

## MEETING NOTES

PROJECT NUMBER: 2190107.00      ISSUE DATE: March 26, 2019 (*Revised April 5, 2019*)

PROJECT NAME: Mutual Materials – Tualatin

RECORDED BY: Jennifer Scola

TO: FILE

PRESENT: Chris Ragland, Steve Koper, Erin Engman, Tony Doran – City of Tualatin  
Mike Jones, Trevor Fearn – Mutual Materials  
Lee Leighton, Greg Mino, Dan Reid, Jennifer Scola – Mackenzie

**SUBJECT: Pre-Application Meeting Notes (March 20, 2019) for development of property at 10700 SW Tualatin Sherwood Road (2S127AA02100)**

### ACTION ITEMS

- 1.1 Design team to provide City of Tualatin’s Engineering Division with a letter on daily trip estimations for the project.
- 1.2 Mackenzie to provide neighborhood meeting notice to Erin by email. ***Update after meeting: Jennifer sent this to Erin on 3/20/19.***

### INFORMATION ITEMS

#### Introduction

1. Erin Engman convened the meeting. Participants introduced themselves and signed in (sheet attached).
2. Trevor summarized the proposal. Mutual Materials is proposing a new wholesale center to replace their existing Durham location. The new development will maintain the same operations of their existing facility, at a larger scale. Site activities will include storage of inventory, a small showroom, and sales to contractors.
3. The applicant (Mutual Materials) owns the subject property and previously obtained Conditional Use Permit and Architectural Review approvals for this site for a similar proposal, though no action was taken for site development and both approvals have now expired.
4. The applicant is proposing submittal of CUP and AR applications prior to April 22, 2019.

#### Tualatin Valley Fire & Rescue (TVF&R)

1. Staff gave the applicant’s team a memo from TVF&R indicating that the proposed private onsite fire hydrant will need to be relocated either to the site entrance/access drive or near the main building entrance.

### **Building**

1. Chris asked who the contractor will be, and Trevor responded that it is not final but may be R&H Construction.
2. Chris confirmed a pre-submittal meeting will be required prior to submitting for building permit application.
3. Design team noted construction would likely be wood frame with masonry veneer.
4. The City can send Mackenzie a permit fee estimate form to calculate anticipated fees, based on information provided by Mackenzie on the Request for Fee Estimate form.
5. Chris asked about the storage building, and Dan responded it would be pre-fab construction.
6. Chris noted the project seemed rather straightforward and did not have additional comments at that time.
7. City confirmed the applicant cannot submit for building permits until the Planning Division signs off on the project.
8. Trevor estimated construction would begin in 2020.

### **Engineering**

1. Tony encouraged the applicant to review more recent land use decisions as examples of the type of Engineering conditions that may apply, as some standards have changed since the site's 2002 Partition and 2008 Conditional Use Permit and Architectural Review approvals.
2. The public sanitary sewer line is incorrect on Tualatin's mapping program, so Tony provided a marked-up aerial (attached). Private, not public, utilities exist within the flag lot from the time of the site's partition in 2002.
3. The scope of the traffic impact analysis will be determined by working with Mike McCarthy (City of Tualatin Engineering Department). A trip estimation will be needed, though it can be based on Mutual Materials' existing facility with proration to reflect the relative size of the proposed facility, or the ITE. However, Tony noted a full traffic study would likely not be needed if the proposal did not result in more than 100 average daily vehicle trips.
4. Washington County is considering updating the standard for this area to a five-lane configuration with a bike lane featuring a 2' buffer for SW Tualatin-Sherwood Road, adjacent to the site.
5. The County may require that a traffic study be conducted for the project. Washington County can determine improvement requirements for SW Tualatin-Sherwood Road based on the traffic impact analysis. Tony suggested the applicant team coordinate with Naomi Vogel at Washington County, but did not expect that the County would require the project to construct these improvements.
6. Tony confirmed the Architectural Review is the application that will vest the application of current Clean Water Services (CWS) standards, and that a sufficient Architectural Review submittal is required. The Conditional Use Permit does not vest CWS standards.
7. While submittal of an (Architectural Review) land use application will initially vest CWS standards, permits (water quality facilities, grading, or erosion control) must be obtained, and work must

- begin within a certain amount of time to keep the standards vested. Tony believed this timeframe to be one year.
8. Water quality permits take approximately two to three months for City of Tualatin review.
  9. All existing impervious area on the lot will need to be evaluated per CWS code standards applicable at the time of (Architectural Review) land use submittal.
  10. The property includes the driveway, existing impervious area. The driveway impervious area may be considered a “modification” if disturbed. The less disturbance of the drive aisle the smaller the area to be added to the calculations needed for stormwater facilities sizing and design.
  11. New CWS standards allow tree canopy cover to be counted towards a reduction in the amount of water quality area needed for the site. Tony is open to a hybrid approach for the site, including a mix of current and proposed CWS standards for stormwater, and he can present ideas to CWS if they arise.
  12. Tony is amenable to “over-treating” the onsite developed area to compensate for relatively minimal portions of the new driveway connection that may be infeasible to capture.
  13. Tony did not have concrete information on the rail spur adjacent to the property, though he believed ODOT Rail or the railroad operator may have removed the spur switch when making improvements for the WES commuter rail line.
  14. Tony noted that there may no longer be a need for an easement with the rail spur gone.
  15. The City provided as-builts for the site (attached).

### **Planning**

1. Erin confirmed zoning is General Manufacturing (MG) and Chapter 61 of Tualatin’s Development Code applies.
2. Erin noted the proposed use most closely relates to either “durable goods sales of home improvement materials and supplies” or “wholesale sales” which are both permitted in the MG zone under a Conditional Use Permit. Steve confirmed that the bulk of sales will be to industry professionals, and Erin noted that “wholesale sales” would then be the most appropriate use category.
3. The Planning Commission reviews Conditional Use Permits, and meetings are held on the third Thursday of each month at 6:30 pm. Public hearings are typically scheduled in about two months from the time an application is deemed complete.
4. Erin confirmed the site improvements will require a Type II Architectural Review application, which is a staff-level review and is covered in Chapter 33.020 in Tualatin’s Development Code.
5. The City allows the option for concurrent submittal of the Conditional Use Permit and Architectural Review. The Conditional Use Permit hearing and decision will need to be completed prior to issuance of a final decision for the Architectural Review. Two separate submittal packets will be required, one for each review.
6. Concurrent submittal may require a waiver to the 120-day decision period. Lee asked if the applicant can offer an extension agreement in place of a waiver to the 120-day period, based on

when the hearing dates align. Steve noted the City would be amenable to an extension agreement.

7. Erin confirmed the required neighborhood meetings for each application can be combined. Jennifer confirmed the neighborhood meeting is scheduled for April 1<sup>st</sup> at the Juanita Pohl Center.
8. Jennifer asked if the existing fir tree on the north side of the site can be removed under Tualatin Development Code Section 33.110(5)(a)(iii), as it would be infeasible to retain it with the best location for the required stormwater facility. Erin noted the removal of the tree should not be a problem, and that the property owner could remove up to four trees on the property that aren't subject to protection under an Architectural Review. Since the Architectural Review approval for the site is expired, the tree is not so protected and could be removed prior to submittal of land use applications, without any tree permits. If desired, the applicant can opt to include the tree removal in the Architectural Review application; in that case the applicant should have an arborist report on its condition and explain why it needs to be removed for development.

