree Removal and Preservation**

**Section 34.210 Application for Architectural Review, Subdivision or Partition Review, or Tree Removal Permit.**

- (1) Architectural Review, Subdivision, or Partition. When a property owner wishes to remove trees, other than the exemptions permitted under TDC 34.200(3), to develop property, and the development is subject to Architectural Review, Subdivision Review, or Partition Review approval, the property owner shall apply for approval to remove trees as part of the Architectural Review, Subdivision Review, or Partition Review application process.

- (a) **The application for tree removal shall include:**
- (i) **A Tree Preservation Site Plan, drawn to a legible scale, showing the following information: a north arrow; existing and proposed property lines; existing and proposed topographical contour lines; existing and proposed structures, impervious surfaces, wells, septic systems, and stormwater retention/detention facilities; existing and proposed utility and access locations/easements; illustration of vision clearance areas; and illustration of all trees on-site that are eight inches or more in diameter (including size, species, and tag i.d. number). All trees proposed for removal and all trees proposed for preservation shall be indicated on the site plan as such by identifying symbols, except as follows:**
    - (A) **Where Clean Water Services (CWS) has issued a Service Provider Letter that addresses the proposed development currently under consideration, and**
    - (B) **Where CWS has approved delineation of a “sensitive area” or “vegetated corridor” on the subject property, and**
    - (C) **Where CWS has required dedication of an easement that prohibits encroachment into the delineated area, then**
    - (D) **All trees located within the CWS-required easement need not be individually identified on the Tree Preservation Site Plan if the CWS-required easement boundary is clearly illustrated and identified on the Tree Preservation Site Plan.**
  - (ii) **A tree assessment prepared by a qualified arborist, including the following information: an analysis as to whether trees proposed for preservation can in fact be preserved in light of the development proposed, are healthy specimens, and do not pose an imminent hazard to persons or property if preserved; an analysis as to whether any trees proposed for removal could be reasonably preserved in light of the development proposed and health of the tree; a statement addressing the approval criteria set forth in TDC 34.230; and arborist’s signature and contact information. The tree assessment report shall have been prepared and dated no more than one calendar year proceeding the date the development application is deemed complete by the City. Where TDC 34.210(1)(a)(i)(A) through (D) are applicable, trees located within the CWS-required easement need not be included in the tree assessment report.**
  - (iii) **All trees on-site shall be physically identified and numbered in the field with an arborist-approved tagging system. The tag i.d. numbers shall correspond with the tag i.d. numbers illustrated on the site plan. Where TDC 34.210(1)(a)(i)(A) through (D) are applicable, trees located in the CWS-required easement need not be tagged.**

Applicant Response: A Tree Preservation and Removal Plan and Landscape Planting Plan have been provided as part of this application. See Plan Set, Exhibit B, for more details. In addition, a tree inventory and assessment report has also been provided as part of this application. See Arborist Report, Exhibit I for more details.

*The Tree Preservation Removal Plan Sheets L1.00-L1.02 (dated 12.13.17) do not include tag i.d. numbers that correspond to the Arborist Report included in Exhibit I. Additionally the Tree Assessment prepared by Oregon Tree Care and dated September 13, 2017 lists all trees for preservation, which conflicts with Tree Preservation Removal Plan Sheets L1.00-L1.02. A condition will ensure these standards are met.*

Condition of Approval: *The applicant must revise the Tree Preservation sheets to note tag i.d. numbers that correspond to the Tree Inventory authored by Oregon Tree Care and dated September 13, 2017. The Tree Assessment must be revised to provide an assessment of trees proposed for removal, pursuant to TDC 34.210.*

- (b) The application for tree removal shall be approved or denied based on the criteria in TDC 34.230.**

Applicant Response: The criteria for tree removal is addressed below in Section 34.230.

- (c) The approval or denial of an application to remove trees shall be a part of the Architectural Review, Subdivision Review, or Partition Review decision.**

Applicant Response: The application for tree removal is part of this Architectural Review application and will also be part of the decision.

