



CITY OF TUALATIN
Community Development Department-Planning Division
Land Use Application—Type II

PROPOSAL NAME JAE - Oregon Expansion

PROPOSAL SUMMARY (Brief description)

Approximately 30,500 square foot warehouse expansion of the existing JAE Oregon head-quarters facility. Site improvements include pavement for truck maneuvering and associated grading, utility extensions, and landscaping.

PROPERTY INFORMATION

Location (address if available): 11555 SW Leveton Drive, Tualatin, OR

Tax Map & Lot #(s): 2S122BA00200 Planning District: MP

Total site size: 24.84 Acres Developed Undeveloped

APPLICANT/CONTACT INFORMATION

Applicant or Primary Contact Name: CIDA Inc. - Tara W. Lund

Mailing Address: 15895 SW 72nd Avenue

City/State: Portland, OR Zip: 97224

Phone: 503.226.1285 Email: taral@cidainc.com

Applicant's Signature: Date: 9.13.19

I hereby acknowledge that I have read this application and understand the requirements for approving and denying the application, that the information provided is correct, that I am the owner or authorized agent of the owner, and that plans submitted are in compliance with the City of Tualatin Development (TDC) and Municipal (TMC) Codes.

PROPERTY OWNER/DEED HOLDER INFORMATION (Attach list if more than one)

Name: JAE Oregon

Mailing Address: 11555 SW Leveton Drive

City/State: Tualatin, OR Zip: 97062

Phone: 971-235-5985 Email: _____

Property Owner Signature: Date: 9/16/2019

Power of attorney or letter of authorization required if application not signed by the property owner/deed holder.

LAND USE APPLICATION TYPE

- Architectural Review (AR)
- Minor Variance (MVAR)
- Historic Landmark (HIST)
- Tree Removal (TCP)
- Interpretation (INT)
- Other _____

FOR STAFF USE ONLY	
Case No.:	_____
Date Received:	_____
By:	_____
Fee Amount \$:	_____
Received by:	_____

Architectural Review Checklist for Commercial, Industrial & Public - Page 12

CITY OF TUALATIN FACT SHEET

General

Proposed use: BUILDING EXPANSION WILL BE FOR STORAGE AND WILL INCORPERATE SHIPPING AND RECEIVING OFFICE	
Site area: 24.85 acres	Building footprint: 31,211 SF - EXPANSION - 151,025 sq. ft. TOTAL
Development area: New 1.31 Total 9.46 acres New 57,426.5 Total 411,927 Sq. ft.	Paved area: New 26215.5 Total 260,902 sq. ft. Development area coverage: Total 38.8 %

Parking

Spaces required (see TDC 73.400) (example: warehouse @ 0.3/1000 GFA) $\begin{array}{l} \text{manufacturing @ } 1.6 / 1000 \text{ GFA} = \frac{109}{} \\ \text{warehouse @ } .3 / 1000 \text{ GFA} = \frac{19}{} \\ \text{office @ } 2.7 / 1000 \text{ GFA} = \frac{43}{} \end{array}$ Total parking required: 172 spaces ADA accessible = 6 Van pool = 9 Compact = (max. 35% allowed) 60 = Loading berths = 3	Spaces provided: Total parking provided: 180 spaces Standard = 167 ADA accessible = 8 Van pool = 9 Compact = 5 Loading berths = 7
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Bicycles

Covered spaces required: 2 for addition	Covered spaces provided: 2 for addition
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Landscaping

Landscaping required: 15 % of dvpt. area Square feet	Landscaping provided: 61.2 % of dvpt. area Square feet
Landscaped parking island area required: 200 sf %	Landscaped parking island area provided: 1769 sf %

Trash and recycling facility

Minimum standard method: square feet
Other method: Franchise Hauler Review Method Pending square feet

For commercial/industrial projects only

Total building area: New 31,211 Total sf 151,025 sq. ft.	2 nd floor: n/a sq. ft.
Main floor: 144,143 sq. ft.	3 rd floor: n/a sq. ft.
Mezzanine: 6,882 sq. ft.	4 th floor: n/a sq. ft.