## **SUMMARY AND NEXT STEPS**

1. A Conditional Use Permit and Type II Architectural Review are required for the proposed development. Both applications can be submitted concurrently, though the Conditional Use Permit decision will need to be issued prior to issuance of a decision for the Architectural Review.
2. The Architectural Review application will vest the applicant's right to rely on current CWS standards for design and operation of private on-site stormwater management facilities.
3. Action on the water quality permit(s) is required within one year of the land use approval decision for the site to remain vested in current CWS stormwater standards.
4. A trip estimation letter is needed and can be based on the existing Mutual Materials facility in Durham with a pro-rata estimation of daily trips at the new facility or the ITE calculation. Right-of-way improvements to SW Tualatin-Sherwood Road will ultimately be determined by Washington County based on the proposed traffic impact.
5. The required neighborhood meeting for both projects will be held on April 1st at 6:00 pm at the Juanita Pohl Center. A copy of the notice is on the City's website advertising the event.
6. The applicant intends to make Conditional Use Permit and Architectural Review application submittals prior to April 22, 2019 (when new CWS standards are expected to take effect).

### Enclosure(s):

1. Pre-Application Meeting Agenda
  2. Pre-Application Meeting Attendance Sheet
  3. Tualatin Valley Fire & Rescue Memo
  4. Public Facilities Recommendation Letter
  5. Annotated Sanitary Sewer Line Aerial Map
  6. As-Builts
- c: Meeting Attendees  
Adam Solomonson, Suzannah Stanley – Mackenzie



## MUTUAL MATERIALS PROJECT MEETING AGENDA

Wednesday, March 20, 2019

2:00 – 3:00 p.m.

Seneca Building Conference Room

- I. **Introductions and Review Project Scope**
- II. **TVF&R**
  - Tom Mooney 503.259.1419, Comments provided
  - Relocate fire hydrant to access drive or near main building entrance
- III. **Building Division Discussion**
- IV. **Planning Division Discussion**
  - Property zoned General Manufacturing (MG) - Chapter 61
  - Durable Goods Sales of home improvement materials and supplies permitted as a Conditional Use, Type III application – Chapter 33.040
    - Decided by Planning Commission; meetings held third Thursday of each month at 6:30 pm
  - Site improvements reviewed by Architectural Review, Type II application – Chapter 33.020
  - Option for concurrent submittal and review of applications: CUP hearing and decision first; AR to be decided after final decision on CUP; concurrent submittal likely to require 120-day waiver for AR application
- V. **Engineering Division Discussion**
  - CWS standards are not vested under the future Condition Use Permit decision. A sufficient Architectural Review submittal is required to vest.
  - All existing impervious area on the lot will need to be evaluated per CWS code applicable at the time of submittal.
  - Washington County will determine improvement requirements for SW Tualatin-Sherwood Road with the addition of any requirements as a result of the traffic impact analysis. Naomi Vogel, (503) 846-7639 is a great initial contact.
  - The scope of the traffic impact analysis will be determined by working with Mike McCarthy, Principal Traffic Engineer, (503) 691-3674.
  - ODOT Rail may have removed the spur when improving for WES. We have no suggested contact.
  - Private utilities exist with the flag pole from the time of the partition.
- VI. **Additional Q&A**
- VII. **Next Steps**
  - Neighborhood/Developer meeting – Chapter 32.120

MUTUAL MATERIALS @ TUALATIN

LEE LEIGHTON,	MACKENZIE	503 224-9560	LLEIGHTON@ MCKENZIE.COM
JENN SCOLA,	"	"	JSCOLA@ MCKENZIE.COM
GREG MINO	"	"	GMINO@MCKENZIE.COM
Mike Jones	Mutual Materials Co.		MJones@mutualmaterials.com
Trevor Fearn	Mutual Materials Co.		tfearn@mutualmaterials.com
Chris Ragland	City of Tualatin		cragland@tualatin
Steve Koper	COT		skoper@tualatin.gov
Erin Engman	CofT		eengman@tualatin.gov
Tony Doran	"		tdoran@ " "
Don Reid	Mackenzie	503-224-9560	dreid@ mckenzie.com

# MACKENZIE.

DESIGN DRIVEN | CLIENT FOCUSED

March 18, 2019

Property Owner  
Various  
Tualatin, OR

Re: **Mutual Materials - Tualatin**  
*Neighborhood/Developer Meeting Notice*  
**Project Number: 2190107.00**

Dear Property Owner:

You are cordially invited to attend a meeting on Monday, April 1, 2019, at 6:00 PM at the Juanita Pohl Center, 8513 SW Tualatin Road. This meeting shall be held to discuss a proposed project located at 10700 SW Tualatin-Sherwood Road. The proposal is to construct a new approximately 4,200-SF building and 11,700-SF three-sided metal storage building, plus exterior storage areas for wholesale sales of paving materials. This project was approved in 2009 but was never built; the approvals expired two (2) years after that so new applications are required. The current design is very similar to the previously approved design.

This is an informational meeting to share the development proposal with interested neighbors. You will have the opportunity to review preliminary plans and identify topics of interest or consideration. Feel free to contact me with any questions or commentary.

Sincerely,



Suzannah Stanley  
Land Use Planner

Enclosure: C2.0 Site Plan (Draft)

c: Trevor Fearn, Mike Jones – Mutual Materials  
Adam Solomonson – Mackenzie





Architecture • Interiors  
Planning • Engineering

Portland, OR  
503.224.9560  
Vancouver, WA  
360.695.7879  
Seattle, WA  
206.749.9993  
www.mcknze.com

**MACKENZIE.**  
DESIGN DRIVEN • CLIENT FOCUSED

Client:  
**MUTUAL MATERIALS**  
605 NE 19TH AVENUE  
BELLEVUE, WA 98005



Project  
**MUTUAL MATERIALS**  
WHOLESALE  
TUALATIN, OR

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THESE DRAWINGS ARE THE PROPERTY  
MACKENZIE AND ARE NOT TO BE USED  
OR REPRODUCED IN ANY MANNER,  
WITHOUT PRIOR WRITTEN PERMISSION

REVISIONS:  
REV. NO. REVISIONS REVISION DATE  
DATE THIS SHEET CLOSING DATE

SHEET TITLE:  
**SITE PLAN**

DRAWN BY: DJR

CHECKED BY: AJS

SHEET:

**C2.0**

JOB NO. **2190107.00**

PRELIMINARY ONLY

**SITE DATA**

TOTAL SITE AREA	217,628 SF (5.00 AC)
DEVELOPMENT AREA	199,166 SF (4.57 AC)
BUILDING AREA	15,900 SF
(SHOWROOM	4,200 SF)
(STORAGE	11,700 SF)
IMPERVIOUS PAVER SQUARE FOOTAGE	4,249 SF
SIDEWALK SQUARE FOOTAGE	6,207 SF
ASPHALT SQUARE FOOTAGE	108,546 SF
TOTAL IMPERVIOUS AREA	134,902 SF (68%)
PARKING LOT LANDSCAPING	1,433 SF (675 SF REQUIRED)
PARKING LOT AREA	9,013 SF
TOTAL LANDSCAPE AREA	66,470 SF (33%)
PLANNING DISTRICT DESIGNATION	GENERAL MANUFACTURING (MG)

**PARKING REQUIRED**

WHOLESALE	6	(0.3/1,000 GSF)
CAR/VANPOOL	2	(1/25 SPACES REQUIRED)
BIKE PARKING	3	(0.1/1,000 GSF)
COVERED BIKE PARKING	1	(30% OF REQUIRED BIKE PARKING)

**PARKING PROVIDED**

PROPOSED HANDICAP	2	SPACES
PROPOSED STANDARD	23	SPACES
PROPOSED COMPACT	0	SPACES
PROPOSED CAR/VANPOOL	2	SPACES
TOTAL PARKING PROVIDED	28	(0.90/1,000 SF)
PARKING AREA	4,217	SF
PROPOSED BIKE STALLS	5	(5 COVERED)

