



Land Use Application

Project Information

Project Title: **Plambeck Gardens**

Brief Description:
 Plambeck Gardens is an multifamily affordable housing project that will provide 116 new affordable units, ranging from 1-bedroom to 4-bedroom units. The project will consist of two 4-story residential buildings and one 1-story community building for residents with site features including a variety of outdoor seating, play areas, and a community garden.

Property Information

Address: **23500 & 23550 SW Boones Ferry Road**

Assessor's Map Number and Tax Lots: **Tax Lot 303**

Applicant/Primary Contact

Name: **Jilian Saurage Felton** Company Name: **Community Partners for Affordable Housing**

Address: **6380 SW Capitol Highway, #151**

City: **Portland** State: **Oregon** ZIP: **97239**

Phone: **503-293-4038** Email: **jsaurage@cpahoregon.org**

Property Owner

Name: **Community Partners for Affordable Housing**

Address: **6380 SW Capitol Highway, #151**

City: **Portland** State: **Oregon** ZIP: **97239**

Phone: **503-293-4038** Email: **jsaurage@cpahoregon.org**

Property Owner's Signature:  Date: **03/04/2022**

(Note: Letter of authorization is required if not signed by owner)

AS THE PERSON RESPONSIBLE FOR THIS APPLICATION, I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE INFORMATION IN AND INCLUDED WITH THIS APPLICATION IN ITS ENTIRETY IS CORRECT. I AGREE TO COMPLY WITH ALL APPLICABLE CITY AND COUNTY ORDINANCES AND STATE LAWS REGARDING BUILDING CONSTRUCTION AND LAND USE.

Applicant's Signature:  Date: **03/04/2022**

Land Use Application Type:

- | | | |
|--|---|---|
| <input type="checkbox"/> Annexation (ANN) | <input type="checkbox"/> Historic Landmark (HIST) | <input type="checkbox"/> Minor Architectural Review (MAR) |
| <input checked="" type="checkbox"/> Architectural Review (AR) | <input type="checkbox"/> Industrial Master Plan (IMP) | <input type="checkbox"/> Minor Variance (MVAR) |
| <input type="checkbox"/> Architectural Review—Single Family (ARSF) | <input type="checkbox"/> Plan Map Amendment (PMA) | <input type="checkbox"/> Sign Variance (SVAR) |
| <input type="checkbox"/> Architectural Review—ADU (ARADU) | <input type="checkbox"/> Plan Text Amendment (PTA) | <input type="checkbox"/> Variance (VAR) |
| <input type="checkbox"/> Conditional Use (CUP) | <input type="checkbox"/> Tree Removal/Review (TCP) | |

Office Use

Case No:	Date Received:	Received by:
Fee:	Receipt No:	

Technical Memorandum

Date: November 2, 2021

Project: 20-2737.0409

To: Mr. Tony Doran, Engineering Associate
City of Tualatin

From: Claire DeVoe, PE

Reviewed By: Brian Ginter, PE

Re: Water System Capacity Analysis – Plambeck Gardens (CPAH)



Introduction

As requested, this memorandum has been prepared to present the findings of our analysis for the water service to the proposed 116 Unit Plambeck Gardens located at 23500 & 23550 SW Boones Ferry Road. This development is also known as CPAH, Community Partners for Affordable Housing. Work for this analysis was partially completed during the Water System Master Plan (WSMP) update. This memorandum assumes that CPAH is developed prior to completion of the Autumn Sunrise development located to the south and east, thus limiting hydraulic looping, as illustrated in Figure 1. This memorandum presents the findings of this analysis for the City's use in determining the water system improvements necessary to meet fire flow and pressure requirements.

Background

The City's water system hydraulic model was used to perform a hydraulic analysis of pressure and fire flow performance in the City's water system under maximum day demand conditions with fire flow events evaluated at the site boundary along SW Boones Ferry Road. The hydraulic model was updated to include a proposed 12-inch line along SW Boones Ferry Road connecting to the existing 12-inch along SW Norwood Road. The proposed development is zoned as multifamily, as shown in the design drawings by Carlton Hart Architecture (CHA) dated September 9, 2021. The proposed development is located within the City's existing Pressure Zone C, served by the C level reservoirs at a nominal hydraulic grade (HGL) of 507.5 feet above mean sea level (msl), and the C Level Pump Station. Figure 1 illustrates the development site and adjacent water system infrastructure.

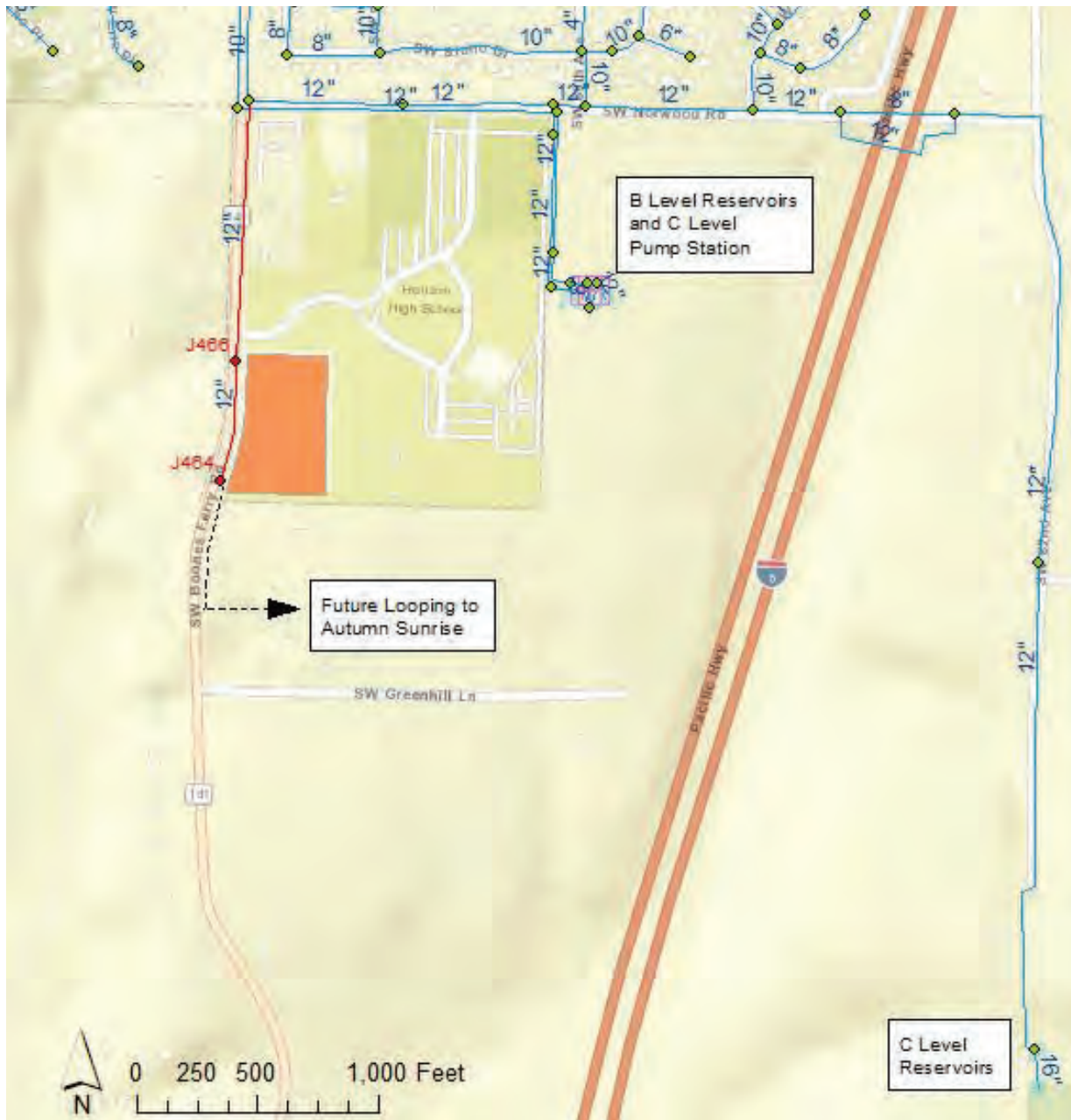


Figure 1. Proposed Development Site and Existing Water System Infrastructure

Site Demands

Site demands were calculated based on design drawings from CHA and demands developed in the WSMP. Fire flow demands were calculated based on the 2019 Oregon Fire Code and building type and material listed in the design drawings. All buildings in the development are anticipated to have fire suppression sprinkler systems. No sprinkler demand was available at the time of this memorandum and so a demand of 250 gpm was assumed. Domestic demands were calculated based on proposed unit count and demand factors developed in the WSMP. Table 1 presents these demands.

Table 1 – Site Demands

Demand Type	Demand	Description	Source
Fire Flow	1,500	Minimum of 25% of 4,500 gpm (60,000 sf, Type V-A building) or 1,500 gpm	2019 Oregon Fire Code, Appendix B, Table B105.1(2) and Table B105.2 footnote 2
Sprinkler	250 gpm	Assumed	Murraysmith
MDD Domestic	27 gpm	(116 units) x (0.75 Multifamily Units/ERU) x (231 gpd/ERU) x (1.9 MDD:ADD)	2021 WSMP Draft
Total	1,800 gpm		

Analysis and Findings

The hydraulic model was updated as described above and fire flow performance tested.

A summary of specific model conditions for this analysis is presented below. The C Level is relatively isolated from the A and B Levels, therefore only C Level settings are shown.

System Demand Conditions: 2040 Maximum Day Demand

Site Demand (including Fire Flow): 1,800 gpm

Reservoir Levels: Operational, Equalization, and Fire Storage depleted (C Level Reservoirs at 20 ft, 478.5 ft HGL)

Portland Supply Valves: Do not impact C Level, assume sufficient MDD supply to A and B Levels

C Level Pump Station: Tested at both 1 pump active and off

Physical Condition: Existing facilities plus proposed connections

The model nodes representing the proposed connections, the fire flow capacity tested, and the calculated minimum pressure within the area influenced by the fire flow in Pressure Zone C are summarized in Table 2 below:

Table 2
Fire Flow Analysis Results

Model Node ID	Location	Elevation (ft)	Fire Flow Rate (gpm)	C Level Pump Station OFF		C Level Pump Station ON	
				Static Pressure (psi)	Residual Pressure (psi)	Static Pressure (psi)	Residual Pressure (psi)
J466	SW Boones Ferry Rd, North entrance	325	1,800	60	2	74	53
J464	SW Boones Ferry Rd, South entrance	332	1,800	57	-2	71	49

Based on the findings of this analysis and a review of overall system improvement needs presented in the WSMP, C Level Pump Station upgrades including a trigger for at least one pump when pressures in the C Level drop below 35 psi must be completed prior to development of Plambeck Gardens to adequately provide domestic and fire service. A 12-inch diameter main along SW Boones Ferry Road is adequate assuming these upgrades at the pump station. Connecting the proposed 12-inch diameter main on SW Boones Ferry to the proposed Autumn Sunrise development will improve local pressures during fire flow events but without additional upsizing and looping along the C Level transmission between the Norwood Site and the C Level Reservoirs, C Level Pumping is still required for adequate pressure during fire flow events.

It is the developer’s responsibility to size internal (private) fire and domestic mains for adequate service pressure, private hydrants, and fire suppression sprinkler systems as these facilities are outside the scope of this analysis.

Please do not hesitate to contact us if you have any questions or comments in this regard. We would be happy to meet with you personally to discuss the findings presented in this memorandum.



25 NW 23rd Place Suite 1 / Commercial Dept
Portland, OR 97210
Phone (503) 219-9088 Fax (503) 477-6476

WFG National Title Insurance Company
Trevor Cheyne
25 NW 23rd Place Suite 1 / Commercial Dept
Portland, OR 97210

Date Prepared: January 4, 2021

FIRST SUPPLEMENTAL PRELIMINARY TITLE REPORT

Order Number: **19-338106**
Escrow Officer: Trevor Cheyne
Phone: (503) 444-7047
Fax: (503) 296-5869
Email: tcheyne@wfgnationaltitle.com

Seller(s): Community Partners for Affordable Housing
Buyer(s): Partnership or LLC to be formed

Property: 23500 SW Boones Ferry Road, Tualatin, OR 97062

23550 SW Boones Ferry Road, Tualatin, OR 97062

The following items have been amended:

Change vestee; show taxes paid; removed Trust deed on prior owner; remove Farm deferral; and add pre-development Trust deed.