For residential projects only

Number of buildings:	Total sq. ft. of buildings: sq. ft.
Building stories:	

AR 190007



OLD REPUBLIC TITLE COMPANY OF OREGON

A MEMBER OF THE OLD REPUBLIC TITLE INSURANCE GROUP

1 SW Columbia Street, Suite 750 • Portland OR • 97204 • Phone 503-219-2300 • Fax 503-796-9805

OWNERSHIP AND ENCUMBRANCE REPORT

Requesting Party : CIDA, Inc.
Attn: Mel Delahoz

Date Prepared: September 13, 2019

Customer Ref :
Order No. : 5507005455-
Effective Date : September 09, 2019
Fee : \$90.00

The information contained in this Ownership and Encumbrance Report ("Report") is provided by Old Republic Title Company of Oregon, an Oregon corporation ("Company"), in response to a request made by the above-referenced Requesting Party, and is based on title records maintained by the Company ("Records") that pertain to the land described in paragraph 2 of Part I of this Report ("Land"). The Records have been searched only to the extent necessary to list the matters contained herein.

THIS REPORT IS NOT AN INSURED PRODUCT OR SERVICE OR A REPRESENTATION OF THE CONDITION OF TITLE TO THE LAND. IT IS NOT AN ABSTRACT, LEGAL OPINION, OPINION OF TITLE, TITLE INSURANCE, COMMITMENT OR PRELIMINARY REPORT, OR ANY FORM OF TITLE INSURANCE OR GUARANTEE. THIS REPORT IS ISSUED EXCLUSIVELY FOR THE BENEFIT OF THE ABOVE-REFERENCED REQUESTING PARTY, AND MAY NOT BE USED OR RELIED UPON BY ANY OTHER PERSON. THIS REPORT MAY NOT BE REPRODUCED IN ANY MANNER WITHOUT THE COMPANY'S PRIOR WRITTEN CONSENT. THE COMPANY DOES NOT REPRESENT OR WARRANT THAT THE INFORMATION HEREIN IS COMPLETE OR FREE FROM ERROR, AND THE INFORMATION HEREIN IS PROVIDED WITHOUT ANY WARRANTIES OF ANY KIND, AS-IS, AND WITH ALL FAULTS. AS A MATERIAL PART OF THE CONSIDERATION GIVEN IN EXCHANGE FOR THE ISSUANCE OF THIS REPORT, THE REQUESTING PARTY AGREES THAT THE COMPANY'S SOLE LIABILITY FOR ANY LOSS OR DAMAGE CAUSED BY AN ERROR OR OMISSION DUE TO INACCURATE INFORMATION OR NEGLIGENCE IN PREPARING THIS REPORT SHALL BE LIMITED TO THE FEE CHARGED FOR THE REPORT. THE REQUESTING PARTY ACCEPTS THIS REPORT WITH THIS LIMITATION AND AGREES THAT THE COMPANY WOULD NOT HAVE ISSUED THIS REPORT BUT FOR THE LIMITATION OF LIABILITY DESCRIBED ABOVE. THE COMPANY MAKES NO REPRESENTATION OR WARRANTY AS TO THE LEGALITY OR PROPRIETY OF THE REQUESTING PARTY'S USE OF THE INFORMATION HEREIN.

CITY OF TUALATIN
RECEIVED

SEP 19 2019

COMMUNITY DEVELOPMENT
PLANNING Division

In relation to the following matters, the Records have been reviewed for the period of time commencing as of the date of recordation of the first deed reflected in item 1 of Part I below through the Effective Date of this Report.

**PART 1
Vesting and Legal Description**

1. **The apparent vested owner of the Land, according to that certain deed recorded January 23, 1989 in Official Records, under Document No. 89003228 is:**

Jae Oregon, Inc., an Oregon corporation

2. **The land referred to in this Report is described as follows:**

Parcel 2, PARTITION PLAT 2010-009, in the City of Tualatin, County of Washington and State of Oregon.