**KEYNOTES**

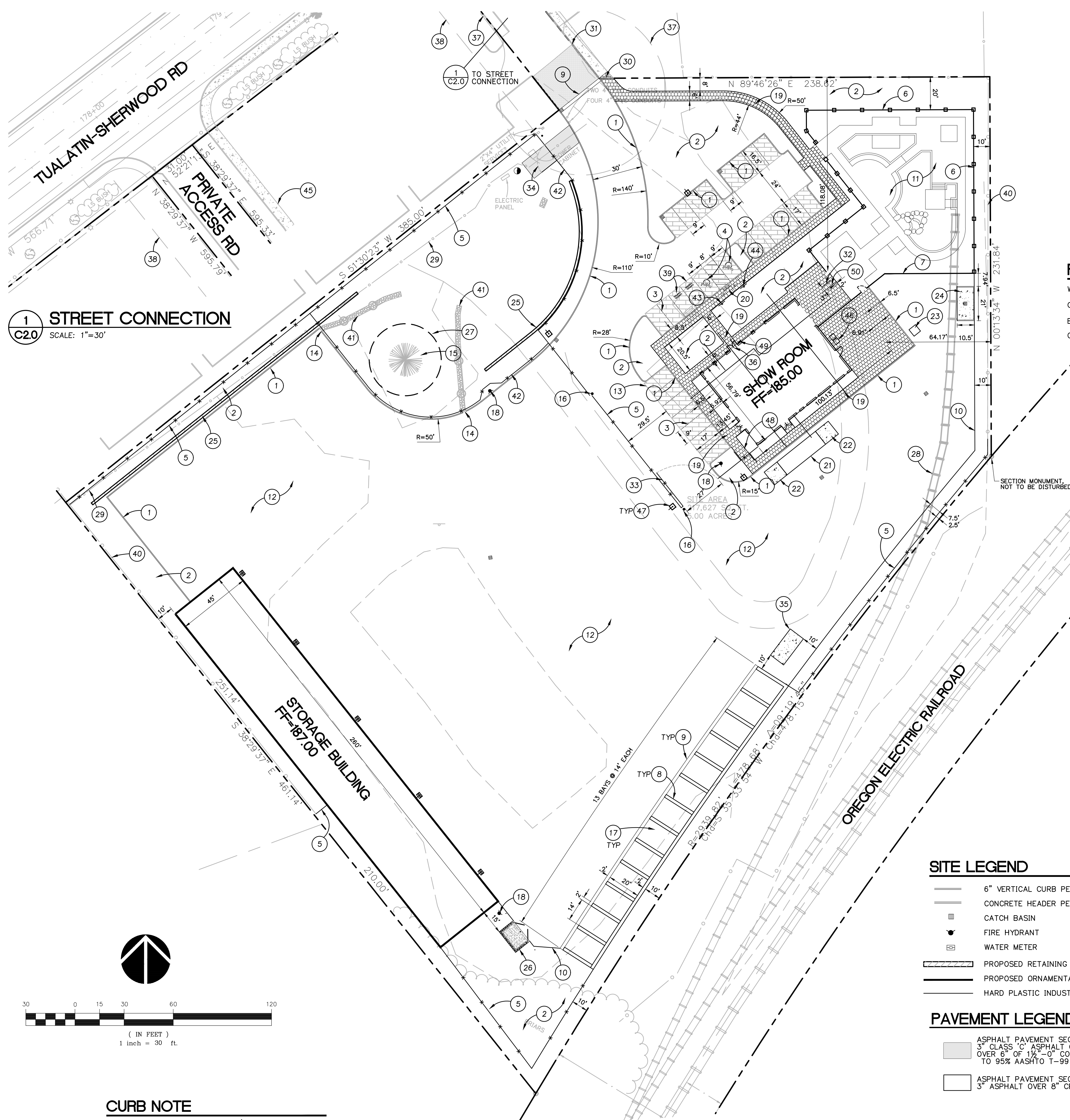
- VERTICAL CURB, SEE DETAIL 1/C5.0
- LANDSCAPE AREA
- PARKING STALL DELINEATION.
- HANDICAP PARKING STALL, SEE DETAIL 6/C5.0
- 6" CHAIN LINK FENCE W/ 1' BARBED WIRE.
- 6" ORNAMENTAL FENCE PER ARCH. DRAWINGS
- 6" ORNAMENTAL BLOCK WALL, SEE ARCH. DRAWINGS. COORDINATE BLOCK TYPE & COLOR WITH OWNER
- SEGMENTAL BLOCK STORAGE BINS, COORDINATE BLOCK TYPE WITH OWNER
- CONCRETE HEADER, SEE DETAIL 4/C5.0
- HARD PLASTIC INDUSTRIAL EDGE, SEE DETAIL 11/C5.0
- LANDSCAPE SHOW AREA PER L. ARCH DRAWINGS
- ASPHALT PAVING
- PAVERS AT PARKING STALLS, COORDINATE TYPE & COLOR WITH OWNER
- 2' CURB BREAK PER DETAIL 5/C5.0
- EXISTING TREE TO REMAIN (22" FIR)
- 6" BOLLARD. SEE DETAIL 12/C5.0
- 6" OF COMPACTED 3/4"-0 AGGREGATE INSIDE BLOCKS
- PROPOSED FIRE HYDRANT
- 2'X2' ARCHITECTURAL SLAB SIDEWALK, SEE DETAIL 3/C5.0. COORDINATE SLAB TYPE AND COLOR WITH OWNER.
- DRIVE-ON SCALE SEE SHEET S8.1 FOR FOUNDATION DETAILS AND MANUFACTURER DETAILS FOR PIT DESIGN.
- 10' X 10' CONCRETE PAD, 8" THICK WITH #4'S @ 18" O.C. EACH WAY
- PALETTE SCALE PER ARCH. DRAWINGS
- DRILLING & MATERIALS WASH STATION. 6" THICK PAD W/ #4'S @ 18" O.C. EACH WAY. SEE ARCH. DRAWINGS FOR FURTHER DETAILS
- BLOCK RETAINING WALL PER DETAIL X/C5.1, COORDINATE BLOCK TYPE & COLOR WITH OWNER
- TRASH ENCLOSURE, ARCHITECTURAL DETAIL 1/A8.1
- TREE BUFFER ZONE (SEE DETAIL 1/C3.0)
- REMOVE EXISTING RAIL SPUR TO PROPERTY LINE
- REMOVE EXISTING FENCE
- MATCH EXISTING SIDEWALK
- MATCH EXISTING ASPHALT
- COVERED BICYCLE PARKING
- 27" SWING GATE
- 12" SWING GATE
- 10" CONCRETE PAD FOR PROPANE TANK 2 #4'S @ 18" O.C. EACH WAY. VERIFY REQUIRED PAD DIMENSIONS WITH TANK MANUFACTURER.
- BUILDING MAIN ENTRANCE
- PRIVATE ACCESS AND UTILITY EASEMENT
- 19' UTILITY EASEMENT
- CARPOOL/VANPOOL PARKING SPACES
- EXISTING FENCE TO REMAIN
- ROCK CHANNEL, SEE LANDSCAPE PLAN
- 4' VINYL-COATED CHAIN LINK FENCE
- ADA PARKING SIGN, SEE DETAIL 7/C5.0
- ADA PARKING SIGN WITH VAN ACCESSIBLE AND WHEELCHAIR SIGNS, SEE DETAIL 7/C5.0
- EXISTING SIDEWALK
- MECHANICAL UNITS
- SITE LIGHTING, 30 LIGHT POLES
- 7' PEDESTRIAN SWING GATE
- BICYCLE PARKING DIRECTION SIGN
- BICYCLE PARKING SIGN