Stewart Title Guaranty Company, is prepared to issue a title insurance policy, as of the effective date and in the form and amount shown on Schedule A, subject to the conditions, stipulations and exclusions from coverage appearing in the policy form and subject to the exceptions shown on Schedule B. This Report (and any Amendments) is preliminary to and issued solely for the purpose of facilitating the issuance of a policy of title insurance at the time the real estate transaction in question is closed and no liability is assumed in the Report. The Report shall become null and void unless a policy is issued and the full premium paid.

This report is for the exclusive use of the person to whom it is addressed. Title insurance is conditioned on recordation of satisfactory instruments that establish the interests of the parties to be insured; until such recordation, the Company may cancel or revise this report for any reason.

SCHEDULE A

1. The effective date of this preliminary title report is **8:00 A.M. on 28th day of December, 2020**
2. The policies and endorsements to be insured and the related charges are:

<u>Policy/Endorsement Description</u>	<u>Liability</u>		<u>Charge</u>
ALTA 2006 EXT. Owners Policy Short Term Rate	TBD	\$0.00	\$0.00

Proposed Insured: Community Partners for Affordable Housing, Inc.

<u>Policy/Endorsement Description</u>	<u>Liability</u>		<u>Charge</u>
ALTA 2006 Ext. Loan Policy Short Term Rate	TBD	\$0.00	\$100.00
OTIRO 209.10 and 222 Commercial		\$100.00	

Proposed Insured: To Follow

Government Service Fee: \$0.00

This is a preliminary billing only, a consolidated statement of charges, credits and advances, if any, in connection with this order will be provided at closing.

3. Title to the land described herein is vested in:

Community Partners for Affordable Housing, an Oregon Non-Profit Public Benefit Corporation

4. The estate or interest in land is:

Fee Simple

5. The land referred to in this report is described as follows:

SEE ATTACHED EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

EXHIBIT "A"
LEGAL DESCRIPTION

A tract of land in the Southeast one-quarter of Section 35, Township 2 South, Range 1 West of the Willamette Meridian, in the County of Washington and State of Oregon, described as follows:

Beginning at a point which is 295 feet North of the Southwest corner of the Northwest one-quarter of the Southeast one-quarter of said Section 35, Township 2 South, Range 1 West of the Willamette Meridian; thence East 380 feet to a point; thence South 575 feet to a point; thence West to a point in the center of SW Boones Ferry Road (State Highway No. 217); thence in a Northerly direction along the center line of SW Boones Ferry Road to the point of beginning.

EXCEPTING that portion lying within SW Boones Ferry Road (County Road No. 125, 60 feet wide).

FURTHER EXCEPTING THEREFROM that portion described in Dedication Deed to Washington County, a political subdivision of the State of Oregon, recorded September 14, 2012, Recording No. 2012-076374.

SCHEDULE B

GENERAL EXCEPTIONS

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

SPECIAL EXCEPTIONS

6. Easement, including the terms and provisions thereof:
 - For : Pole Line with Anchors
 - Granted to : The Pacific Telephone and Telegraph Company, a California corporation
 - Recorded : August 14, 1948
 - Recording No(s) : [\(book\) 288 \(page\) 14](#)
 - Affects : a portion of the premises herein
7. Easement, including the terms and provisions thereof:
 - For : Anchor
 - Granted to : Portland General Electric Company, an Oregon corporation
 - Recorded : August 17, 2006
 - Recording No(s) : [2006-098380](#)
 - Affects : see document for location
8. Easement, including the terms and provisions thereof:
 - For : Permanent Utility
 - Granted to : Washington County, a political subdivision of the State of Oregon
 - Recorded : September 14, 2012
 - Recording No(s) : [2012-076374](#)
 - Affects : a strip of land along the Westerly lot line, abutting SW Boones Ferry Road

9. Deed of Trust, Assignment of Leases and Rents, Security Agreement, and Fixture Filing (Pre-Development Loan), including the terms and provisions thereof to secure the amount noted below and other amounts secured thereunder, if any:
- | | | |
|-----------------|---|--|
| Grantor | : | Community Partners for Affordable Housing, an Oregon nonprofit public benefit corporation |
| Trustee | : | First American Title Insurance Company |
| Beneficiary | : | Network for Oregon Affordable Housing (NOAH), an Oregon nonprofit public benefit corporation |
| Dated | : | March 30, 2020 |
| Recorded | : | March 30, 2020 |
| Recording No(s) | : | 2020-026649 |
| Amount | : | \$1,782,500.00 |
10. Any unrecorded leases or rights of tenants in possession.
11. Statutory liens for labor or materials, including liens for contributions due to the State of Oregon for unemployment compensation and for workmen's compensation, which have now gained or hereafter may gain priority over the lien of the insured mortgage where no notice of such liens appear of record.
12. For title insurance purposes in connection with transactions involving real property interests held by non-profit organizations, we will require copies of the following:
 (a) Resolution authorizing the transaction.
 (c) Minutes of the meeting at which said resolution was passed.
13. This Commitment is subject to approval by personnel of WFG National Title Insurance Company and any additional limitations, requirements or exceptions made by WFG National Title Insurance Company.
14. We are informed that the proposed owner's policy is to be an ALTA Extended Form. Prior to issuing the policy in such form without including the 5 standard pre-printed exceptions contained herein, we will require the following which may result in additional exceptions to the title policy:
 (a) Current ALTA/NSPS survey
 (b) The ALTA/NSPS survey request must include Standards Table A, Option 11 for location of utilities.
 (c) A physical inspection of the herein described premises to be made by WFG National Title Insurance Company.
 (d) An Indemnity Agreement executed by the owners regarding any matters which do not appear as exceptions on this Preliminary Report which the owner has actual knowledge of, including but not limited to, negotiable instruments, taxes and assessments, debts and liens, including statutory liens for labor or materials, including liens for contributions due to the State of Oregon for unemployment compensation and for workmen's compensations and regarding parties in possession or claiming to be in possession, other than the vestees shown herein and unrecorded leaseholds, and security interest in trade fixtures, personal property or unattached improvements.

LINKS FOR ADDITIONAL SUPPORTING DOCUMENTS:

- [Assessor's map](#)
- [Taxes](#)
- [Vested Deed](#)
- [Deed 2012-076374 excepted in legal](#)

END OF EXCEPTIONS

NOTE: We find NO judgments or Federal Tax Liens against the name(s) of Community Partners for Affordable Housing, an Oregon Non-Profit Public Benefit Corporation

NOTE: Taxes paid in full for 2020 -2021:

Levied Amount	:	\$13,358.65
Property ID No.	:	R1136023
Levy Code	:	088.13
Map Tax Lot No.	:	2S135D0-00303

The above taxes include \$3,142.09 for special assessment. Levied taxes for farmland lien.

NOTE: In no event shall WFG National Title Insurance Company have any liability for the tax assessor's imposition of any additional assessments for omitted taxes unless such taxes have been added to the tax roll and constitute liens on the property as of the date of closing. Otherwise, such omitted taxes shall be the sole, joint and several responsibility of seller(s) and buyer(s), as they may determine between themselves.

NOTE: The Oregon Corporation Commission disclosed that [Community Partners for Affordable Housing](#), is an active Oregon non profit public benefit corporation:

Filed : September 25, 1993
President : Judith Werner
Secretary : Marianne Potts
Registered Agent : Rachael Duke

NOTE: The following is incorporated herein for information purposes only and is not part of the exception from coverage (Schedule B-II of the prelim and Schedule B of the policy):The following instrument(s), affecting said property, is (are) the last instrument(s) conveying subject property filed for record within 24 months of the effective date of this preliminary title report:

Warranty Deed

Grantee(s): Community Partners for Affordable Housing, an Oregon Non-Profit Public Benefit Corporation
Grantor(s): Thomas J. Re and Kathryn S. Re, as tenants by the entirety
Recorded Date: March 30, 2020
Recording No: (instrument) 2020-026648, of Official Records
COMMENTS: [2020-026648](#)

NOTE: Due to current conflicts or potential conflicts between state and federal law, which conflicts may extend to local law, regarding marijuana, if the transaction to be insured involves property which is currently used or is to be used in connection with a marijuana enterprise, including but not limited to the cultivation, storage, distribution, transport, manufacture, or sale of marijuana and/or products containing marijuana, the Company declines to close or insure the transaction, and this Preliminary Title Report shall automatically be considered null and void and of no force and effect.

NOTE: The following applicable recording fees will be charged by the county:

Multnomah County-First Page \$86.00
Washington County-First Page \$81.00
Clackamas County-First Page \$93.00
Each Additional Page \$ 5.00
Non-standard Document Fee \$20.00
E-recording Fee \$ 3.00

Washington County Ordinance No. 193, recorded May 13, 1977 in Washington County, Oregon imposes a tax of \$1.00 per \$1,000.00 or fraction thereof on the transfer of real property located within Washington County.

NOTE: IMPORTANT INFORMATION REGARDING PROPERTY TAX PAYMENTS

Fiscal Year: July 1st through June 30th
Taxes become a lien on real property, but are not yet payable. July 1st
Taxes become certified and payable (approximately on this date) October 15th
First one third payment of taxes are due November 15th
Second one third payment of taxes are due February 15th
Final payment of taxes are due May 15th

Discounts: If two thirds are paid by November 15th, a 2% discount will apply.
If the full amount of the taxes are paid by November 15th, a 3% discount will apply.

Interest: Interest accrues as of the 15th of each month based on any amount that is unpaid by the due date.
No interest is charged if the minimum amount is paid according to the above mentioned payment schedule.

NOTE: THE FOLLOWING NOTICE IS REQUIRED BY STATE LAW: YOU WILL BE REVIEWING, APPROVING AND SIGNING IMPORTANT DOCUMENTS AT CLOSING. LEGAL CONSEQUENCES FOLLOW FROM THE SELECTION AND USE OF THESE DOCUMENTS. YOU MAY CONSULT AN ATTORNEY ABOUT THESE DOCUMENTS. YOU SHOULD CONSULT AN ATTORNEY IF YOU HAVE QUESTIONS OR CONCERNS ABOUT THE TRANSACTION OR ABOUT THESE DOCUMENTS. IF YOU WISH TO REVIEW TRANSACTION DOCUMENTS THAT YOU HAVE NOT SEEN, CONTACT THE ESCROW AGENT.

End of Report

Your Escrow Officer

Trevor Cheyne
WFG National Title Insurance Company
25 NW 23rd Place Suite 1 / Commercial Dept
Portland, OR 97210
Phone: **(503) 444-7047**
Fax: **(503) 296-5869**
Email: **TeamTrevor@wfgnationaltitle.com**

Your Title Officer

Diane Brokke
WFG National Title Insurance Company
12909 SW 68th Pkwy., Suite 350
Portland, OR 97223
Phone: **(503) 431-8504**
Fax: **(503) 684-2978**
Email: **dbrokke@wfgnationaltitle.com**



After recording return to:
Community Partners for Affordable
Housing
PO Box 23206
Tigard, OR 97281

Until a change is requested all tax
statements shall be sent to the
following address:
Community Partners for Affordable
Housing
PO Box 23206
Tigard, OR 97281

File No.: 7013-3372515 (as)
Date: December 22, 2019

Washington County, Oregon **2020-026648**
D-DW
Stn=4 A STROM **03/30/2020 02:12:24 PM**
\$15.00 \$11.00 \$5.00 \$60.00 \$2,320.00 **\$2,411.00**

I, Margaret Garza, Interim Director of Assessment and Taxation and
Ex-Officio County Clerk for Washington County, Oregon, do hereby
certify that the within Instrument of writing was received and
recorded in the book of records of said county.

Margaret Garza, Interim Director of
Assessment and Taxation, Ex-Officio

THIS SPACE RESE

STATUTORY WARRANTY DEED

Thomas J. Re and Kathryn S. Re, as tenants by the entirety, Grantor, conveys and warrants to
**Community Partners for Affordable Housing, an Oregon Non-Profit Public Benefit
Corporation**, Grantee, the following described real property free of liens and encumbrances, except as
specifically set forth herein:

See Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

Subject to:

1. Covenants, conditions, restrictions and/or easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey.

The true consideration for this conveyance is **\$2,320,000.00**. (Here comply with requirements of ORS 93.030)

FIRST AMERICAN 3372515-44W



After recording return to:
Community Partners for Affordable
Housing
PO Box 23206
Tigard, OR 97281

Until a change is requested all tax
statements shall be sent to the
following address:
Community Partners for Affordable
Housing
PO Box 23206
Tigard, OR 97281

File No.: 7013-3372515 (as)
Date: December 22, 2019

THIS SPACE RESERVED FOR RECORDER'S USE

STATUTORY WARRANTY DEED

Thomas J. Re and Kathryn S. Re, as tenants by the entirety, Grantor, conveys and warrants to **Community Partners for Affordable Housing, an Oregon Non-Profit Public Benefit Corporation**, Grantee, the following described real property free of liens and encumbrances, except as specifically set forth herein:

See Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

Subject to:

1. Covenants, conditions, restrictions and/or easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey.

The true consideration for this conveyance is **\$2,320,000.00**. (Here comply with requirements of ORS 93.030)

FIRST AMERICAN 3372515-HW

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated this 27th day of MARCH, 2020.