The Land is commonly known as:

11555 SW Leveton Drive
Tualatin, OR 97062

**PART II
Encumbrances**

For the above-stated time period, the Land appears to be encumbered by the following property taxes and voluntary and involuntary liens, not necessarily in order of priority:

1. Taxes and assessments, general and special, for the fiscal year 2018-2019, paid in full:

Assessor's Parcel No.	:	R2171144
Map Tax No.	:	2S122BA-00200
Code No.	:	088.10
Original Amount	:	\$294,558.53

2. Taxes and assessments, general and special, for the fiscal year 2018-2019, paid in full:

Assessor's Parcel No.	:	R2171144
Map Tax No.	:	2S122BA-00200
Code No.	:	088.10
Original Amount	:	\$176,323.64

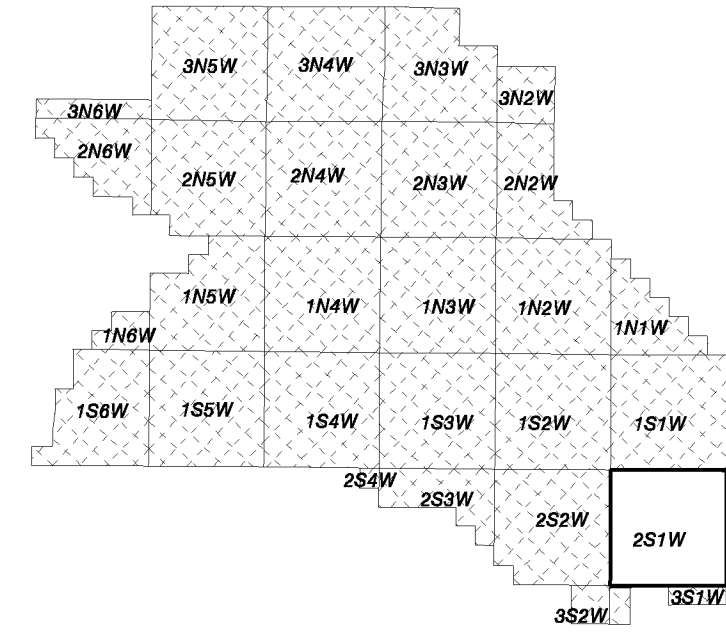
3. Local agency liens, if any, in favor of the City of Tualatin.

4. We find no open Deeds of Trust of record. Please verify by inquiry of Escrow Personnel and/or Agents whether or not we have overlooked something and advise the Title Dept. accordingly prior to closing.

End Of Reported Information

For questions or additional request, contact:

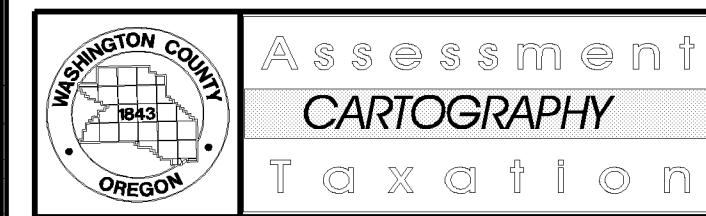
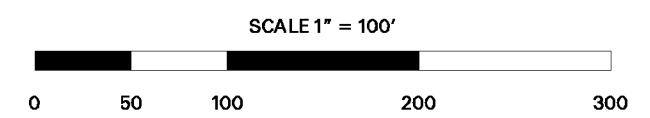
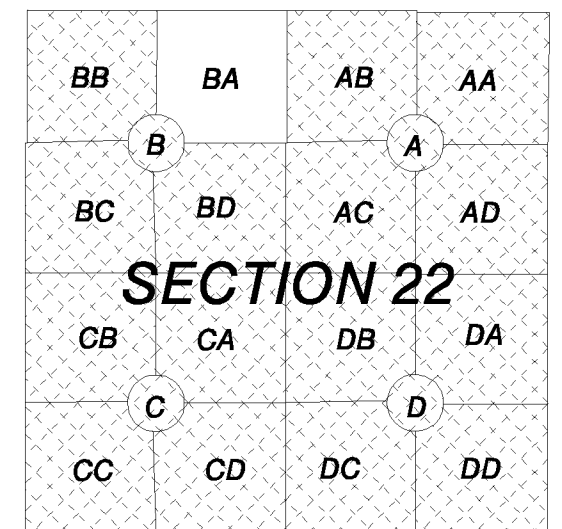
Title Officer
Deanna Wright
dwright@ortc.com



WASHINGTON COUNTY OREGON
NE 1/4 NW 1/4 SECTION 22 T2S R1W W.M.
SCALE 1" = 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.washington.or.us



PLOT DATE: August 19, 2010
FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.