**SITE LEGEND**

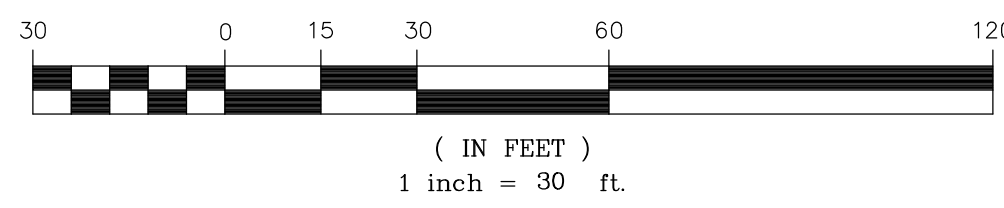
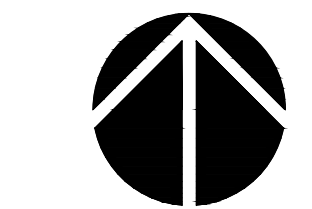
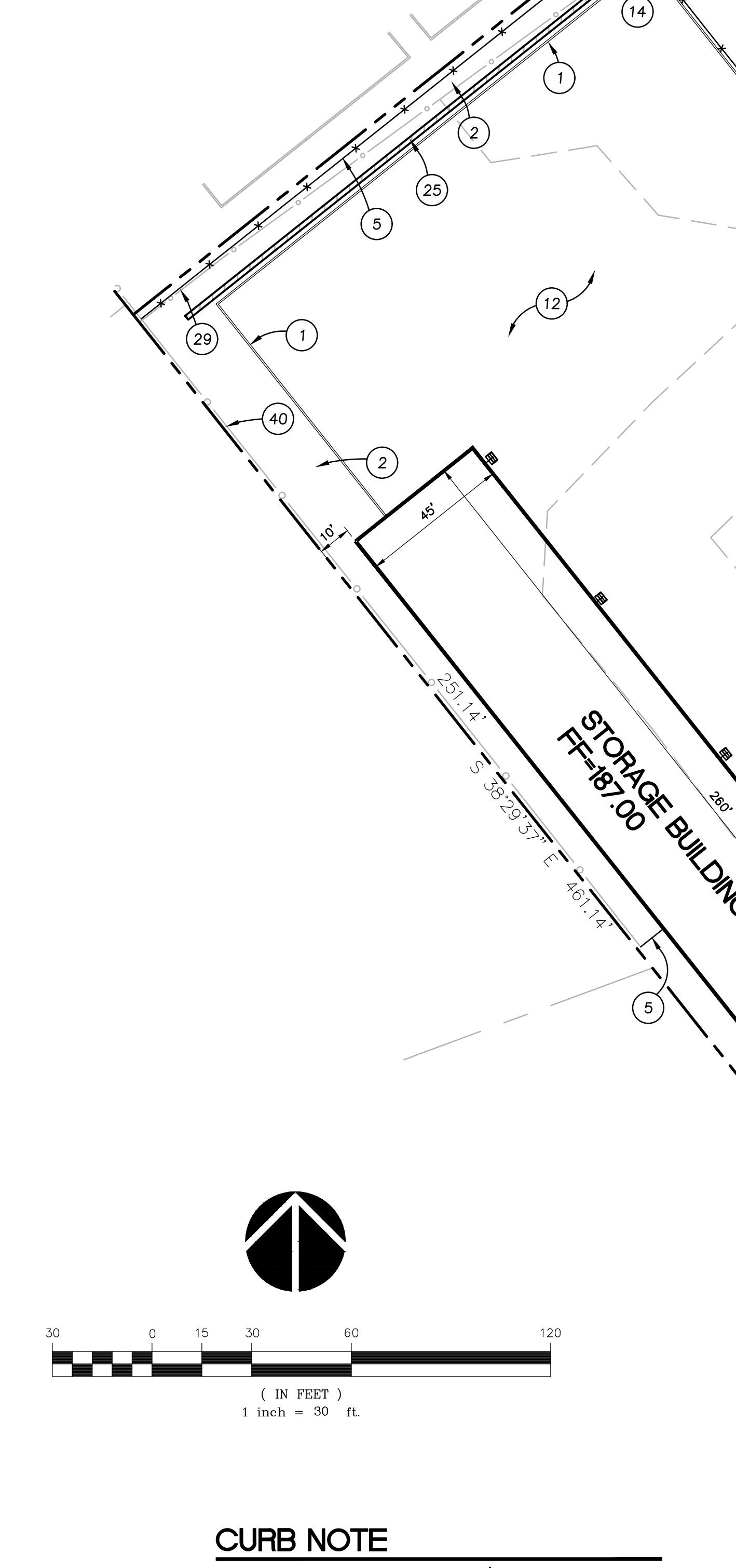
- 6" VERTICAL CURB PER DETAIL 1/C5.0
- CONCRETE HEADER PER DETAIL 4/C5.0
- CATCH BASIN
- FIRE HYDRANT
- WATER METER
- PROPOSED RETAINING WALL
- PROPOSED ORNAMENTAL BLOCK WALL
- HARD PLASTIC INDUSTRIAL EDGE PER DETAIL 11/C5.0

**PAVEMENT LEGEND** PAVEMENT SECTIONS BY GEO-DESIGN  
SEE SOILS REPORTS AND SPECIFICATIONS

- ASPHALT PAVEMENT SECTION (POND ACCESS)  
3" CLASS 'C' ASPHALT OVER 2" OF 3/4" COMPACTED CRUSHED ROCK  
OVER 6" OF 1 1/2"-0" COMPACTED CRUSHED ROCK OVER SUBGRADE COMPACTED  
TO 95% AASHTO T-99
- ASPHALT PAVEMENT SECTION  
3" ASPHALT OVER 8" CRUSHED ROCK BASE (2" MIN. LIFT THICKNESS)



**1 STREET CONNECTION**  
SCALE: 1"=30'



**CURB NOTE**  
ALL ON-SITE CURB RADII ARE 2.5' UNLESS  
OTHERWISE NOTED ON THE PLANS



### AFFIDAVIT OF MAILING NOTICE

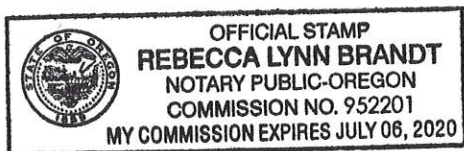
STATE OF OREGON            )  
  ) SS  
COUNTY OF WASHINGTON )

I, LEE LEIGHTON being first duly sworn, depose and say:

That on the 18<sup>TH</sup> day of MARCH, 2019, I served upon the persons shown on Exhibit "A" (Mailing Area List), attached hereto and by this reference incorporated herein, a copy of the Notice of Neighborhood/Developer Meeting marked Exhibit "B," attached hereto and by this reference incorporated herein, by mailing to them a true and correct copy of the original hereof. I further certify that the addresses shown on said Exhibit "A" are their regular addresses as determined from the books and records of the Washington County and/or Clackamas County Departments of Assessment and Taxation Tax Rolls, and that said envelopes were placed in the United States Mail with postage fully prepared thereon.

  
\_\_\_\_\_  
Signature

SUBSCRIBED AND SWORN to before me this 21 day of March, 2019.




Rebecca L. Brandt  
Notary Public for Oregon  
My commission expires: 7/6/2020

RE: Mutual Materials Tualatin



 1000' Buffer

 1000' Buffer with Subdivisions

 Selected Taxlots



2S127AA90000  
ARLINGTON COMMONS AT TUALATIN  
10830 SW Tualatin Sherwood Road  
Tualatin, OR 97062