#### **Section 34.230 Tree Removal Criteria**

**The Community Development Director shall consider the following criteria when approving, approving with conditions, or denying a request to cut trees.**

- (1) An applicant must satisfactorily demonstrate that any of the following criteria are met:**
- (a) The tree is diseased, and**
    - (i) The disease threatens the structural integrity of the tree; or**
    - (ii) The disease permanently and severely diminishes the esthetic value of the tree; or**
    - (iii) The continued retention of the tree could result in other trees being infected with a disease that threatens either their structural integrity or esthetic value.**
  - (b) The tree represents a hazard which may include but not be limited to:**
    - (i) The tree is in danger of falling;**
    - (ii) Substantial portions of the tree are in danger of falling.**
  - (c) It is necessary to remove the tree to construct proposed improvements based on Architectural Review approval, building permit, or approval of a Subdivision or Partition Review.**

Applicant Response: The applicant must remove the trees proposed for removal based on the requirements of the additions proposed as part of the renovation project. Based on the Site Plan and Tree Preservation and Removal Plan in the Plan Set (Exhibit B), as well as the Arborist Report in Exhibit I, the 19 trees proposed for removal would continue to diminish the prominence of the entryway, and confuse visitors as to where the main building entry, including the reception and administration areas. The District and their architect believe removing a selected few cherry trees at this new entry will provide a more robust entry way for the arrival of visitors, students and staff.

*Staff surmises that 11 of the 19 trees proposed for removal are over 8" dbh from material provided in the Tree Assessment prepared by Oregon Tree Care and dated September 13, 2017 and Tree Preservation Removal Plan Sheets L1.00-L1.02. These trees are to be removed to construct building, pedestrian, and stormwater improvements, meeting the requirement.*

#### **Section 73.250 Tree Preservation**

- (1) Trees and other plant materials to be retained shall be identified on the landscape plan and grading plan.**
- (2) During the construction process:**
- (a) The owner or the owner's agents shall provide above and below ground protection for existing trees and plant materials identified to remain.**
  - (b) Trees and plant materials identified for preservation shall be protected by chain link or other sturdy fencing placed around the tree at the drip line.**
  - (c) If it is necessary to fence within the drip line, such fencing shall be specified by a qualified arborist as defined in TDC 31.060.**
  - (d) Neither top soil storage nor construction material storage shall be located within the drip line of trees designated to be preserved.**
  - (e) Where site conditions make necessary a grading, building, paving, trenching, boring, digging, or other similar encroachment upon a preserved tree's drip-line area, such grading, paving, trenching, boring, digging, or similar encroachment shall only be**

permitted under the direction of a qualified arborist. Such direction must assure that the health needs of trees within the preserved area can be met.

- (f) Tree root ends shall not remain exposed.
- (3) Landscaping under preserved trees shall be compatible with the retention and health of said tree.
- (4) When it is necessary for a preserved tree to be removed in accordance with TDC 34.210 the landscaped area surrounding the tree or trees shall be maintained and replanted with trees that relate to the present landscape plan, or if there is no landscape plan, then trees that are complementary with existing, nearby landscape materials. Native trees are encouraged
- (5) Pruning for retained deciduous shade trees shall be in accordance with National Arborist Association "Pruning Standards For Shade Trees," revised 1979.
- (6) Except for impervious surface areas, one hundred percent (100%) of the area preserved under any tree or group of trees retained in the landscape plan (as approved through the Architectural Review process) shall apply directly to the percentage of landscaping required for a development.

Applicant Response: All of the requirements listed in this Section are conveyed in the Tree Preservation and Removal Plan and Grading Plan in the Plan Set in Exhibit B.

*Protection measures for retained trees are noted on the Tree Preservation Removal Plan Sheets L1.00-L1.02 (dated 12.13.17), but are not included on the Grading Plan Sheet C3.00 (dated 12.13.17). A condition will ensure these standards are met.*

Condition of Approval: The applicant must revise the Grading Plan sheets to illustrate and note protection measures for retained trees as shown on the Tree Preservation Removal Plan Sheets L1.00-L1.02 (dated 12.13.17), pursuant to TDC 73.250.

## **N. Grading**

### **Section 73.270 Grading**

- (1) After completion of site grading, top-soil is to be restored to exposed cut and fill areas to provide a suitable base for seeding and planting.
- (2) All planting areas shall be graded to provide positive drainage.
- (3) Neither soil, water, plant materials nor mulching materials shall be allowed to wash across roadways or walkways.
- (4) Impervious surface drainage shall be directed away from pedestrian walkways, dwelling units, buildings, outdoor private and shared areas and landscape areas except where the landscape area is a water quality facility.