Clean Water Services File Number

19-002195

Sensitive Area Pre-Screening Site Assessment

1. Jurisdiction: City of Tualatin

2. Property Information (example 1S234AB01400)

Tax lot ID(s): 2S122BA00200, 2S122BA00100

OR Site Address: _____
 City, State, Zip: _____
 Nearest Cross Street: _____

3. Owner Information

Name: JAE
 Company: JAE
 Address: 11555 SW LEVETON DR
 City, State, Zip: TUALATIN, OR 97062
 Phone/Fax: 971.235.5985
 E-Mail: ELISLAUGHTER@JAEOREGON.COM

4. Development Activity (check all that apply)

- Addition to Single Family Residence (rooms, deck, garage)
- Lot Line Adjustment
- Residential Condominium
- Residential Subdivision
- Single Lot Commercial
- Minor Land Partition
- Commercial Condominium
- Commercial Subdivision
- Multi Lot Commercial

Other commercial building expansion at the north end of the existing building on site
2S122BA00200

5. Applicant Information

Name: MEL DELAHOZ
 Company: CIDA, INC
 Address: 15895 SW 72ND AVE, SUITE 200
 City, State, Zip: PORTLAND, OR 97224
 Phone/Fax: 503.226.1285/503.226.1670
 E-Mail: MELD@CIDAINC.COM

6. Will the project involve any off-site work? Yes No Unknown

Location and description of off-site work _____

7. Additional comments or information that may be needed to understand your project THIS IS FOR A LOT LINE

ADJUSTMENT BETWEEN TAXLOTS 2S122BA00200 AND 2S122BA00100

This application does NOT replace Grading and Erosion Control Permits, Connection Permits, Building Permits, Site Development Permits, DEQ 1200-C Permit or other permits as issued by the Department of Environmental Quality, Department of State Lands and/or Department of the Army COE. All required permits and approvals must be obtained and completed under applicable local, state, and federal law.

By signing this form, the Owner or Owner's authorized agent or representative, acknowledges and agrees that employees of Clean Water Services have authority to enter the project site at all reasonable times for the purpose of inspecting project site conditions and gathering information related to the project site. I certify that I am familiar with the information contained in this document, and to the best of my knowledge and belief, this information is true, complete, and accurate.