2S123CC01500  
PRAXAIR DISTRIBUTION INC  
10 RIVERVIEW DR  
DANBURY, CT 06810

2S126BC04000  
ROSS PETER A & HELLENA K  
10049 SW ERIE CT  
TUALATIN, OR 97062-9506

2S126BC03900  
MAHONEY KENNETH M &  
10054 SW ERIE CT  
TUALATIN, OR 97062-9506

2S126BC04100  
IBURG SCOTT  
10083 SW ERIE CT  
TUALATIN, OR 97062-9506

2S126BC03800  
CARLETON LINUS M & CORLISS A  
10106 SW ERIE CT  
TUALATIN, OR 97062-9505

2S126BC04200  
AILES VICTORIA B REVOC LIV TR  
10115 SW ERIE CT  
TUALATIN, OR 97062-9505

2S126BC04300  
MALETA MATTHEW E &  
10149 SW ERIE CT  
TUALATIN, OR 97062-9505

2S126BC02700  
TUCKER JERRY W AND  
10170 SW SILETZ DR  
TUALATIN, OR 97062-8529

2S126BC03400  
DAVIS J STEPHEN AND  
10171 SW CHICKASAW COURT  
TUALATIN, OR 97062

2S126BC02800  
BERRIER JORDAN K &  
10173 SW SILETZ DR  
TUALATIN, OR 97062-8531

2S126BC03200  
GORBETT HAL M &  
10180 SW CHICKASAW CT  
TUALATIN, OR 97062-9509

2S126BC03500  
RAGSDALE ARNOLD AND JOLENE  
10183 SW CHICKASAW CT  
TUALATIN, OR 97062-9509

2S126BC02900  
MEDVEC JOHN W & GAIL J  
10185 SW SILETZ DR  
TUALATIN, OR 97062-8531

2S126BC02600  
EICHLBERGER ERIC E &  
10186 SW SILETZ DR  
TUALATIN, OR 97062-8529

2S126B000116  
COLUMBIA CL PROPERTIES LLC  
10189 SW AVERY ST  
TUALATIN, OR 97062-8592

2S126BC03000  
DICK JERRY E AND DONNA L  
10197 SW SILETZ DR  
TUALATIN, OR 97062-8531

2S126BC02500  
SIMSHAW LYLE A &  
10198 SW SILETZ DR  
TUALATIN, OR 97062-8529

2S126BC02400  
HAWK DEAN &  
10202 SW SILETZ DR  
TUALATIN, OR 97062-8530

2S126BC02300  
FORST RICHARD E & CAROL F  
10248 SW SILETZ DR  
TUALATIN, OR 97062-8530

2S126BC05000  
NEWCOMB TODD E & JOLENE D  
10249 SW SILETZ DR  
TUALATIN, OR 97062-8532

2S122D000600  
MYSLONY DEVELOPMENT LLC  
10250 SW NORTH DAKOTA ST  
TIGARD, OR 97223-4237

2S127AA01300  
20393 SW AVERY COURT LLC  
10261 SW SUSQUEHANNA DR  
TUALATIN, OR 97062-9586

2S126BC02200  
MILLER JOANN S TRUST  
10294 SW SILETZ DR  
TUALATIN, OR 97062-8530

2S126BC02100  
OLLERENSHAW ERIC/ALANA  
10302 SW SILETZ DR  
TUALATIN, OR 97062-8527

2S126BC01300  
REID SARAH &  
10306 SW CHICKASAW DR  
TUALATIN, OR 97062-9508

2S126BC01500  
BEERS WILLIAM S &  
10307 SW SILETZ DR  
TUALATIN, OR 97062-9507

2S126BC00900  
AYALA JESUS & LEDA  
10327 SW CHICKASAW DR  
TUALATIN, OR 97062-9508

2S126BC01900  
JOHNSON BRENT J  
10328 SW SILETZ DR  
TUALATIN, OR 97062-8527

2S126BC01600  
PEPPER NICHOLAS B  
10329 SW SILETZ DR  
TUALATIN, OR 97062-9507

2S126BC01100  
GILMAN NICK & AMANDA  
10338 SW CHICKASAW DR  
TUALATIN, OR 97062-9508

2S126BC01800  
PUNZEL MARK S &  
10340 SW SILETZ DR  
TUALATIN, OR 97062-8527

2S126BC01700  
MILLER KAYLEN M  
10345 SW SILETZ DR  
TUALATIN, OR 97062-9507

2S126BC07900  
BRIDGES AMBER R  
10370 SW SILETZ DR  
TUALATIN, OR 97062-8594

2S126BC07800  
YANT BILL L &  
10371 SW SILETZ DR  
TUALATIN, OR 97062-8594

2S126BC13300  
THOMPSON TROY W &  
10375 SW CHICKASAW DR  
TUALATIN, OR 97062-8593

2S123CC00800  
SHOCAT INC  
10450 SW MANHASSET DR  
TUALATIN, OR 97062-8591

2S126BC07000  
LEE TODD A &  
10451 SW SILETZ DR  
TUALATIN, OR 97062-9596

2S127AA02000  
LAKESIDE LUMBER INC  
10600 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062-7576

2S127AA01100  
MS JONES HOLDINGS LLC  
10655 SW AVERY ST  
TUALATIN, OR 97062-8566

2S127AA90003  
NATAL PROPERTIES LLC  
10820 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062

2S127AA90005  
FUGATE STEVEN P &  
10840 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062

2S127AA90006  
REX PROPERTIES LLC  
10848 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062-7575

2S127AA90007  
JENITEK DEVELOPMENT LLC  
10850 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062-7575

2S127AA90008  
B&P PROPERTIES LLC  
10870 SW TUALATIN-SHERWOOD RD  
TUALATIN, OR 97062-7575

2S127A000300  
GAYLORD INDUSTRIES  
10900 SW AVERY ST  
TUALATIN, OR 97062-8578

2S127AA01400  
VALLEREUX LLC  
11095 SW AVERY ST  
TUALATIN, OR 97062-8569

2S126B000106  
HARSCH INVESTMENT PROPERTIES LLC  
1121 SW SALMON ST 6TH FLOOR  
PORTLAND, OR 97205

2S127A000401  
PORTLAND GENERAL ELECTRIC COMPAN  
121 SW SALMON ST  
PORTLAND, OR 97204-2908

2S127A000400  
PORTLAND GENERAL ELECTRIC CO  
121 SW SALMON ST, 1WTC0510  
PORTLAND, OR 97204

2S127AA01700  
TONIC PROPERTIES LLC  
1451 SW HIGHLAND RD  
PORTLAND, OR 97221-2723

2S126BC01000  
CLARK JUDITH L TRUST  
14645 SW 139TH AVE  
TIGARD, OR 97224-1402

2S122DD00500  
1701 NW 14TH LLC  
150 ALLEN RD STE #302  
BASKIN RIDGE, NJ 07920

2S126BC04400  
CARTER DAVID & CHERYL  
15801 NE 194TH CT  
BRUSH PRAIRIE, WA 98606-7733

2S126B000190  
TUALATIN CITY OF  
18880 SW MARTINAZZI AVE  
TUALATIN, OR 97062-7092

2S126BC04500  
RICHARDSON WARREN P  
19720 SW BUTTERNUT ST  
ALOHA, OR 97078-2467

2S123CC01401  
D&J PROPERTY INVESTMENT LLC  
19723 SW TETON AVE  
TUALATIN, OR 97062

2S123CC01300  
TETON PLACE LLC  
19830 SW TETON AVE  
TUALATIN, OR 97062-8807

2S127AB00300  
CUI PROPERTIES LLC  
20050 SW 112TH AVE  
TUALATIN, OR 97062-6894

2S126B000114  
PAL AVERY LP  
201 N SERVICE RD  
MELVILLE, NY 11747-3138

2S126B000108  
LEVITON MANUFACTURING CO INC  
201 NORTH SERVICE RD  
MELVILLE, NY 11747

2S127AA00400  
A STORAGE PLACE OF TUALATIN L L  
20255 SW AVERY CT #B  
TUALATIN, OR 97062

2S126B000122  
EAN HOLDINGS LLC  
20400 SW TETON AVE  
TUALATIN, OR 97062-8812

2S127AA01200  
5 YANKEE MTN LLC  
20460 SW AVERY CT  
TUALATIN, OR 97062-8574

2S126BC12700  
MOORE HEIDI L  
20500 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC12600  
TRAN TUAN VAN &  
20515 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC00400  
CADWELL LISA  
20527 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC12800  
RINKER BRIAN E & DEBORAH K  
20530 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC00500  
BENEDICT KERRY &  
20541 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC12500  
BETKA KAREN  
20545 SW 104TH CT  
TUALATIN, OR 97062

2S126BC12900  
WARTHEN MICHELE RENNERT  
20550 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC12400  
GLASER ADAM N & KIM A  
20565 SW 104TH CT  
TUALATIN, OR 97062