[Signature]
Thomas J. Re

[Signature]
Kathryn S. Re

STATE OF Oregon)
County of Multnomah)ss.
)

This instrument was acknowledged before me on this 27th day of March, 2020
by **Thomas J. Re and Kathryn S. Re.**



[Signature]
Notary Public for Oregon
My commission expires: 8-11-23

APN: R1136023

Statutory Warranty Deed
- continued

File No.: 7013-3372515 (as)

EXHIBIT A

LEGAL DESCRIPTION: Real property in the County of Washington, State of Oregon, described as follows:

Beginning at a point which is 295 feet North of the Southwest corner of the Northwest one-quarter of the Southeast one-quarter of Section 35, Township 2 South, Range 1 West of the Willamette Meridian, in the County of Washington and State of Oregon; thence East 380 feet to a point; thence South 575 feet to a point; thence West to a point in the center of SW Boones Ferry Road (State Highway No. 217); thence in a Northerly direction along the center line of SW Boones Ferry Road to the point of beginning.

Excepting therefrom that portion conveyed to the Washington County, a political subdivision of the State of Oregon as disclosed in Dedication Deed recorded September 14, 2012 as Fee No. 2012 076374.

NOTE: This legal description was created prior to January 1, 2008.

851 SW Sixth Avenue
Suite 1200
Portland, OR 97204

MAIN +1 503 223 3123
FAX +1 503 227 2447
www.colliers.com



November 10, 2021

Pastor Stan Russell
Horizon Community Church
c/o Ken Allen
The Heitman Allen Group

RE: LETTER OF INTENT TO ENTER INTO UTILITY AND ACCESS EASEMENT AGREEMENT

Dear Pastor Stan,

Community Partners for Affordable Housing (Grantee) presents this offer and letter of intent to acquire a utility and access easement agreement across the real property owned by the Horizon Community Church (Grantor) commonly referred to the Horizon Community Church property located at 23370 SW Boones Ferry Road. Tualatin Oregon 97062 as depicted on attached Exhibit A including parcel number/s 2S135DO-00106.

This is not a binding agreement for either party; only a fully executed Easement Agreement will legally bind the parties involved.

- 1. Property:** The "Property" is the land referenced above and on Exhibit A, and includes all plans, specifications, and surveys of the land, permits, approvals and all of the rights, titles, interest, privileges and appurtenances which are related to or used in connections with the land.
- 2. Consideration:** The consideration for the Easement shall be Two Hundred Fifty Thousand dollars (\$250,000.00) to be paid concurrently with recording of the completed Easement Agreement. In addition, Grantee will be responsible for any, and all costs associated with the creation of the Easement Area and Easement Agreement including but not limited to engineering, legal expense, platting, and recording.
- 3. Easement Area:** The Easement Area will be approximately sixty feet wide and fifty across. And aligned with the to be created Tract on the to be determined by Survey approximately as depicted in Exhibit B.



4. Coordination: Grantee and Grantor agree to use commercially reasonable efforts to mutually agree on materials and finishes related to retaining walls that may be adjacent to Grantors neighboring property. Grantor and Grantee agree to cooperate and support each parties planning and development goals for their respective property, including but not limited to zone changes, comprehensive plan amendments, variances, and construction plans.

5. Expiration: This Letter of Intent will expire at 5:00 PM November 19, 2021, if not accepted by Grantor.

Upon acceptance of this Letter by Grantor, Grantee will prepare a draft Easement Agreement within thirty days and deliver the agreement to Grantor for Grantor’s review and comment.

Thank you for the opportunity to present this Letter of Intent. Please don’t hesitate to call regarding the terms of the transaction.

Sincerely,

Skip Rotticci CCIM
VP, Colliers International

Accepted by Grantee: Community Partners for Affordable Housing

By: DocuSigned by:
Rachael Duke
4C4674A85D244EB... Date: 11/10/2021
Rachael Duke, Executive Director

Accepted by Grantor: Horizon Community Church

By: DocuSigned by:
Stan Russell
CCEE6905723C4DA... Date: 11/18/2021
Stan Russell, Pastor



FIRE CODE / LAND USE / BUILDING REVIEW APPLICATION

North Operating Center
 11945 SW 70th Avenue
 Tigard, OR 97223
 Phone: 503-649-8577

South Operating Center
 8445 SW Elligsen Rd
 Wilsonville, OR 97070
 Phone: 503-649-8577

REV 6-30-20

Project Information

Applicant Name: Jilian Saurage Felton
 Address: 6380 SW Capitol Hwy, #151, Portland, OR 97239
 Phone: (503) 293-4038
 Email: jsaurage@cpahoregon.org
 Site Address: 23500 & 23550 SW Boones Ferry Road
 City: Tualatin
 Map & Tax Lot #: 303
 Business Name: Community Partners for Affordable Housing
 Land Use/Building Jurisdiction: City of Tualatin
 Land Use/ Building Permit # VAR21-0003

Choose from: Beaverton, Tigard, Newberg, Tualatin North Plains, West Linn, Wilsonville, Sherwood, Rivergrove, Durham, King City, Washington County, Clackamas County, Multnomah County, Yamhill County

Project Description

Plambeck Gardens is an multifamily affordable housing project that will provide 116 new affordable units in the City of Tualatin. The project consists of two 4-story residential buildings and one 1-story community building for residents with three garages on site. The site will have one site access point along Boones Ferry Road on the northern end of the property and a second emergency access only point along Boones Ferry Road on the southern end of the site.

The project shows a future site access point to the south that will connect to the Autumn Sunrise development across the Horizon Community Church property. This future site access point will replace the northern site access point along Boones Ferry Road as the sole primary access to the site, as Washington County will require that connection be removed when the future access point can be established. The time line for this change is dependent on if and when the church decides to develop on their property, or grants an easement to the Plambeck Gardens project. There is no indication yet that an easement will be granted and the team is not aware of Horizon's development time line.

Permit/Review Type (check one):

Land Use / Building Review - Service Provider Permit
 Emergency Radio Responder Coverage Install/Test
 LPG Tank (Greater than 2,000 gallons)
 Flammable or Combustible Liquid Tank Installation (Greater than 1,000 gallons)
 * Exception: Underground Storage Tanks (UST) are deferred to DEQ for regulation.
 Explosives Blasting (Blasting plan is required)
 Exterior Toxic, Pyrophoric or Corrosive Gas Installation (in excess of 810 cu.ft.)
 Tents or Temporary Membrane Structures (in excess of 10,000 square feet)
 Temporary Haunted House or similar
 OLCC Cannabis Extraction License Review
 Ceremonial Fire or Bonfire (For gathering, ceremony or other assembly)

For Fire Marshal's Office Use Only

TVFR Permit # 2021-0095
 Permit Type: CPP
 Submittal Date: 09/14/2021
 Assigned To: MOONEY/DEBOIS
 Due Date: 09/09/2022
 Fees Due: TBD
 Fees Paid: PENDING/TBD

Approval/Inspection Conditions
 (For Fire Marshal's Office Use Only)

<p>This section is for application approval only</p> <p><u>DREW DEBOIS</u> <u>09/09/2021</u> Fire Marshal or Designee Date</p> <p>Conditions: <u>REVISION TO PREVIOUSLY APPROVED PROJECT. SEE PER REVIEW LETTER FROM DFM MOONEY DATED 09/2021 ERAS OR METAL SYSTEM REQUIRING</u></p> <p>See Attached Conditions: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Site Inspection Required: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>This section used when site inspection is required</p> <p>Inspection Comments:</p> <p>Final TVFR Approval Signature & Emp ID _____ Date _____</p>
---	---

PRELIMINARY
NOT FOR
CONSTRUCTION



CARLETON HART ARCHITECTURE P.C.
930 SW 10th Avenue #200 Portland, OR 97205
503.243.2592 | www.carletohart.com

PLAMBECK GARDENS
COMMUNITY PARTNERS FOR AFFORDABLE HOUSING
23500 & 23550 SW BOONES FERRY ROAD
TUALATIN, OREGON 97062
TVFR SUBMITTAL

SITE PLAN -
ARCHITECTURAL
PROJECT NO.
#19031
03.03.2022

REVISIONS:

FS-1

GENERAL NOTES:

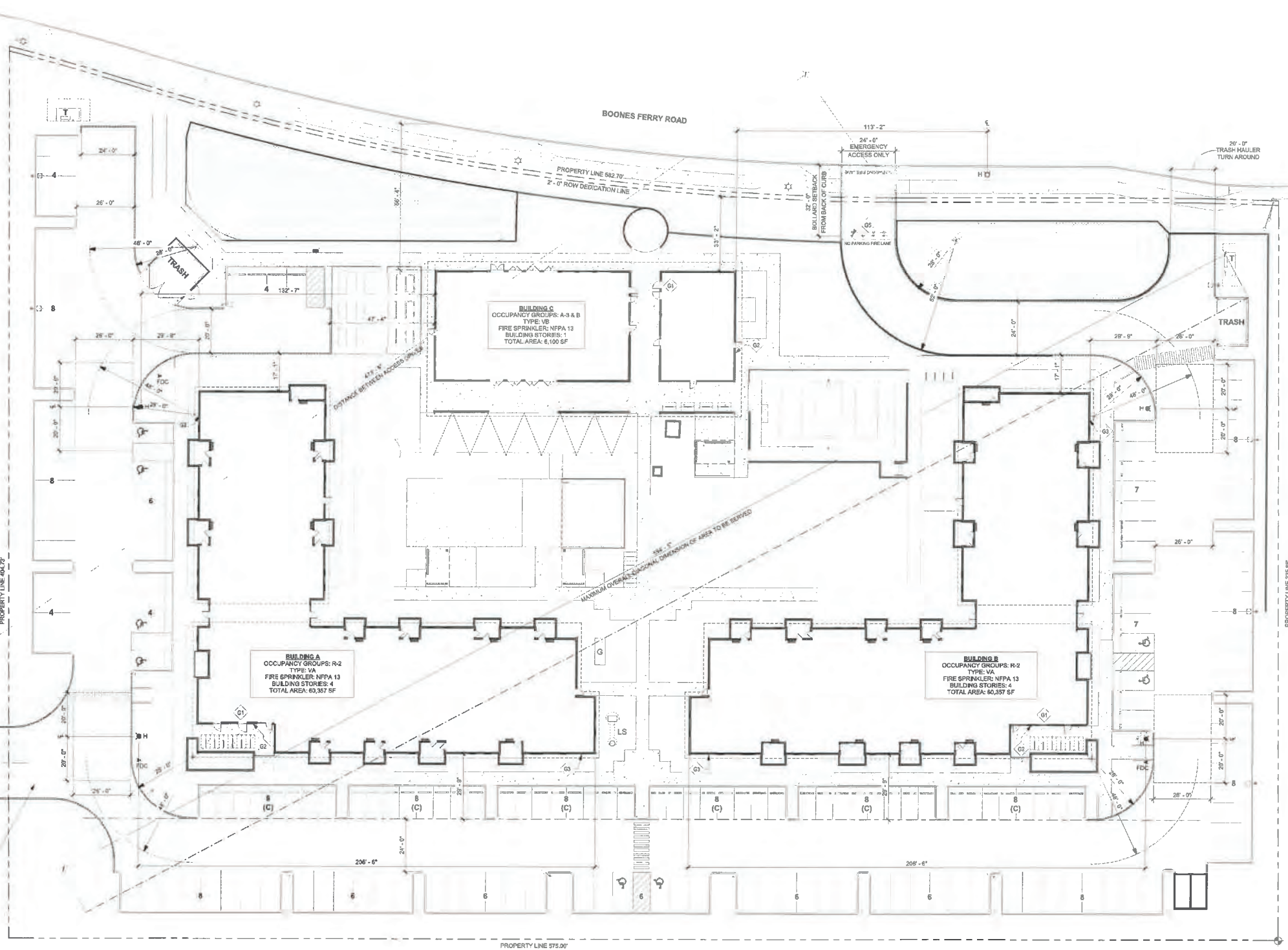
A. EMERGENCY RESPONDER RADIO SYSTEM WILL
BE A DEFERRED APPROVAL.

