



Emailed **May 3, 2022**

AAI Engineering
Attn: Beth Zauner
4875 SW Griffith Dr., #300
Beaverton, OR 97005
bethz@aaieng.com

Site: 11345 SW Herman Road, Tualatin, Oregon
Submitted: December 29, 2021

Dear Ms. Zauner,

In accordance with Oregon Revised Statutes (ORS) 227.178(2) this application was deemed incomplete on January 27, 2022 due to certain missing submittal items. Per subsection (a) you have provided all of the missing information needed to proceed with the review of your project but we do list several advisory items below that should be addressed. Therefore, your application has been deemed complete as of **May 3, 2022**. Pursuant to ORS 227.178(1) the City is required to take final action on your application for this application, including resolution of all appeals under ORS 227.180, within 120 days after the application is deemed complete, or **August 31, 2022**.

Advisory Items:

These elements do not need to be corrected in order to deem the application complete but will need to be addressed either through Conditions of Approval or plan modifications in order to meet approvability standards. We would appreciate the following items being addressed as soon as possible.

1. Traffic Impact Analysis Memorandum – We advise that an updated Traffic Memorandum addressing comments and issues raised in DKS’s letter dated April 14, 2022 (attached) be submitted for staff review.
2. Recording Documentation for PLA22-0001 – Please provide proof of the recorded property line adjustment associated with local file PLA22-0001.
3. Flood Storage System - For continued City consideration of flood storage to meet floodplain requirements for this property, please submit the approved floodplain permit and all supporting documentation for AAI’s previously shared example project, Walgreens store at W Arlington and McLoughlin in Gladstone.
4. Building Architecture – We suggest reviewing TDC 73A.010 and revising the current building architectural drawings to better meet the purpose of this section of the TDC such as providing more attractive wall articulation, roof design, materials, and placement of elements such as windows, doors, and other identification features. An email dated April 8, 2022, was sent to Ms. Zauner suggesting adjustments be made to building architectural design to better meet the purpose and objectives of TDC 73A.010.

Next Steps:

Our next step will be to schedule an Architectural Review Board hearing for the Architectural Features element of the review.

Please contact me with any questions at 503-691-3029 or kleonard@tualatin.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K Leonard'.

Keith Leonard, AICP
Associate Planner

cc: Kim McMillan, PE, Community Development Director
Steve Koper, AICP, Assistant Community Development Director
Tony Doran, EIT, Engineering Associate
Lindsey Hagerman, Office Coordinator
Heidi Springer, PE, City Engineer
Mike McCarthy, Principal Transportation Engineer
Gary and Ricky Walgraeve (by email at farmerboy5@comcast.net)

Attachment: DKS letter dated April 14, 2022

File: AR 21-0018

From: Keith Leonard
Sent: Friday, April 8, 2022 3:27 PM
To: Beth Zauner
Subject: Hedges Creek - building design

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Beth,

We reviewed the elevations of the proposed buildings in light of what occurred at the most recent Architectural Review Board (ARB) hearing. The proposed buildings architecture will likely generate a lot of feedback and possible additional conditions of approval based on a recent ARB hearing. The ARB included the following condition of approval for the recent Logistics Park project (ARB21-0011):

*The applicant must submit a Final Site Plan Set (in PDF format) to the Planning Division that is in substantial conformance to the submitted site plans and includes:
Additional elements to add diversity of building form, scale, articulation of walls, roof design, materials, and placement of elements such as windows, doors, paint and identification features.*

The Purpose and Objective statements found in [TDC 73A.010](#).

(1) Purpose. The purpose of the site and building design objectives and standards found in TDC 73A through TDC 73G is to promote functional, safe, innovative, and attractive sites and buildings that are compatible with the surrounding environment, including, but not limited to:

(a) The building form, articulation of walls, roof design, materials, and placement of elements such as windows, doors, and identification features; and

(b) The placement, design, and relationship of proposed site elements such as buildings, vehicular parking, circulation areas, bikeways and bike parking, accessways, walkways, buffer areas, and landscaping.

(2) Objectives. The objectives of site and building design standards in TDC 73A through TDC 73G are to:

(a) Enhance Tualatin through the creation of attractively designed development and streetscapes;

(b) Encourage originality, flexibility, and innovation in building design;

(c) Create opportunities for, or areas of, visual and aesthetic interest for occupants and visitors to the site;

(d) Provide a composition of building elements which responds to function, land form, identity and image, accessibility, orientation and climatic factors;

(e) Conserve, protect, and restore fish and wildlife habitat areas, and maintain or create visual and physical corridors to adjacent fish and wildlife habitat areas;

(f) Enhance energy efficiency through the use of landscape and architectural elements; and

(g) Minimize disruption of natural site features such as topography, trees, and water features.

If there are any changes to the elevation plans then please send them directly to me. If you have any additional questions feel free to contact me.

Keith Leonard, AICP
Associate Planner

City of Tualatin | Planning
503.691.3029 | www.tualatinoregon.gov



From: Wil Anderson <wanderson@phelandevco.com>
Sent: Monday, May 16, 2022 5:37 PM
To: Keith Leonard; Beth Zauner
Subject: RE: AR21-0018 - Hedges Creek - Architectural Review Board - hearing date, application material

Hi Keith,

We're getting updated drawings compiled. I hope to have to you sooner, but it may be Thursday before we can get everything compiled. We want to make sure no discrepancies.

I should also have the TIA Memo referenced in the AR Completeness letter as well. As we chatted about Friday, I don't foresee any of the other items from the completeness letter being included in that package.

Thanks,
Wil

Wil Anderson

Phelan Development Company
541.912.5387 (mobile)

From: Keith Leonard <kleonard@tualatin.gov>
Sent: Monday, May 16, 2022 12:15 PM
To: Beth Zauner <bethz@aaieng.com>; Wil Anderson <wanderson@phelandevco.com>
Subject: RE: AR21-0018 - Hedges Creek - Architectural Review Board - hearing date, application material

Hello,

Wil, thanks for chatting with me over the phone last week regarding the Hedges Creek project and application material. Please let me know asap when you've assembled all the material for the application. We are planning on sending out the ARB notices this week and it would be best to post the most up-to-date material on the website for agencies and others to review.

Thanks!

Keith Leonard, AICP

Associate Planner
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From: Keith Leonard
Sent: Friday, May 13, 2022 10:22 AM
To: Beth Zauner <bethz@aaieng.com>; Wil Anderson <wanderson@phelandevco.com>
Subject: RE: AR21-0018 - Hedges Creek - Architectural Review Board - hearing date, application material

Hello,

Circling back to see if you will be submitting updated plans and other supporting information? I would like to get the website up, noticing, etc...Thanks.

Keith Leonard, AICP

Associate Planner

City of Tualatin | Planning

503.691.3029 | www.tualatinoregon.gov



From: Keith Leonard

Sent: Thursday, May 12, 2022 10:37 AM

To: Beth Zauner <bethz@aaieng.com>; Wil Anderson <wanderson@phelandevco.com>

Subject: AR21-0018 - Hedges Creek - Architectural Review Board - hearing date, application material

Hello,

We have a quorum for the Architectural Review Board for Wednesday June 29, 2022. I want to double check to make sure ALL supporting material, civil plans, elevations, etc...are complete. Questions like, the site plan has changed so have all those changes been made to the civil plans, elevations, etc...

It would be beneficial for you as the applicant to put together a final full application as soon as possible. I've started to weed through the material that was submitted subsequent to the initial application submittal. It would be better to get all the final documents from the applicant to make sure your most complete application is being provided for review.

Have a good day. Thanks.

Keith Leonard, AICP

Associate Planner

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