Print/Type Name MEL DELAHOZ Print/Type Title JOB CAPTAIN

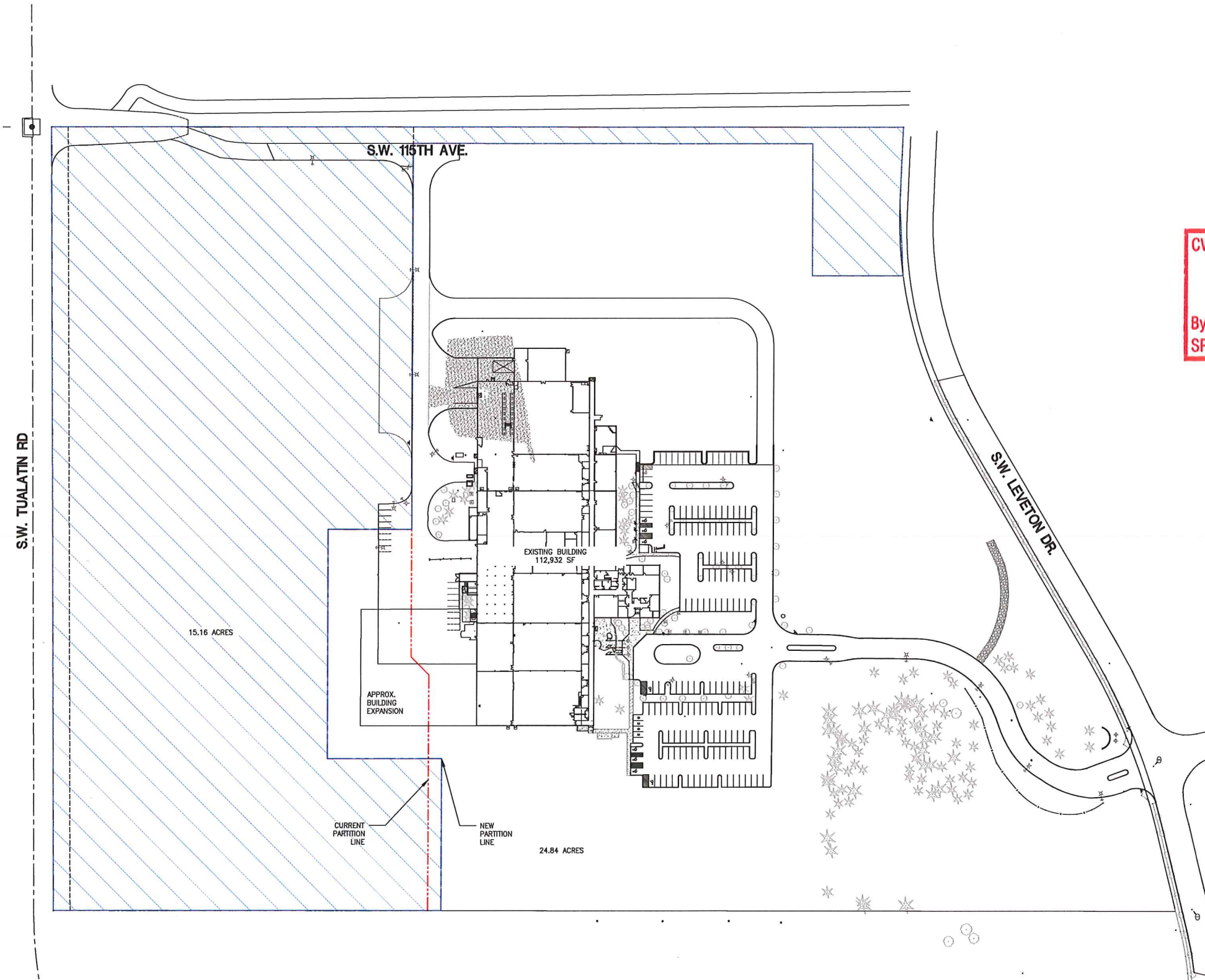
Signature _____ Date 6/27/2019

FOR DISTRICT USE ONLY

- Sensitive areas potentially exist on site or within 200' of the site. **THE APPLICANT MUST PERFORM A SITE ASSESSMENT PRIOR TO ISSUANCE OF A SERVICE PROVIDER LETTER.** If Sensitive Areas exist on the site or within 200 feet on adjacent properties, a Natural Resources Assessment Report may also be required.
- Based on review of the submitted materials and best available information Sensitive areas do not appear to exist on site or within 200' of the site. This Sensitive Area Pre-Screening Site Assessment does NOT eliminate the need to evaluate and protect water quality sensitive areas if they are subsequently discovered. This document will serve as your Service Provider letter as required by Resolution and Order 19-05, Section 3.02.1. All required permits and approvals must be obtained and completed under applicable local, State, and federal law.
- Based on review of the submitted materials and best available information the above referenced project will not significantly impact the existing or potentially sensitive area(s) found near the site. This Sensitive Area Pre-Screening Site Assessment does NOT eliminate the need to evaluate and protect additional water quality sensitive areas if they are subsequently discovered. This document will serve as your Service Provider letter as required by Resolution and Order 19-05, Section 3.02.1. All required permits and approvals must be obtained and completed under applicable local, state and federal law.
- This Service Provider Letter is not valid unless _____ CWS approved site plan(s) are attached.**
- The proposed activity does not meet the definition of development or the lot was platted after 9/9/95 ORS 92.040(2). NO SITE ASSESSMENT OR SERVICE PROVIDER LETTER IS REQUIRED.