KEYNOTES:

- G1 FIRE RISER ROOM
- G2 PROPOSED FIRE DEPARTMENT KNOX BOX LOCATION
- G3 PROPOSED BUILDING SIGNAGE LOCATION
- G5 WRENCH OPERATED REMOVABLE BOLLARD - SAFETY YELLOW

LEGEND:

- PATH OF EGRESS OR EXIT DISCHARGE
- - - PROPERTY LINE
- - - IMAGINARY LOT LINE BETWEEN BUILDINGS TO DETERMINE PSD
- - - OUTLINE OF BUILDING ROOF ABOVE
- - - PAVING STRIPING & MARKED "NO PARKING FIRE LANE" PER TVFR - RED STRIPING & WHITE LETTERING
- - - CURBS - PAINTED RED & MARKED "NO PARKING FIRE LANE" PER TVFR
- HCI NEW PUBLIC FIRE HYDRANT - REFER TO CIVIL
- HE NEW PRIVATE FIRE HYDRANT - REFER TO CIVIL
- FDC FIRE DEPARTMENT CONNECTION
- T TRANSFORMER
- G GENERATOR
- LS LIFT STATION



TUALATIN VALLEY FIRE & RESCUE
APPROVED
CONDITIONALLY APPROVED
APPROVAL OF PLANS IS NOT AN APPROVAL OF
OMISSIONS OR OVERSIGHTS.
SEE ATTACHED LETTER
PLANS EXAMINER DEBORAH DEMICHELI
DATE 03/01/2022

TVFR - PERMITS # 2021 - 0095

TVFR - FLS SITE PLAN
SCALE: 1" = 20'-0"

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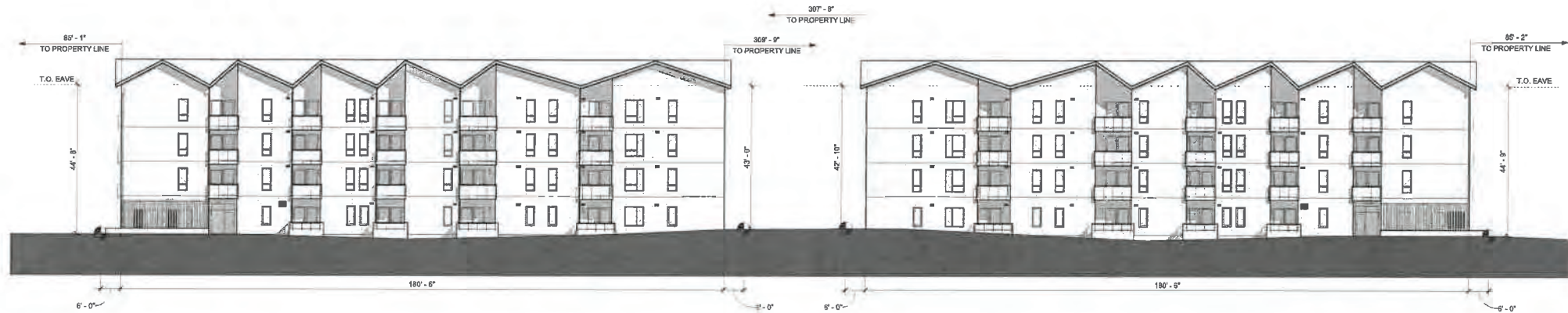
CARLETON HART ARCHITECTURE P.C.
830 SW 10th Avenue #200 Portland Oregon 97205
503 243 2452 | www.carletonhart.com



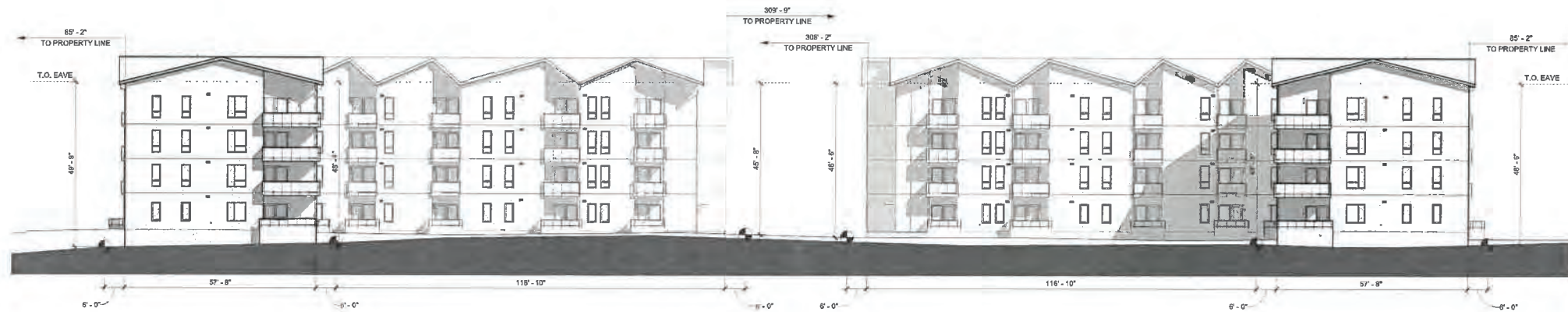
3 SOUTH ELEVATION - BUILDING A
SCALE: 1/16" = 1'-0"



4 NORTH ELEVATION - BUILDING B
SCALE: 1/16" = 1'-0"



1 EAST ELEVATION - BUILDINGS A & B
SCALE: 1/16" = 1'-0"



2 WEST ELEVATION - BUILDINGS A & B
SCALE: 1/16" = 1'-0"

PLAMBECK GARDENS
COMMUNITY PARTNERS FOR AFFORDABLE HOUSING
23500 & 23550 SW BOONES FERRY ROAD
TUALATIN, OREGON 97062
TVFR SUBMITTAL

BUILDING ELEVATIONS

PROJECT NO.
#19031

02.24.2022

REVISIONS:

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TUALATIN VALLEY FIRE & RESCUE
APPROVED _____
CONDITIONALLY APPROVED _____
APPROVAL OF PLANS IS NOT AN APPROVAL OF
OMISSIONS OR OVERSIGHTS.
SEE ATTACHED LETTER _____
PLANS EXAMINER _____ DATE 03/03/2022
DAVE DEBOIS DEM1 OFI
TVFR PERMIT # 2021-0095

SENSITIVE AREA PRE-SCREENING SITE ASSESSMENT

Clean Water Services File Number

21-002248

1. **Jurisdiction:** Tualatin

2. **Property Information** (example: 1S234AB01400)

Tax lot ID(s): _____
2S135 D 00303

OR Site Address: 23500, 23550 SW Boones Ferry Road

City, State, Zip: Tualatin, OR, 97062

Nearest cross street: SW Norwood Road is 1000 feet north of the project site

3. **Owner Information**

Name: Jillian Saurage Felton

Company: Community Partners for Affordable Housing Inc. (CPAH)

Address: PO Box 23206

City, State, Zip: Tigard, OR, 97281

Phone/fax: 503-293-4038 ext 302

Email: jsaurage@cpahoregon.org

4. **Development Activity** (check **all** that apply)

- Addition to single family residence (rooms, deck, garage)
- Lot line adjustment Minor land partition
- Residential condominium Commercial condominium
- Residential subdivision Commercial subdivision
- Single lot commercial Multi lot commercial
- Other Two 4-story apartment buildings & community bdg

4. **Applicant Information**

Name: Kimberly Shera

Company: Vega Civil Engineering

Address: 1300 SE Stark Street #201

City, State, Zip: Portland, OR, 97214

Phone/fax: 9712667574

Email: kim@vegacivil.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:** _____

Project is also required to meet HUD Funding requirements

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 Kimberly Shera

Print/type title civil engineer

Signature ONLINE SUBMITTAL

Date 7/26/2021

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 19-5, Section 3.02.1, as amended by Resolution and Order 19-22. 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 19-5, Section 3.02.1, as amended by Resolution and Order 19-22. 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 Stacy Benjamin

Date 9/7/2021

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



March 29, 2022

Kayla Zander
Carleton Hart Architecture
Re: Plambeck Gardens
23500 SW Boones Ferry Rd.
Tualatin, OR 97062

Dear Kayla,

Thank you, for sending us the preliminary 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.

We have reviewed the planned site access and the locations of two trash and recycle enclosures for this development and the planned traffic pattern for our trucks to service the enclosures (attached). Both enclosure approaches and turn-around spaces provided is adequate for our trucks to safely service.

The two enclosures with dimensions of 20' ft. wide X 10' ft. deep with double gates that will open 180 degrees and equipped with cane bolts to hold the gates in the open and closed position are adequate to house our equipment and for our trucks to safely service. The approach and transition from driveway to enclosure surface is adequate for our trucks to service both enclosures.

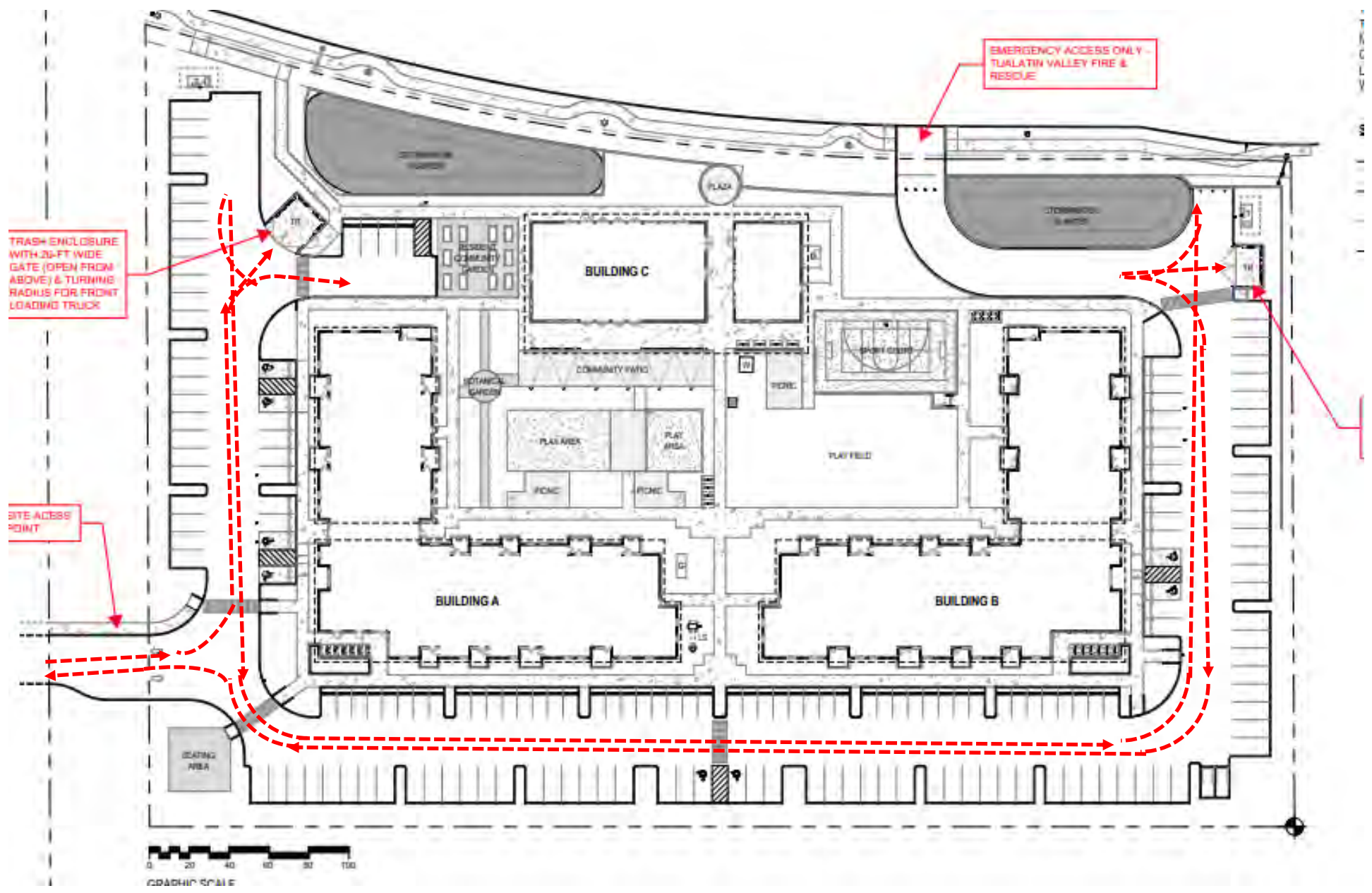
Trash service is available for this location Monday through Saturday. Recycle service is available Monday through Friday and both should be adequate for this site.