2S126BC00600  
ORR JAMES A  
20569 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC13000  
RAMOS LIVING TRUST  
20580 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC03700  
ANDERSON HEATHER M  
20590 SW TETON AVE  
TUALATIN, OR 97062-8800

2S126BC00700  
VOGEL RONALD J &  
20595 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC12300  
MANSFIELD JAMIE M &  
20595 SW 104TH AVE  
TUALATIN, OR 97062-8583

2S126BC04600  
SAMPSON GEORGE G &  
20597 SW TETON AVE  
TUALATIN, OR 97062-8800

2S126BC13100  
HAIGHT DAGMAR S REV TRUST  
20600 SW 104TH AVE  
TUALATIN, OR 97062-8584

2S126BC05500  
DARNOLD LISA A & MARK W  
20604 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC12200  
MCGOWAN LUKE  
20605 SW 104TH AVE  
TUALATIN, OR 97062-8584

2S126BC13200  
BRAY GARY C & MARILYN A  
20620 SW 104TH AVE  
TUALATIN, OR 97062-8584

2S126BC00800  
TUCKER GEORGE T  
20621 SW 103RD AVE  
TUALATIN, OR 97062-9513

2S126BC05400  
CROWSON BENJAMIN &  
20626 SW 103RD AVE  
TUALATIN, OR 97062-8516

2S126BC04700  
BURKE BRIAN D & MELISSA A  
20633 SW TETON AVE  
TUALATIN, OR 97062-8800

2S126BC12100  
DRYSDALE WALTER M & GAIL R  
20635 SW 104TH CT  
TUALATIN, OR 97062

2S126BC03600  
MCKILLION MICHAEL &  
20636 SW TETON AVE  
TUALATIN, OR 97062-8814

2S126BC05300  
MITCHELL RAYMOND H &  
20648 SW 103RD AVE  
TUALATIN, OR 97062-8516

2S126BC07500  
MEYER ANTHONY M AND JAN M  
20650 SW 104TH AVENUE  
TUALATIN, OR 97062

2S126BC04800  
MIZELL ROBERT  
20665 SW TETON AVE  
TUALATIN, OR 97062-8814

2S126BC05200  
DELANDER KATHRYN &  
20668 SW 103RD AVE  
TUALATIN, OR 97062-8516

2S126BC07200  
THORSEN LARRY LEW  
20673 SW 104TH AVE  
TUALATIN, OR 97062-8801

2S126BC07600  
CHEVEALLIER KATHRYN ANNETTE  
20674 SW 104TH AVE  
TUALATIN, OR 97062-8801

2S126BC01400  
POLLARD GARY L AND  
20675 SW 103RD  
TUALATIN, OR 97062

2S126BC03100  
BUCHHOLZ AMPY D & RUTH A  
20684 SW TETON AVE  
TUALATIN, OR 97062-8814

2S126BC05100  
THOMPSON JOHN C &  
20690 SW 103RD AVE  
TUALATIN, OR 97062-8516

2S126BC07100  
GOULD DIANE E REVOC LT  
20699 SW 104TH AVE  
TUALATIN, OR 97062-8801

2S126BC07700  
SAXON DAWN M &  
20700 SW 104TH AVE  
TUALATIN, OR 97062-8801

2S126BC04900  
THOMPSON JENNIFER T &  
20701 SW TETON AVE  
TUALATIN, OR 97062-8815

2S126BC06900  
BREWER HELEN D & JOHN E II  
20725 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC08000  
HOVIES LIVING TRUST  
20726 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC06800  
PITTS MARCUS W &  
20749 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC08100  
BURKE EDWARD A AND PATRICIA L  
20752 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC08200  
FOUNTAIN DOUGLAS L &  
20774 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC06700  
STEWART ALLEN RAY & GAE-LYNNE  
20781 SW 104TH AVE  
TUALATIN, OR 97062-8802

2S126BC08300  
WILLEY JEREMY A  
20802 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC06600  
NOELL SHARON KAU  
20805 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC08400  
BARKLEY NICHOLAS &  
20824 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC06500  
KELLY JOSEPH T & KAREN J  
20837 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC06400  
TROST RANDY D &  
20869 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC08600  
SCHMIDT KRYSZYNA E  
20888 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC08801  
GREISENAUER NANCY E  
20898 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC08700  
GREISENAUER NANCY E  
20898 SW 104TH AVE  
TUALATIN, OR 97062-9574