Reviewed by Lindsay Dornell Date 7/9/2019

Once complete, email to: SPLReview@cleanwaterservices.org • Fax: (503) 681-4439
 OR mail to: SPL Review, Clean Water Services, 2550 SW Hillsboro Highway, Hillsboro, Oregon 97123



COLOR COPY
 CWS FILE NO. 19-002195
 Approved
 Clean Water Services
 FOR ENVIRONMENTAL REVIEW
 By [Signature] Date 7/9/2019
 SPL ATTACHMENT 1 OF 1



October 21, 2019

Mel Delahoz
CIDA Architecture

Re: JAE
11555 SW Leveton Dr.
Tualatin, OR 97062

Dear Mel,

Thank you, for sending us the final site plans for this proposed development in Tualatin, OR.

My Company: Republic Services of Clackamas and Washington Counties has the franchise agreement to service this area with the City of Tualatin. We will provide complete commercial waste removal and recycling services as needed on a weekly basis for this location

The design location of the recycle enclosure sent 10/18/2019 repositioned at an angle will allow greater access for our trucks. The recycle enclosure design dimensions of 20' wide post to post ID and gate swing radius are adequate for our trucks to service the containers.

The existing enclosure for the trash box will allow access for our trucks to service the drop box

Thanks Mel, for your help and concerns for our services prior to this project being developed.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelly Herrod", written over a light blue horizontal line.

Kelly Herrod
Operations Supervisor
Republic Services Inc.



Hydraulic Modeling Fee

Water supply modeling is necessary for larger projects to determine the impact of the project’s water demand on the water supply system. Water supply modeling will be performed by a consulting engineer based on the most recent version of the Tualatin Water System Master Plan.

Due to possible impacts to the water supply system, the following projects in Tualatin require hydraulic modeling based on the size and type of the project and projected water use for the finished project. The outcome of modeling could require offsite improvements to the water supply system in order to ensure that adequate water supply is available to serve the project and reduce impacts to the overall system.

Hydraulic modeling of the water supply system is required for the following project type/sizes/demand:

Table with 3 columns: Project Type, Criteria, Permit Fee. Rows include Commercial or Industrial Building, Residential development, and Multi-family development with their respective criteria and fees.

Please complete this form and submit the form and required fee (if applicable) with your land-use application (architectural review, subdivision, etc.).

[X] Commercial or Industrial Development

- Building floor area 31,211 SF square feet
• Anticipated water demand (if known) gallons per day
• Described planned building use STORAGE W/ OFFICE

[] Residential Development

- Number of dwelling units or single family home lots

[] Multi-Family Residential Development

- Number of dwelling units
• Building floor area (sum of all building)
• Number of multi-family buildings

Permit fee required based on the information provided above \$ 0.

- If no fee is required, enter \$0.


NOTE: Water Supply Modeling does not replace the requirement for fire hydrant flow testing. Flow testing of fire hydrants will still be required to verify adequate fire flow of finished system

AFFIDAVIT OF MAILING NOTICE

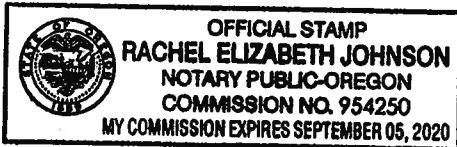
STATE OF OREGON)
) SS
COUNTY OF WASHINGTON)


I, MELINA DELAHOZ being first duly sworn, depose and say:

That on the 21st day of AUGUST, 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 11 day of SEPTEMBER, 2019.




Notary Public for Oregon
My commission expires: SEPT 05, 2020

RE: JAE OREGON



15895 SW 72ND AVE
SUITE 200
PORTLAND, OR 97224
PHONE: 503.226.1285
FAX: 503.226.1670
INFO@CIDAINC.COM
WWW.CIDAINC.COM

NOTICE OF NEIGHBORHOOD MEETING

Date: September 4, 2019

Re: JAE Oregon

CITY OF TUALATIN
RECEIVED
AUG 26 2019
COMMUNITY DEVELOPMENT
PLANNING DIVISION

Dear Interested Party:

I, Mel Delahoz of CIDA, is the representative for JAE Electronics, Inc. North America, who is interested in expanding their existing facility located at 11555 SW Leveton Drive, Tualatin OR.