Thanks Kayla, 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.



TRASH ENCLOSURE WITH 26-FT WIDE GATE (OPEN FROM ABOVE) & TURNING RADIUS FOR FRONT LOADING TRUCK

SITE ACCESS POINT

EMERGENCY ACCESS ONLY - TUALATIN VALLEY FIRE & RESCUE

GRAPHIC SCALE
0 20 40 60 80 100



Portland General Electric Company
2213 Southwest 153rd Drive • Beaverton, OR 97006

April 11, 2022

Company: Carleton Hart Architecture
ATTN: Attn Kayla Zander
23500 SW Boones Ferry Rd.
Tualatin, Or.
97062

Re: M3086677 for 2000amp & 2500amp 120/208v underground 3 phase service to 2 multi-unit residential buildings.

Dear Kayla:

I'm writing to you with regard to the Plambeck Gardens apartments project; specifically, the frontage improvements. The three poles on the project frontage are structural in nature, and I'll describe their individual roles below. The pole at the north end of the frontage, (PL-2978) directly supports our mainline/"feeder" where it comes across Boones Ferry Rd and continues north.

The pole in the middle of the frontage, (PL-1804) appears to be a simple 'clearance pole, supporting the overhead service drops to the 2 existing buildings that will be demolished for the project, but on closer inspection, also functions as a fulcrum to support the tapline extending west from our mainline pole on the west side of Boones Ferry Rd. PL-1804 can be removed relatively easily, but must be replaced on the west side of Boones Ferry (west of the mainline) in order to support the weight/tension of the overhead facilities extending west onto address 23465 SW Boones Ferry.

The pole at the south end of the frontage, (PL-18), performs a similar function to PL-1804, but it supports the angle in the mainline on the west side of Boones Ferry, rather than a tapline extending west of the mainline. In order to remove PL-18, we'd need to either find another structural way to support that angle in right of way, which could include a self-supporting steel pole (18month+ lead time and \$\$\$), or the project acquiring/obtaining easement from the properties on the west side of Boones Ferry for us to realign the mainline to eliminate the angle(s).

PGE *could* design to underground the project frontage (at the project's expense), but where the mainline circuit transitions underground or back to overhead, our requirement is 2 poles for each transition for redundancy & reliability, so it would actually take the installation of 5 poles to remove 3.

Please let me know if that all makes sense. I'd be happy to have a virtual-, or onsite meeting if you'd like to discuss further.

If there will be street lights required for this project, please contact our Service Coordinators at Service.Coordinators@pgn.com or 503 323 6700 and reference M3086677. They'll duplicate that work order to the correct format for the lighting design.

If you have any questions, please contact me at Henry.English@pgn.com or 503 672 5489.

Sincerely,

Hap English
Portland General Electric Company
Service and Design Project Manager
503-672-5489



NOTICE OF ADOPTION

On November 18, 2021 the City of Tualatin’s Planning Commission adopted a written order approving File No. VAR 21-0003 to grant a Variance request related to the maximum structure height standard in the High Density Residential (RH) zone and to the minimum parking requirements for multi-family dwellings in complexes with private internal driveways at 23500 & 23550 SW Boones Ferry Rd.

Summary of proposal:

The Planning Commission has approved the Variance request for the future multi-family development with the following Conditions of Approval:

- VAR-1** Development of the proposed 116-unit multi-family project will require submittal and approval of an Architectural Review (Type III) application, in accordance with TDC 33.020(3)(d)(iii).
- VAR-2** Modification to this approval will require submittal and approval of a new Type III Variance application in accordance with TDC.
- VAR-3** Structure height for proposed 116-unit multi-family project shall not be more than 54 feet in as measured in TDC 31.060.
- VAR-4** A minimum of 170 vehicle parking spaces shall be provided for the proposed 116-unit multi-family project.

A copy of the written order and findings is available for review at the following location:

<https://www.tualatinoregon.gov/planning/var-21-0003-plambeck-gardens-variance-building-height-and-parking-standards>

The applicant or any person who submitted written comments or testified orally at the Tualatin Planning Commission hearing and who may be adversely affected by the Commission's decision may file a request for review of the final decision of the Variance request to the City Council.

The Tualatin Planning Commission’s decision will be final after 14 calendar days from the mailing of this order, unless a written appeal is received by the Community Development Department, Planning Division at: planning@tualatin.gov, before 5:00 p.m., December 6, 2021. The appeal must be submitted on the City appeal form with all the information requested provided thereon and signed by the appellant. The record and appeal forms are available at the Planning Division offices. The appeal forms must include reasons and the applicable appeal fee and meet the requirements of Section 32.310 of the Tualatin Development Code. The City Council will review and make a decision. The parties will be notified of the Council meeting date.

Date posted: November 22, 2021

CERTIFICATION OF SIGN POSTING



The applicant must provide and post a sign pursuant to Tualatin Development Code (TDC 32.150). The block around the word "NOTICE" must remain yellow composed of the RGB color values Red 255, Green 255, and Blue 0. A template is available at:

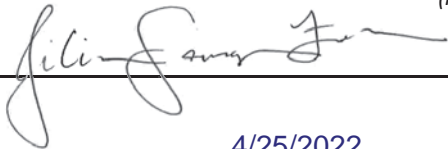
<https://www.tualatinoregon.gov/planning/land-use-application-sign-templates>

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

As the applicant for the Plambeck Gardens project,
I hereby certify that on this day, April 21st, 2022 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: Jilian Saurage Felton, Housing Director, CPAH

(Please Print)

Applicant's Signature: 

Date: 4/25/2022

AFFIDAVIT OF MAILING NOTICE

STATE OF OREGON)
) SS
COUNTY OF ~~WASHINGTON~~) MULTNOMAH

I, Geoffrey M. Taylor being first duly sworn, depose and say:

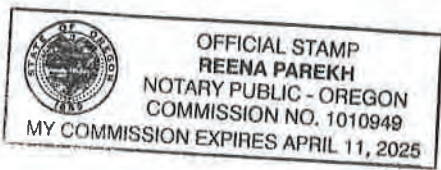
That on the 28th day of July, 2021, I served upon the persons shown on Exhibit "A" (Mailing Area List), attached hereto and by this reference incorporated herein, a copy of the Notice of Neighborhood/Developer Meeting marked Exhibit "B," attached hereto and by this reference incorporated herein, by mailing 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.

Geoffrey M. Taylor
Signature

SUBSCRIBED AND SWORN to before me this 1st day of September, 2021.

Reena Parekh
Notary Public for Oregon
My commission expires: APRIL 11, 2025

RE: Plambeck





NEIGHBORHOOD MEETING MAILING LIST – PROVIDED BY CITY OF TUALATIN

TLID	Owner	Owner Address	Owner City	Owner State	Owner Zip
2S135D000102	Diane M & Gannett Tod C Yackley	23240 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135D000108	Tom K Williams	9300 Sw Norwood Rd	Tualatin	OR	97062
2S135CA00200	John V Trust Venables	6140 Sw Boundary St Apt 145	Portland	OR	97221
2S135D000107	City Of Tualatin	18880 Sw Martinazzi Ave	Tualatin	OR	97062
2S135D000109	Tualatin Hills Christian Church Inc	23050 Sw Boones Ferry Rd	Tualatin	OR	97062
3S102B000104	Scott A & Lisa G Shamburg	Po Box 829	Tualatin	OR	97062
2S135CA00600	Shawn O Riley	23365 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CA00700	Dylan D & Michelle P Potter	23405 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135D000100	P3 Properties Llc	Po Box 691	White Salmon	WA	98672
2S135CA00800	Mcleod Trust	23465 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CD00400	Marvin R & Jeli Carlene Mast	23845 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CD00302	John W & Grace N Lucini Fam Trust	23677 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CA00300	Ledoux Family Trust	23155 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CD00200	Ronald A & Rebecca A Kimmel	23605 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135D000106	Horizon Community Church	Po Box 2690	Tualatin	OR	97062
2S135CD00500	Todd J & Hickok Molly J Hickok	23855 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CA00100	Daniel M Helms	23035 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135D000303	Community Partners For Affordable Housing	Po Box 23206	Tigard	OR	97281
2S135D000101	Kurt C & Tara Clark	3539 Dianna Way	Wenatchee	WA	98801
3S102AB00100	John & Chamberlain Debra Chamberlain	9000 Sw Greenhill Ln	Tualatin	OR	97062
2S135CA00400	James A & Julia A Bocci	23205 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CA00500	Christine Lee & John Joseph Bazant	36449 Hwy 34	Lebanon	OR	97355
2S135D000400	Autumn Sunrise Llc	485 S State St	Lake Oswego	OR	97034
2S135CD00100	Randall & Karen Alvstad	23515 Sw Boones Ferry Rd	Tualatin	OR	97062
2S135CD00300	Mehdi Aghazadeh-Sanaei & Nahid Asiaee	23745 Sw Boones Ferry Rd	Tualatin	OR	97062

July 27th, 2021

RE: Land Use Variance for 23500 SW Boones Ferry Road

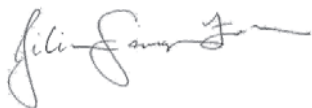
Dear Property Owner:

You are cordially invited to attend a meeting on **August 11th, 2021 at 6:30pm** and via Microsoft Teams, with the URL for the meeting below. This meeting shall be held to discuss a proposed project located at 23500 SW Boones Ferry Road, Tualatin Oregon, 97062. The proposal is to request a variance for increase of structure height and parking reduction as part of the project's land use application. A call-in option is also available at 323-484-2116 with the conference ID 236 450 759# .

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 by contacting me at the phone, email, or address below.

A previous version of this letter had a typo which stated the incorrect date of the meeting.

Regards,



Jilian Saurage Felton
Director of Housing Development
Community Partners for Affordable Housing
PO Box 23206
Tigard, OR 97281-3206
503-293-4038 x302
jsaurage@cpahoregon.org
URL for meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWNIMmQyYzYtOGVIZC00NGZhLWlxMzltNTg0Y2QyZjM0OWU1%40thread.v2/0?context=%7b%22tid%22%3a%227bb8306d-7dd3-4968-bafd-8070ed4af3a3%22%2c%22oid%22%3a%2279cc59f2-1182-4864-82c2-dc736e7afe84%22%7d

a link may also be found at

<https://www.tualatinoregon.gov/planning/neighborhood-developer-meetings>

cc: lhagerman@tualatin.gov ; Tualatin Community Development Department
eengman@tualatin.gov ; Tualatin Planning Department

Kayla Zander

From: Jilian Saurage Felton <jsaurage@cpahoregon.org>
Sent: Tuesday, July 27, 2021 2:31 PM
To: Erin Engman; Kayla Zander; Lindsey Hagerman; Melissa Soots; Geoffrey Taylor
Cc: Sheri_Esser@outlook.com; stan.jernberg@outlook.com; dan@danhardyproperties.com; hgeorge@gmail.com; doug_ulmer@comcast.net; Jeanine@julianafamily.com; martinazziwoodscio@gmail.com; delmoore@frontier.com; jeremiah.baldwin@lamresearch.com; ardyth@comcast.net; janet7531@gmail.com; edkcnw@comcast.net; partricia.parsons@ctt.com; jmakarowsky@comcast.net; pdxalex@icloud.com; robikelly@earthlink.net; mwestenhaver@hotmail.com; deb.fant@gmail.com; scottm@capacitycommercial.com
Subject: Notice of Neighborhood Developer Meeting to Tualatin CIO

RE: Land Use Variance for 23500 SW Boones Ferry Road
Dear CIO Officers:

You are cordially invited to attend a meeting on July 23rd, 2021 at 6:30pm and via Microsoft Teams, with the URL for the meeting below. This meeting shall be held to discuss a proposed project located at 23500 SW Boones Ferry Road, Tualatin Oregon, 97062. The proposal is to request a variance for increase of structure height and parking reduction as part of the project's land use application. A call-in option is also available at 323-484-2116 with the conference ID 236 450 759# .

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 by contacting me at the phone, email, or address below.

Regards,

[Click here to join the meeting](#)

A link may also be found at <https://www.tualatinoregon.gov/planning/neighborhood-developer-meetings>

cc: lhagerman@tualatin.gov ; Tualatin Community Development Department
eengman@tualatin.gov ; Tualatin Planning Department

Jilian Saurage Felton

Housing Director

Community Partners for Affordable Housing, Inc. (CPAH)
503-293-4038 ext. 302 phone / 503-293-4039 fax
jsaurage@cpahoregon.org PLEASE NOTE NEW EMAIL ADDRESS
www.cpahoregon.org
Pronouns: she/her



P Please consider the environment before printing this e-mail.