2S126BC06300  
DENSEM VALERIE AND RONALD  
20911 SW 104TH AVE  
TUALATIN, OR 97062-9575

2S126BC08800  
MARTINEZ JOEL A &  
20916 SW 104TH AVE  
TUALATIN, OR 97062-9575

2S126BC05600  
MARSH CHRISTOPHER  
21444 SW 90TH CT  
TUALATIN, OR 97062-8909

2S126BC13400  
WINDSOR PROPERTIES LTD  
2245 NE CORNELL RD  
HILLSBORO, OR 97124-5947

2S126BC01200  
MOHN ASCENSAO S &  
2496 W CROSSLAND DR  
MERIDIAN, ID 83646-8378

2S127AA90012  
ORETIN LLC  
2750 SIGNAL PKWY  
SIGNAL HILL, CA 90755-2207

2S126B000121  
PLUMBERS & STEAMFITTERS LOCAL  
290 BUILDING ASSOCIATION AND  
TUALATIN, OR 97062

2S122DD00600  
ZAMPELL TUALATIN LLC  
3 STANLEY TUCKER DR  
NEWBURYPORT, MA 01950

2S127AA01600  
ALEXANDER INVESTMENT COMPANY LLC  
30685 SW PEACH COVE RD  
WEST LINN, OR 97068

2S126B000113  
AIRGAS USA LLC  
3737 WORSHAM AVE  
LONG BEACH, CA 90808-1774

1S135CB00800  
OREGON STATE OF  
4040 FAIRVIEW INDUST DR SE  
SALEM, OR 97302

2S127A000504  
PIAZZA STEPHEN P AND  
4330 SW HOMESTEADER  
WILSONVILLE, OR 97070

2S127A000600  
LOT 500 LLC  
4330 SW HOMESTEADER RD  
WILSONVILLE, OR 97070-9719

2S126BC03300  
MEYER-STROM PAUL  
4723 SW 50TH  
PORTLAND, OR 97221

2S127AA90002  
BUSHIDO PARTNERS LLC  
5875 SW BLACKBERRY LN  
TUALATIN, OR 97062-9723

2S126BC08500  
R&S JENSEN TRUST  
6333 SE BROWNLEE RD  
MILWAUKIE, OR 97267-5150

2S122DD00400  
SIDIEL LLC  
6550 SW 63RD AVE  
PORTLAND, OR 97221-1026

2S127AB00100  
PNWP LLC  
6600 SW 105TH AVE, STE 175  
BEAVERTON, OR 97008

2S127AA90001  
EDWARD LYNN LLC  
7058 SW IRONWOOD CT  
WILSONVILLE, OR 97070-8473

2S127A000404  
TRI-COUNTY METROPOLITAN  
710 HOLLADAY ST  
PORTLAND, OR 97232

2S126B000111  
AIR PRODUCTS & CHEMICALS INC  
7201 HAMILTON BLVD  
ALLENTOWN, PA 18195-9642

2S126B000103  
VERSUM MATERIALS US LLC  
7201 HAMILTON BLVD  
ALLENTOWN, PA 18195-9642

2S127AA90004  
M-7 OF SPOKANE LLC  
815 N HELENA  
SPOKANE, WA 99202

2S122DD00200  
AXIOM INDUSTRIES INC  
P O BOX 1147  
TUALATIN, OR 97062

2S126BC07400  
OVERMAYER RONALD T  
PO BOX 1029  
TUALATIN, OR 97062-1029

2S127A000402  
SKYLINE PROPERTIES LLC  
PO BOX 130  
TUALATIN, OR 97062-0130

2S127A000502  
PIAZZA PROPERTIES LLC  
PO BOX 156  
TUALATIN, OR 97062-0156

2S127AA01000  
HG HOLDINGS INC  
PO BOX 1624  
SHERWOOD, OR 97140-1624

2S127AA02100  
MUTUAL MATERIALS CO  
PO BOX 2009  
BELLEVUE, WA 98009-2009

2S122DD00100  
BT PROPERTY LLC  
PO BOX 28606  
ATLANTA, GA 30358-0606

2S127AA01500  
APPLIED INDUSTRIAL TECHNOLOGIES  
PO BOX 3075  
MCKINNEY, TX 75070-8182

2S127AA00901  
SCHWAN'S SALES ENTERPRISES INC  
PO BOX 35  
MARSHALL, MN 56258-0035

2S127AA01800  
BLACK LAB INVESTMENTS LLC  
PO BOX 3850  
TUALATIN, OR 97062-3850

2S127A000105  
SURE POWER INC  
PO BOX 4446  
HOUSTON, TX 77210-4446

2S126BC02000  
WIRTH RONALD K & LINDA G  
PO BOX 4572  
TUALATIN, OR 97062-4572

2S126B000104  
AIR LIQUIDE AMERICA  
PO BOX 460149  
HOUSTON, TX 77056-8149

2S127AA00700  
HANSEN PARTNERSHIP LLC  
PO BOX 607  
JUNCTION CITY, OR 97448-0607

2S122DD00300  
NDS INVESTMENT  
PO BOX 68  
TUALATIN, OR 97062-0068

2S126BC07300  
PRESTON GERALD T &  
PO BOX 8075  
PORTLAND, OR 97207-8075

2S126B000112  
AIRGAS-NORPAC INC  
PO BOX 93500  
LONG BEACH, CA 90809-3500



**CERTIFICATION OF SIGN POSTING**

<p><b>NOTICE</b></p> <p><b>NEIGHBORHOOD / DEVELOPER MEETING</b></p> <p>__/__/2010 __:__.m.</p> <p>SW _____</p> <p>503-__-__</p>
---

In addition to the requirements of [TDC 31.064\(2\)](#), the 18" x 24" sign must display the meeting date, time, and address as well as a contact phone number. The block around the word "NOTICE" must remain **orange** composed of the **RGB color values Red 254, Green 127, and Blue 0**. Staff has a Microsoft PowerPoint 2007 template of this sign design available through the Planning Division homepage at: <https://www.tualatinoregon.gov/planning/land-use-application-sign-templates>

---

As the applicant for the MUTUAL MATERIALS - TUALATIN project, I hereby certify that on this day, ONE sign(s) was/were posted on the subject property in accordance with the requirements of the Tualatin Development Code and the Community Development Division.

Applicant's Name: DANIEL REID - MACKENZIE  
(Please Print)

Applicant's Signature: 

Date: 3/18/2019

---

PROJECT NUMBER: 2190107.00                      ISSUE DATE: April 8, 2019  
PROJECT NAME: Mutual Materials - Tualatin

---

RECORDED BY: Jennifer Scola – Land Use Planner  
TO: FILE  
PRESENT: Adam Solomonson, Jennifer Scola – Mackenzie

**SUBJECT: Neighborhood-Developer Meeting Minutes (April 1, 2019)**

### INFORMATION ITEMS

1. Jennifer Scola (Mackenzie) began the meeting at 6:00 p.m.
2. Adam Solomonson (Mackenzie) described the project, which proposes a 4,200 SF wholesale sales showroom and 11,700 SF storage building for Mutual Materials. Mutual Materials is a supplier of bricks and pavers to other industry professionals such as contractors and architects. The property is in the General Manufacturing (MG) zone, and the applicant (Mutual Materials) is seeking Conditional Use and Architectural Review approval, through two (2) separate applications, for their wholesale business operations.
3. Jennifer Scola closed the meeting at 6:35 p.m.

Every effort has been made to accurately record this meeting. If any errors or omissions are noted, please provide written response within five days of receipt.

Enclosure(s): Meeting Sign-in Sheet

c: Present



# ARCHITECTURAL REVIEW CERTIFICATION OF SIGN POSTING

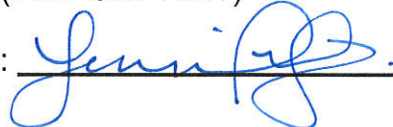


The applicant shall provide and post a sign pursuant to Tualatin Development Code (TDC) 31.064(2). Additionally, the 18" x 24" sign must contain the application number, and the block around the word "NOTICE" must remain **primary yellow** composed of the **RGB color values Red 255, Green 255, and Blue 0**. Additionally, the potential applicant must provide a flier (or flyer) box on or near the sign and fill the box with brochures reiterating the meeting info and summarizing info about the potential project, including mention of anticipated land use application(s). Staff has a Microsoft PowerPoint 2007 template of this sign design available through the Planning Division homepage at < [www.tualatinoregon.gov/planning/land-use-application-sign-templates](http://www.tualatinoregon.gov/planning/land-use-application-sign-templates)>.

NOTE: For larger projects, the Community Development Department may require the posting of additional signs in conspicuous locations.

As the applicant for the Mutual Materials -- Tualatin project, I hereby certify that on this day, one AR notice sign(s) was/were posted on the subject property in accordance with the requirements of the Tualatin Development Code and the Community Development Department - Planning Division.

Applicant's Name: Jennifer Scola  
(PLEASE PRINT)

Applicant's Signature: 

Date: 4.12.19



# City of Tualatin

[www.tualatinoregon.gov](http://www.tualatinoregon.gov)

May 2, 2019

Suzannah Stanley  
Mackenzie  
1515 SW Water Avenue, Suite 100  
Portland, OR 97214  
[ssstanley@mcknze.com](mailto:ssstanley@mcknze.com)

File: AR-19-0003

Site: Mutual Materials at 10700 SW Tualatin-Sherwood Road, Tualatin, OR 97062  
Tax Lot ID: 2S1 27AA 02100

Dear Ms. Stanley,

Thank you for submitting an Architectural Review (AR) application for proposed wholesale sales project to serve Mutual Materials on April 12, 2019. Please be advised that the above-referenced land use application has been deemed incomplete, in accordance with the Tualatin Development Code (TDC) 32.160 and Oregon Revised Statutes (ORS) 227.178. The time period in which the City must take final action is suspended pending resolution of the items listed below.

As a general reminder, the applicant holds the burden of proof to demonstrate that the proposal is approvable. Narrative and plans submitted by the applicant are the only materials provided for the public and agency comment period.

***Completeness Items:***

1. Tree Assessment Report. Provide a tree assessment prepared by a certified arborist, pursuant to [TDC 33.110\(4\)\(b\)](#).
2. Narrative. Please work with Tony Doran to ensure that your narrative addresses all approvability criteria with regard to engineering requirements. The following narrative sections related to engineering requirements remain to be completed:
  - a. Tualatin Municipal Code Chapter 3-2-160, -3-110, -5-200, -5-210, -5-280, -5-340, -5-390, and -5-430.
  - b. Tualatin Development Code Chapters 74.140, .440 and 75.070 and .140.
3. Plan Set. Illustrate the correct location of right-of-way and associated private easements. Include those recorded with Partition Plat No. 2003-040.

### **Next Steps**

Please be advised that until you—as the applicant—take one of the following steps, no further action will be taken on the application:

1. Submit all completeness items
2. Submit some completeness items and request that the City deem your application complete
3. Submit no completeness items and request that the City deem your application complete

Per ORS 227.178, your application will be void if one of the three steps listed above is not taken within 180 days of the date the application was submitted. The date on which the application would become void is **October 9, 2019**. Please be aware that application fees are nonrefundable.

We will need one (1) hard-copy and electronic-copy of the requested incompleteness items to begin the review process. Once your application is deemed complete, staff will review your application for approvability.

Staff makes every effort to identify all completeness issues with the first submittal. However, other completeness issues may arise as a result of each review. If you feel that we have made an error in our assessment, please notify us immediately so that we may resolve the issue.