Prior to applying to the City of Tualatin for the necessary Architectural Review approvals, we would like to discuss the proposal in more detail with the surrounding proper owners and residents. You are invited to attend a meeting on:

Wednesday September 4th, 2019, 6:00 PM
The Junita Pohl Center – Small Classroom
8513 SW Tualatin Rd
Tualatin, OR 97062

Please notice this will be an informational meeting on preliminary plans. These plans may be altered prior to the submittal of the application to the city.

I look forward to more specifically discussing the proposal with you. Please call me at 503.226.1285 if you have any questions.

Sincerely,

Mel Delahoz
Job Captain, CIDA Inc.

ARCHITECTURE
ENGINEERING
PLANNING
INTERIORS
LANDSCAPE

Exhibit A4. Application Materials - Supporting Documents



15895 SW 72ND AVE
SUITE 200
PORTLAND, OR 97224
PHONE: 503.226.1285
FAX: 503.226.1670
INFO@CIDAINC.COM
WWW.CIDAINC.COM

Meeting Minutes-Pre-App Conference

Date: 6/26/2019
Subject: Property Line Adjustment/Pre-Application Conference
Project Title: JAE Oregon
Project No: 190170.01
Present: Eli Slaughter (JAE)
Jim Boicourt (JAE)
Jared Niemela (Robert Evans Co)
Ben Wiley (Robert Evans Co)
Tara Lund (CIDA)
Mel Delahoz (CIDA)
Erin Engman (City of Tualatin)
Tony Doran (City of Tualatin)
Chris Ragland (City of Tualatin)
By: Mel Delahoz

Discussed Items:

Building/Fire:

- TVFR – Buildings over 50K sf require new Radio Control System –
 - Action Item: CIDA to contact Tom Mooney with TVFR for additional information and to confirm if this will apply to the new addition, and if so, what the extents of coverage would be.

Fees:

- Parks System Development Charge Rates change starting 7/1/2019
- Contact City for an estimate of permit fees for building prior to application

Property Line Adjustment Process:

- Type I review process for PLA – 1 week for review – 2 weeks for appeal
 - Action Item: CIDA to put together PLA submittal package.
- Once PLA is approved at City, we have 2 years to record with County
- Once PLA is approved at City, it will need to be submitted to Washington County for final approval. County process takes at least 2 months.
- Clean Water Services' service provider letter must be obtained for both PLA and addition. Should be one SPL that covers both.
 - CIDA to submit to CWS for SPL.

Engineering:

- CWS Code change for hydromodification – need to confirm current conditions meet code. Downstream analysis required.
 - CIDA to contact AAI (Civil Engineer) to get impact of this requirement.
- Transportation questions regarding trip caps need to be directed to traffic Engineer Mike McCarthy.
 - Action Item: Ben to reach out to Traffic Engineer for them to have discussions and provide required data to Mike McCarthy.
- No frontage improvements required along Leveton. Current dedication in place is more than adequate
- If Water Flow test is required or desired – contact Terence Leahy

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



15895 SW 72ND AVE
SUITE 200
PORTLAND, OR 97224
PHONE: 503.226.1285
FAX: 503.226.1670
INFO@CIDAINC.COM
WWW.CIDAINC.COM

Architectural Review:

- Architectural review application can be submitted prior to PLA being recorded; however, the process is cleaner if PLA recorded prior
- Land use will be a Type II review – require neighborhood meeting of 1000' radius from site – based on plat location
- Design Standards based on Tualatin Development Code Chapter 73
- Waste provider letter from Republic Services required for AR submittal.
 - Action Item: CIDA to work with JAE to determine location for waste collection.
 - Action Item: CIDA to send approved location/configuration to Republic Services for their approval.
- Note that there will be 2 sets of conditions of approval—one from planning, one from engineering. Make sure both are addressed.
- Building review can be submitted 30 days after completeness of Architectural review
- Note that during permitting process, City Engineering does complete review prior to sending plans to CWS. CWS has 21 days for each round of review.

ARCHITECTURE
ENGINEERING
PLANNING
INTERIORS

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