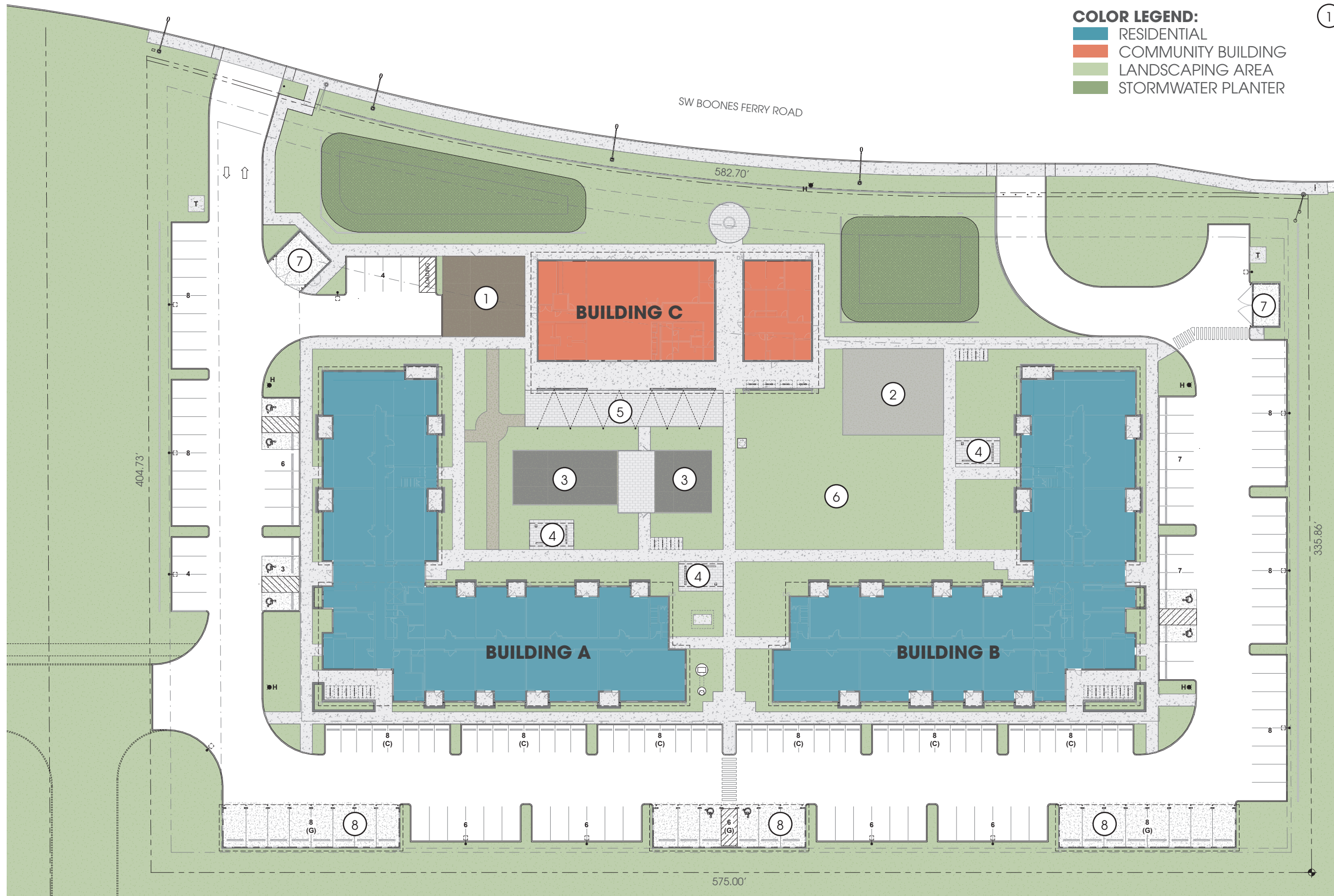
people will forget what you said, people will forget what you did, but people will never forget how you made them feel.
–Maya Angelou

Community Partners for Affordable Housing cares about our residents, our staff, and the community. We continue to take proactive and precautionary measures to guard against contraction spread of COVID-19. Although there are times that staff will be at the office or at our properties, and following social distancing guidelines, we will generally be working from home and meeting remotely. Please be safe.

PLAMBECK GARDENS

NEIGHBORHOOD MEETING / DEVELOPMENT MEETING

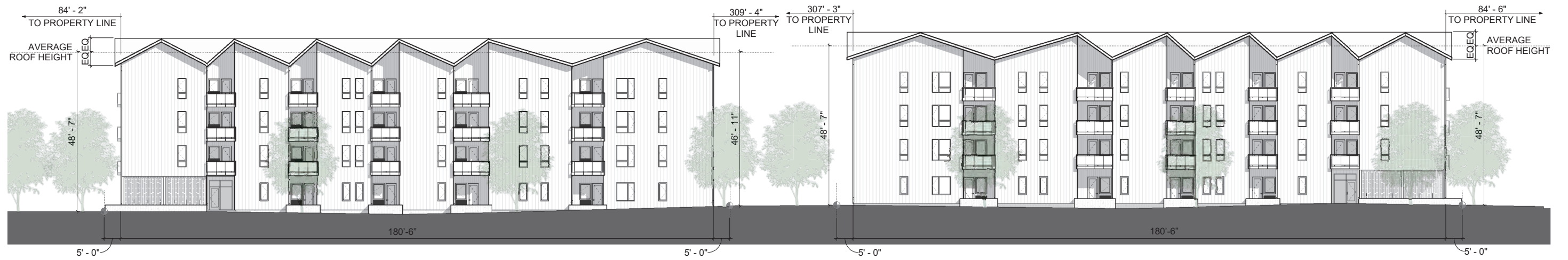




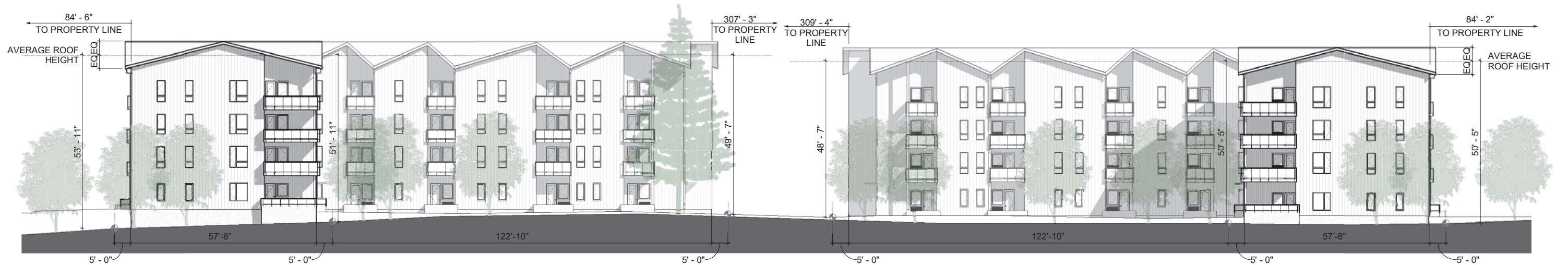
- COLOR LEGEND:**
- RESIDENTIAL
 - COMMUNITY BUILDING
 - LANDSCAPING AREA
 - STORMWATER PLANTER

- KEYNOTES:**
1. COMMUNITY GARDEN
 2. SPORT COURT
 3. PLAY AREA
 4. PICNIC SHELTER
 5. PATIO
 6. PLAY LAWN
 7. TRASH ENCLOSURE
 8. GARAGE

SITE PLAN
NOT TO SCALE



EAST ELEVATION | BUILDING A & B
NOT TO SCALE



WEST ELEVATION | BUILDING A & B
NOT TO SCALE



SOUTH ELEVATION | BUILDING A
NOT TO SCALE



NORTH ELEVATION | BUILDING B
NOT TO SCALE



SITE RENDERING

CERTIFICATION OF SIGN POSTING



In addition to the requirements of TDC 32.150, 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**. A PowerPoint template of this sign is available at: <https://www.tualatinoregon.gov/planning/land-use-application-sign-templates>.

As the applicant for the Plambeck Gardens project, I hereby certify that on this day, July 28, 2021 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: Jilian Saurage Felton, Housing Director, CPAH

Applicant's Signature: *Jilian Saurage Felton*
(Please Print)

Date: July 28, 2021



NEIGHBORHOOD MEETING SIGN-IN SHEET

Project: **19031 – Plambeck Gardens**

Date/ Time: **08/11/2021 – 6:30pm**

Project Team in Attendance:

Rachael Duke	Community Partners for Affordable Housing	rduke@cpahinc.org
Jilian Saurage Felton	Community Partners for Affordable Housing	jsaurage@cpahinc.org
Geoffrey Taylor	Community Partners for Affordable Housing	gtaylor@cpahoregon.org
Bobby Daniels	Wenaha Group	bobbyd@wenahagroup.com
Michelle Black	Carleton Hart Architecture	michelle.black@carletonhart.com
Melissa Soots	Carleton Hart Architecture	melissa.soots@carletonhart.com
Kayla Zander	Carleton Hart Architecture	kayla.zander@carletonhart.com
Noah Harvey	Carleton Hart Architecture	noah.harvey@carletonhart.com
Dristi Manandhar	Carleton Hart Architecture	dristi.manandhar@carletonhart.com

Neighbors in Attendance:

Ed Casey CIO Lead	22555 SW 102 nd Place Tualatin, Oregon
Alex Thurber Byrom CIO President	9875 SW Iowa Drive Tualatin, Oregon 97062
Mary Lyn Westenhaver	9845 SW Iowa Drive Tualatin, Oregon 97062
Rebecca Kimmel	23605 SW Boones Ferry Road Tualatin, Oregon 97062
Dylan Potter	23405 SW Boones Ferry Road Tualatin, Oregon 97062
John Lucini	23677 SW Boones Ferry Road Tualatin, Oregon 97062
Grace Lucini	23677 SW Boones Ferry Road Tualatin, Oregon 97062
Christine Bazant	23285 SW Boones Ferry Road Tualatin, Oregon 97062



NEIGHBORHOOD MEETING NOTES

Project: **19031 – Plambeck Gardens**

Date/ Time: **08/11/2021 – 6:30pm**

Project Team Presentation: 23 min

- Team member introductions from CPAH and Carleton Hart Architecture
- Introduction to Community Partners for Affordable Housing (CPAH)
 - o Located primarily in Washington County and SW Portland
 - o CPAH is a Tier 1 Community Housing Development Organization in Washington County
 - o Started 27 years ago from a group of people at St Anthony's Church. A group of people from the church came together to form a 501(c)(3) to provide affordable housing to people in the community.
 - o CPAH has 10 buildings, nearly 500 units – primarily multifamily buildings, with more than half of their units in Washington County.
 - o CPAH purchased the site in March of last year. The project is named after Doug Plambeck, who was a long term Tualatin resident and founding board member of CPAH.
 - o Approximately 25% of current Tualatin residents make less than \$41,000 a year, which is considered rent burdened based on current market rents.
 - o There is a deficit in Tualatin for affordable housing for residents making \$35,000 a year or less
 - o Plambeck Gardens will provide 116 units of affordable housing
 - 6 four-bedroom units
 - 16 three-bedroom units
 - 40 two-bedroom units
 - 54 one-bedroom units
 - o The project will have a full time resident services coordinator to help residents with things like after school programs, navigating various services with services providers, and operating community building.
 - o Who needs affordable housing? All units at Plambeck Gardens will be affordable to 60% Area Median Income (AMI) and below.
 - 60% AMI for a family of four is \$58,000. This is the salary range for jobs like a teacher, license practical nurse, two parents working full time at just above minimum wage.
 - 30% AMI is about \$29,000, which is about one full time minimum wage earner or two or more social security benefit recipients.
 - o The project applied and was awarded funds last year through the Metro Affordable Housing Bonds through the Washington County Housing Authority. The number one provider of affordable housing throughout the US does not come from HUD or Washington County, but rather the IRS through Low Income Housing Tax Credits (LIHTC). This project will also take advantage of the LIHTC, which then makes this a public/ private partnership. There is a private investor who invests funds by purchasing the tax credits. In turn, CPAH receives the money to build the project and the third component of the funding is debt. Putting the layers together takes time, which is what CPAH is working on while the design team works on the project. The Plambeck Gardens project is at about 50% of the way through the entire project timeline from acquisition to opening doors. This 50% mark indicates that financing has been arranged and design work is underway.
 - o CPAH does four things as an organization: build affordable housing, operate affordable housing, provide resident services for residents living in CPAH communities and other affordable communities, and advocate for affordable housing in Washington County.
 - o CPAH values housing as a human right and places value on creating spaces that not only serve their residents, but create a lasting benefit for the community. CPAH creates opportunity to integrate affordable housing with the community and vice versa.