Please contact me with any questions at 503.691.3024 or [eengman@tualatin.gov](mailto:eengman@tualatin.gov). For questions/discussions regarding Engineering Division items, please contact Tony Doran at 503.691.3035 or [tdoran@tualatin.gov](mailto:tdoran@tualatin.gov). Thank you very much for your help and please do not hesitate to call me to discuss your application.

Sincerely,



Erin Engman  
Associate Planner

cc: Steve Koper, Planning Division Manager  
Tony Doran, Engineering Associate  
Lynette Sanford, Office Coordinator  
[keiring@mutualmaterials.com](mailto:keiring@mutualmaterials.com), Kimberly Eiring - Property Owner

File: AR19-0003



# City of Tualatin

[www.tualatinoregon.gov](http://www.tualatinoregon.gov)

E-mailed and sent via First Class Mail **May 28, 2019**

Suzannah Stanley  
Mackenzie  
1515 SW Water Avenue, Suite 100  
Portland, OR 97214  
[ssstanley@mcknze.com](mailto:ssstanley@mcknze.com)

Site: Mutual Materials at 10700 SW Tualatin-Sherwood Road, Tualatin, OR 97062  
Tax Lot ID: 2S1 27AA 02100

Dear Ms. Stanley,

Staff has reviewed the degree of completion of the Architectural Review (AR) application for the proposed 4,200 square foot showroom for the wholesale sales of bricks and pavers and an 11,700 square foot storage building. This application was submitted on April 12, 2019, and deemed complete on **May 28, 2019**. You are receiving this letter in compliance with Oregon Revised Statutes (ORS) 227.178(2). Staff will issue a final decision approximately four (4) weeks after the date of determination of completeness.

If you have any questions regarding your application, please contact me via phone at 503.691.3024 or [eengman@tualatin.gov](mailto:eengman@tualatin.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Erin Engman".

Erin Engman  
Associate Planner

cc: Steve Koper, Planning Manager  
Tony Doran, Engineering Associate  
Lynette Sanford, Office Coordinator  
Kimberly Eiring - Property Owner; [keiring@mutualmaterials.com](mailto:keiring@mutualmaterials.com)

File: AR19-0003



# NOTICE OF APPLICATION SUBMITTAL AND OPPORTUNITY TO COMMENT CITY OF TUALATIN, OREGON

NOTICE IS HEREBY GIVEN that on April 12, 2019 the City of Tualatin Planning Division received an application, which was deemed complete May 28, 2019, for a proposed Architectural Review to be known as:

**AR 19-0003**  
**Mutual Materials**

The property is located at:

**10700 SW Tualatin-Sherwood Road**  
**Tax Lot 2S1 27AA 02100**

The deadline for submitting comments on the proposed application is:

**June 12, 2019 at 5:00 p.m.**

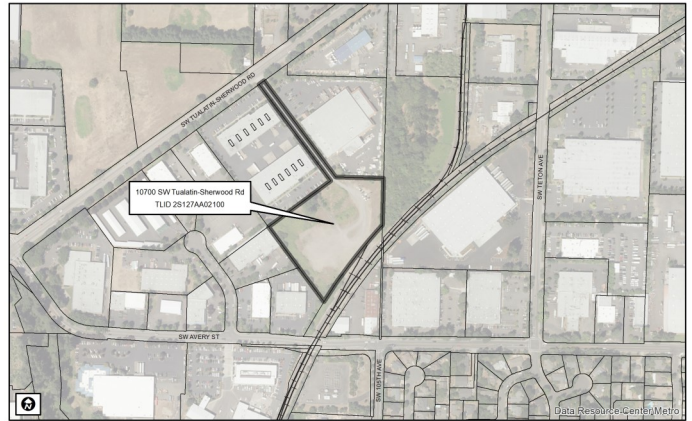
Those wishing to file written comments must submit written comments to:

**Planning Division**  
**Attn: Erin Engman**  
**18880 SW Martinazzi Avenue**  
**Tualatin, OR 97062-7092**  
**eengman@tualatin.gov**

**Mutual Materials proposes 4,200 SF office/showroom and 11,700 SF storage building for wholesale sales of bricks and pavers on a five acre property.**

**Criteria:** Tualatin Development Code (TDC) 33.020, 33.040, 33.110, 61, 63, 73A-73D, 74, and 75; Tualatin Municipal Code (TMC) Title 3 and Title 4.

- **Additional applications:** Utility Facilities are reviewed in conjunction with this application by Engineering staff. Utility Facilities decisions review such elements as, but not limited to, sanitary and storm sewers, water lines and fire hydrants, water quality swales, streets and side-walks and traffic information.
- **Print copies of the application,** all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and copies will be provided at a reasonable cost.



# NOTICE OF APPLICATION SUBMITTAL AND OPPORTUNITY TO COMMENT CITY OF TUALATIN, OREGON

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**Tax Lot 2S1 27AA 02100**

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**June 12, 2019 at 5:00 p.m.**

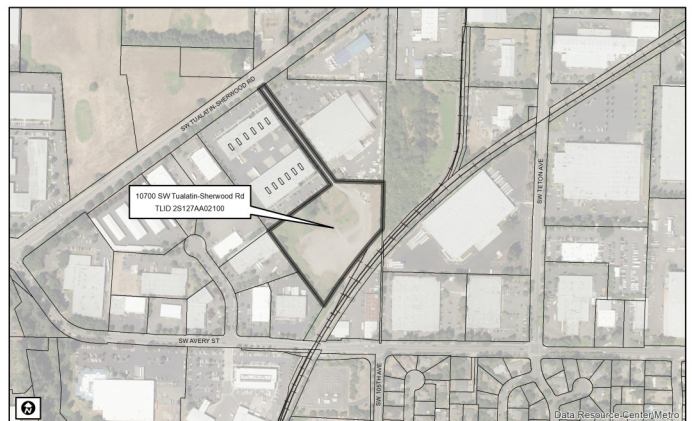
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**Mutual Materials proposes 4,200 SF office/showroom and 11,700 SF storage building for wholesale sales of bricks and pavers on a five acre property.**

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- **Print copies of the application,** all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and copies will be provided at a reasonable cost.







City of Tualatin  
 18880 SW Martinazzi Ave  
 Tualatin, OR 97062

A copy of the staff report, resolution, and supporting documents will be available for inspection at no cost at the Tualatin Planning Division and will be provided at reasonable cost.

- **Individuals wishing to submit comments** must submit written comments within the 14-day period in order to receive a Notice of Decision and have standing to submit an Appeal, in accordance with TDC 32.220. Issues which may provide the basis for an appeal to the Architectural Review Board, City Council and Land Use Board of Appeals shall be raised in writing prior to the expiration of the comment period. Issues shall be raised with sufficient detail and clarity to enable the decision maker to respond to the issue and state how a person may be adversely affected by the proposal.
- **Decision making process:** Architectural Reviews are conducted as a limited land use decision in accordance with TDC 33.020 and other sections. The Community Development Director and City Engineer shall issue final decisions on the Architectural Features and Utility Facilities respectively of the proposed Architectural Review Plan. Notice of decision shall be provided to the property owner, applicant and any person who submitted written comments in accordance with 32.220(3). The decisions shall each become final 14 calendar days after the date the notice of the decision is given unless written request for review of the Architectural Features or Utility Facilities decision is submitted on a form provided by the City for that purpose.

You received this mailing because you own property within 1,000 feet (ft) of the site or within a residential subdivision which is partly within 1,000 ft.

To view the application materials visit [www.tualatinoregon.gov/projects](http://www.tualatinoregon.gov/projects).

For additional information contact:

Lynette Sanford, Office Coordinator, [lsanford@tualatin.gov](mailto:lsanford@tualatin.gov) 503-691-3026  
 Erin Engman, Associate Planner, [eengman@tualatin.gov](mailto:eengman@tualatin.gov) 503-691-3024

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