Applicant Response: All grading proposed for the building additions will be managed based on the Grading Plan in Exhibit B.

*With regard to standards of 73.270(1) through 73.270(4), including grading and surface drainage, staff defers to the analysis of the City Engineer.*

### **TDC Chapter 70 Flood Plain District (FP)**

Applicant Response: The proposed development area is not in the Flood Plain District, therefore, the standards and criteria in this District are not applicable.

### **TDC Chapter 71 Wetland Protection District (WPD)**

Applicant Response: The proposed development area is not in the Wetlands Protection District, therefore, the standards and criteria in this District are not applicable.

### **TDC Chapter 72 Natural Resource Protection Overlay District (NRPO)**

Applicant Response: The proposed development area is not in the Natural Resource Protection Overlay District, therefore, the standards and criteria in this District are not applicable.

## **O. Off-Street Parking and Loading**

### **Section 73.370 Off-Street Parking and Loading**

#### **(1) General Provisions.**

- (a) **At the time of establishment of a new structure or use, or change in use, or change in use of an existing structure, within any planning district of the City, off-street parking spaces, off-street vanpool and carpool parking spaces for commercial, institutional and industrial uses, off-street bicycle parking, and off-street loading berths shall be as provided in this and following sections, unless greater requirements are otherwise established by the conditional use permit or the Architectural Review process, based upon clear findings that a greater number of spaces are necessary at that location for protection of public health, safety and welfare or that a lesser number of vehicle parking spaces will be sufficient to carry out the objectives of this section. In the Central Design District, the Design Guidelines of TDC 73.610 shall be considered. In case of conflicts between guidelines or objectives in TDC Chapter 73, the proposal shall provide a balance.**

Applicant Response: This proposal does not include establishment of a new structure or use, or change in use, or change in use of an existing structure, therefore, off-street parking spaces, off-street vanpool and carpool parking spaces for commercial, institutional and industrial uses, off-street bicycle parking, and off-street loading berths are not required to be provided in this and the following sections of this Chapter. Based on the Traffic Report in Exhibit H, there are no substantial addition of trips associated with the proposed development. The applicant is also not anticipating any increases in enrollment or staff as part of this renovation project.

- (b) **At the time of enlargement of an existing multi-family residential, commercial, institutional or industrial structure or use, TDC 73.370 shall apply to the existing and enlarged structure or use.**

*The renovation proposal includes a 25,858 sq ft expansion of an institutional use; therefore, TDC 73.370 does apply to the existing and enlarged structure.*

#### **(2) Off-Street Parking Provisions.**

- (a) **The following are the minimum and maximum requirements for off-street motor vehicle parking in the City for the uses in TDC 73.370(2)(a) (Places of Public Assembly: I, ii, iv). The maximum requirements are divided into Zone A and Zone B, as shown on the Tualatin Parking Zone Map, Figure 73-3. The following are exempt from calculation of maximum parking requirements: parking structures; fleet parking; parking for vehicles for sale, lease or rent; car/vanpool parking; dedicated valet parking; and user-paid parking.**

Applicant Response: There are 588 existing parking spaces at the school site campus. No changes to the number of parking spaces is proposed. There are approximately 1,991 students and 150 staff at the school site campus. Based on these numbers and the requirements indicated in the Parking Table in Section 73.380, there are 428 vehicle parking spaces required. The existing parking meets the minimum parking requirements identified in this Section.

Use	Minimum Motor Vehicle Parking Requirements	Maximum Motor Vehicle Parking Requirements	Bicycle Parking Requirements	Percentage of Bicycle Parking to be Covered
<u>Places of Public Assembly</u>				
(iii) Senior high school	0.2 spaces per student and staff	Zone A and Zone B: 0.3 spaces per student plus 1.00 space per staff	4, or 1.00 space per 5 students based on the design capacity of the facility, whichever is greater	25

*The application materials contain a discrepancy in total existing parking. The applicant’s narrative and fact sheet state 588 spaces and Existing Conditions Plan Sheet C1.00, dated 12.13.17 states 615 spaces. Staff has confirmed that there are 615 existing spaces, which exceeds the minimum requirement.*

**Section 73.380 Off-Street Parking Lots**

Applicant Response: The proposal does not include any new student enrollment or increases in staff. There are no changes proposed for the existing parking areas, including no increases nor decreases in the amount of parking. The current parking lot areas provide adequate ADA parking and are included in the Existing Conditions Plan in the Plan Set, Exhibit B.