- Variance Application
 - o The design team has explored many iterations of the site plan and thought about what best suits the conditions of the site, while meeting the programmatic needs and design goals of CPAH.
 - o We are still early in the design, so the graphics shared today will show building form and building placement on site, which will not be changing much as we go forward. Other items such as siding patterns and colors will continue to develop as well as the finer details of the project will continue to develop into spring of next year.
 - o Site Plan
 - Located on SW Boones Ferry Road.
 - North is to the right on the graphics, as indicated on the plan.
 - Horizon Community Church's property is to the north and wraps around the east with a little sliver/ pole lot to the south.
 - Further to the south of Horizon is the propose Autumn Sunrise development. Their Land Use process is similar to ours. However, it is a different project and a different property. Our teams are working together, but they have a different process than us.
 - The two residential buildings on site are 4-stories each and are L-shaped to create a courtyard space. These residential buildings include the units as well as some common area spaces such as laundry room, lounge, and meeting room. Additionally, there is a 1-story community building which will include administrative offices as well as large classrooms and gathering spaces for resident services and ultimately create a place for residents to gather and mingle.
 - We have provided covered outdoor space, play areas, community garden, a large play lawn and sport court with a variety of picnic shelters around the site. These spaces are joined together in a courtyard that is shaped by the two residential buildings.
 - Site plan includes multiple access points. We are still working out what the access to the site will look like. When we sent out this plan, the main access was in the southwest corner with fire truck emergency access located in the northwest corner. Since this plan was sent out, we have had conversations with Washington County and we think that the primary driveway will move to the northwest and the emergency access will move to the southwest.
 - In the southeast corner of the plane there are some dashed in lines, that indicate the future connection to the Autumn Sunrise development. This connection is encouraged by Washington County and the City of Tualatin. This is a longer process, as it requires easements as well as timing between developments.
 - There are some covered parking areas on the east side of the site plan, with the remaining parking stalls as surface parking stalls.
 - o Elevations
 - The residential buildings are four stories. Each unit will have its own balcony, which is emphasizes with the building form. Each unit will also have a storage closet either connected to the balcony, or elsewhere in the building.
 - You can see in the building elevations that the slopes across the site vary extensively.
 - Building height is one of the variances that we are applying for.
 - You can see that the two buildings are the same in number of levels, but that Building A is technically higher because the grade slopes down steeper around it.
- Site Challenges
 - o Initially when we looked at the site, we had planned on 3 three-story residential buildings, that would meet the maximum height per the zoning code without a variance. We had planned on that approach, but as we learned more about the site, including the steep grading along the north side of the property we had to change our plan. Additionally, when we did our geotechnical explorations, we discovered that there is a soft layer of soil at the top of the site that is not suitable for building. That soft soil is deepest at the north side of the site. Additionally, we are looking to make a gravity sewer connection to the south, so we need a certain finished floor height for the buildings to achieve that. These three factors made it so that we could not place a building on the north side of the site.

- We looked at different ways to make the three residential building design work, but realized we needed to consolidate to two buildings and in order to make everything fit on site, we needed to add another story to the residential buildings. After redesigning to two residential buildings, we felt that the development benefitted from the outdoor courtyard shape in the middle of the site that is framed by the buildings.
- By consolidating the building with a smaller footprint, we can meet the other zoning requirements for outdoor space. This was proving challenging with the larger unit sizes this project includes. With the larger units, we have a larger building, but still require the same amount of outdoor space.
- We have landed on a design that is close to the parking requirements, but every time a new site constraint was identified, we would have to lose a few more stalls. We are currently providing 170 parking spaces, with a code required 188 spaces. This is less than a 10% request in reduction to parking.
- Process
 - This meeting is part of our Land Use application process. Our next step is to submit variances for the parking reduction and building height increase.
 - The parking reduction is to permit 170 parking spaces in lieu of 188.
 - The height variance will be to go to 4-stories and exceed the 35'-0" height limit
 - From here, we will continue with design development and submit for the Land Use Architectural Review Submittal. At the same time, we will be requesting a design exception request for Washington County which will allow us to have access to Boones Ferry Road.
 - Assuming all the processes go smoothly we will be submitted for a building permit spring of 2022 and start construction in the spring of 2023, with construction wrapping up in summer of 2024.
- Parking Study Update
 - CPAH has elected to complete a parking study, which is not a requirement of the variance. The study included three other similar projects that were affordable multifamily projects with family size units with public transit located nearby. The three project sites were located in Tualatin, Wilsonville and Tigard.
 - Initial findings from the parking study indicate that for 116 units of affordable housing we would need to provide 151 parking spaces. Being able to provide 170 stalls, which is above the 151 study value has the team feeling good about the amount of parking provided.

Question & Answer Portion: 35 min

- Will open spaces be public?
 - There is not currently a partnership with the parks district. Community rooms are not open to the public, but can be used for CIO meetings, neighborhood meetings, etc if the organizations reach out to CPAH about reserving the space.
 - Play grounds and other outdoor elements will be for residents only.
- Gridlock from Day Road south to Tualatin High School or further north. Getting in and out of this development at the time when there is gridlock and lots of traffic on the road is difficult. Is there a traffic signal planned?
 - CPAH shared what is speculated at this point based on conversations with City, County and ODOT. The jurisdictions are considering adding a signal to the Autumn Sunrise development at the proposed H-Street location.
 - CPAH's preference would be to connect to Autumn Sunrise and have all Plambeck Gardens traffic flow through H-street. However, if the timing doesn't work out with Horizon, Autumn Sunrise and CPAH, we might need to wait to make that connection. The county has stated that if the traffic report indicates issues, that we could potentially have to do right turn in, right turn out only driveway. The traffic report is still a work in progress, as our traffic study and Autumn Sunrise traffic study are working together.
- Do you know where the proposed extension of 124th street, which is the bypass that Washington County has told Tualatin they must build? It will come from 124th at Grands Ferry and connect to Boones Ferry, not sure exactly where. It will dump a lot more people and will likely require a traffic signal. Not sure how

- far it will be from this project site. Currently there is an area called Victoria Woods, which is about 3 blocks south of Tualatin High School and they have a difficult time getting in and out of their subdivision.
- CPAH does not have any intel on this location, but has heard of various stop lights being proposed in different land use presentations. This issue is outside of our scope of work, and is something that ODOT will need to step in on.
 - What School District will this project be in?
 - TBD – The project is currently in the Sherwood school district, but is practically within walking distance of Tualatin High School. The two school districts will need to work together to determine what makes the most sense. CPAH is currently reaching out to both school districts to help figure out the school district for their residents.
 - Note from neighbor: The school district swap has been done in the past.
 - Currently, there is one bus line along there (TriMet – 96). South Metro Area Rapid Transit (SMART) doesn't have any coverage from Wilsonville for this. If this is low income housing, assuming people are taking public transit. Traffic signal will help with residents being able to cross the road to catch the southbound bus.
 - The design team has talked with TriMet and they are open to creating more stops along the 96 route. However, TriMet is reactionary, as they are not able to use a tax base that doesn't exist yet. TriMet bases their bus frequency on use and will create new bus lines based on ridership. Also, as part of the Basalt Creek Concept Plan, TriMet has said that they are interested in adding another bus line. CPAH is not sure on the specifics of that plan, but assumes once Autumn Sunrise and Plambeck Gardens are built, the ridership will increase and at that point we are guessing more frequent bus service, and then perhaps a new bus line will be developed.
 - Why the change in the location of the driveway access and emergency access?
 - This is in response to comments from Washington County as Autumn Sunrise develops their traffic study. The request from the County is that we be as far away as possible from H-Street. By switching them, we will be about 600-feet away from their driveway, which is Washington County's spacing requirements between streets, and is the safest location for the SW Boones Ferry Road access point.
 - The traffic studies look at both the existing conditions as well as any known or future conditions as well. Our traffic engineer and Autumn Sunrise's traffic engineer are working together with both the City and County as well.
 - Congrats to CPAH for finally getting this affordable housing project in the area. Resident expressed that they think it will be a great project if residents can get to and from it.
 - CPAH thanked the Tualatin resident for their support.
 - Are the visuals on screen available for those that cannot get into the meeting on a computer?
 - Yes, CPAH asked anyone who wanted the graphics to stay after the presentation and share their email, so the team can send it to them.
 - It was also noted that materials are posted by the City of Tualatin and were shared with attendees in team's chat log as well.
 - How many units are in the complex?
 - 116 units.
 - Are the only planned improvements to the roads only in front of the project site on Boones Ferry Road? Is CPAH required to help with the traffic that will back up by the high school or other places in Tualatin?
 - CPAH is held to the same standards as every other developer. CPAH will be completing right of way improvements and will also be contributing to the transportation development tax, which applies to this project just like every other project. The transportation development tax is not the same as property tax. It is what CPAH must pay per unit to develop. The tax is the money that is intended for Washington County to use for road improvements. It does not get earmarked for specific use along CPAH's property.
 - Anything required in front of our property will be determined with our final traffic study results. We don't know the results of our traffic study yet.

- The height variance seems like a high percentage of increase. Is this kind of variance typically approved?
 - o The team originally planned for three 3-story building, but given the challenges of the site it was not feasible to do three buildings on site, so that lead to a fourth story addition. The upside is that we can fit more parking on the site.
 - o One of the things that we did was that the style and location of the buildings will fit with the neighborhood. The buildings are setback a large distance from the property line and are more centrally located in the site, keeping them away from adjacent properties.
- Will there be any commercial space included?
 - o There will be no commercial space as part of this development. The community space is only for residents.
 - o However, it was noted by a resident that the Basalt Creek Concept Plan does include neighborhood commercial adjacent to our property on the Autumn Sunrise site.
- Another question was asked about the current plan entrance.
 - o The current plan has the main site access along the more northern access point and the emergency access along the southern end. The emergency access will be used less and have limited access for emergency vehicles only, which is why Washington County is okay with that being closer to H-Street on Autumn Sunrise's property.
- Does the parking provided on site include staff in addition to residents?
 - o The 170 parking spaces does include staff parking.
- Will residents have an assigned parking space and will there be assigned guest parking?
 - o CPAH will work on that plan when they get closer to opening. Most CPAH properties have a first come, first serve basis. However, this is a large site so it is yet to be determined. There are several garages, which will need to be reserved.

Questions Received by Email:

- What is the requirement for parking and what is the variance?
 - o The requirement by code is 188 stalls, the proposed plan includes 170.
- Does the number of bedrooms change the ratio of parking spaces per unit?
 - o Yes it does.
 - o 1-bedroom – 1.25 spaces
 - o 2-bedroom – 1.5 spaces
 - o 3-bedroom – 1.75 spaces + garage
 - o 4-bedroom – Following the 3-bedroom standard
- How are the number of visitor parking spaces determined?
 - o Tualatin does not have a requirement to separate visitor and resident parking. It is just a single value of stalls based on the size of the unit.
- How many people will be working there? Employees, provider of services and delivery support vehicles?
 - o The team has included a loading zone for deliveries.
 - o The employees and service providers are all included in the code required 188 parking stalls, which is therefore included in our request for 170 parks stalls.
- Does CPAH have written parking regulations as part of its lease agreement?
 - o There are certain requirements from the County and state regarding LIHTC units and what is allowed in the lease agreements. That process is currently being worked on with the property management company, as they work with CPAH to meet all the requirements of the various funders.
- Storm water questions
 - o The storm water does go both to the north and the south. We will be meeting all the requirements from CWS, HUD and NOAA.
 - o The driveways and storm water planters are still shifting as we are early in design. The specifics are not available yet, but as the city and county requirements for road and access get settled, then we will know where the storm water planters will be settled.
 - o HUD and NOAA standards are related to the funding sources for our project. That means we will not only be meeting local storm water standards, but federal standards as well. These standards have a higher standard than the local standard in some cases. This includes a requirement that all storm water leaving the site needs to match pre-development levels (ie: grassy field). If the

- entire site was a grassy field, the amount of storm water that would leave the site is what we need to match. For this reason, we are providing storm water storage both above and below ground. The design will meet the local jurisdiction, but also be reviewed by NOAA as well.
- Will there be overflow parking?
 - o We would have to check in with Autumn Sunrise to see if there is going to be street parking in their neighborhood, as there is no street parking along Boones Ferry Road. CPAH's experience with parking at affordable housing projects, statistically shows a trend in lower parking rates as compared to market rate housing. That reduction is pretty consistently about 30% fewer vehicles with an affordable housing development. Our parking study is supporting our current 170 parking stall design.
 - What will the water source be for residents?
 - o We will be required to bring in City water as the property currently is served by well water. We are bringing a public water line down from Norwood to the site and then Autumn Sunrise will connect to it and complete the water loop.
 - o We are not permitted to use the well for domestic water, but we are hoping to repurpose the well for irrigation.



PLAMBECK GARDENS

23500 & 23550 SW Boones Ferry Road
Pre-Application Meeting Summary

Thank you for discussing your proposed multifamily housing project. Below you will find a summary of our discussion points. If there is anything else from our meeting that you wish to document, please respond with your notes as well. Thank you.

Required Land Use Reviews

Submit electronically via eTrakit: <https://permits.ci.tualatin.or.us/eTrakit/>.

Neighborhood/Developer meeting

- Holding a Neighborhood/Developer meeting is required for both Variance and Architectural Review applications. The same meeting may be used for both applications.
- Neighborhood/Developer meetings should generally be held no more than six months prior to application. More detailed information about this meeting is online here: <https://www.tualatinoregon.gov/planning/neighborhood-developer-meetings>
- Applicants are responsible for mailing and posting notice of your Neighborhood Developer meeting. The City can provide a list of addresses for your notice letters. This mailing list includes neighboring property owners, but communicating with your current residents is also encouraged to proactively address concerns. Please email us at planning@tualatin.gov to request a Mailing List for a \$32 fee.

Variance:

- A variance for building height and parking minimum standards may be considered under the criteria of [TDC 33.120\(6\)](#)
- Application packet: https://www.tualatinoregon.gov/sites/default/files/fileattachments/planning/page/5086/varianceinstructions_withform.pdf
- Decided by Planning Commission, meetings held on the third Thursday of the month: <https://www.tualatinoregon.gov/tpc>
- Examples of recent variance applications are found on our projects website: https://www.tualatinoregon.gov/projects?term_node_tid_depth=All&field_project_status_value=All&field_project_type_tid=112&keys=

Architectural Review Application:

Type III Land Use Decision – See [TDC 33.020\(3\)](#)

https://www.tualatinoregon.gov/sites/default/files/fileattachments/planning/page/5081/ar_instructions_2019_withforms.pdf

Type III AR application and example for multi-family housing found here:

<https://www.tualatinoregon.gov/planning/ar18-0007-tualatin-apartments>

Criteria to address for your AR narrative includes:

- **Tualatin Municipal Code:**
 - [03-02: Sewer Regulations;](#)
 - [03-03: Water Service;](#)
 - [03-05: Soil Erosion, Surface Water Management, Water Quality Facilities, and Building & Sewers;](#)

- **Tualatin Development Code:**
 - [32: Procedures;](#)
 - [33.020: Architectural Review;](#)
 - [33.110: Tree Removal Permit/Review;](#)
 - [43: High-Density Residential Zone;](#)
 - [73A, 73B, 73C, 73D: Standards;](#)
 - [74: Public Improvements](#)
 - [75: Access Management](#)

Type III Timeline:

- Decided by Architectural Review Board, meets as needed on Wednesdays:
<https://www.tualatinoregon.gov/arb>
 - 30 day Completeness Review
 - Hearing typically scheduled within 60 days of complete application
 - Notice of Hearing:
 - 20 day prior to hearing
 - Those who comment gain standing for potential appeal
 - Notice of Decision:
 - 14 day appeal period – opportunity to appeal decision to City Council

Highlighted Site Design Standards

- A multi-family structure is a permitted housing type in the High-Density Residential district, see [Table 43-2](#).
- The site is not located in a dedicated fish or wildlife habitat
- Perimeter landscaping requirements found in [TDC 73C.210](#)
- Plant material requirements found in [TDC 73B.090](#)
- Storage requirements found in [TDC 73A.200\(6\)](#)

Tree Removal:

Tree removal is reviewed under the Architectural Review application. A tree preservation plan and a tree assessment report prepared by a certified arborist are required to address the approval criteria for tree removal found in [TDC 33.110\(5\)](#).

Natural resources:

Clean Water Services will comment on additional natural resource, through their Review process. The Service Provider Letter from CWS is a requirement of a complete land use or Engineering permit submittal. For more information, see <http://www.cleanwaterservices.org/permits-development/step-by-step-process/environmental-review/>

Public Utilities and Other Site Development

- Request available public utility as-builts by emailing tdoran@tualatin.gov. Washington County can provide public as-builts adjacent to your site within SW Boones Ferry Road.
- Apply for Tualatin Erosion Control, Public Works, Water Quality Permits, and Hydraulic Modeling requests electronically via eTrakit: <https://permits.ci.tualatin.or.us/eTrakit/>.
- Apply for a Washington County right-of-way permit and include a copy of plans within the Tualatin permit set: <https://www.co.washington.or.us/LUT/Divisions/Operations/Permits/row-permits.cfm>.
- An Erosion Control permit is required from Tualatin for projects disturbing over 500 square feet.
 - Additionally if between one and five acres are disturbed, a 1200CN is needed from CWS.
 - If over five acres are disturbed, a 1200C is needed from DEQ.
- A Water Quality Permit is needed for construction and modification of public and private impervious areas. The permit will include wetland mitigation/revegetation required by CWS SPL in addition to treatment, detention as required for conveyance, and hydromodification per CWS D&CS Ch 4.
 - Any additional permits from regulating agencies such as CWS Environmental Services
 - Include all private stormwater treatment and conveyance within a maintenance agreement including existing facilities.
 - For water quality permit application completeness submit stormwater plans and calculations certified by an Oregon registered, professional engineer in accordance with TMC 3-5-390(1) proving proposed systems:
 - In accordance with TMC 3-5-200 through 3-5-430, TDC 74.630 and 74.650, Public Works Construction Code (PWCC), and Clean Water Services' (CWS) Design and Construction Standards (D&CS) Chapter 4.
 - Show onsite facilities for proposed new and modified impervious areas.
 - Address runoff from all new and modified private impervious areas.
 - Treat new and modified impervious areas in accordance with CWS D&CS 4.08.1.d meeting phosphorous removal in accordance with TMC 3-5-350 per the design storm in accordance with TMC 3-5-360 and CWS D&CS 4.08.2.
 - Detain as needed TMC 3-5-220, TMC 3-5-230, and CWS D&CS 4.08.
 - Accommodate hydromodification in accordance with CWS D&CS 4.03.5.
 - Include conveyance calculations that accommodates up to a 25-year storm event with 100-year overland flow to the public stormwater system in accordance with TDC 74.640 and CWS D&CS 5.05.2.d.
 - Downstream evaluation with a maximum of 82% capacity within public lines per [TMC 3-5-210 - Review of Downstream System](#)
 - Demonstrate compliance with the Clean Water Services' Service Provider Letter CWS conditions sufficient to obtain a Stormwater Connection Permit Authorization Letter in accordance with TDC 74.650(2) and CWS D&CS 3.01.2(d).

- If the proposed water quality facility includes infiltration in the design, a Geotech/soil/infiltration report will need to be submitted to Engineering for a complete land use application.
- A Public Works Permit is needed for any sanitary sewer, stormwater, or water line work within right-of-way or public easements along with associated permits from Washington County.
 - Public sanitary sewer and water lines exist in SW Norwood Road. Extension of public systems, construction of a public sanitary sewer pump station, and potential upsizing of public lines must be determined. Private easements allowing a permanent gravity flow across Horizon and a temporary force main across Autumn Sunrise must be provided and recorded.
 - Dedication and construction of Arterial streets allows eligibility for credits per the [Washington County TDT Manual](#).
 - A public stormwater treatment and detention facility is normally needed to treat the right-of-way which could include a LIDA facility within the planter. Private facilities may be oversized to equivalently address the public stormwater requirements. Otherwise a separate Water Quality Permit is needed for the public facility.
- SW Boones Ferry Road is under Washington County jurisdiction and construction will require a Facility permit. This includes a total of 45 feet from centerline with a 6-foot wide sidewalk, 6-foot-wide planter with streetlights and street trees, curb and gutter, and pavement.
 - Provide improvements and dedication for the Washington County cross-section plus additional ROW for city standard 6 foot sidewalk with 6 foot planter strip (A-3 County standard includes a 5 foot planter strip with a 5 foot s/w).
 - https://library.municode.com/or/washington_county/codes/community_development_code?nodeId=ARTVPUFASE_501PUFASERE
- A Traffic Impact Analysis (noted in the section below) must evaluate and propose a connectivity plan to assure the proposed interim access can be redirected to a future local street to the south within the future Autumn Sunrise subdivision.
 - Access to SW Boones Ferry Road must meet Washington County requirements and allowances per design exception.
 - [TDC 75.040. - Driveway Approach Requirements](#)
 - The access may be made of pervious pavement to accommodate itself as 1:1 Water Quality Facility.
 - The emergency vehicle access must have a rolled curb and TVF&R approved locked gate at the right-of-way. We encourage onsite signing to clearly indicate the access is not to be blocked and for emergency vehicles only.
 - This must be planned connect to the local street constructed with Autumn Sunrise subdivision development via a platted public easement over a tract.
 - A curb tight sidewalk is acceptable.
 - If your plan results in utilizing the Horizon flag pole, Include private access agreements for sharing Horizon lot's access to SW Boones Ferry Road and for future redirection to the south.
 - You must clarify your plan to complete the connection to Autumn Sunrise's local street.
- Record an 8-foot wide public utility easement adjacent to right-of-way.
 - Underground utilities unless over 50kv (then associated existing utilities may remain above).

- Work directly with PGE regarding the existing lines and poles vs what they will require to serve your site and support poles on the west side of SW Boones Ferry Road.
 - Your conversations with PGE may result in their request of special circumstances to the City. Please provide us PGE's response early so we can provide any needed input.
 - Private retaining walls must be located outside of the public utility easement.
 - The maximum allowed slope within the public utility easement is per Washington County standards for SW Boones Ferry Road.
- Hydraulic Modeling is required for over 48,300 square footage of new building area, 870 gallons/acre/day use, and/or more than 49 residential units. Hydraulic Modeling may be requested in advance of application for a land use to confirm availability and requirements, but may need to be updated depending on changes due to conditions of approval. When submitting a modeling application include via eTrakit: <https://permits.ci.tualatin.or.us/eTrakit/>:
 - Requirements/alternatives allowed by Tom Mooney, TVF&R (503) 259-1419, thomas.mooney@tvfr.com
 - Hydrant flow test results have been performed nearby and results provided to your team by Mark Schlager. You may use that report instead of requesting testing via <https://www.tualatinoregon.gov/publicworks/hydrant-flow-tests>. For questions regarding testing contact Terrance Leahy, Water Division Manager, (503) 691-3095, tleahy@tualatin.gov.
 - After submittal Staff will coordinate with you regarding payment of the fee per the current [fee schedule](#). (Currently \$300/building)
 - As an alternative to the standard public utility location beneath a public street, the extension of public water line within SW Boones Ferry Road right-of-way may be located beneath the public sidewalk with construction per Public Works Construction Code. Developers are required to obtain any additional right-of-way required to match their proposed plans.

Transportation and Site Access

- Your transportation engineer must contact Mike McCarthy, Principal Traffic Engineer, mmccarthy@tualatin.gov (please also copy tdoran@tualatin.gov) to confirm proposed Traffic Impact Analysis scope. Mike will coordinate with Washington County and any other applicable agencies and jurisdictions. Mike may also be reached at (503) 691-3674.
- The Autumn Sunrise subdivision has been submitted. Submitted materials will be sent out by staff for a public comment period to nearby property owners and made available in the future on the [City's Project's page](#). Your traffic study will need to incorporate their study/development. Your traffic engineer's coordination with Mike should include this discussion.

Fire

- Tom Mooney, TVF&R (503) 259-1419; thomas.mooney@tvfr.com)
- A TVF&R Service Provider Letter will be required as part of your Architectural Review submittal, apply here: <https://protect-us.mimecast.com/s/2I9QC1wPBylBNqETLICJc?domain=tvfr.com>
- Flow testing: Terrance Leahy, Water Division Manager, (503) 691-3095; tleahy@tualatin.gov)

Fees

- Current fee schedule: <https://www.tualatinoregon.gov/finance/fee-schedule>
- For calculating SDC fees, please work with Lauren Gonzalez, lgonzalez@tualatin.gov