**Section 73.390 Off-Street Loading Facilities**

Applicant Response: No changes are proposed for the existing off-street loading facilities at the high school site. The existing facilities are adequate to serve the site.

**P. Access**

**Section 73.400 Access**

**(1) The provision and maintenance of vehicular and pedestrian ingress and egress from private property to the public streets as stipulated in this Code are continuing requirements for the use of any structure or parcel of real property in the City of Tualatin. Access management and spacing standards are provided in this section of the TDC and TDC Chapter 75. No building or other permit shall be issued until scale plans are presented that show how the ingress and egress requirement is to be fulfilled. If the owner or occupant of a lot or building changes the use to which the lot or building is put, thereby increasing ingress and egress requirements, it shall be unlawful and a violation of this code to begin or maintain such altered use until the required increase in ingress and egress is provided.**

Applicant Response: There are (2) two-way access driveways fronting on Boones Ferry Road. The north access driveway is 36 feet wide and the south access driveway is 36 feet wide. Both driveways provide 2-way access. These two driveways are proposed to be retained. Improvements to these two driveways include replacement of existing non-compliant ADA ramps and measures to improve lighting to help with safety and wayfinding. No additional access driveway or closures of existing access driveways has been required by the City Engineer.

*Staff defers to the analysis of the City Engineer (see City Engineer findings).*

**Q. Signs**

*Except code required signs for street number, disabled parking and car/vanpool, no signs are proposed by this application and none are approved. The applicant shall submit separate sign permit applications for any future signage.*

## **R. Time Limit on Approval**

### **Section 73.056 Time Limit on Approval**

**Architectural Review approvals shall expire after two years unless:**

- (1) A building, or grading permit submitted in conjunction with a building permit application, has been issued and substantial construction pursuant thereto has taken place and an inspection performed by a member of the Building Division; or**
- (2) The Architectural Review (AR) applicant requests in writing an extension and the City approves it. If the Community Development Director and City Engineer or their designees approved the AR. then the Community Development Director and City Engineer shall decide upon the extension request. If the Architectural Review Board (ARB) approved the AR. then the ARB shall decide upon the extension request. The applicant shall provide notice of extension request to past recipients of the AR notice of application and post a sign pursuant to TDC 31.064. Before approving an extension, the deciding party shall find the request meets these criteria:
  - (a) The applicant submitted a written extension request prior to the original expiration date.**
  - (b) There have been no significant changes in any conditions, ordinances, regulations or other standards of the City or applicable agencies that affect the previously approved project so as to warrant its resubmittal for AR.**
  - (c) If the previously approved application included a special study, the applicant provided with the extension a status report that shows no significant changes on the site or within the vicinity of the site. A letter from a recognized professional also would satisfy this criterion if it states that conditions have not changed after the original approval and that no new study is warranted.**
  - (d) If the AR applicant neglected site maintenance and allowed the site to become blighted, the deciding party shall factor this into its decision.**
  - (e) The deciding party shall grant no more than a single one-year extension for an AR approval.**
  - (f) If the Community Development Director and City Engineer or their designees are the deciding party, then they shall decide within thirty (30) days of receipt of the request. If the ARB is the deciding party. then the ARB shall decide within sixty (60) days of receipt of the request. If the deciding party fails to decide within the applicable time period, the decision shall default to approval.****

#### IV. APPEAL

The Architectural Review portion of this decision will be final after 14 calendar days on **March 22, 2018** unless a written appeal is received by the **Community Development Department – Planning Division at 18880 Martinazzi Avenue, Tualatin, Oregon 97062 before 5:00 p.m., March 21, 2018. The appeal must be submitted on the City appeal form with all the information requested provided thereon and signed by the appellant.** The plans and appeal forms are available at the Community Development Department – Planning Division offices. Appeals of a staff Architectural Features decision are reviewed by the Architectural Review Board (ARB).

Submitted by:



Erin Engman  
Associate Planner

Issued by:



Aquilla Hurd-Ravich  
Planning Manager, AICP

Attachments:

- 101: Application Materials – Revised December 19, 2017
- 102: TVFR Conditions of Approval – January 31, 2018
- 103: Clean Water Services Conditions of Approval – January 30, 2018